



ARNPRIOR

Town of Arnprior

Regular Meeting of Council Agenda

Date: Monday, December 9th, 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 – November 25th, 2024](#) (Page 1-16)**
- 8. Awards / Delegations / Presentations**
 - a) Delegations**
 - a. [Junior B Arnprior Packers](#), Dustin Dorcen (Page 17-18)**
 - b) Presentations**
 - a. [Water and Wastewater Rates Study](#), Watson and Associates (Page 19-40)**
 - b. [Museum End of Year Update](#), Emily Stovel, Manager of Culture / Curator (Page 41-54)**
 - c. [World Juniors Event Update](#), Graeme Ivory, Director of Recreation (verbal)**

9. Public Meetings

- a) **Zoning By-Law Amendment No. 6/24 (400 Division Street)** (Page 55-56)

10. Matters Tabled / Deferred / Unfinished Business

11. Notice of Motion(s)

12. Staff Reports

- a) **Bill 23 – Recommended Official Plan Amendment No. 9 and Implementing Zoning By-law Amendments**, Alix Jolicoeur, Manager of Community Services / Planner (Page 57-61)
- b) **2024 Accessibility Status Report**, Kaitlyn Wendland, Client Services Coordinator, and Kaila Zamojski, Town Clerk (Page 62-86)

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-DEC-21
 - ii) Correspondence Package No. A-24-DEC-16

15. By-laws & Resolutions

- a) **By-laws**
 - i) **By-law No. 7542-24 – Adopt Town-Initiated Official Plan Amendment No. 9 (Bill 23 and 185)** (Page 87-114)
 - ii) **By-law No. 7543-24 – Adopt Town-Initiated Zoning By-law Amendment No. 8/24 (Bill 23 and 185)** (Page 115-117)
 - iii) **By-law No. 7544-24 – 2024 Occupational Health and Safety Statement** (Page 118-119)

- iv) **By-law No. 7545-24 – Appoint Integrity Commissioner and Closed Meeting Investigator** (Page 120-130)
- v) **By-law No. 7546-24 – Authorize Transfer Payment Agreement – Housing Enabling Water Systems Fund (HEWSF) Grant** (Page 131-169)
- vi) **By-law No. 7547-24 – Appoint Deputy Treasurer (L. Vincent)** (Page 170-171)

b) Resolution

- i) **Emergency Management Program Committee – Annual Confirmation** (Page 172)
- ii) **Municipal Grants Application – Arnprior Optimistic Women’s Club (Holiday Skate)** (Page 173)
- iii) **Municipal Grants Application – ontrac Employment Resource Services (2025 Job Fair)** (Page 174)
- iv) **Municipal Grants Application – Arnprior McNab/Braeside Men’s Shed (Christmas Craft Sale)** (Page 175)
- v) **Municipal Grants Application – Optimist Club of Arnprior (Optimist Winter Carnival)** (Page 176)

16. Announcements

17. Media Questions

18. Closed Session

19. Confirmatory By-law

By-law No. 7548-24 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 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:

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

Request to Appear as a Delegation Form

Topic *

NSC renovations

Type of Meeting *

Council

Meeting Date

12/9/2024



Who are you representing

- Myself
- My Business
- Other

Please specify your business or other representation *

Owners of the Junior B Arnprior Packers

Reason for Appearing *

Speak to the proposed re-purposing of space within the renovated NSC and a proposed major fundraiser to benefit the Arnprior Hospital by our team

Do you have material to distribute at the meeting *

- Yes
- No

If yes please specify *

An overview of teams contribution and work within our community

Do you have a copy of your notes/ presentation to attach *

Yes

No

Please Note: All material to be distributed at the meeting and/or any electronic presentations must be received by the Town Clerk no later than 12:00 PM (noon) the Tuesday prior to the meeting. Materials must follow the guidelines provided on the back on this form.

Contact Information

Name *

Dustin Dorken

Address *

31 Hidden River Rd

Phone Number *

613 402-5335

E-mail Address *

bruinz19@hotmail.com

I hereby consent to the release of my personal contact information for the purposes of the agenda preparation and meeting *

I Agree



 Watson
& Associates
ECONOMISTS LTD.

Town of Arnprior Water and Wastewater Rate Study

Council Presentation
December 9, 2024

Areas of Discussion



- Study Purpose
- Legislation for Water and Wastewater;
- Existing and Forecasted Customers and Volumes;
- Capital Needs, Lifecycle Costs, and Financing;
- Operating Expenditures;
- Rates; and
- Next Steps.

Study Purpose



- Identify all current and future water and wastewater system capital needs;
- Identify cost recovery options for capital;
- Estimate future operating costs over the next 10 years; and
- Recommend new rates to recover the cost of the water and wastewater systems.

Legislation for Water and Wastewater



- Since Walkerton, new legislation has been passed by the Province to enhance the provision of services. These include the following:
 - Safe Drinking Water Act;
 - Sustainable Water and Sewage Systems Act;
 - O.Reg. 453/07 - Safe Drinking Water Act;
 - Clean Water Act; and
 - Water Opportunities Act.
- Further Requirements:
 - Municipal Infrastructure Strategy
 - Infrastructure for Jobs and Prosperity Act, 2015



2024 Rates



2024 - Water Billing Rates		
Base Charge		
5/8"	\$	22.98
3/4"	\$	31.41
1"	\$	54.65
1 1/2"	\$	97.10
2"	\$	157.26
3"	\$	283.05
4"	\$	655.28
6"	\$	1,271.47
8"	\$	2,019.10
Volume Charge		
\$	1.800	per m ³

2024 - Wastewater Billing Rates		
Base Charge		
5/8"	\$	17.28
3/4"	\$	23.61
1"	\$	41.09
1 1/2"	\$	73.00
2"	\$	118.23
3"	\$	212.81
4"	\$	492.66
6"	\$	955.64
8"	\$	1,518.02
Volume Charge		
\$	1.240	per m ³

Customer Profile and Volumes



Customer Profile

Metered	Water	Wastewater
5/8"	4,014	3,951
3/4"	43	42
1"	34	34
1 1/2"	33	33
2"	37	37
3"	2	2
4"	4	4
6"	1	1
8"	1	1
Total	4,169	4,105

Volumes

Metered	Water	Wastewater
Residential	604,380	594,908
Non-Residential	490,946	490,946
Total	1,095,326	1,085,854

Water Users Forecast



Year	Total Users	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
2024	52	26	52	52	52	52	52	52	52	52	52	52
2025	52		26	52	52	52	52	52	52	52	52	52
2026	52			26	52	52	52	52	52	52	52	52
2027	52				26	52	52	52	52	52	52	52
2028	52					26	52	52	52	52	52	52
2029	52						26	52	52	52	52	52
2030	52							26	52	52	52	52
2031	52								26	52	52	52
2032	52									26	52	52
2033	57										29	57
2034	57											29
Total	582	26	78	130	182	234	286	338	390	442	497	554
m ³ /user	148	148	148	148	148	148	148	148	148	148	148	148
Annual Flow		3,848	11,544	19,240	26,936	34,632	42,328	50,024	57,720	65,416	73,556	81,992

Water Customer Forecast	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	4,169	4,169	4,169	4,169	4,169	4,169	4,169	4,169	4,169	4,169	4,169
New - Growth	26	78	130	182	234	286	338	390	442	497	554
Total	4,195	4,247	4,299	4,351	4,403	4,455	4,507	4,559	4,611	4,666	4,723

Water Volume Forecast (m ³)	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	1,095,326	1,095,326	1,095,326	1,095,326	1,095,326	1,095,326	1,095,326	1,095,326	1,095,326	1,095,326	1,095,326
New	3,848	11,544	19,240	26,936	34,632	42,328	50,024	57,720	65,416	73,556	81,992
Total	1,099,174	1,106,870	1,114,566	1,122,262	1,129,958	1,137,654	1,145,350	1,153,046	1,160,742	1,168,882	1,177,318

Wastewater Users Forecast



Year	Total Users	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
2024	52	26	52	52	52	52	52	52	52	52	52	52
2025	52		26	52	52	52	52	52	52	52	52	52
2026	52			26	52	52	52	52	52	52	52	52
2027	52				26	52	52	52	52	52	52	52
2028	52					26	52	52	52	52	52	52
2029	52						26	52	52	52	52	52
2030	52							26	52	52	52	52
2031	52								26	52	52	52
2032	52									26	52	52
2033	57										29	57
2034	57											29
Total	582	26	78	130	182	234	286	338	390	442	497	554
m ³ /user	148	148	148	148	148	148	148	148	148	148	148	148
Annual Flow		3,848	11,544	19,240	26,936	34,632	42,328	50,024	57,720	65,416	73,556	81,992

Wastewater Customer Forecast	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	4,105	4,105	4,105	4,105	4,105	4,105	4,105	4,105	4,105	4,105	4,105
New - Growth	26	78	130	182	234	286	338	390	442	497	554
Total	4,131	4,183	4,235	4,287	4,339	4,391	4,443	4,495	4,547	4,602	4,659

Wastewater Flows Forecast (m ³)	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	1,085,854	1,085,854	1,085,854	1,085,854	1,085,854	1,085,854	1,085,854	1,085,854	1,085,854	1,085,854	1,085,854
New	3,848	11,544	19,240	26,936	34,632	42,328	50,024	57,720	65,416	73,556	81,992
Total	1,089,702	1,097,398	1,105,094	1,112,790	1,120,486	1,128,182	1,135,878	1,143,574	1,151,270	1,159,410	1,167,846

Note: Above flows are water flows on which the wastewater billing will be calculated

Capital Infrastructure



- Capital needs were identified based on the 2024 capital budget, the Town's Long-Range Capital Forecast, the 2023 D.C. study, and the review of capital infrastructure replacement needs (lifecycle via the Asset Management Plan).
- Capital works were identified by
 - Need;
 - Timing; and
 - Costs.

Water System Capital Needs 2024 – 2034 (Inflated \$)



Description	Total 2024-2034	Years Undertaken
Capital Expenditures		
Construction: River Crossing Phase I	1,975,708	2024-2025
Construction: MacDonald St Reconstruction	443,636	2024
Design: Victoria Street Reconstruction	22,856	2024
WFP Filter Media	250,000	2024
Design: Daniel St Sewer Upsizing / Albert Reconstruction	7,000	2025
Construction: Edey St Reconstruction / MacDonald	558,000	2025
WFP Filter Media (Filter #1 and #3)	450,797	2024
LRCF		
RR Rehab: (A) Shave & Pave Meehan (John to Hugh), (B) Full Reconstruction w/ sewer sep Tierney St N from McGonigal to St John's Way, (C) Full reconstruction St John's Way	219,000	2026-2028
Hugh St. N. from McGonigal to Saint Johns Way; Full reconstruction, WM, sewer separation, sidewalk one side only.	274,000	2026-2028
Daniel St Sewer Upsizing / Albert Reconstruction	96,000	2026
Victoria (John to Elgin) - Full reconstruction and Upsize Watermain 300mm	998,000	2027-2028
McLachlin St S Full Reconstruction - Caruso to Elgin & Sullivan Crescent Full Reconstruction	1,195,000	2030, 2034
River Crossing Phase II - WM replacement to Decosta	1,669,000	2030-2031
Full Reconstruction w/ sewer separation - Claude St, Elgin St E, McGonigal St E	663,000	2029-2031
Madawaska Blvd (Bridge to Decosta), WM replacement, streetlights, pathways	1,693,000	2028-2029
Full Reconstruction w/ sewer separation - Rock Lane East & Russell St N	737,000	2030-2031
Caruso (Division to Ida) Watermain Loop, Norma (Alicia to Caruso), Charlotte (Alicia to Caruso)	716,000	2031-2032
Full Reconstruction w/ Sewer Separation - James Street	516,000	2032-2033
Full Reconstruction William St W from Edward to Daniel St	797,000	2031-2032
Full Reconstruction McCartney - Design	47,000	2034
Full reconstruction - Charlotte, Norma, Ida (William to Alicia) and Vancourtland (William to Caruso)	936,000	2032-2033
Full Reconstruction McNab St from Madawaska to Seventh - Design	34,000	2034
Full Reconstruction w/ Sewer Sep Sullivan Cres & Vancourtland from Caruso to Elgin	619,000	2032-2033
McLean Ave and Chats Cr - Watermain and Road Grade Raise (Flooding mitigation)	474,000	2031-2032
Full Reconstruction w/ Sewer Sep Edward Street from Edey to Elgin Street	1,002,000	2033-2034
Full Reconstruction Riverview Drive from Fourth Avenue to Second Avenue Sanitary Upsizing	307,000	2031
Clearwell Replacement	1,030,000	2026
Roof Replacement (Phase 2) (2010)	114,000	2031
WFP Lower Roof	146,000	2032
WFP Upgrade - Clearwell Expansion	1,676,000	2032

Description	Total 2024-2034	Years Undertaken
WFP Upgrade - High Lift Pump Upgrade	587,000	2034
Fluoride Room Reconfiguration & Renewal	331,000	2026-2027
Sodium Bisulphite Room Repairs	106,000	2026
Raw Water Pumping Station Refurbishment (incl. roof replacement)	535,000	20231
Separated Water Valve Replacement	87,000	2027
Backwash Equipment Replacement	1,058,000	2028
Actiflo #1 Rebuild (Mixers, components, valves etc.)	151,000	2029
Actiflo #2 Rebuild (Mixers, components, valves etc.)	175,000	2034
High Lift Pump #1 Replacement	556,000	2029
High Lift Pump #2 Replacement	522,000	2033
High Lift Pump #3 Replacement	424,000	2026
Low Lift Pumping Station	243,000	2029
Filter Appurtenance Rebuild (Valves, Gates, Air Scour Blower)	1,537,000	2031
WFP Chemical Systems	160,000	2031
Distribution Watermain Twinning (at WFP)	308,000	2027-2028
Process Electrical - Water Tower	33,000	2033
Process Instrumental - Water Tower	16,000	2031
Building Services - Water Tower	16,000	2031
Building and Process Structure (Exterior Coating)	253,000	2032
Robotic Cleaning of Water Tower	61,000	2031
Water Meter Reading Equipment	8,000	2027
Rolling Water Meter Replacement	177,000	2029-2030
Valve Exerciser	75,000	2029
Waterworks Maintenance Software Implementation	212,000	2026
#07 Meter vehicle (2018)	12,000	2029
Ford F150 1/2 Ton 4x4 (2022)	36,000	2033
#10-22 Water Plant Van (2022)	27,000	2034
#71 Water Works Van (2018)	43,000	2029
Water & Wastewater Master Plan	40,000	2032
Water and Wastewater Rate Study	61,500	2024, 2029, 2034
Total Capital Expenditures	27,516,497	

Wastewater System Capital Needs 2024 – 2034 (Inflated \$)



Description	Total 2024-2034	Years Undertaken
Capital Expenditures		
Construction: MacDonald St Reconstruction	443,636	2024
Design: Victoria Street Reconstruction	22,856	2024
WPCC Scada 3 PLC Processors	250,000	2024
WPCC Roof Replacements	125,000	2024
Wastewater Facilities Anchor Points	30,000	2024
Design: Daniel St Sewer Upsizing / Albert Reconstruction	7,000	2025
Construction: Edey St Reconstruction / MacDonald	558,000	2025
WPCC - Filter Media Replacement - Odour Control	82,000	2025
WPCC Digester Cleanout Design/Engineering	103,000	2025
WPCC - Headworks Screen Safety Upgrades	52,000	2025
LRCF		
RR Rehab: (A) Shave & Pave Meehan (John to Hugh), (B) Full Reconstruction w/ sewer sep Tierney St N from McGonigal to St John's Way, (C) Full reconstruction St John's Way Hugh St. N. from McGonigal to Saint Johns Way; Full reconstruction, WM, sewer separation, sidewalk one side only.	219,000	2026-2028
	274,000	2026-2028
Daniel St Sewer Upsizing / Albert Reconstruction	96,000	2026
Atkinson St Culvert - Atkinson Full Reconstruction w/ sewer separation	563,000	2028-2029
Victoria (John to Elgin) - Full reconstruction and Upsize Watermain 300mm	1,664,000	2027-2028
McLachlin St S Full Reconstruction - Caruso to Elgin & Sullivan Crescent Full Reconstruction	1,195,000	2030, 2034
Full Reconstruction w/ sewer separation - Claude St, Elgin St E, McGonigal St E	663,000	2029-2031
Full Reconstruction w/ sewer separation - Rock Lane East & Russell St N	737,000	2030-2031
Caruso (Division to Ida) Watermain Loop, Norma (Alicia to Caruso), Charlotte (Alicia to Caruso)	684,000	2031-2032
Full Reconstruction w/ Sewer Separation - James Street	516,000	2032-2033
Full Reconstruction William St W from Edward to Daniel St	797,000	2031-2032
Full Reconstruction McCartney - Design	47,000	2034
Full reconstruction - Charlotte, Norma, Ida (William to Alicia) and Vancourtland (William to Caruso)	896,000	2032-2033
Full Reconstruction McNab St from Madawaska to Seventh - Design	34,000	2034
Full Reconstruction w/ Sewer Sep Sullivan Cres & Vancourtland from Caruso to Elgin	619,000	2032-2033
Full Reconstruction w/ Sewer Sep Edward Street from Edey to Elgin Street	1,002,000	2033-2034
Full Reconstruction Riverview Drive from Fourth Avenue to Second Avenue Sanitary Upsizing	307,000	2031
Dewatering Room & Garage Roof	48,000	2031
Digester Facility Roofs (2010)	541,000	2031
Chemical Building Roof (2012)	57,000	2033
Filter Building Expansion Roof (2010)	27,000	2031
Centrifuge (Replace & Rebuild old unit for redundancy)	2,043,000	2029, 2033
Process Equipment - Digester Cleanout	424,000	2026

Description	Total 2024-2034	Years Undertaken
Building Services (Generator)	239,000	2030
Primary Clarifier Collector Spares	191,000	2026
Secondary Clarifier Collector Spares	197,000	2027
Primary Sedimentation	106,000	2026
Grit Classifier and Conveyor Replacement	443,000	2031
Secondary Clarifier Weir and Gate Replacements	393,000	2027
2028 PLC Replacements	475,000	2029
Mechanical Screen #1 Replacement	405,000	2028
Grit Screw #1 Replacement	287,000	2030
Grit Screw #2 Replacement	295,000	2031
Building Mechanical	135,000	2031
Roof Replacements for Headworks Building and Pump Room #2	184,000	2031
Aeration Diffuser Replacement	1,747,000	2034
Sludge Handling	975,000	2032
Control Building Air Handling Unit	261,000	2033
Mechanical Screen #2 Replacement	484,000	2034
Process Equipment	15,000	2031
Process Instrumental	43,000	2031
Building and Architectural	52,000	2031
Building Services	80,000	2031
Process Equipment (Generator)	152,000	2032
Process Equipment (Incl. Generator)	487,000	2033
Water Meter Reading Equipment	8,000	2027
Rolling Water Meter Replacement	177,000	2029-2030
Sewer Camera	18,000	2030
#07 Meter vehicle (2018)	12,000	2029
Ford F150 1/2 Ton 4x4 (2022)	36,000	2033
#10-22 Water Plant Van (2022)	27,000	2034
Ford F550 w/ Dump Box Sewage Truck (2021)	101,000	2032
#71 Water Works Van (2018)	43,000	2029
Water & Wastewater Master Plan	40,000	2032
Pump Stn #3 - Inflow & Infiltration Investigation	55,000	2027
WPCC PPCP, Characterization Study, and Spill Prevention Plan	106,000	2026
Water and Wastewater Rate Study	61,500	2024, 2029, 2034
Total Capital Expenditures	23,456,992	

Capital Financing Options



- ✓ Reserves
- ✓ Operating Budget Transfers (Funding Reserves)
- Grants
- Debt
- Municipal Act (Part 12)

Reserve Balances – As of December 31, 2023



Reserve	Dec. 31 2023
Water	
Capital Reserve	2,131,088
Wastewater	
Capital Reserve	743,351

Proposed Capital Financing Programs

2024-2034 (Inflated \$)



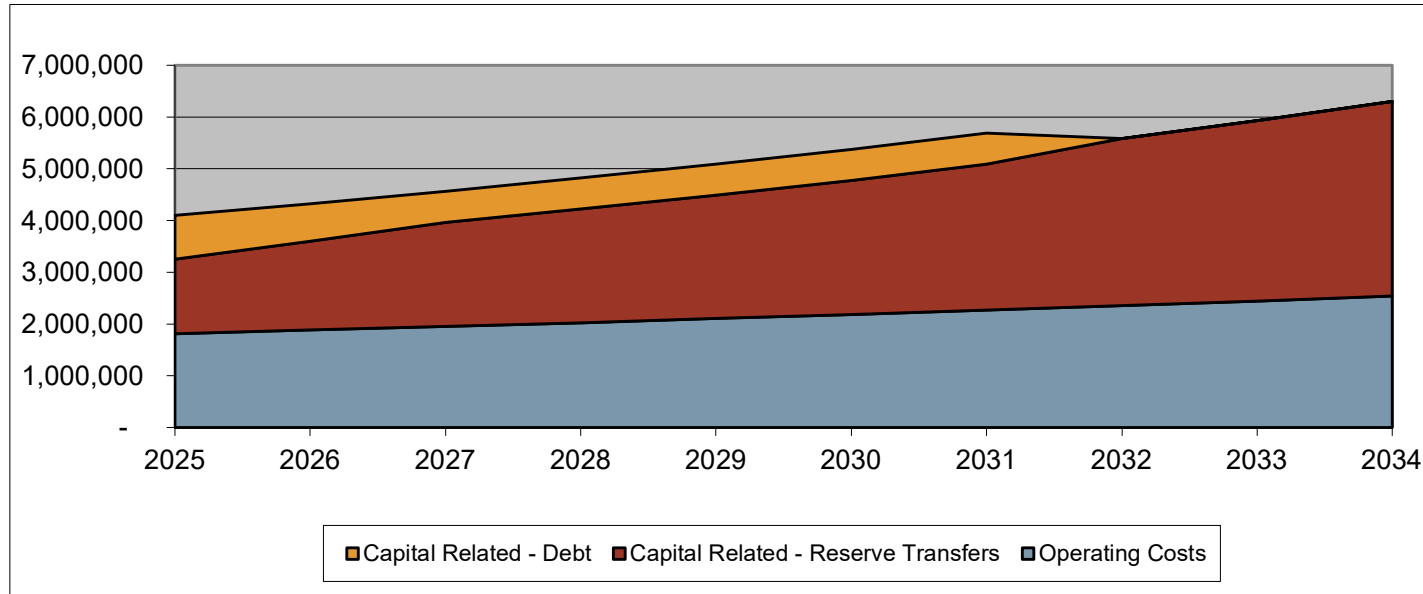
Description	Water	Wastewater
Capital Financing		
Non-Growth Related Debenture Requirements	-	-
Water and Wastewater Reserves	27,516,497	23,456,992
Total Capital Financing	27,516,497	23,456,992

Operating Budgets



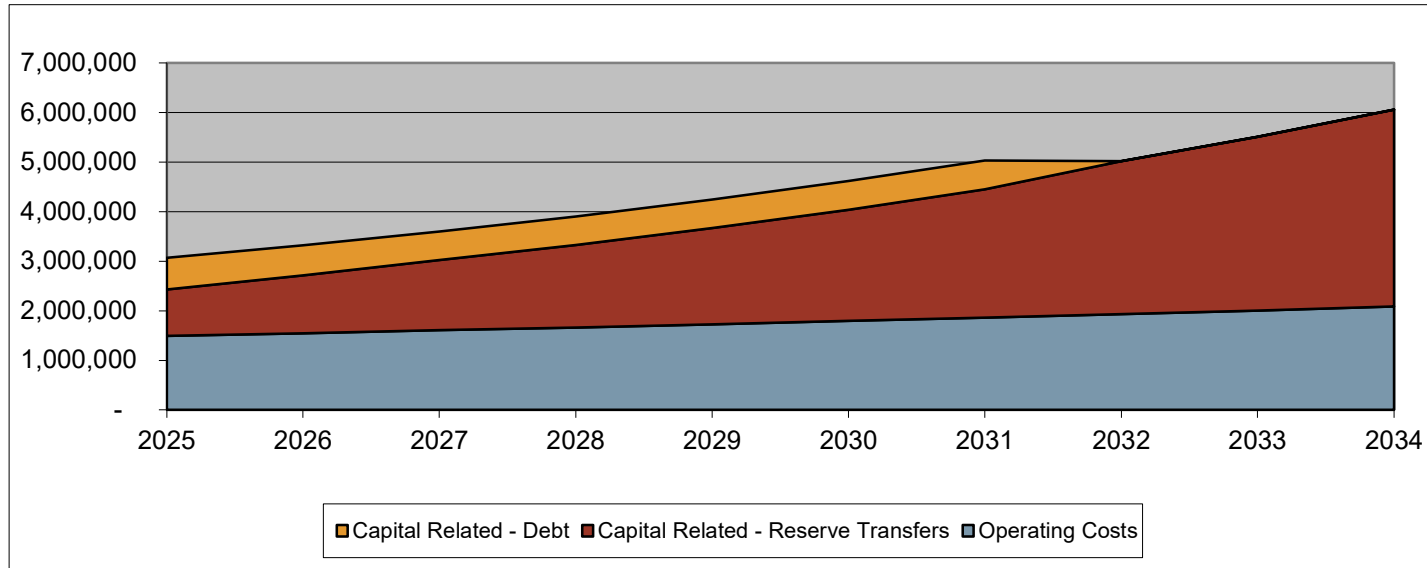
- The operating expenditures (for water and wastewater) presented in the rate study have been adjusted to recognize the current rates of inflation. The following adjustments to the operating forecast are assumed:
 - Utilities and Chemicals – 6% annual increases
 - All other operating expenditures – 3% annual increases

Water Operating Budget



Description	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Costs	1,815,600	1,883,350	1,953,850	2,027,550	2,104,200	2,183,900	2,267,000	2,353,500	2,444,250	2,538,950
Capital Related - Reserve Transfers	1,439,153	1,716,915	2,011,096	2,196,011	2,387,113	2,595,445	2,821,605	3,232,134	3,486,424	3,762,461
Capital Related - Debt	850,018	724,874	599,731	599,731	599,731	599,731	599,731	-	-	-
Total	4,104,771	4,325,140	4,564,677	4,823,292	5,091,044	5,379,076	5,688,336	5,585,634	5,930,674	6,301,411

Wastewater Operating Budget



Description	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Costs	1,488,800	1,544,750	1,602,850	1,663,450	1,726,400	1,792,100	1,860,600	1,931,900	2,006,350	2,084,050
Capital Related - Reserve Transfers	938,776	1,166,722	1,416,537	1,660,174	1,939,619	2,244,588	2,588,787	3,087,040	3,506,103	3,972,636
Capital Related - Debt	636,710	607,356	578,001	578,001	578,001	578,001	578,001	-	-	-
Total	3,064,286	3,318,828	3,597,388	3,901,625	4,244,020	4,614,689	5,027,388	5,018,940	5,512,453	6,056,686

Rate Forecast



- Based on the customer growth, operating, and capital forecast, the following increases are calculated:
 - Water:
 - Base Charges and Volume Rates to increase at 5.5% per year
 - Wastewater:
 - Base Charges and Volume Rates to increase at 9% per year
- The combined water and wastewater bills are calculated to increase at an average of 7% per year

Annual Bill Forecast

Based on Annual Volumes 148 m³



Annual Customer Water Bill - Based on 148 m³ of usage and 5/8" meter

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Monthly Base Rate	\$22.98	\$24.24	\$25.57	\$26.98	\$28.46	\$30.03	\$31.68	\$33.42	\$35.26	\$37.20	\$39.25
Constant Rate	\$1.80	\$1.90	\$2.00	\$2.11	\$2.23	\$2.35	\$2.48	\$2.62	\$2.76	\$2.91	\$3.07
Annual Base Rate Bill	\$275.76	\$290.88	\$306.84	\$323.76	\$341.52	\$360.36	\$380.16	\$401.04	\$423.12	\$446.40	\$471.00
Volume	148	148	148	148	148	148	148	148	148	148	148
Annual Volume Bill	\$266.40	\$281.20	\$296.00	\$312.28	\$330.04	\$347.80	\$367.04	\$387.76	\$408.48	\$430.68	\$454.36
Total Annual Bill	\$542.16	\$572.08	\$602.84	\$636.04	\$671.56	\$708.16	\$747.20	\$788.80	\$831.60	\$877.08	\$925.36
% Increase - Total Annual Bill		5.5%	5.4%	5.5%	5.6%	5.4%	5.5%	5.6%	5.4%	5.5%	5.5%

Annual Customer Wastewater Bill - Based on 148 m³ of usage and 5/8" meter

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Monthly Base Rate	\$17.28	\$18.84	\$20.54	\$22.39	\$24.41	\$26.61	\$29.00	\$31.61	\$34.45	\$37.55	\$40.93
Constant Rate	\$1.24	\$1.35	\$1.47	\$1.60	\$1.74	\$1.90	\$2.07	\$2.26	\$2.46	\$2.68	\$2.92
Annual Base Rate Bill	\$207.36	\$226.08	\$246.48	\$268.68	\$292.92	\$319.32	\$348.00	\$379.32	\$413.40	\$450.60	\$491.16
Volume	148	148	148	148	148	148	148	148	148	148	148
Annual Volume Bill	\$183.52	\$199.80	\$217.56	\$236.80	\$257.52	\$281.20	\$306.36	\$334.48	\$364.08	\$396.64	\$432.16
Total Annual Bill	\$390.88	\$425.88	\$464.04	\$505.48	\$550.44	\$600.52	\$654.36	\$713.80	\$777.48	\$847.24	\$923.32
% Increase - Total Annual Bill		9.0%	9.0%	8.9%	8.9%	9.1%	9.0%	9.1%	8.9%	9.0%	9.0%

Total Combined Annual Bill Forecast

Based on Annual Volumes 148 m³



Annual Customer Water and Wastewater Bill - Based on 148 m³ of usage and 5/8" meter

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Annual Water Bill	\$542.16	\$572.08	\$602.84	\$636.04	\$671.56	\$708.16	\$747.20	\$788.80	\$831.60	\$877.08	\$925.36
Annual Wastewater Bill	\$390.88	\$425.88	\$464.04	\$505.48	\$550.44	\$600.52	\$654.36	\$713.80	\$777.48	\$847.24	\$923.32
Total Annual Combined Bill	\$933.04	\$997.96	\$1,066.88	\$1,141.52	\$1,222.00	\$1,308.68	\$1,401.56	\$1,502.60	\$1,609.08	\$1,724.32	\$1,848.68
% Increase - Total Annual Bill		7.0%	6.9%	7.0%	7.1%	7.1%	7.1%	7.2%	7.1%	7.2%	7.2%

Survey of Water and Wastewater Bills

Based on Annual Volumes 148 m³



Municipality	Water	Wastewater	Total
Whitewater Region	\$ 1,173	\$ 1,902	\$ 3,075
Bonnechere Valley	\$ 783	\$ 783	\$ 1,566
Madawaska Valley	\$ 734	\$ 786	\$ 1,520
Pembroke	\$ 576	\$ 917	\$ 1,493
Renfrew (Town)	\$ 702	\$ 664	\$ 1,366
Petawawa	\$ 600	\$ 747	\$ 1,347
Smith Falls	\$ 669	\$ 671	\$ 1,339
North Grenville	\$ 349	\$ 812	\$ 1,161
Mississippi Mills	\$ 556	\$ 556	\$ 1,112
Carleton Place	\$ 531	\$ 531	\$ 1,061
Arnprior (Calculated)	\$ 572	\$ 426	\$ 998
Perth	\$ 496	\$ 496	\$ 993
Arnprior (Current)	\$ 542	\$ 391	\$ 933
North Dundas	\$ 335	\$ 596	\$ 930
Ottawa	\$ 339	\$ 311	\$ 651

Matters for Council's Consideration



1. Consider the Capital Program
2. Consider the Operating Program
3. Consider the Proposed Water Rates
4. Consider the Proposed Wastewater Rates
5. Finalize the Rate Study based on the rates approved by Council

Questions



Questions?



2024

The Year of “How to”

Emily Stovel

Manager of Culture/Curator
Arnprior and District Museum

December 9, 2024





Arnprior + District Museum

- **Our Community Museum** collaboratively explores art, science, and history in innovative ways.
- The **Community** thereby leverages past experiences to understand the present and plan for the future together.
- This occurs via **Exhibits** that work with **Community Belongings** for impactful and transformational storytelling.
- **Interactive Programs** immerse neighbours in diverse experiences and ways of knowing, challenging received wisdom.
- **Operations, Facilities, and Staff** allow this transformational process to take place in careful, respectful ways.
- Because of these resources and skills, the Museum is the best hub for **Cultural Planning, Programs, and Events**.



2024 Museum Overview

- **New internal documents:** staff handbook, annual calendar, school tour development
- **New space use:** modular set ups, more flexible exhibit spaces, more collections space, new storage systems for programming equipment
- **New digital presence:** new collections portal, website revisions
- **New collaborations:** co-created programming and exhibits, after school programming, FIRST Lego League tournament, and CNM partnerships.
- **New operations:** governance (CDAC) and policies under way (cultural planning), new open hours



Programs

- #CultureInArnprior speaker and workshop series in the Spring and the Fall
- Walter Zadow UNDRIP project
- Storytelling events and presentations at Sawmill Flats and Islandview.
- After school collaboration with the Recreation Department
- Collaboration with homeschool families on visual stories for belongings and the museum as a whole
- Learn to Sew
- Summer Camp
- Two movie screenings
- Drag Make-Up storytelling event
- Vintage Flea
- FIRST Lego League
- Dia de los Muertos
- Witch Walk Participation
- Op Shop Coat Sale and Festivus Fair
- Noche Latina



Programs





Programs





Community Belongings

- Finished the digitization project
- Migration to new online portal
- New off-site storage location provided space for collections management
- New transfer protocol with AMBA



Community Belongings





Exhibits

- #hopeandhealing fibre installation with Tracey Mae Chambers
- 1930s cooking exhibit
- Outdoor WWI exhibit
- Indoor WWII coming up.
- Remembrance Day
- Op Shop 50th Anniversary



2024 Cultural Night Market

- **Event Mission:** Our Cultural Night Market showcases artists, vendors, and artisans from a variety of cultures to celebrate the rich diversity of Arnprior and beyond.
- 10 performances
- Over 60 vendors
- 1200 attendees (est.)
- 3 Sponsors:
 - Conseil des Ecoles Catholiques de Centre-Est (CECCE)
 - Canadian Nuclear Laboratories (CNL)
 - Northern Credit Union



CNM 2024





Operations

- Successful YCW and CMOG grants
- New staff handbook drafted
- New Emergency Plan approved
- Coop students and volunteers from Algonquin, Willis and Hertzing Colleges and ADHS worked alongside community volunteers.
- New community curation planning document
- New retention process and electronic records management practices



Staff and Volunteers



Questions?



• WHERE THE RIVERS MEET •



**The Corporation of the Town of Arnprior
Notice of Application for Zoning By-Law Amendment
ZBLA-6/24 and Notice of Public Meeting**

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

And Further, Take Notice that an in-person public meeting giving the public an opportunity to make representations in respect of the zoning amendment will be held on **Monday, December 9, 2024** at 6:30 p.m. in Council Chambers, Town Hall, 105 Elgin Street West, Arnprior.

Subject Lands:

The lands affected by the amendment are legally described as McNab Concession A, Part of Lot 5, Town of Arnprior (see key map).

Purpose, Effect & Location of the Amendment:

The purpose of the proposed amendment to Comprehensive Zoning By-law 6875-18 is to amend the zoning of the subject property from “Future Development (FD)” to “Future Development zone Exception 48 (FD*48)” to permit a sales office/model home to be constructed once the Council of the Town of Arnprior has approved draft plan conditions but prior to receiving draft plan approval from the County of Renfrew. The subject lands are also the subject of a County of Renfrew draft plan of subdivision application (File No. 47T24005)

More Information:

Copies of the proposed amendment, material provided under Section 34 of the Planning Act and any additional information relating to the proposal, are available for inspection at 105 Elgin St. W. by contacting the Planning office at 613-623-4231 ext. 1816 during regular office hours or by emailing planning@arnprior.ca.

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

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

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

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

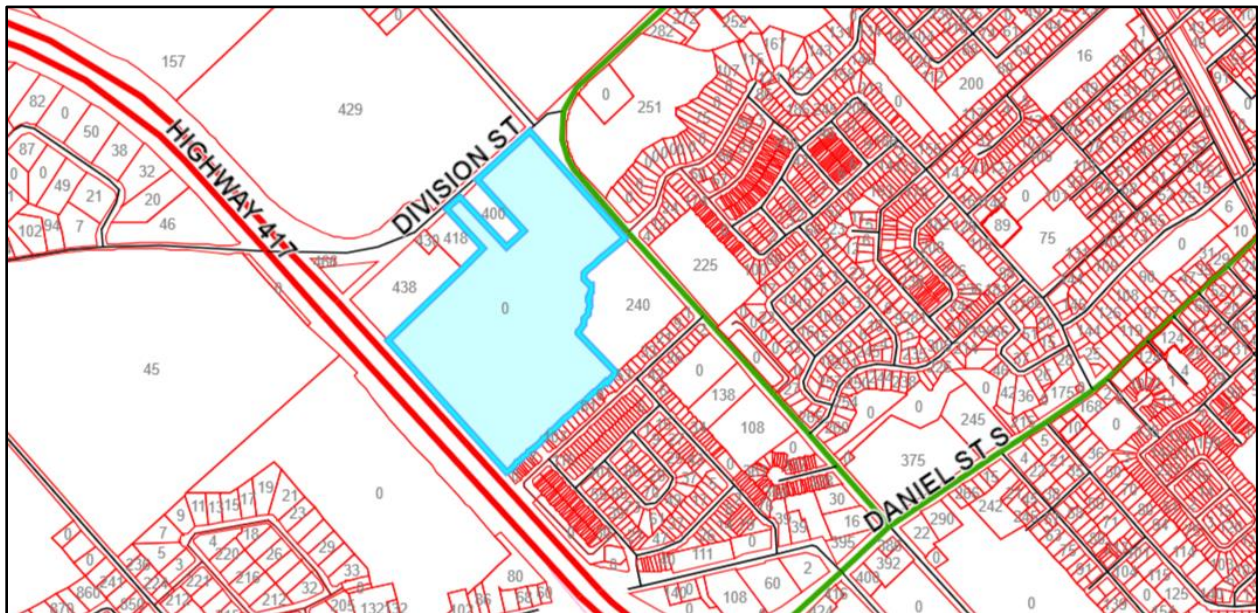
If you are receiving this notice because you are the owner of property in the area of the amendment that contains seven or more residential units, you must also post this notice in a location that is visible to all of the residents of your property.

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

Dated at the Town of Arnprior this 13th day of November 2024.

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

Key Map:





Town of Arnprior Staff Report

Subject: Bill 23 – Recommended Official Plan Amendment No. 9 & implementing Zoning By-law Amendments

Report Number: 24-12-09-01

Report Author and Position Title: Saide Sayah MCIP, RPP, Fotenn & Alix Jolicoeur, Manager of Community Services/Planner

Department: Community Services Branch

Meeting Date: December 9, 2024

Recommendations:

That Council passes a By-law to adopt town-initiated OPA No. 9 to amend the Official Plan policies to bring the Official Plan into conformity with recent provincial legislation including Bill 109, 23 and 185 and to remove the requirement for a minimum of 50% of dwellings in new development to be single detached dwellings and directs staff to forward said by-law to the County of Renfrew for approval; and

Further That Council passes a By-law to amend Comprehensive Zoning By-law 6875-18, as amended, to implement the policy changes outlined in OPA No. 9, which will not be in full force and effect until the County of Renfrew approval of OPA No.9 is received; and

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

Background:

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

Later, in June 2024 the province introduced Bill 185, *Cutting Red Tape to Build More Homes Act* which amended various provisions implemented through past bills (including Bill 23 and Bill 109).

The recommended amendments to the Official and Zoning By-law are based on the changes to the Planning Act that resulted from Bills 109, 23 and 185, with an emphasis on those changes that are particularly relevant to the Town of Arnprior.

While there were numerous changes to the various legislation, the most relevant implications to the Town's Official Plan and Zoning By-law provisions are summarized below.

Currently, municipalities are required to permit second and third residential units in a detached house, semi-detached house, townhouse, or ancillary structure.

- The Town is required to permit 2 residential units in a detached, semi-detached or townhouse dwelling, and 1 additional residential unit in an accessory building.
- Up to 3 residential units must be permitted in a detached, semi-detached or townhouse dwelling where there are no dwelling units in an accessory building.
- A maximum of 1 parking space can be required per additional residential unit.
- No minimum unit size can be imposed.

Development Subject to Site Plan Control

- The Town can no longer require site plan control for residential developments of 10 or less units.

Parkland Conveyance Changes

- Removal of parkland conveyance requirements for non-profit affordable housing developments.

Minor Variance and Consent Third Party Appeal Rights Removal

- Residents can no longer appeal minor variance or consent decisions unless they are the applicant.
- Decisions can only be appealed by the applicant, Minister, specified person or public body.

Ontario Land Tribunal Appeals

- Applicants may still appeal applications that Council refuses or does not consider within the statutory time periods.

Voluntary Pre-Consultation

- Pre-application consultations with municipalities are now voluntary and not mandatory.
- Applicants can bring a motion to the Tribunal at any time during pre-consultation for a determination as to whether the requirements for a complete application are reasonable or have been met.
- The fee refund provisions put in place by Bill 109, if a municipality did not

make a decision within specified times, have been revoked.

In February 2023, Council directed staff to proceed with a Town-initiated Official Plan Amendment to permit additional dwelling units as prescribed in the Act, and to require parkland conveyance for development or redevelopment subject to site plan control or consent.

Council also directed staff to proceed with a Town-initiated zoning by-law amendment, as part of a housekeeping amendment, to permit additional dwelling units as prescribed in the Act and to provide provisions for these types of units.

Purpose:

The purpose of this report is to implement the Council’s February 2023 direction and more recent legislative changes from the province, primarily through Bills 23 and 185.

This report provides the recommended Official Plan and Zoning By-Law amendments in accordance with the new requirements of the Planning Act.

Proposed Official Plan Amendments:

The proposed Official Plan Amendments include the following additions and revisions. A detailed list of amendments is available in Document 1.

Revisions are proposed to the housing policies in Section B9 to reflect the requirement to now permit up to three dwelling units on a residential lot and update policies as they pertain to secondary suites and garden suites. These changes also remove the ability to require site plan control applications for any three-unit dwelling combination or residential projects containing 10 or less units.

Key adjustments include renaming “secondary suites” as “additional dwelling units,” updating policies in B9.3 for these new types of units and amending B9.5 to ensure garden suites are considered in maximum unit counts.

Further amendments focus on Sections C1 and C2 Residential Area policies to increase flexibility on the proportion of permitted units by type within the Low/Medium Density Residential Designation by removing the requirement for 50% of new developments to be single-detached dwellings.

The revisions also address parkland conveyance policies, to align with the Planning Act and the new Town of Arnprior Parkland Conveyance By-law.

Proposed Zoning By-Law Amendments:

The recommended zoning by-law revisions detailed in Document 2 focus on expanding the definition and inclusion of "additional dwelling units" (ADUs) across various residential zones. The term “secondary residential unit” is removed and replaced with

“additional dwelling unit,” defined as a self-contained unit with kitchen and bathroom facilities in or accessory to single, semi-detached, or townhouse dwellings.

Definitions are updated for terms like "dwelling unit" and "dwelling, triplex" to align with Bill 23 provisions, allowing for these additional units.

Additional changes remove restrictions that previously limited one dwelling unit per lot and floor area constraints on secondary residential units. In residential zones R1 through R4, ADUs are now permitted, and references to secondary residential units are replaced with references to ADUs to reflect the broader allowance of additional units.

Adjustments to yard encroachment rules also ensure that the introduction of ADUs remains consistent with other zoning requirements. These changes streamline the regulations, enabling up to three ADUs per property while aligning with Official Plan (OP) policies to support increased housing availability.

Policy Considerations:

The proposed amendments result from Bill 23 and Bill 185 changes to the Ontario Planning Act. The proposed amendments are considered consistent with the Provincial Policy Statement.

Process:

A public meeting was held on Monday, May 13th, 2024, in accordance with the Planning Act regulations.

The approval authority of the proposed Official Plan Amendments is the County of Renfrew. If Council adopts the proposed Official Plan Amendments, the adoption by-law and required additional information will be provided to the County for their consideration with a potential appeal period to the Ontario Land Tribunal to follow. The approval authority of the proposed zoning By-law amendments is the Town of Arnprior. Once the County approves the Official Plan Amendments, the Zoning By-law Amendments will be in full force and effect.

Options:

1. Approve the Official Plan Amendment and Zoning By-law Amendment as proposed and recommended by staff including changes to reflect approved Provincial bills and removal of the requirement for 50% new development in the low/medium density designation to single-detached dwellings. Direct staff to send Official Plan Amendment No. 9 to the County of Renfrew for approval.
2. Direct staff to revise the Official Plan Amendment to reflect changes under approved Provincial bills, but not include the removal of the requirement for 50%

new development in the low/medium density designation to single-detached dwellings. Direct staff to send Official Plan Amendment No. 9 to the County of Renfrew for approval. Approve the Zoning By-law Amendment as proposed.

Financial Considerations:

Not applicable.

Meeting Dates:

1. Statutory Public Meeting – May 13th, 2024
2. Council meeting – December 9th, 2024

Consultation:

A Public Meeting was held May 13th, 2024. No comments or concerns were raised with respect to the amendments proposed within this report. The original amendments included new Private Road provisions which have been removed and will be brought forward in a separate report.

Documents:

[Document 1: Proposed Official Plan Amendment No. 9](#)

[Document 2: Proposed Zoning By-law Amendment ZBL 8/24](#)

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



Town of Arnprior Staff Report

Subject: 2024 Accessibility Status Report

Report Number: 24-12-09-02

Report Author and Position Title: Kaitlyn Wendland, Client Services Coordinator and Kaila Zamojski, Town Clerk

Department: Client Services

Meeting Date: December 9th, 2024

Recommendations:

That Council approve the Town of Arnprior's 2024 Accessibility Status Report as presented; and

Further That the 2024 Accessibility Status Report be posted on the Town website.

Background:

In 2005, the Ontario Legislature adopted Bill 118 (*Accessibility for Ontarians with Disabilities Act, 2005*) with the goal to ensure that all Ontarians have fair and equitable access to programs and services and to improve opportunities for persons with disabilities.

The *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) replaced the *Accessibility for Ontarians Act, 2001* and extended accessibility requirements to both public and private entities. The Government of Ontario, the Legislative Assembly, every designated public sector organization and every other person or organization that provides goods, services or facilities to the public or other third parties and that has at least one employee in Ontario must follow the Integrated Accessibility Standards Regulation (IASR) to prevent and remove barriers for people with disabilities.

Ontario Regulation 191/11: Integrated Accessibility Standards Regulation (IASR) sets standards in five areas:

1. Customer Service
2. Information and Communication

3. Employment
4. Transportation
5. Built Environment

There are also the General Requirements that apply across the IASR. The requirement to have an Accessibility Plan in place is one such requirement. The Accessibility Plan outlines what steps the municipality will take to prevent and remove barriers that people with disabilities face when interacting with the municipality, and when it will implement each step. Each designated organization must review and update their plan at least once in every five-year period.

On April 11th, 2023, Town Council adopted the third Multi-Year Accessibility Plan in accordance with the IASR which has helped the municipality to remain in compliance with the Act and address the necessary areas specified in the regulations. This Plan spanned for only two (2) years to align with the Province of Ontario's 2025 AODA mandate for compliance with all standards. It is important to note that additional information regarding accessibility standards in Ontario, beyond 2025, have not been released by the Province of Ontario; however, Town staff will continue to monitor for future guidance.

The Multi-Year Accessibility Plan details where the Town stands when looking at accessibility legislation compliance, as well as how and when the Town is going to meet the various requirements of the legislation. The Multi-Year Accessibility Plan was reviewed internally by staff with input from the previous 2018-2022 Accessibility Advisory Committee. As noted in the Plan, the Town of Arnprior is in compliance with current legislation, with ongoing items to be reviewed and acted upon on a regular basis.

The Multi-Year Accessibility Plan also lists "Further Goals Above and Beyond the AODA and IASR" for multiple municipal facilities and areas. The previous 2018-2022 Arnprior Accessibility Advisory Committee outlined these non-legislative items as areas where accessibility can be further improved throughout the Town. The Town endeavours to work toward completing these items, as budget permits and wherever grant opportunities arise.

In 2025, a new Multi-Year Accessibility Plan will be created for implementation in 2026. This plan will include feedback from the current Accessibility and Age Friendly Advisory Committee, as well as other stakeholders.

Discussion:

In accordance with the IASR, the Town of Arnprior is to complete an annual status report on the Multi-Year Accessibility Plan, detailing what items have been addressed, and which items of the plan continue to be on the radar for completion. Attached to this report is the 2024 Annual Accessibility Status Report. Staff would note at this time, when it comes to applicable legislative requirements, the Town continues to be in full compliance with the Act and continues to monitor areas that require ongoing attention.

The 2024 Annual Accessibility Status Report also includes an additional attachment “Summary of the 2024 Facility Tours” completed by the current Accessibility and Age Friendly Advisory Committee. These findings will be included in the renewal of the Multi-Year Accessibility Plan in 2025.

2024 Accessibility Achievements

In 2024, the Town of Arnprior had many accessibility-related achievements across various departments, which are fully outlined in the Status Report document. Below we have outlined a few key achievements:

General Initiatives

- The Accessibility and Age Friendly Advisory Committee was established in 2024 and has begun work on assessing the accessibility of Town policies and physical infrastructure.
- Autism in Sport training was provided to the client-focused, front-line Recreation team members, as well as Arnprior and District Museum programming staff. This training provided a deeper understanding of autism in a sport and recreation environment and practical strategies for how to build rapport, teach skills and provide effective feedback to individuals with autism and their families.
- At the Nick Smith Centre, Recreation staff implemented an accessible sledge hockey program in 2022 through a Jumpstart Community Development Grant and based on the success of the program, the Town incorporated the sledge hockey program into the 2024 Operating Budget, with a plan to continue the program year-over-year.

Design of Public Spaces

- Funded by the Investing in Canada Infrastructure Program (ICIP), the Caruso Park and Legion Park projects were completed with upgraded pathways and play

structures. These features have created accessible access to the parks and were supported by feedback from the public open house.

- At Legion Park, accessibility enhancements included the installation of a play structure with accessible play features along with a rubber base that not only improves the safety of play but supports accessibility to the structure for all. Coinciding with this park upgrade is an asphalt pathway network making the park space (play structure, swings, outdoor rink/court) fully accessible.
- At Caruso Park, the existing play structure was replaced, and a pathway was added to increase accessibility for youth in this growing neighbourhood. The play structure was installed on an engineered wood fiber base that also supports accessibility and enhanced safety for all users. The sensory elements on the new play structure are an accessibility improvement that was highlighted as a key addition which makes this park more conducive to those with sensory processing challenges/exceptionalities.
- The Town completed the first project under Council's Waterfront Master Plan; aimed at improving the accessibility of the Gillies Trail (Waterfront Trail), with improvements to the pathway surface and additional lighting and seating to support increased accessibility along the trail.
- In 2024, Tactile Walking Surface Indicators were repaired on sidewalks in the downtown.
- Along with the safety-related enhancements of the intersection re-alignment at Daniel Street South, Galvin Street, and Edey Street, accessibility improvements were also implemented. These include the curb being depressed and Tactile Walking Surface Indicators being installed at either side of the crosswalks. This also permitted the signalization of the Galvin Street intersection, for the first time, to facilitate more accessible crossing on Daniel Street South.
- Sidewalk patching was completed across Town under the annual rolling road rehabilitation program. A total of 3,271m² of sidewalks were repaired or constructed in 2024. A total of 260m² of asphalt pathway was also added in 2024 to replace a failing cobblestone pathway. In 2024, a new sidewalk was added on McNab Street, increasing safety and accessibility.
- In July 2024, Council approved the design and construction for the Nick Smith Centre Arena Revitalization project which has been scheduled for 2025. The

selected design will significantly enhance accessibility within both Arena A (Bert Hall Arena) and Arena B (Glenn Arthur Arena).

Next Steps

- Complete the Town of Arnprior's AODA Compliance Report for the Province of Ontario by December 31st, 2024. Staff are in the process of drafting this report and it will be submitted to the Province by the required deadline.
- The Town will need to continue to consult with the public, persons with disabilities and the Accessibility and Age Friendly Advisory Committee.
- Re-audits of Town facilities and parks will continue to take place regularly as equipment reaches the end of its useful life and necessitates replacement.
- Evaluate and schedule accessible improvements to be made as identified through the accessibility tours of Town facilities, completed by the Accessibility and Age Friendly Advisory Committee.
- Continue to review corporate policies and by-laws to ensure accessibility compliance.
- Continue to monitor the corporate website and web content as well as update existing web content for accessibility.
- Continue to welcome accommodations throughout the recruitment, selection process and employment lifecycles.
- Ensure new facilities and reconstruction are designed with accessibility features being incorporated.

Options:

Option 1 – Council could choose to amend the 2024 Accessibility Status Report

Option 2 – Council could choose not to approve the status report, which is not recommended by staff, as the Annual Accessibility Status Report is a requirement of the Integrated Accessibility Standards Regulation (IASR).

Policy Considerations:

The Town of Arnprior's Strategic Plan has been considered in the development of the 2024 Accessibility Status Report in terms of Effective Service Delivery and improved

Infrastructure, and with the inclusion of the core values of Inclusivity and Accessibility. Additional policies considered include:

- Town of Arnprior Accessible Customer Service Policy
- Town of Arnprior IASR Policy
- Town of Arnprior 2023-2025 Multi-Year Accessibility Plan
- Accessibility for Ontarians with Disabilities Act (AODA)
- Integrated Accessibility Standards Regulation (IASR)

Financial Considerations:

There is no cost associated with the approval of the 2024 Accessibility Status Report. However, necessary training and implementation of the various items included in the regulations will continue to incur some cost to the municipality, as well as the cost of implementing any maintenance/ infrastructure items being actioned under the “Further Goals Above and Beyond the AODA and IASR”. All of these additional items being actioned have been listed in the further attached summary chart, which encompasses part of the Annual Status Report Document. These items are completed under departmental operating budget funds, as a capital budget item, or through grant funding. Capital items are added to the Long Range Capital Forecast for Council consideration through the budget process, where required.

Meeting Dates:

Accessibility and Age Friendly Advisory Committee – November 6th, 2024

Consultation:

- Accessibility and Age Friendly Advisory Committee
- Director of Recreation
- Program and Events Supervisor
- Engineering Officer, Facilities and Assets
- Engineering Officer, Civil

Documents

1. 2024 Town of Arnprior Accessibility Status Report

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

2024 Town of Arnprior Annual Accessibility Status Report

Background and Purpose

The 2024 Accessibility Status Report is the annual update on the Town of Arnprior's progress of measures taken to improve accessibility and implement the Accessibility for Ontarians with Disabilities Act (AODA) and the Ontario Regulation 191/11: Integrated Accessibility Standards Regulation (IASR). The Town of Arnprior approved its third Multi-Year Accessibility Plan in 2023, being the 2023-2025 Multi-Year Accessibility Plan, as per the Act and its regulations. This plan assists the Town in adhering to the requirements of the AODA and IASR, as well as identifying any further accessibility related improvements that the Town of Arnprior should consider completing which are outlined in the Multi-Year Accessibility Plan under "Further Goals Above and Beyond the AODA and IASR."

This Status Report includes the initiatives completed in 2024 as outlined in the 2023-2025 Multi-Year Accessibility Plan, as well as identifies additional items that were completed to improve accessibility across the municipality. The purpose of this Status Report is to make the public aware of the Town of Arnprior's progress concerning the Multi-Year Accessibility Plan, and to prevent and remove barriers and meet requirements under the AODA and IASR.

This 2024 Annual Status Report will be made available on the Town's website at www.arnprior.ca/accessibility. It will also be provided to anyone who requests a copy, in addition to providing other accessible formats upon request.

Commitment to Accessibility

The Corporation of the Town of Arnprior is committed to promoting independence, dignity, integration and equality of opportunity for persons with disabilities. The Town is committed to making the Town workplaces accessible and welcoming environments where both employees and customers are accommodated, in a timely manner, to meet their needs.

The Town's Multi-Year Accessibility Plan and annual status reports demonstrate the Town's commitment to modifying service delivery, programming and other workplace processes, policies and procedures to ensure equal access for all.

The Town's Accessibility and Age Friendly Advisory Committee plays a key role in assisting the Town of Arnprior in meeting its accessibility goals. The Advisory Committee has reviewed the multi-year accessibility plan and will continue to provide recommendations to Council on accessibility matters. The plan is also reviewed annually to highlight the progress made to date and identify any new priorities and recommended projects.

2024 Accessibility Achievements

General Initiatives

- The Accessibility and Age Friendly Advisory Committee was established in 2024 and has begun work on assessing the accessibility of Town policies and physical infrastructure. This included tours of all Town facilities to review the accessibility of each space. The summary of items raised by Committee Members, for consideration by the Town, have been included in the status report to be reviewed by staff for implementation.
- The Town continues to provide mandatory training to new staff and volunteers across the organization and has implemented annual training refreshers for all staff. These training sessions include:
 - AODA Customer Service Standards
 - IASR: Information & Communication Standards & Employment Standards
 - Unconscious Bias
 - Gender and Sexual Diversity
 - Diversity and Inclusion
- Autism in Sport training was provided to the client-focused, front-line Recreation team members as well as Arnprior and District Museum programming staff. This training provided a deeper understanding of autism in a sport and recreation environment and practical strategies for how to build rapport, teach skills and provide effective feedback to individuals with autism and their families.

- At the Nick Smith Centre, Recreation staff implemented an accessible sledge hockey program in 2022 through a Jumpstart Community Development Grant. Based on the success of the program, the Town has incorporated this sledge hockey program into the 2024 Operating Budget so that it can continue year-over-year.

Employment

- The Town continues to notify the public that accommodations will be provided upon request throughout all recruitment initiatives and throughout the employment lifecycle.
- The Town continues to make a Return-to-Work Process available and individual accommodations for staff, where necessary and applicable.

Information and Communication

- There has been continued use of the accessible “Contact Us” form, for logging complaints, inquiries, requests for service, and compliments, through the Town’s website. Residents can submit information through the Town’s website and receive email confirmation of their ticket submission including its ticket number. A separate By-law Enforcement Contact Form has been implemented for ease of access to logging concerns for specific by-law enforcement related areas of interest.
- Staff continue to look at all documents posted on the Town’s website and update for accessibility, where possible/required.
- The Town’s website continues to be compliant with the accessibility regulations of WCAG 2.0 Level AA.
- New access to other online payment and form submissions, as well as those previously provided (i.e. market vendor fees and licences) is available to the public. Staff are continuing to review other areas where online payments can be implemented.

Design of Public Spaces

- Funded by the Investing in Canada Infrastructure Program (ICIP), the Caruso Park and Legion Park projects were completed with upgraded pathways and play structures. These features have created accessible access to the parks and were supported by feedback from the public open house.
 - At Legion Park, accessibility enhancements included the installation of a play structure with accessible play features along with a rubber base that not only improves the safety of play but supports accessibility to the structure for all. Coinciding with this park upgrade is an asphalt pathway network making the park space (play structure, swings, outdoor rink/court) fully accessible.
 - At Caruso Park, the existing play structure was replaced, and a pathway was added to increase accessibility for youth in this growing neighbourhood. The play structure was installed on an engineered wood fiber base that also supports accessibility and enhanced safety for all users. The sensory elements on the new play structure are an accessibility improvement that was highlighted as a key addition which makes this park more conducive to those with sensory processing challenges/exceptionalities.
- Fairview Park, located adjacent to the Nick Smith Centre, will open in spring 2025 and will include accessible pathways throughout and into the park, as well as an accessible splash pad, and accessible play features.
- The Town completed the first project under Council's Waterfront Master Plan; aimed at improving the accessibility of the Gillies Trail (Waterfront Trail), with improvements to the pathway surface and additional lighting and seating to support increased accessibility along the trail.
- In 2024, Tactile Walking Surface Indicators were repaired on sidewalks in the downtown. These indicators are intended to be detectable underfoot when walking or by a long white cane. They are used to alert people with low or no vision of potential hazards, such as moving vehicular traffic ahead. Pedestrian ramps were also added on Russell Street.

- Along with the safety-related enhancements of the intersection re-alignment, accessibility improvements were implemented at intersection of Daniel Street South, Edey Street and Galvin Street with the curb being depressed and the Tactile Walking Surface Indicators being installed at either side of the crosswalks. This also permitted the signalization of the Galvin Street intersection, for the first time, to facilitate more accessible crossing on Daniel Street South.
- Sidewalk patching was completed across Town under the annual rolling road rehabilitation program. A total of 3,271m² of sidewalks were repaired or constructed in 2024. A total of 260m² of asphalt pathway was also added in 2024 to replace a failing cobblestone pathway. In 2024, a new sidewalk was added on McNab Street, increasing safety and accessibility.
- In July 2024, Council approved the design and construction for the Nick Smith Centre Arena Revitalization project which has been scheduled for 2025. The selected design will significantly enhance accessibility within both Arena A (Bert Hall Arena) and Arena B (Glenn Arthur Arena).
 - In the Bert Hall Arena, the project will provide for modern, accessible seating across the entire side of the exterior wall side of the space and enlarge the players' benches. It will also create a second storey between the two arenas that will have an elevator to permit access to new meeting room spaces, as well as provide a public mezzanine space overlooking both arenas. This enclosed and heated public viewing area would also provide twenty-four (24) additional spaces for accessible seating in addition to general spectator viewing.
 - In the Glenn Arthur Arena, the stands will be replaced with modern, accessible stands and the players' box will also be enlarged.
 - Both arena surfaces will have a zero-degree entry at all doors and benches supporting accessibility on and off the ice, for sports like sledge hockey. The design also features a raised apron on the west side of each arena to allow for those in wheelchairs to view the ice surface from the side and/or from the front row of the stands (there are sections of accessible & companion seating in the front row of each stand).
- The salt box and tools (i.e. shovels) at the Museum have been relocated out of the turning radius at the base of the accessible ramp to ensure that there is enough space for the movement of mobility aids and their caretakers (where applicable).

- Signage was added on the front door of the Museum to note that an accessible ramp is available at the rear of the building.

Next Steps for Accessibility

- Complete the Town of Arnprior’s AODA Compliance Report for the Province of Ontario by December 31st, 2024. Staff are in the process of drafting this report and it will be submitted to the Province by the required deadline.
- The Town will need to continue to consult with the public, persons with disabilities and the Accessibility and Age Friendly Advisory Committee.
- Re-audits of Town facilities and parks will continue to take place regularly as equipment reaches the end of its useful life and necessitates replacement.
- Evaluate and schedule accessible improvements to be made as identified through the accessibility tours of Town facilities completed by the Accessibility and Age Friendly Advisory Committee.
- Continue to review corporate policies and by-laws to ensure accessibility compliance.
- Continue to monitor the corporate website and web content as well as update existing web content for accessibility.
- Continue to welcome accommodations throughout the recruitment, selection process and employment lifecycles.
- Ensure new facilities and reconstruction are designed with accessibility features being incorporated.

2024 Status Report – Summary Chart of “Actioned Further Goals Above and Beyond the AODA and IASR”

The Town of Arnprior continues to endeavour to go above and beyond the legislative requirements of the AODA. Attached as Appendix A to this report, a summary chart outlines the progress and accomplishments made on any Further Goals as recommended by the Accessibility Advisory Committee. For ease of reference, all goals have been marked with their current status (Completed, Scheduled, Ongoing, In Progress) and notes have been provided to explain the overall progress made on the identified areas in the Plan. Appendix B highlights action items identified by the Accessibility and Age Friendly Advisory Committee on the facility tours in 2024 and these will be incorporated into the revised Multi-Year Accessibility Plan in 2025.

Let Us Know What You Think

Members of the public are encouraged to provide comments on the Town of Arnprior's Multi-Year Accessibility Plan, the Accessibility Plan Status Reports, and any other accessibility related matter.

The Multi-Year Accessibility Plan and Annual Accessibility Status Reports are made available through a number of efforts:

Website:

www.arnprior.ca/accessibility

Hard Copy:

Town of Arnprior Municipal Office
105 Elgin Street West
Arnprior, Ontario, Canada
K7S 0A8

Contact Information:

For more information or to provide feedback / request an accommodation, please contact:

Kaila Zamojski, Town Clerk
Email: kzamojski@arnprior.ca
Phone: 613-623-4231 Ext. 1818

Kaitlyn Wendland, Client Services Coordinator
Email: kwendland@arnprior.ca
Phone: 613-623-4231 Ext. 1817

Appendix A

2024 Status Report - Summary Chart of “Actioned Further Goals Above and Beyond the AODA and IASR”

In the 2023-2025 Multi-Year Accessibility Plan, the Town identified a number of additional goals above and beyond legislated AODA and IASR requirements. For scheduled projects, it is important to note that these are based on the Long-Range Capital Forecast (LRCF) which is subject to change through the annual budget process.

General Goals

Goal	Current Status	Notes
Increase internal staff knowledge on providing accessible communication materials for public consumption.	Ongoing	Town staff continue to undertake work to increase their ability to serve diverse populations. Programming staff from the Nick Smith Centre and Arnprior and District Museum have completed Autism in Sport training which focusses on including individuals with autism and their families in recreational programming.
Continue to improve accessibility for future document additions to the Town website.	Ongoing	The Clerk’s office continues to add accessible versions of documents to the website and is ensuring that new documents are posted in an accessible format. The Clerk’s office is also working to ensure it is a project requirement for contractors to provide accessible formats of reports, through the RFP process.
Complete minor facility upgrades including improving contrast colour strips on doors and stairs across all Town sites where conditions necessitate replacement and installing accessible features (where appropriate).	Ongoing	Town staff continue to address necessary accessibility-related minor capital projects as needed. This is considered to be a standard practice across the organization.

Goal	Current Status	Notes
Utilize accessible design elements across all Town sites to ensure accessibility for individuals with dementia (i.e. high contrast, maximized natural light, avoid bold/proximate patterns).	Ongoing	Town staff have begun to take a look at dementia-friendly accessible practices (i.e. high contrast toilet seats, use of imagery on doors, etc.). This includes high contrast markings on doors and stairs at Town Hall. This priority will be addressed further as renovations to facilities and areas of facilities are completed.
Install accessible wayfinding signage at Town sites (lifecycle replacements) in accordance with the Town's Signage and Wayfinding Policy (By-Law 7026-20).	Scheduled	Through the operating budget, wayfinding signage will be added in 2025 and all signage will adhere to the requirements of the Signage and Wayfinding Policy. The NSC Arena Revitalization Project will also include new wayfinding signage at the Nick Smith Centre arenas.
Continue to incorporate accessible features into new Town-funded road reconstruction projects (where possible).	Ongoing	<p>The Town continues to add tactile surface walking indicators at pedestrian crossings in road reconstruction projects. In addition, the Operations Department has implemented various traffic calming approaches including flexi-posts at existing pedestrian crossings (PXOs) and pavement markings to narrow driving lanes (i.e. Cranston Street). Additional measures may be taken following completion of the Transportation Master Plan in early 2025.</p> <p>In Summer 2024, flexi-posts were added throughout Town at various PXO's (John Street, Baskin Drive) to increase visibility and the accessibility of the crossing.</p> <p>In 2025, design work will be completed for the addition of a signalized PXO on Baskin Drive East.</p>

Goal	Current Status	Notes
Review / Update Emergency Evacuation Plans for Town facilities to improve accessibility (as required).	Ongoing	Plans exist for all Town facilities. Of note, the Nick Smith Centre plan has been updated with mock evacuation exercises to be completed in 2025.
Seek out grants and alternative funding sources from upper levels of government and/or the private sector to enable scheduled projects to be completed sooner.	Ongoing	Town staff continue to monitor both public and private funding opportunities related to accessibility. In particular, work is being done to prepare the NSC Arena Revitalization Project for potential submission to funding opportunities before construction begins.
Implement a Step Safe program, a public reporting process to identify sidewalk trip hazards requiring repair.	Completed	The Operations Department has implemented a new sidewalk inspection protocol where summer students conduct sidewalk inspections on all Town sidewalks each summer, mark potential tripping hazards and record their location for further review. For hazards that exceed provincial regulations, Operations staff determine a plan to fix the issue and schedule its repair into the annual sidewalk rehabilitation program. In addition, the Town's online complaint management system provides an easy opportunity for clients to submit any concerns that they notice which will be reviewed by Operations staff in accordance with the policy.
Conduct a public awareness campaign targeting residents and business owners regarding the rules and regulations for service animals.	Ongoing	The Clerk's office developed a Service Animal Fact Sheet that is posted on the website and is available in paper format upon request. In 2025 the Clerk's office will work with the Community Services branch to provide more resources to businesses.

Goal	Current Status	Notes
<p>Continue to engage with local businesses and business groups to educate and share information on the importance of accessibility and the programs offered to assist with accessibility upgrades (i.e. new Community Improvement Plan).</p>	<p>Ongoing</p>	<p>The Community Services branch continues to encourage local businesses to incorporate accessibility upgrades into their projects. They are also exploring new ways to have businesses support accessibility throughout the Town.</p> <p>The Community Services branch continues to work with Downtown businesses about appropriate placement for sidewalk signage to ensure accessible pedestrian routes along sidewalks.</p> <p>In 2025, the Community Services Branch will develop educational materials for downtown businesses about the appropriate location for garbage and recycling receptacles to be placed as to not block the path of travel on sidewalks.</p>
<p>Incorporate outdoor centre road lines painted on streets to assist the visually impaired where they are not painted and where deemed appropriate.</p>	<p>Ongoing</p>	<p>The Town continues to implement pavement markings in accordance with the Ontario Traffic Manual based on the road classification, speed, traffic volumes and road configuration. Centerlines are also repainted on an annual basis on high-traffic roads.</p>

Town Hall Goals

Goal	Current Status	Notes
<p>Emergency Evacuation Plan to be completed</p>	<p>Completed</p>	<p>The Town Hall Fire Safety Evacuation Plan has been finalized in 2024 and will be rolled out to staff in 2025.</p>

Stanley Tourangeau Fire/Police Services Centre Goals

Goal	Current Status	Notes
Install automatic door opener for meeting room to increase accessibility for volunteer firefighters, class visits and rental bookings.	Ongoing	This item will be included on the 2025 workplan for the Recreation Department.

Nick Smith Centre Goals

Goal	Current Status	Notes
Make change rooms (pool and arena) fully accessible.	Scheduled	This project has been scheduled in years one to five of the Long-Range Capital Forecast. Staff continue to look for grant opportunities to complete this project sooner.
Make all washrooms fully accessible	Scheduled	The Town has scheduled projects to create accessible washrooms in years one to five of the Long-Range Capital Forecast. Staff continue to look for grant opportunities to improve washroom accessibility across the Nick Smith Centre building.

Goal	Current Status	Notes
<p>Increase the accessibility of Arena A, including installing handrails in the stands and incorporating accessibility features into the planned renovations.</p>	<p>Scheduled</p>	<p>In July 2024, Council approved the design for the Nick Smith Centre Arena Revitalization project which has been scheduled for 2025. The selected design will significantly enhance accessibility within both Arena A (Bert Hall Arena) and Arena B (Glenn Arthur Arena).</p> <ul style="list-style-type: none"> • In the Bert Hall Arena, the project will provide for modern, accessible seating across the entire side of the exterior wall side of the space and enlarge the players' benches. It will also create a second storey between the two arenas that will include an elevator to permit access to new meeting room space as well as provide a public mezzanine space overlooking both arenas. This enclosed and heated public viewing area would also provide twenty-four (24) additional spaces for accessible seating in addition to general spectator viewing. • In the Glenn Arthur Arena, the stands will be replaced with modern, accessible stands and the players' box will also be enlarged. • Both arena surfaces will have a zero-degree entry at all doors and benches supporting accessibility on and off the ice and sports such as sledge hockey.

Parks, Trails and Recreational Amenity Goals

Goal	Current Status	Notes
<p>Complete the accessibility upgrades outlined in the Waterfront Master Plan with continued consultation with the Accessibility and Age Friendly Advisory Committee (AAFAC) as the project moves forward.</p> <ul style="list-style-type: none"> • Make the washrooms fully accessible. • Install an accessible pathway into the water on the beach area. • Install an accessible pathway to the Canteen, Gazebo, Splash Pad and Playground. • Lower the service counter at the Robert Simpson Park Canteen building. 	<p>Scheduled</p>	<p>The Waterfront Master Plan includes the creation of a safe and accessible pedestrian ramp from the upper level to the lower beach and Gillies Trail, and additional hard surfaced pathways throughout the park connecting key park features such as the playground, splash pad, seating areas and beach. Existing pathways will also be upgraded to improve accessibility. These enhancements for the Gillies Trail, including paved pathway and lights, were completed in 2024.</p> <p>Staff continue to consider the implementation of multiple individual family style / gender neutral washrooms rather than gender specific washrooms (as currently exist).</p> <p>In Summer 2024, the accessible mats and accessible beach chair were installed again and they have been successful at increasing accessibility from the walking trail into the Ottawa River.</p>

Goal	Current Status	Notes
<p>Design and install accessible features at new and redeveloped community parks, trails and recreational amenities across the Town, including play structures, picnic tables, rest benches, swing sets, pathways, and other accessible play elements.</p>	<p>Ongoing</p>	<p>In 2024, several accessibility-related enhancements were completed at Legion Park, Caruso Park, CN Trail Park and the Gillies Trail along the western shore of the Madawaska River. These parks were all opened to the public in Spring 2024.</p> <p>In addition, the design for parkland in the Marshall's Bay Meadows Subdivision Phase 1 was completed and the design for Phase 2 will be completed in 2025.</p> <p>Construction at Fairview Park is almost completed, and the park will open in Spring 2025. New and revitalized parks will include accessible amenities, where possible.</p>

Arnprior and District Museum Goals

Goal	Current Status	Notes
<p>Provide access to exhibits on all three (3) floors of the Museum and adopt practices to ensure that exhibits are available to people of all abilities (i.e. verbal descriptive elements and closed captioning).</p>	<p>Ongoing</p>	<p>The Manager of Culture / Curator continues to implement virtual offerings and programs based on the main floor that are accessible to all.</p>
<p>Install an elevator in the D. A. Gillies Building to allow full access to upper floors by individuals with mobility-related disabilities.</p>	<p>Scheduled</p>	<p>This item has been tentatively included in years six to ten of the Long-Range Capital Forecast, subject to grant availability.</p>
<p>Make the shared parking lot between the D. A. Gillies Building and the Arnprior Public Library Building more accessible by grading the parking lot surface.</p>	<p>Scheduled</p>	<p>This item has been tentatively included in years one to five of the Long-Range Capital Forecast, subject to grant availability.</p>

Continue to install explanation tools (audio and/or braille) for new exhibits.	Ongoing	The Manager of Culture / Curator continues to create exhibits with accessible audio-visual elements (i.e. audio recording and/or braille) where possible.
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Appendix B – Summary of 2024 Accessibility and Age Friendly Advisory Committee Facility Tours

Below is a summary of the findings from the facility tours that the Accessibility and Age Friendly Advisory Committee completed throughout 2024. These items will be included in the renewal of the Multi-Year Accessibility Plan in 2025.

Goal	Notes
Construction of universal and accessible washrooms at the Nick Smith Centre.	In future renovations of the Nick Smith Centre, all washrooms in the facility should be designed to meet accessibility requirements such as sufficient turning radius and high contrast.
Accessible emergency exits at the Nick Smith Centre.	Evaluation is being completed of the thresholds at emergency exits to determine if ramps need to be installed at exits that have a lip or step. These evaluations and updates will continue into 2025/2026.
High contrast markings for sharp edges and hazards at the Nick Smith Centre.	Evaluation is being completed to identify all locations warranting high contrast markings within the Nick Smith Centre, including the countertops at the canteen and within the pool viewing room. Updates will be completed in 2025/2026.
Accessible upgrades to pool and arena changerooms at the Nick Smith Centre.	<p>When upgrades to the pool changerooms are scheduled, accessible updates should include a zero-degree threshold between showers and pool deck area, wider benches, seats with backs, and addition of a mobility aid in the showers.</p> <p>Arena changerooms will also require the addition of accessible door openers and other accessibility features when they are scheduled for upgrades.</p>
Accessible door openers for arenas at the Nick Smith Centre.	Accessible door openers should be installed on all doors leading into arenas A and B, including to changerooms and the exterior.

Goal	Notes
<p>Design and complete upgrades to improve the accessibility at the Marina, including for pedestrian access.</p>	<p>Through the rolling road rehabilitation project, consideration for a paved road surface at the Marina to enhance accessibility.</p> <p>Addition of paved, accessible pedestrian pathways throughout the Marina and connecting to other amenities such as the Gillies Trail will be completed when funding becomes available.</p> <p>Addition of an accessible portable toilet to accompany the existing portable toilet at the Marina to be completed when funding becomes available.</p>
<p>Relocation of the accessible parking stall at the D. A. Gillies Building.</p>	<p>The accessible parking stall at the D. A. Gillies Building will be relocated to the left side of the cement base of the accessible ramp for better access. This will be scheduled when funding becomes available.</p>
<p>Accessible washroom at the D. A. Gillies Building.</p>	<p>Update entrances to accessible washroom to meet minimum width requirements from both the community room and the lobby area entrances. To be completed when funding becomes available.</p>

**The Corporation of the
Town of Arnprior**

By-Law Number 7542-24

Being a By-Law to amend the Official Plan of the Town of Arnprior, being Amendment No. 09.

The Council of the Corporation of the Town of Arnprior in accordance with the provisions of Sections 17 and 21 of the Planning Act, 1990, hereby enacts as follows:

1. **That** Amendment No.09 to the Official Plan for the Town of Arnprior consisting of the attached Schedule "A" is hereby adopted.
2. **That** the Town Clerk is hereby authorized and directed to make application to the County of Renfrew for approval of Amendment No. 09 to the Official Plan for the Town of Arnprior.
3. **That** this By-law shall come into force and take effect on the day of final passing thereof.

Enacted and passed this 9th day of December 2024.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

This Amendment No. 09 to the Official Plan for the Town of Arnprior which has been adopted by the Council of the Corporation of the Town of Arnprior is hereby approved in accordance with Section 17(34) of the *Planning Act*, 1990.

Date

Approval Authority

**Amendment No. 09 to The Official Plan for
The Town of Arnprior**

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The Constitutional Statement

Part A

 The Preamble

 Purpose

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The Constitutional Statement

Part A - The Preamble does not constitute part of this amendment.

Part B - The Amendment constitutes Amendment No. 09 to the Official Plan for the Town of Arnprior.

Part A - The Preamble

Purpose

To amend the policies within the Town of Arnprior Official Plan to bring the Official Plan into conformity with recent provincial legislation such as Bill 109, 23 and 185 and remove a requirement for a minimum of 50% of dwellings in new development to be single detached dwellings.

Location

The Official Plan Amendment affects lands throughout the entire Town, therefore a key map or description of the affected lands is not provided.

Basis

Official Plan Conformity with Bill 23, More Homes Built Faster Act

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

Later, in June 2024 the province introduced Bill 185, Cutting Red Tape to Build More Homes Act which amended various provisions recently implemented through past bills, that have proven ineffective or problematic in implementation and amends some provisions to further simplify the development process.

The recommended amendments to the Official Plan are based on the changes to the Planning Act that resulted from Bill 23 and Bill 185, that are relevant to the Town of Arnprior.

The County of Renfrew passed Official Plan Amendment 35 to implement policies resulting from legislative changes of Bills 109 and 23. Since the Town of Arnprior Official Plan is required to conform with the County of Renfrew's Official Plan, this housekeeping amendment ensures the municipal policy framework is in alignment with current provincial policy objectives.

This amendment initiates the implementation of Council's February 2023 direction.

Amendments are also proposed which remove the requirement for 50% of any new development to be single-detached dwellings in order to permit greater flexibility in the proportion of dwellings by type permitted under the Low/Medium Density Residential designation.

Part B - The Amendment

All of this part of the document entitled Part B - The amendment, consisting of the following text constitutes Amendment No. 09 to the Official Plan for the Town of Arnprior.

Details of the Amendment

The Official Plan is amended as follows:

- (1) In Subsection B9.1 (c), “secondary suites” is replaced with “additional dwelling units”.
- (2) The heading of B9.3 is replaced with “Additional Dwelling Units” and the section in its entirety is removed and replaced with:

“Additional dwelling units are considered a self-contained residential use with kitchen and bathroom facilities that are within or accessory to a permitted single detached, semi-detached, or row house dwelling (where each primary dwelling is on a separately conveyable lot). Additional dwelling units shall be permitted provided the following criteria is satisfied:

- a) Meets the relevant requirements of the Town, and the Ontario Building Code and Fire Code;
- b) Is supported by adequate parking facilities, which shall be a maximum of one parking space per additional dwelling units in addition to the parking requirement for the single detached, semi-detached or townhouse dwelling;
- c) A garden suite is considered as one unit within an ancillary building or structure in the calculation of additional dwelling units;
- d) An additional dwelling unit may not be severed from the lot with the primary dwelling;
- e) Mobile homes and recreational vehicles will not be permitted as an additional dwelling unit;
- f) An additional dwelling unit shall not be located in a dwelling that is in a floodplain, or in an area that is the site of a natural or human-made hazard; and
- g) In urban areas serviced by municipal water and sewer:
 - i. Two residential units in a detached dwelling, semi-detached dwelling or townhouse dwelling are permitted, if all buildings and structures ancillary to the detached dwelling, semi-detached dwelling or townhouse dwelling cumulatively contain no more than one residential unit; or
 - ii. Three residential units in a detached dwelling, semi-detached dwelling or townhouse dwelling are permitted, if no building or structure ancillary to the detached dwelling, semi-detached dwelling or townhouse dwelling contains any residential units; or
 - iii. One residential unit in a building or structure ancillary to a detached dwelling, semi-detached detached or townhouse detached is permitted, if the

detached dwelling, semi-detached dwelling or townhouse dwelling contains no more than two residential units and no other building or structure ancillary to the detached dwelling, semi-detached dwelling or townhouse dwelling contains any residential units.

The above requirements shall be implemented in the zoning by-law. An amendment to this Plan is not required to change any of the above policies.

- (3) In Subsection C1.3 (e), “Secondary residential” is replaced with “additional dwelling”.
- (4) In Section C1.4.2, the final sentence stating “All new homes to be developed on lots created by consent shall be subject to Site Plan Control in accordance with Sections C1.4.3 and F4 of this Plan” is removed.
- (5) In Subsection C1.4.3, the first sentence stating “Given that this Plan requires that there be a positive design relationship between new and existing dwellings, proponents shall demonstrate as part of the site plan process, how the new dwelling is compatible from a design and architectural perspective with existing homes on adjacent lots” is removed and replaced with the following:

“Where site plan control approval is required as per section F4 and as per the Site Plan Control by-law, as amended, proponents shall demonstrate as part of the site plan process, how the new development is compatible from a design and architectural perspective with existing homes on adjacent lots”

- (6) In Subsection C2.3 (e), “Secondary residential” is replaced with “Additional dwelling”.
- (7) Subsection C2.4.1 is removed in its entirety and subsequent sections renumbered.
- (8) In Section C2.6, remove the following “while ensuring that no less than 50% of the dwellings in a contiguous development area are single detached dwellings”.
- (9) Section E6.6 through, and inclusive of, section E6.9 shall be removed in their entirety and replaced with the following:

“E6.6 Parkland Conveyance

As a condition of consent, development, redevelopment, or subdivision of land the Town will require that land be conveyed to the Town for park purposes in accordance with the following:

- a) That two percent of land for commercial or industrial use, and five percent of the land for all other uses be conveyed to the Town for park purposes, as detailed in the Town of Arnprior Parkland Conveyance By-law, as amended.
- b) All lands to be conveyed for parkland are required to be located and conveyed in a physical condition satisfactory to the Town.
- c) The Town may require cash-in-lieu of parkland conveyance based on the value of the land for all or a portion of the land otherwise required to be conveyed for park purposes

as per the Town of Arnprior Parkland Conveyance By-law, as amended.

- d) Development, redevelopment consent and/or subdivision of land which are exempt from parkland conveyance and/or cash-in-lieu of parkland conveyance requirements are detailed in the Town of Arnprior Parkland Conveyance By-law, as amended.

- (10) Subsection F4 (b) is removed and replaced with the following:

“Uses specifically excluded from the Site Plan Control Area are residential developments containing ten or less dwelling units unless the parcel of land includes any land in a prescribed area in accordance with Section 41 of the Planning Act as amended.”

- (11) Addition to Subsection F4 (c) with the addition of the following and subsequent subsections renumbered:

“xii) Facilities designed to have regard for persons with disabilities.”

- (12) In Subsection F4 (e), the Planning Act reference is modified from “Section 41(1)” to “Section 41(4)”.

- (13) In Subsection F6 (c), in the final sentence, “provided” is replaced with “conveyed”.

- (14) In Subsection F10 (a), after “land use planning process” the following is added “as per the requirements of the Planning Act, as amended.”

Appendix I – Notice of Public Meeting



ARNPRIOR

Notice of Public Meeting – Town Wide Official Plan Amendment and Zoning By-Law Amendment

Take Notice that pursuant to the requirements of the Planning Act, the Corporation of the Town of Arnprior advises that an application for amendments to the Town of Arnprior 2017 Official Plan and Comprehensive Zoning By-law No. 6875-18, as amended, has been initiated by the Town.

And Further, Take Notice that an in-person public meeting giving the public an opportunity to make representations in respect of the zoning amendment will be held on **Monday, May 13th, 2024, at 6:30 p.m.** in Council Chambers, Town Hall, 105 Elgin Street West, Arnprior.

Subject Lands

The Amendments include all lands within the Town of Arnprior boundary.

Purpose & Effect of the Amendments

The purpose of the amendments is to begin the implementation of Council's February 2023 direction regarding Bill 23, More Homes Built Faster Act, which is part of Ontario's Housing Supply Action Plan. This review focuses on changes to the Planning Act that resulted from Bill 23, with an emphasis on those changes that are particularly relevant to the Town of Arnprior. The relevant changes included:

- a. Additional Residential Unit (ADU) Requirements
- b. Timelines for Updating of Zoning By-Laws
- c. Development Subject to Site Plan Control
- d. Limits on Scope of Site Plan Control Review
- e. Parkland Conveyance Changes
- f. Minor Variance and Consent Third Party Appeal Rights Removal
- g. Permitting Conveyance of Land in a Land Lease Community
- h. Subdivision Approval – Removal of Public Meetings

Staff have also identified an opportunity to amend the Official Plan and Zoning By-law to include:

- (a) New private road policies; and
- (b) Amendments to public notice requirements given the loss of the local print community newspaper.

The current Official Plan does not include policies specific to the creation of a private road whereas it can be common for condominium projects to develop private roads as a common element as part of their overall development. Similarly, while the Zoning By-Law defines a *Private Street*, it does not include provisions for the creation of such street, nor are there requirements for minimum setbacks to private streets for buildings and structures. Furthermore, the Planning Act provides alternative public notice

requirements and given the loss of the local community print newspaper, staff are proposing changes to the public notice requirements pertaining to planning developments and policies.

More Information

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

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

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

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

If you wish to be notified of the decision of Town of Arnprior on the proposed Official Plan Amendment, you must make a written request to the County of Renfrew c/o Bruce Howarth, Senior Planner, County of Renfrew, at bhowarth@countyofrenfrew.on.ca or by mail to 9 International Drive Pembroke, ON K8A 6W5. If you wish to be notified of the decision of Town of Arnprior on the proposed zoning by-law amendment, you must make a written request to Town of Arnprior c/o Planning, Town of Arnprior, 105 Elgin St. W., Arnprior ON K7S 0A8.

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

Privacy Disclosure

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

Dated at the Town of Arnprior this 22nd day of April 2024.

Kaila Zamojski, Town Clerk

Town of Arnprior

105 Elgin Street West

Arnprior, ON

K7S 0A8

Appendix II – Minutes of Public Meeting May 13, 2024



ARNPRIOR

**Minutes of Council Meeting
May 13, 2024 6:30 PM**

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

Council and Staff Attendance

Council Members Present (In-Person):

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

Council Members Present (Electronic):

None

Council Members Absent:

Councillor Chris Couper

Town Staff Present:

Robin Paquette, CAO
Jennifer Morawiec, General Manager Client Services/Treasurer
Kaila Zamojski, Town Clerk
Oliver Jacob, Deputy Clerk
John Steckly, General Manager Operations
Ryan Wall, Engineering Officer
Graeme Ivory, Director of Recreation
Lucas Power, Program and Events Coordinator
Emily Stovel, Manager of Culture/Curator

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 Chris Couper.

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 164-24
Moved by Tom Burnette
Seconded by Billy Denault

Be It Resolved That the agenda for the Regular Meeting of Council dated Monday, May 13, 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 165-24

Moved by Dan Lynch

Seconded by Billy Denault

That the minutes of the Regular Meeting of Council listed under Item 7 (a) on the Agenda be adopted (Regular Meeting of Council – April 22, 2024).

Resolution Carried

8. Awards/Delegations/Presentations

a) Summer Recreation Preview – Program and Events Coordinator

The Director of Recreation and Program and Events Coordinator provided a presentation to Council and responded to questions.

9. Public Meetings

a) Town Initiated Official Plan and Zoning By-law Amendments (Bill 23 and Private Roads)

Resolution Number 166-24 (6:51 pm)

Moved by Lynn Cloutier

Seconded by Billy Denault

That Council move into a public meeting regarding Town Initiated Official Plan and Zoning By-law Amendments (Bill 23 and Private Roads).

Resolution Carried

The Public Meeting was opened at 6:51 pm. Saide Sayah, Planning Consultant from Fotenn Consulting, provided an overview presentation, attached as Appendix A and forming part of these minutes, outlining the proposed Town Initiated Official Plan and Zoning By-law Amendments surrounding Bill 23 and Private Roads.

Saide Sayah responded to questions from Members of Council.

Following the overview the floor was opened to the public for comment.

The following individuals provided comment at the meeting:

- Cody Campanale – Campanale Homes
- Stefanie Kaminski – Regional Group

The following represents a summary of the comments/ concerns received:

- The additional dwelling units will lead to more affordable options for people.
- The ability for a developer to have three (3) units into one dwelling unit, will achieve lower rent rates for people.

- Parking should be required for the number of units being provided. Where if you are going to produce three (3) units, you do need to provide three (3) proper parking spaces. As developers we are looking into how to best make this work.
- Private roads can be beneficial and do work in other municipalities across the province, such as Ottawa, Rockland, Kemptville. These roads are owned and operated by the condo or land owner, not the municipality.
- Visitor parking lots are also considered in private road developments, which helps to alleviate the requirements for on-street parking.

Mayor McGee thanked the members of the public in attendance for providing their input. The public meeting was declared closed at 7:18 pm.

Resolution Number 167-24 (7:18 p.m.)

Moved by Lynn Cloutier

Seconded by Billy Denault

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 1-24 (Temporary Use – 10 William Street) - CAO

Resolution Number 168-24

Moved by Lynn Cloutier

Seconded by Chris Toner

That Council adopts a by-law to allow for a Zoning By-law Amendment (ZBLA 1/24) for the property known municipally as 10 William Street to rezone the subject property from “Mixed Use Residential/Commercial exception 3 (MU-RC*3)” to “Mixed Use Residential/Commercial exception 3 T2 (MU-RC*3-T2)”.

Resolution Carried

b) Awarding of MacDonald Street Reconstruction Project – Engineering Officer

Resolution Number 169-24

Moved by Tom Burnette

Seconded by Dan Lynch

That Council award the MacDonald Street Reconstruction Project to Thomas Cavanagh Construction Limited for \$4,480,349.12 (Incl HST); and

That upon the CAO’s approval of the final form of the foregoing documents, Council authorize the CAO to enter into a contract agreement with Thomas Cavanagh Construction Limited; and

That Council award the contract for contract administration and inspection services for the MacDonald Street Reconstruction Project to JP2G Consultants Inc per the fee proposal dated May 2, 2024, in the amount of \$179,421.41 (Incl HST); and

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

Resolution Lost

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

Resolution Number 170-24

Moved by Lynn Cloutier

Seconded by Dan Lynch

That Council direct staff to bring back additional information on a revised estimate and contract for the MacDonald Street Reconstruction Project, using concrete in place of PVC materials for the sanitary sewer, for the full scope of work.

Resolution Carried

c) Proclamation for Seniors Month (June 2024) – Town Clerk

Resolution Number 171-24

Moved by Tom Burnette

Seconded by Dan Lynch

That Council proclaim June 2024 as Seniors Month in the Town of Arnprior.

Resolution Carried

The Town Clerk read the proclamation:

Whereas Seniors Month is an annual province-wide celebration to recognize the considerate contributions that seniors have made to the life and vibrancy of our community and;

Whereas seniors continue to serve as leaders, mentors, volunteers and important and active members of this community and;

Whereas their contributions past and present warrant appreciation and recognition and their stories deserve to be told and;

Whereas the health and well-being of seniors is in the interest of all and further adds to the health and well-being of the community as a whole and;

Whereas seniors are the fastest growing population segment across Canada and a significant number of Arnprior seniors are leading healthy and active lives and;

Whereas the Town of Arnprior's Recreation Department and Seniors Active Living Centre (SALC) provide regular age-friendly programming for local seniors.

Now Therefore, I, Lisa McGee, Mayor of Arnprior, do hereby proclaim June 2024 as Seniors Month in the Town of Arnprior and encourage all citizens to recognize and

celebrate the accomplishments of our seniors.

d) Proclamation for Parks and Recreation Month (June 2024) – Town Clerk

Resolution Number 172-24

Moved by Lynn Cloutier

Seconded by Billy Denault

That Council proclaim June 2024 as Parks and Recreation Month in the Town of Arnprior.

Resolution Carried

The Town Clerk read the proclamation:

Whereas, in the Town of Arnprior, we are fortunate to have a variety of recreation and parks systems providing countless recreational opportunities for residents and visitors from around the world; and

Whereas recreation enhances quality of life, balanced living and lifelong learning; helps people live happier and longer; develops skills and positive self-image in children and youth; develops creativity; and builds healthy bodies and positive lifestyles; and

Whereas recreational participation builds family unity and social capital; strengthens volunteer and community development; enhances social interaction; creates community pride and vitality; and promotes sensitivity and understanding to cultural diversity; and

Whereas parks, open space and trails provide active and passive outdoor recreation opportunities, help maintain clean air and water; and promotes stewardship of the natural environment; and

Whereas, recreation, therapeutic recreation and leisure education are essential to the rehabilitation of individuals who have become ill or disabled, or disadvantaged, or who have demonstrated anti-social behavior; and

Whereas the benefits provided by recreation programs, services and parks, and open space, reduce healthcare and social service costs; serve to boost the economy, economic renewal and sustainability; enhance property values; attract new business; increase tourism; and curb employee absenteeism; and

Whereas the Town of Arnprior is hosting numerous opportunities for our community to engage in sport and physical activity, sponsored by [ParticipACTION's Community Better Challenge](#); and

Whereas these opportunities include new activities and games at the 2024 Priorpalooza Music Festival, a Multi-Sport Day at Arnprior High School, PaddleFest, and the School's Out Beach Party. These events will provide a wide range of activities accessible to everyone in our community.

Now Therefore, I, Lisa McGee, Mayor of Arnprior, do hereby proclaim June 2024 as Parks and Recreation Month in the Town of Arnprior and encourage all citizens to recognize the benefits and values of Recreation and Parks in Arnprior and participate in the many activities taking place this month and throughout the year.

e) Proclamation for Pride Month (June 2024) – Deputy Clerk

Resolution Number 173-24

Moved by Lynn Cloutier

Seconded by Dan Lynch

That Council proclaim June 2024 as Pride Month in the Town of Arnprior.

Resolution Carried

The Deputy Clerk read the proclamation:

Whereas June is recognized in Canada as Pride Month, a time to celebrate the contributions of persons from the 2SLGBTQ+ community, and increase efforts to build awareness; and,

Whereas the Progress Pride flag is an important symbol of hope and acceptance for 2SLGBTQ+ youth and adults who continue to face stigma, discrimination, isolation and bullying in their home, workplaces and community spaces, simply for being who they are; and,

Whereas this stigma and discrimination puts 2SLGBTQ+ individuals at elevated risk of mental-health issues, substance abuse, homelessness and suicide; and,

Whereas the Town of Arnprior acknowledges and celebrates the contributions of the 2SLGBTQ+ community to the social, cultural and economic wellbeing of all Ontarians; and,

Whereas during Pride Month, we can all reflect on the progress made to recognize and protect the rights of 2SLGBTQ+ communities, and the work that still needs to be done; and,

Whereas flying the rainbow flag at Town Hall during the first week of June 2024 symbolizes the Town's celebration of diversity and support for the 2SLGBTQ+ community;

Now Therefore, I, Lisa McGee, Mayor of Arnprior, do hereby proclaim June 2024 as Pride Month in the Town of Arnprior and encourage all citizens to think about what steps we can collectively take to make our community a safe and inclusive place for all, regardless of sexual orientation, gender identity or gender expression.

f) Proclamation for the International Day Against Homophobia and Transphobia (May 17, 2024) – Deputy Clerk

Resolution Number 174-24

Moved by Lynn Cloutier
Seconded by Chris Toner

That Council proclaim May 17th, 2024 as the International Day against Homophobia and Transphobia in the Town of Arnprior.

Resolution Carried

The Deputy Clerk read the proclamation:

Whereas the Canadian Charter of Rights and Freedoms and the Ontario Human Rights Code recognizes that no one can be discriminated against on the basis of sexual orientation or gender identity or expression;

Whereas Ontario is a society open to everyone, including lesbian, gay, bisexual and transpeople (2SLGBTQ+) and to all other people who identify with sexual diversity and the multiplicity of gender identities and expressions;

Whereas, despite recent efforts towards greater inclusion of 2SLGBTQ+ people, homophobia and transphobia are still present in modern society;

Whereas May 17th is the International Day against Homophobia and Transphobia, and the date is recognized as such in many countries;

Now Therefore, I, Lisa McGee, Mayor of Arnprior, do hereby proclaim May 17, 2024 as the International Day Against Homophobia and Transphobia in the Town of Arnprior, and encourage all residents to act to address homophobia and transphobia when they see it while also recognizing the many contributions that 2SLGBTQ+ peoples make to bolster our local community every day.

13. Committee Reports and Minutes

a) Mayor's Report

Mayor Lisa McGee reported the following:

- I attended the Ontario Federation of Agriculture (OFA) Breakfast a couple weeks ago. It was a great event, and a pleasure to meet with OFA Executive Members and nearby communities to discuss the important concerns that the farming community is experiencing. One statistic that was shared is that in Ontario alone we lose 300 acres of farm land every single day. It is certainly tough to balance the need to increase housing opportunities and also feed our growing population. One thing that was agreed to by all is that despite the new technologies involved with farming, makes the job somewhat easier, farming still presents many challenges that were never faced in the past.
- I attended a Physician Recruitment Event – Doctor's Dining Dual – hosted at the Nick Smith Centre. It was a great event, for a great cause.
- A beautiful ceremony took place for Glenn Arthur to be laid to rest in Admaston-Bromley, with a lovely ceremony.

- It was a privilege to cut the ribbon at the grand opening of Ottawa Valley Air Paddle. Owners Lana Cole and Scott Fawcett have done a wonderful job at setting up this new retail space.
- The first Renfrew Police Services Board Meeting took place last week. Chair and Vice-Chair's were elected as well as two community members. These community members still need to be ratified by each of the seven Council's participating in this Board. There are seven municipalities who make up this Board, being:
 - Town of Arnprior
 - Town of Renfrew
 - Township of McNab/Braeside
 - Township of Greater Madawaska
 - Township of Admaston Bromley
 - Township of Horton
 - Township of Whitewater Region
- I enjoyed a spectacular event at Farmgate Cider, which was a collaborative event put on by Bee Savvy Fine Foods and Farm Gate Cider. This event was sold out and had many amazing performances throughout the evening.
- I had a catch up coffee meeting with Dustin and Donovan from Arnprior Packers recently. We discussed their season, hopes for the future at Nick Smith Centre as well as some of the community events that they are undertaking, such as a Golf Tournament that will be taking place on July 6th.
- This past Sunday I delivered greetings on behalf of Council at the Lions Club Annual Walk for Dog Guides. Many community partners were there to support the event. Many dogs and their owners were also present and excited to participate.

b) County Councillor's Report

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

- County Council Meeting –April 24, 2024
 - Two Delegations:
 - a) Ann Pohl, Spokesperson, Kitchissippi-Ottawa Valley (KOV) Chapter – Council of Canadians - Climate Action Petition in recognition of International Earth Day.
 - b) Jason St-Pierre, Chief Executive Officer and Lisa Severson, Director of Communications, Eastern Ontario Regional Network (EORN) - Renfrew County EORN Update
 - 25 Uplifts - 25 Completed
 - 47 New Towers - 4 Completed
 - 10 Co-location - 7 Completed
 - All to be completed by 2026.
- Food Affordability Report by the Renfrew County and District Health Unit (RCDHU). This report identifies that nearly one in six (17%) households in Renfrew County are food insecure.
- Ontario Budget The 2024 Ontario Budget entitled 'Building a Better Ontario'. Items relevant to the County of Renfrew Long Term Care Homes operation are:

- Level of Care Province is providing a 6.6% (\$353M) increase to the Level of Care (LoC) funding for 2024-25.
- Pharmacy Funding and Medication Safety Technology Program (MSTP) will remain at \$1500 annually per bed this year and the Medication Safety Technology Program will continue for 2024/25.
- Health Human Resources Four Hours of Care - Homes will receive the following amount:
 - Nurse and Personal Support Worker (PSW) Staffing Supplement: \$1,822.02 per bed, per month.
 - Allied Health Professional (AHP) Staffing Supplement: \$161.35 per bed, per month.
 - The funding will continue beyond 2024/25 and become base funding. The funding policy includes the projected allocations for 2025/25:
- Ottawa Valley Tourism Conference Tourism Awards:
 - Tourism Champion: Ron Moss, Ottawa Valley Cycling and Active Transportation Alliance (Laurentian Valley)
 - Business/Organization of the Year: Somewhere Inn Calabogie (Greater Madawaska)
 - Event of the Year: Pembroke Regional Silver Stick Tournament
 - Sustainability Champion: Anupaya Cabin Co. (Deep River)
 - New Tourism Product: Ottawa Valley Farm to Fork (Bonnechere Valley)
 - Tourism Marketing: Ontario's Highlands Tourism Organization (Whitewater Region).
- Pembroke Approves Implementation of Municipal Accommodation Tax of a 4% Municipal Accommodation Tax that will be applied to all roofed and non-roofed transient accommodations for overnight stays of 30 days or less with a proposed implementation date of January 1, 2025. The City of Pembroke also identified the Ottawa Valley Tourist Association (OVTA) as the eligible tourism entity to receive 50% of the collected funds.
- Increased Program Funding to Small Business Enterprise Centres. Staff have received confirmation from MEDJCT that the County of Renfrew will be receiving an additional \$50,000 in funding. This additional funding means increased grant allocations to the Starter Company Plus and Summer Company programs.
- On 20 March, a very successful Mesa stakeholder engagement session was held at the Carefor Centre in Pembroke. The aim of the session was to exchange information on services and obtain feedback from stakeholders on strategies to better meet the needs of individuals experiencing mental health, addictions, and homelessness. As a result, another meeting is scheduled for May 22nd.
- Inclusive Community Grants Applications are now being accepted until May 22, 2024 at 5:00 p.m. ET. The program provides up to \$60,000 in grant funding to eligible applicants for projects that:
 - Increase the accessibility of outdoor spaces

by making improvements to the built environment to create equitable access to community resources.

- New Ottawa Valley Tourist Association (OVTA) Board Elected.
 - Councillor Chris Toner noted that Emily Stovel is on the Board of Directors for the Town of Arnprior and is in her 2nd year of her 3-year term.
- Baskin Drive Subdivision (47T-19004) – On 29 April 2024 the Plan of subdivision received final approval which will create an additional 24 row-house units and 64 apartment units.
- The County of Renfrew Operations Committee recommended that Contract PWC-2024-01 as submitted by Bonnechere Excavating Inc., Renfrew, Ontario, be approved for the rehabilitation of County Road 1 (River Road), from Poole Street to Dochart Street at a cost of \$1,564,525.20, plus applicable taxes.

c) Committee Reports and Minutes

None

14. Correspondence & Petitions

a) Correspondence Package – I-24-May-09

Resolution Number 175-24

Moved by Tom Burnette

Seconded by Dan Lynch

That the Correspondence Package Number I-24-MAY-09 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch noted the following items:

- Page 3 – The Ontario government is investing \$5 million through the Community Emergency Preparedness Grant to help communities and organizations purchase critical supplies, equipment and deliver training and services.
 - In response to County Councillor Lynch the CAO noted that staff had applied for this funding and we were unsuccessful.
- Page 4 – On May 7-9, 2024, the province hosted an “Exercise Heatwave” that simulated heat related emergencies taking place with municipalities.
 - In response to County Councillor Lynch the CAO noted that staff at the Town of Arnprior were not invited to be a part of this exercise, and only 6 municipalities from the province were included. Our Emergency Plan does include heat related emergencies.
- Page 8 – The Mayor spoke to this at last Council meeting. The Ontario government is investing up to \$200 million over three years to support Ontario’s growing communities with new and revitalized local sport and recreation facilities. More information about eligibility and application guidelines will be provided in Summer 2024.

- Page 15 – Attention to residents who have family Doctors. In in order to save valuable Doctor’s time you may be asked that if artificial intelligence could be used to automatically summarise or transcribe your conversations.
- Page 20 – A new regulation under the Building Ontario Businesses Initiative Act, 2022 (BOBIA) dealing with lowering the threshold of contracts will give our local businesses more opportunities to compete for procurement contracts from public sector entities like hospitals, school boards and universities.
- Page 24 – The Ontario government is investing \$2.75 million over two years to increase access to comfortable and dignified end-of-life care close to home for families in the Ottawa region. There will be eight new hospice beds at Hospice Care Ottawa’s La Maison de l’Est, and two new pediatric hospice beds at Roger Neilson Children’s Hospice.
- Page 29 – The Ontario government is providing \$2.4 million this year through the Ontario Cultural Attractions Fund (OCAF) to support cultural tourism in communities.
 - In response to County Councillor Lynch the CAO noted that staff have reviewed the guidelines for this loan program and did not find our tourism activities currently meet the criteria.
- Page 41 – Good news for owner’s of electric cars. The Ontario’s Minister of Energy, Todd Smith, has asked the Ontario Energy Board (OEB) to explore options for an Electric Vehicle Charger Discount Electricity Rate.
- Page 82 – Renfrew County and District Health Unit has put out a Medical Release dealing with “Know the Risks and How to Prevent Blacklegged Tick Bites”.
- Page 93 – Provincial Matters 211 is a public enquiry line available in Ontario every day and in times of emergency. As part of Emergency Preparedness Week, free print materials are available to municipalities for use during Emergency Preparedness Week, or for displays any time of year.
 - In response to County Councillor Lynch the CAO noted that staff will certainly be looking into requesting this resource.

b) Correspondence Package – A-24-MAY-07

Resolution Number 176-24

Moved by Lynn Cloutier

Seconded by Billy Denault

That the Correspondence Package Number A-24-MAY-07 be received as information, and the recommendations outlined be brought forward for Council’s consideration.

Resolution Carried

15. By-laws & Resolutions

a) By-laws

Resolution Number 177-24

Moved by Dan Lynch

Seconded by Billy Denault

That the following by-laws be deferred until further information can be provided by staff for the MacDonald Street Reconstruction Project:

- ii) By-Law No. 7486-24 – Award Tender No. PW-2024-06 (MacDonald Street Reconstruction)
- iii) By-Law No. 7487-24 – Adopt 2024 Final Tax Rates

Resolution Carried

Resolution Number 178-24

Moved by Billy Denault

Seconded by Tom Burnette

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

- i. By-Law No. 7485-24 – Zoning By-law Amendment No. 1-24 (Temporary Use – 10 William Street)
- iv. By-Law No. 7488-24 – Robert Simpson Park Canteen Lease Agreement

Resolution Carried

b) Resolutions

i. Municipal Grants Application – Arnprior Optimistic Women’s Club (Trivia Night)

Resolution Number 179-24

Moved by Chris Toner

Seconded by Lynn Cloutier

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior Optimistic Women’s Club; and

Whereas the Arnprior Optimistic Women’s Club is an eligible organization under the Municipal Grants Policy and raises funds that are donated towards local initiatives supporting children, youth and their families;

Whereas the Arnprior Optimistic Women’s Club hosted a Trivia Night event at the Nick Smith Centre on Friday, May 10th, 2024 starting at 6:00 PM; and

Therefore Be It Resolved That Council approve the request for in-kind support through the waiving of fees for the rental of the Nick Smith Centre Community Hall (\$460.00) for the Trivia Night Event that took place on Friday, May 10th, 2024;

Further That the Arnprior Optimistic Women’s Club 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

ii. PXO Installation – Baskin Drive and Leo Moskos Street

Resolution Number 180-24

Moved by Dan Lynch

Seconded by Lynn Cloutier

Whereas Section 11 of the *Municipal Act, 2001, S.O. 2001, c. 25* as amended authorizes municipalities to pass by-laws pertaining to the public assets and highways of the municipality; and

Whereas the County of Renfrew has adopted Policy No. PW-14 (Pedestrian Crossings and Hiking Trail Crossings on County Roads) which designates a process through which lower-tier municipalities may request the installation of pedestrian crossings on County roads within their jurisdiction; and

Whereas the County of Renfrew requires a resolution of support from the Council of the municipality making the request which includes the Town’s agreement to pay for the installation and future replacement of the pedestrian cross-over (PXO) and to support the annual pavement markings for each PXO crossing, with the County of Renfrew being responsible for the annual operation, maintenance and signage of the PXO once installed; and

Whereas the 2024 operating budget authorized by Council on February 12, 2024 including funding to support the installation of the pedestrian cross-over (PXO); and

Whereas the Site Plan Agreement with the Conseil des Ecoles Catholiques de Centre-Est (CECCE) included provision for \$10,000 contribution to the future installation of a pedestrian cross-over (PXO) at Baskin Drive and Leo Moskos Street.

Therefore Be It Resolved That Council direct staff to apply to the County of Renfrew for the installation of a pedestrian cross-over (PXO) at the intersection of Baskin Drive and Leo Moskos Street.

Resolution Carried

16. Announcements

Councillor Chris Toner made the following announcement:

- As a last duty as the Councillor of the previous Museum Board, I was finally able to organize a tour of the old Boeing and Arnprior Aerospace buildings with the Manager of Culture/Museum Curator. We toured the site looking for artefacts and learning about the various things that occurred in this facility over the years, to ensure that items and history of this facility does not get lost when the plant gets sold. There are a lot of very good artefacts, one item being a time capsule in the wall that is due to be open in the late 2020s. Part of the stipulation for this time capsule, after the plant is sold, will be that the opening of the time capsule be under the guidance of the Museum when it is to take place. The company was able to provide some of the long-time history of this establishment.

County Councillor Dan Lynch made the following announcements:

- The Arnprior & District Museum is hosting a Speaker Series from 2-4 pm at the Museum on May 25, 2024.
- The Arnprior Airport is hosting a Fly in Breakfast from 8-12 am on June 15, 2024.
- From 10am – 4pm on June 22nd, the Valley Diversity Emporium will be hosting an event at the Nick Smith Centre.
- Lorenzo’s Pizza has now opened in Downtown Arnprior as a collaboration with Rocky Mountain House.
- There is a new food truck on Daniel Street that may be opening soon.

17. Media Questions

None

18. Closed Session

Resolution Number 181-24 (8:27 pm)

Moved by Lynn Cloutier

Seconded by Billy Denault

That Council move into Closed Session regarding:

- Three (3) matters pursuant to Section 239 (2) (b) of the Municipal Act, 2001 to discuss personal matters about an identifiable individual, including municipal or local board employees (Commemorative Naming, Audit Update and OPP Detachment Board Appointments)
- One (1) matter pursuant to Section 239 (2) (b) of the Municipal Act, 2001 to discuss personal matter about an identifiable individual, including municipal or local board employees and Section 239 (2) (f) concerning advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Airport)
- One (1) matter pursuant to Section 239 (2) (c) of the Municipal Act, 2001 to discuss a proposed or pending acquisition or disposition of land by the municipality or local board (Land Acquisition)

Resolution Carried

Resolution Number 182-24 (9:41 pm)

Moved by Dan Lynch

Seconded by Tom Burnette

That Council resume to Open Session.

Resolution Carried

Resolution Number 183-24

Moved by Lynn Cloutier

Seconded by Dan Lynch

That Council direct staff to make a formal request to the County of Renfrew to initiate a road widening along Madawaska Blvd between the Arnprior-Nepean Railway and Decosta Street for the purposes of extending a multi-use pathway, to be funded at a 50/50 cost share arrangement between the County of Renfrew and the Town of Arnprior.

Resolution Carried

Resolution Number 184-24

Moved by Lynn Cloutier

Seconded by Billy Denault

That Council direct staff to proceed with the commemorative naming applications submitted for future street names.

Resolution Carried

Resolution Number 185-24

Moved by Chris Toner

Seconded by Billy Denault

That Council of the Town of Arnprior endorse the two Community Member Representatives as recommended by the Renfrew Police Services OPP Detachment Board, and that an appointment by-law be brought forward for final adoption.

Resolution Carried

Resolution Number 186-24

Moved by Lynn Cloutier

Seconded by Tom Burnette

That Council direct staff to proceed as directed in Closed Session regarding the Audit Update and Airport.

Resolution Carried

19. Confirmatory By-Law

Resolution Number 187-24

Moved by Tom Burnette

Seconded by Dan Lynch

That By-law No. 7489-24 being a By-law to confirm the proceedings of the Regular Meeting of Council held on May 13, 2024 and it is hereby enacted and passed.

Resolution Carried

20. Adjournment

Resolution Number 188-24

Moved by Lynn Cloutier

Seconded by Chris Toner

That this meeting of Council be adjourned at 9:43 pm.

Resolution Carried

Signatures



Lisa McGee, Mayor



Kaila Zamojski, Town Clerk

The Corporation of the Town of Arnprior

By-law Number 7543-24

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

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

1. That By-law number 6875-18, as amended, is hereby further amended as follows:

a. In Section 3.0 Definitions, the definition for “Secondary Residential Unit” is removed in its entirety.

b. In Section 3.0 a new definition for “Dwelling Unit, Additional” is added alphabetically to read as follows:

“Dwelling Unit, Additional means 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.”

c. In Section 3.0 Definitions, the definition for “Dwelling, Triplex” is revised to add the words “, or an additional dwelling unit,” after “other type of building”.

d. In Section 5.3, in Table 5.3, the minimum parking space requirement for “Bed and Breakfast Establishment” is amended to state:

“2 parking space per single-detached, semi-detached, or townhouse dwelling unit, plus 1 parking space for each room rented”

e. In Section 5.3, in Table 5.3, “Dwelling – triplex, townhouse and multiple” is amended to read “Dwelling, triplex”

f. In Section 5.3, in Table 5.3, “Secondary Residential” is replaced with “Additional Dwelling” and the table is reordered alphabetically

g. In Section 6.3.1 the title “Secondary Residential Units” is replaced with “Additional Dwelling Units”.

h. In Section 6.3.1, the preamble is revised to:

“Where permitted by this By-law, additional dwelling units are permitted as per the following regulations:”

- i. In Subsection 6.3.1 (a), “the secondary residential” is replaced with “an additional dwelling”.
- j. Subsection 6.3.1 (b) is removed in its entirety and the subsequent sections are renumbered.
- k. Subsection 6.3.1 (d), “the secondary residential” is replaced with “an additional dwelling”.
- l. Subsection 6.3.1 (e) is removed and replaced with the following:

“(e) In the calculation of additional dwelling units a garden suite is considered as one unit within an ancillary building or structure.”
- m. In Subsection 6.3.1, a new Subsection (f) is added to state:

“(f) Where an additional dwelling unit is established in a building or structure that is accessory to a permitted dwelling the unit shall be subject to all applicable provisions for the principal dwelling in the Zone in which it is located.”
- n. In Subsection 6.3.1, a new Subsection (g) is added to state:

“(g) In areas serviced by municipal water and sewer:

 - i. Two residential units in a detached dwelling, semi-detached dwelling or townhouse dwelling are permitted, if all buildings and structures ancillary to the detached dwelling, semi-detached dwelling or townhouse dwelling cumulatively contain no more than one residential unit; or
 - ii. Three residential units in a detached dwelling, semi-detached dwelling or townhouse dwelling are permitted, if no building or structure ancillary to the detached dwelling, semi-detached dwelling or townhouse dwelling contains any residential units; or
 - iii. One residential unit in a building or structure ancillary to a detached dwelling, semi-detached detached or townhouse detached is permitted, if the detached dwelling, semi-detached dwelling or townhouse dwelling contains no more than two residential units and no other building or structure ancillary to the detached dwelling, semi-detached dwelling or townhouse dwelling contains any residential units.”
- o. In Subsection 6.3.1, a new Subsection (h) is added to state:

“(h) Mobile homes and recreational vehicles will not be permitted as an additional dwelling unit;”
- p. In Subsection 6.3.1, a new Subsection (i) is added to state:

“(i) An additional dwelling unit shall not be located in a dwelling or accessory building that is in a floodplain, or in an area that is the site of a natural or human-

made hazard.”

- q. Section 6.4.9 is removed in its entirety and the subsequent sections are renumbered.
 - r. In table 6.4.10 “a secondary residential” is replaced with “an additional dwelling”.
 - s. In Section 6.5 R1 (Residential One), under the permitted uses, “Secondary residential dwelling” is replaced with “Additional dwelling”.
 - t. In Section 6.6 R2 (Residential Two), under the permitted uses, “Secondary residential” is replaced with “Additional dwelling”.
 - u. In Section 6.7 R3 (Residential Three), under the permitted uses, “Secondary residential” is replaced with “Additional dwelling”.
 - v. In Section 6.8 R4 (Residential Four), under the permitted uses, “Secondary residential” is replaced with “Additional dwelling”.
- 2. That** this By-law shall come into full force and effect in accordance with Section 24(2) of the Planning Act.

Enacted and Passed this 9th day of December 2024.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

The Corporation of the Town of Arnprior

By-law Number 7544-24

Being a By-law to repeal and replace By-law Number 7443-23 to review and approve the annual Occupational Health and Safety Policy written statement for the Corporation of the Town of Arnprior.

Whereas Sections 25(2) (j) and (k) of the Ontario *Occupational Health and Safety Act* requires an employer to prepare and review a written Occupational Health and Safety Policy written statement on an annual basis and post same in a conspicuous place in the workplace(s); and

Whereas the Joint Health and Safety Committees for the Town of Arnprior have reviewed and endorsed the attached annual written statement; and

Whereas the Council of the Corporation of the Town of Arnprior deems it expedient to approve the annual Occupational Health and Safety Policy written statement for issuance to the employees of the Corporation.

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

1. **That** the Occupational Health and Safety Policy written statement, attached hereto as "Schedule A", is hereby adopted;
2. **Further That** By-law Number 7443-23 and any by-laws and/or resolutions inconsistent with the provisions herein are hereby repealed;
3. **Further That** this by-law shall come into force and effect on the day of its passing.

Enacted and Passed this 9th day of December, 2024.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



ARNPRIOR

105 Elgin St. West
Arnprior, ON K7S 0A8

tel
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613 623 4231
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arnprior@arnprior.ca
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Schedule 'A' to By-law No. 7544-24

The Corporation of the Town of Arnprior's Occupational Health & Safety Policy Statement

The Corporation of the Town of Arnprior recognizes that the health and safety of employees is of primary importance to all municipal operations. As a continuing objective, the Corporation will make every effort to prevent and/or minimize occupational injuries and/or illness for its employee(s), including volunteers, and contractors/subcontractors.

The Corporation and its Management team take our responsibility to provide a physically and psychologically safe and healthy workplace for all employees seriously. This policy is our commitment that we will comply with our duties under the *Ontario Occupational Health & Safety Act*, and take every reasonable precaution for the protection of workers in the workplace.

Supervisors are accountable for the health and safety of workers under their supervision and therefore are responsible to ensure that the workplace and equipment are safe. Each Supervisor shall ensure that workers follow established safe work practices, Town policies and procedures, receive and wear the appropriate Personal Protective Equipment (PPE); and receive adequate supervision and training in their specific work tasks.

Every worker must protect his or her own health and safety by working in compliance with the law, adopting safe work practices, adhering to Town policies and procedures, and by wearing the appropriate PPE established by the Corporation. Workers will receive information, training, appropriate PPE, and competent supervision in their specific work tasks to protect their health and safety.

It is in the best interest of all parties to consider health and safety in every activity. Commitment to health and safety must form an integral part of this organization, for all parties.

Sincerely,

Lisa McGee, Mayor
Town of Arnprior

December 9, 2024

The Corporation of the Town of Arnprior

By-Law No. 7545-24

A By-law to adopt a by-law authorizing an agreement to retain and appoint Cunningham, Swam, Carty, Little and Bonham LLP as Integrity Commissioner and Closed Meeting Investigator for the Town of Arnprior.

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

Whereas the *Act* has been amended to include additional powers of Integrity Commissioners, including the function to investigate as to whether a member of Council or a member of a local board has complied with the *Municipal Conflict of Interest Act*, effective March 1, 2019; and

Whereas Section 239 (1) of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended authorizes a municipality to appoint an investigator who has the function to investigate, in an independent manner, on a complaint made to him or her by any person, whether the municipality or a local board has complied with section 239 of a procedure by-law under section 238 (2) in respect of a meeting or part of a meeting that was closed to the public, and to report on the investigation; and

Whereas By-law No. 7119-20, which appointed the Town’s current Integrity Commissioner and Closed Meeting Investigator, expires on December 31, 2024 and the Town has completed a procurement process in accordance with the Town’s Procurement By-Law to determine its options for these services for the next four-year appointment term; and

Whereas the Integrity Commissioner has represented, and the Town of Arnprior is satisfied, that the Integrity Commissioner has the skills and abilities necessary to perform the role of the Integrity Commissioner and Closed Meeting Investigator; and

Whereas Arnprior wishes to enter into a contract with Cunningham, Swam, Carty, Little and Bonham LLP as an independent Integrity Commissioner and Closed Meeting Investigator for the municipality to provide services in accordance with the *Municipal Act, 2001*, for all requests for an investigation of an alleged breach of Code of Conduct by a Member of Council or Board of the municipality; and to

provide the Closed Meeting Investigator services in accordance with the *Municipal Act, 2001*, for all requests for an investigation in respect of a meeting or part of a meeting that was closed to the public;

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

1. **That** Cunningham, Swam, Carty, Little and Bonham LLP is hereby appointed to the position of Integrity Commissioner and Closed Meeting Investigator for the Town of Arnprior pursuant to section 223.3 and section 239.2 of the Municipal Act effective January 1st, 2025 until December 31st, 2028.
2. **That** the Mayor and Clerk execute the Agreement between Cunningham, Swam, Carty, Little and Bonham LLP and the Corporation of the Town of Arnprior, attached as Appendix A and forming part of this by-law.
3. **That** By-Law No. 7119-20, By-Law No. 7447-23 and any by-laws, resolutions or parts of by-law or resolutions inconsistent with this by-law are hereby repealed.
4. **That** a vote of two-thirds of all Members be required to amend or repeal this by-law.
5. **That** this by-law shall come into force and effect on the day of its passing.

Enacted and Passed this 9th day of December, 2024.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

This Agreement Made This ____ day of December, 2024

Between:

The Corporation of the Town of Arnprior

(hereinafter referred to as “Arnprior”)

- and -

Cunningham, Swam, Carty, Little and Bonham LLP

(hereinafter referred to as the “Consultant”)

Whereas Arnprior is authorized, pursuant to Subsection 223.3 of the *Municipal Act, 2001* (the *Act*), as amended, to appoint an integrity commissioner (the “Integrity Commissioner”) who has the function to investigate in an independent and confidential manner, a complaint made to him by any person, as to whether a member of council or a member of a local board has complied with the Code of Conduct, or other ethics-related policies, rules or procedures, and to report on the investigation; and

Whereas the *Act* has been amended to include additional powers of Integrity Commissioners, including the function to investigate as to whether a member of Council or a member of a local board has complied with the *Municipal Conflict of Interest Act*, effective March 1, 2019; and

Whereas Section 239 (1) of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended authorizes a municipality to appoint an investigator who has the function to investigate, in an independent manner, on a complaint made to him or her by any person, whether the municipality or a local board has complied with section 239 of a procedure by-law under section 238 (2) in respect of a meeting or part of a meeting that was closed to the public, and to report on the investigation; and

Whereas, the Consultant has represented, and Arnprior is satisfied, that the Consultant has the skills and abilities necessary to perform the role of the Integrity Commissioner and Closed Meeting Investigator; and

Whereas, Arnprior wishes to retain Cunningham, Swam, Carty, Little and Bonham LLP as an independent Integrity Commissioner and Closed Meeting Investigator for the municipality;

Now Therefore, in consideration of the covenants, terms and conditions contained herein, Arnprior and the Consultant agree as follows:

Powers and Duties

1. Pursuant to section 239.1 of the *Municipal Act, 2001*, Arnprior hereby retains and appoints Cunningham, Swam, Carty, Little and Bonham LLP as an Integrity Commissioner and Closed Meeting Investigator and the Consultant accepts such appointment and agrees to carry out the responsibility of the Integrity Commissioner and Closed Meeting Investigator, as more specifically described in the Statement of Duties and Responsibilities, attached as Schedule "A" to this Agreement, during the term of this Agreement. The Consultant shall have all the powers set out in Section 223.3 and section 239.2 of the *Municipal Act, 2001*, as amended from time to time.

Term of Agreement

2. The Consultant's appointment pursuant to this Agreement is effective on January 1st, 2025 and will continue until December 31st, 2028 or such further time as agreed:
 - a. Arnprior may be released from the Agreement at any time with ninety (90) days written notice.
 - b. The Consultant shall provide ninety (90) days written notice to Arnprior of their intention to resign as the Integrity Commissioner and Closed Meeting Investigator and their resignation shall only be effective at the expiry of the notice period.

Records

3. All records are the property of Arnprior and the records and should be submitted to the Town Clerk associated with the municipal record upon termination of the contract.

Renewal

4. The Consultant's appointment pursuant to this Agreement may be renewed for a time acceptable to the Parties, on the mutual agreement of the Parties.

Compensation

5. The Consultant will not require an annual retainer and will provide services on an as-needed basis.
6. Arnprior agrees to pay to the Consultant an hourly fee, as set out in the proposal of services, outlined below:
 - a. Two Hundred and Ninety-Five Dollars (\$295.00) per hour for work undertaken by Tony Fleming, plus applicable taxes, during such time

that the Consultant is actively carrying out the duties pursuant to this Agreement.

- b. Two Hundred and Forty-Five Dollars (\$245.00) per hour for work undertaken by James McCarthy, plus applicable taxes, during such time that the Consultant is actively carrying out the duties pursuant to this Agreement.
 - c. Two Hundred Dollars (\$200.00) per hour for work undertaken by Michael McKitrick, plus applicable taxes, during such time that the Consultant is actively carrying out the duties pursuant to this Agreement.
 - d. Ninety Dollars (\$90.00) per hour for work undertaken by Legal Assistants, plus applicable taxes, during such time that the Consultant is actively carrying out the duties pursuant to this Agreement.
 - e. The Consultant can rely on other members of the firm, as appropriate, and ensure that the work is performed by only those members of the firm with the skill to undertake the work at the most appropriate hourly rate.
 - f. The Consultant shall provide Arnprior with a monthly invoice detailing the hours worked and expenses incurred for the period in question.
7. Arnprior agrees to reimburse the Consultant for all reasonable expenses and disbursements, including mileage at a rate of 0.65 per kilometres (or any agreed upon flat rate), incurred by the Consultant which are necessary to enable the Integrity Commissioner and Closed Meeting Investigator to perform their duties pursuant to this Agreement. All such expenses must be supported by appropriate receipts.

Consultant Status

8. In performing their duties and responsibilities as Integrity Commissioner and Closed Meeting Investigator pursuant to this Agreement, it is recognized that the Consultant is independent of Arnprior and its administration and the Consultant shall report directly to Arnprior's Council.
9. The Consultant acknowledges that they are an independent contractor and shall not be deemed an employee of Arnprior, for any purpose. The Consultant further acknowledges that, as an independent contractor, they will not be entitled to any employment-related benefit, including such benefits that are applicable to employees of Arnprior and partnering municipalities.
10. In light of the Consultant's status as an independent contractor, Arnprior shall have no responsibility whatsoever with regard to any income taxes or any other

remittances which may be payable by the Consultant on the fees paid under this Agreement. Arnprior assume no obligation or liability to deduct or remit any statutory or government remittances.

Confidential Information

11. The Consultant acknowledges that Arnprior is an institution for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*. Accordingly, the Consultant undertakes not to disclose information subject to the MFIPPA except as may be necessary in the proper discharge of their duties and responsibilities pursuant to the terms of this Agreement and in accordance with the MFIPPA. This Article shall survive the termination of this Agreement.

Delegation

12. The Consultant shall not assign or sublet the whole or any part of this Agreement without the prior consent of Arnprior.

Insurance

13. The Consultant shall, at their own expense, obtain and keep in force during the term of the Agreement, Commercial General Liability Insurance satisfactory to the Town of Arnprior and underwritten by an insurer licensed to conduct business in the Province of Ontario. The policy shall provide coverage for Bodily Injury, Property Damage and Personal Injury and shall include but not be limited to:

- (a) A limit of liability of not less than \$2,000,000 per occurrence with an aggregate of not less than \$2,000,000;
- (b) Add the Corporation of the Town of Arnprior as an additional insured with respect to the operations of the Named Insured;
- (c) The policy shall contain a provision for cross liability and severability of interest in respect of the Named Insured;
- (d) Products and completed operations coverage;
- (e) Broad Form Property Damage;
- (f) Contractual Liability;
- (g) Owners and Contractors Protective;
- (h) The policy shall provide 30 days prior notice of cancellation.

Indemnity

14. Arnprior hereby agrees to indemnify and save harmless the Consultant and their delegates from and against any and all liabilities, losses, expenses, costs (including legal costs), demands, damages, suits, judgments, penalties, expenses and liabilities of any kind or nature whatsoever arising out of the carrying out by the Integrity Commissioner and Closed Meeting Investigator and their delegates in good faith of their duties and responsibilities under this Agreement including, but not limited to, any alleged breach of this Agreement, any procedural defect or other breach of the relevant statutory provisions.
15. The parties agree that Cunningham, Swam, Carty, Little and Bonham LLP shall not be liable for any claim or loss arising from or in relation to the functions provided by the Integrity Commissioner and Closed Meeting Investigator except that which would be incurred by the Consultant if sitting in court as a judge of the Superior Court of Ontario under the *Courts of Justice Act* of Ontario. The parties otherwise release and indemnify the Consultant with respect to any matter relating to or arising from the Integrity Commissioner and Closed Meeting Investigator's investigations.
16. The Consultant shall defend, indemnify and save harmless the Town of Arnprior, its elected officials, officers, employees and agents from and against any liability, loss, claims, demands, costs (including legal costs), damages, suits, judgments, penalties, and expenses, including reasonable, occasioned wholly or in part by any negligence, acts or omissions whether willful or otherwise by the Consultant, their agents, officers, employees or other persons for whom the Consultant is legally responsible.
17. In the event of any dispute with respect to the payment of the invoices, or any other matter in dispute which cannot otherwise be resolved between the Consultant and Arnprior, the Parties hereby agree to submit the matter to an impartial arbitrator under the *Arbitrations Act*, whose decision shall be final and binding. In the event that a matter is referred to an arbiter under this Article, Arnprior and the Consultant agree to equally share the cost of the arbitrator and any related expenses.
18. This Article shall survive termination of this Agreement.

General Provisions

19. This Agreement shall be governed by and construed exclusively in accordance with the laws of the province of Ontario.

20. If any provision of this Agreement is declared to be void or unenforceable, such provision shall be deemed to be separate from the remainder of this Agreement to the extent of the particular circumstances giving rise to such declaration, and such provision as it applies to other persons and circumstances and the remaining terms and conditions of this Agreement shall remain in full force and effect.
21. This Agreement, along with the attached Schedule "A", constitutes the entire agreement between the Parties and supersedes all previous negotiations, understandings and agreement, whether verbal or written, with respect to any matters referred to in this Agreement.
22. This Agreement shall ensure to the benefit of, and be binding on, the Parties and their successors and assignees.

The Parties have executed this Agreement this ____ day of December, 2024.

The Corporation of the Town of Arnprior

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

"We have the authority to bind the Corporation"

Cunningham, Swam, Carty, Little and Bonham LLP

Tony Fleming, Partner

"I have the authority to bind the Corporation"

Schedule “A”

Statement Of Duties and Responsibilities

The duties of the Integrity Commissioner and Closed Meeting Investigator shall be:

Education and Advice:

1. Upon the request of Council, the CAO or Town Clerk, to provide advice, education, and training on the Code of Conduct to Members of Council and those to whom the Code applies, either collectively or individually, for Members of Council.
2. Upon the request of Council, the CAO or Town Clerk, to provide advice, education, and training on the Code of Conduct for Local Boards (if applicable) to the Members of the Local Board and those to whom the Code applies, either collectively or individually, for Members of Local Boards.
3. To provide advice and opinions to Members of Council and those to whom the Code applies, either collectively or individually, with respect to the *Municipal Conflict of Interest Act*, the Code of Conduct and other procedures, rules and policies of the Municipalities governing ethical behaviour.
4. Upon the request of Council, the CAO or Town Clerk, to provide educational information to the municipality and the public about the municipality’s codes of conduct for Members of Council and Members of Local Boards (if applicable), and about the *Municipal Conflict of Interest Act*.
5. At the request of Council, the CAO or Town Clerk, to develop policies and procedures for the Office of the Integrity Commissioner, and to review the same.
6. At the request of Council, the CAO or Town Clerk, to review the Code of Conduct for Members of Council and the Code of Conduct for Members of Local Boards (if applicable) and any related policies and procedures, as required, and to make recommendations for any needed changes in respect thereof.

Investigations:

7. In accordance with the Code of Conduct for Members of Council and the Code of Conduct for Members of Local Boards (if applicable), other applicable ethics-related policies, rules or procedures and the policies and procedures for conducting investigations, to engaged in dispute resolution activities as deemed appropriate in advance of or as part of any investigation.

8. In conducting any investigations under this Agreement, to have regard to the importance of:
 - a. The investigator's independence and impartiality;
 - b. Confidentially with respect to the investigator's activities; and
 - c. The credibility of the investigator's investigative process.
9. To conduct investigations from time to time upon receipt of a request for investigation (a "Request") in respect of complaints and alleged breaches of the Code of Conduct for Members of Council and the Code of Conduct for Members of Local Boards (if applicable), or other applicable ethics-related policies, rules or procedures and to provide recommendations based on the outcome of the investigation.
10. To proceed without undue delay and with due diligence to investigate a Request and to report to the Council of the affected Municipality within a reasonable period of time.
11. To conduct each investigation in private and not disclose the identity of the complainant to any person/body unless written authorization to do so is obtained from the complainant or unless necessary to report on the investigation.
12. To hear or obtain information from such persons as the Integrity Commission thinks fit and to make sure inquiries as he/she thinks fit.
13. To provide an opportunity to any person that may be adversely affected by a proposed report of the Integrity Commissioner, the opportunity to make representations respecting such report or recommendation.
14. To preserve confidentiality and secrecy with respect to all matters that come to their knowledge in the course of performing duties hereunder, save and except disclosure of such matters as in the Integrity Commissioner's opinion ought to be disclosed in order to establish grounds for his/her conclusions and recommendations.
15. After making an investigation into an alleged breach of the Code of Conduct, the Integrity Commissioner shall render his/her opinion as to whether or not a Member of Council has contravened the Council Code of Conduct and, if so, recommend to the Council of the affected municipality any appropriate sanction(s) or remedial action(s).
16. After making an investigation into an alleged breach of the Code of Conduct for Local Boards (if applicable), the Integrity Commissioner shall render his/her opinion as to whether or not a member of Council has contravened the Council Code of Conduct and, if so, recommend to the Local Board any appropriate sanction(s) or remedial action(s).

17. After making an investigation into an alleged breach of the *Municipal Conflict of Interest Act*, the Integrity Commissioner shall render an opinion as to whether or not a Member of Council or a Member of a Local Board has contravened the Act, and if so, whether any sanction is recommended.

Closed Meeting Investigations:

18. Carry out the duties as a Closed Meeting Investigator for the Town of Arnprior as outlined in Section 239.2 (1) of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, which authorizes a municipality to appoint an investigator who has the function to investigate, in an independent manner, on a complaint made to him or her by any person, whether the municipality or a local board has complied with section 239 or a procedure by-law under section 238 (2) in respect of a meeting or part of a meeting that was closed to the public, and to report on the investigation.

The Corporation of the Town of Arnprior

By-Law No. 7546-24

A by-law to enter into Ontario Transfer Payment Agreement Housing-Enabling Water Systems Fund: Intake 1.

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

Whereas on April 9th, 2024, Council passed a resolution directing staff to apply for the Housing Enabling Water Systems Fund for the Daniel Street-Albert Street sewer upsizing project; and

Whereas on September 9th, 2024, Council passed By-law No. 7516-24 awarding the design proposal for the Housing-Enabling Water Systems Fund Daniel Street-Albert Street sewer upsizing project to JP2G Consultants Inc.; and

Whereas on November 28th, 2024, Town Staff received Transfer Payment Agreement No. 2024-02-1-2376237174 from the Province of Ontario for the Housing-Enabling Water Systems Fund.

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

- 1. That** the Mayor and Town Clerk are hereby authorized to execute a Transfer Payment Agreement (Agreement) on behalf of the Corporation of the Town of Arnprior with His Majesty the King in right of the Province of Ontario, as represented by the Minister of Infrastructure for the Province of Ontario, for funding under the Housing-Enabling Water Systems Fund (HEWSF); and
- 2. That** any by-laws, resolutions or parts of by-laws or resolutions inconsistent with this by-law be hereby repealed.

Enacted and Passed this 9th day of December 2024.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

**ONTARIO TRANSFER PAYMENT AGREEMENT
HOUSING-ENABLING WATER SYSTEMS FUND: INTAKE 1**

THE AGREEMENT is effective as of the _____ day of _____, 20____.

BETWEEN:

His Majesty the King in right of Ontario
as represented by the **Minister of Infrastructure**

(the “Province”)

- and -

CORPORATION OF THE TOWN OF ARNPRIOR

(the “Recipient”)

BACKGROUND

The Housing-Enabling Water Systems Fund (HEWSF) is an application-based program designed to help municipalities repair, rehabilitate, and expand core water, wastewater, and stormwater infrastructure.

Projects funded through the program aim to unlock more housing opportunities, support the province’s growing population, protect communities, and enhance economic growth.

CONSIDERATION

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 Schedules to the Agreement. The following schedules form part of the Agreement:

Schedule “A” - General Terms and Conditions

Schedule "B" -	Project Specific Information and Additional Provisions
Schedule "C" -	Project Description and Financial Information
Schedule "D" -	Eligible and Ineligible Costs
Schedule "E" -	Milestone Payment Plan
Schedule "F" -	Reporting Requirements
Schedule "G" -	Communications Protocol
Schedule "H" -	Indigenous Consultation Protocol

1.2 Entire Agreement. The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

2.0 CONFLICT OR INCONSISTENCY

2.1 Conflict or Inconsistency. In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule "A", the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule "A"; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule "A", the Additional Provisions will prevail over the provisions in Schedule "A" to the extent of the inconsistency.

3.0 COUNTERPARTS AND ELECTRONIC SIGNATURES

3.1 One and the Same Agreement. The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

3.2 Electronic Signatures. This Agreement may be executed electronically. The electronic signature of a Party may be evidenced by one of the following means and transmission of this Agreement may be as follows:

- (a) a manual signature of an authorized signing officer placed in the respective signature line of this Agreement and this Agreement scanned as a pdf file and delivered by email to the other Party;

- (b) a digital signature placed in the respective signature line of this Agreement, including:
 - (i) the name of the authorized signing officer typed in the respective signature line of this Agreement,
 - (ii) an image of a manual signature inserted in the respective signature line of this Agreement,
 - (iii) an Adobe signature of an authorized signing officer, or
 - (iv) any other digital signature of an authorized signing officer with the other Party's prior written consent, and this Agreement delivered by email to the other Party; or
- (c) any other means with the other Party's prior written consent.

4.0 AMENDING THE AGREEMENT

- 4.1 Amending the Agreement.** The Agreement may only be amended by a written agreement duly executed by the Parties.

5.0 ACKNOWLEDGEMENT

- 5.1 Acknowledgement.** The Recipient acknowledges that:

- (a) by receiving Funds it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);
- (b) His Majesty the King in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);
- (c) the Funds are:
 - (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
 - (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);
- (d) the Province is not responsible for carrying out the Project;

- (e) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act; and
- (f) the Province is bound by the *Financial Administration Act* (Ontario) (“FAA”) and, pursuant to subsection 11.3(2) of the FAA, payment by the Province of Funds under the Agreement will be subject to,
 - (i) an appropriation, as that term is defined in subsection 1(1) of the FAA, to which that payment can be charged being available in the Funding Year in which the payment becomes due; or
 - (ii) the payment having been charged to an appropriation for a previous fiscal year.

SIGNATURE PAGE FOLLOWS

The Parties have executed the Agreement on the dates set out below.

**HIS MAJESTY THE KING IN RIGHT OF
ONTARIO**, as represented by the Minister of
Infrastructure

Date

p.p. Jill Vienneau, Assistant Deputy Minister
The Honourable Kinga Surma
Minister of Infrastructure

**CORPORATION OF THE TOWN OF
ARNPRIOR**

Date: _____

Name: _____
Title: _____

I have authority to bind the Recipient.

Date: _____

Name: _____
Title: _____

I have authority to bind the Recipient.

SCHEDULE "A"
GENERAL TERMS AND CONDITIONS

A1.0 INTERPRETATION AND DEFINITIONS

A1.1 Interpretation. For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

A1.2 Definitions. In the Agreement, the following terms will have the following meanings:

"Additional Provisions" means the terms and conditions set out in Schedule "B".

"Agreement" means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 4.1.

"Business Day" means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

"Construction Contract Award Deadline" means the construction contract award deadline set out in Schedule "E".

"Contract" means an agreement between the Recipient and a third-party whereby the third-party provides a good, service or both for the Project in return for financial consideration that the Recipient wants to pay using the Funds under this Agreement.

"Effective Date" means the date set out at the top of the Agreement.

“Eligible Costs” means the costs in respect of the Project that the Recipient has incurred and paid and that are eligible for payment under the terms and conditions of the Agreement, and that are further described in Schedule “D”.

“Event of Default” has the meaning ascribed to it in section A13.1.

“Expiry Date” means the expiry date set out in Schedule “B”.

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement.

“Indemnified Parties” means His Majesty the King in right of Ontario, and includes His ministers, agents, appointees, and employees.

“Indigenous Community”, includes First Nation, Métis, and Inuit communities or peoples of Canada.

“Indigenous Consultation Record” means a document that summarizes the Recipient’s consultation and engagement activities, including a list of Indigenous Communities consulted, concerns raised, and how each of the concerns have been addressed or, if not addressed, an explanation as to why not;

“Ineligible Costs” means the costs in respect of the Project that are ineligible for contribution by the Province under the terms and conditions of the Agreement, and that are described in Schedule “D”.

“Loss” means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any other part of the Agreement.

“Maximum Funds” means the maximum set out in Schedule “B”.

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Notice Period” means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A13.3(b), and includes any such period or periods of time by which the Province extends that time pursuant to section A13.4.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Proceeding” means any action, claim, demand, lawsuit, or other proceeding

that anyone makes, brings or prosecutes as a result of or in connection with the Project or with any other part of the Agreement.

“Project” means the undertaking described in section C1.0 of Schedule “C”.

“Project Start Deadline” means the project start deadline set out in Schedule “B”.

“Project Completion Deadline” means the project completion deadline set out in Schedule “B”.

“Records Review” means any assessment the Province conducts pursuant to section A7.4.

“Reports” means the reports described in Schedule “F”.

“Requirements Of Law” means all applicable statutes, regulations, by-laws, ordinances, codes, official plans, rules, approvals, permits, licenses, authorizations, orders, decrees, injunctions, directions and agreements with all authorities.

A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS

A2.1 General. The Recipient represents, warrants, and covenants that:

- (a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (c) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and capacity to enter into the Agreement; and

- (b) taken all necessary actions to authorize the execution of the Agreement, including passing a municipal by-law authorizing the Recipient to enter into the Agreement.

A2.3 Governance. The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) procedures to enable the Recipient to manage Funds prudently and effectively;
- (b) procedures to enable the Recipient to complete the Project successfully;
- (c) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (d) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (e) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 Supporting Proof. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

A2.5 Adverse Fact or Event. The Recipient will inform the Province immediately of any fact or event of which it is aware that has or will compromise, wholly or in part, the Project.

A3.0 TERM OF THE AGREEMENT

A3.1 Term. The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A12.0 or Article A13.0.

A3.2 Project Deadlines. The Recipient will:

- (a) commence the Project by the Project Start Deadline;
- (b) award the Project construction contracts that account for the bulk of the construction work by the Construction Contract Award Deadline; and
- (c) complete the Project by the Project Completion Deadline.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 Funds Provided. The Province will:

- (a) provide the Recipient with Funds up to the Maximum Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule “E”; and
- (c) deposit the Funds into an account the Recipient designates provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

A4.2 Limitation on Payment of Funds. Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof required pursuant to section A11.2;
- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project; and
- (c) the Province may adjust the amount of Funds it provides to the Recipient in connection with any Payment Milestone based upon the Province’s assessment of the information the Recipient provides to the Province pursuant to section A7.2.

A4.3 Use of Funds and Carry Out the Project. The Recipient will do all of the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Eligible Costs;
- (d) not use the Funds to cover any cost that has been or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

A4.4 Interest-Bearing Account. If the Province provides Funds before the Recipient’s immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.

A4.4.1 Use of Interest. Unless otherwise directed by the Province by Notice, if the Recipient earns any interest on the Funds, the Recipient must use any interest earned on Eligible Costs.

A4.5 Interest. Upon Notice to the Recipient by the Province, if the Recipient earns any interest on the Funds, the Province may do either or both of the following:

- (a) deduct an amount up to the interest earned from any further instalments of Funds;
- (b) demand from the Recipient the payment of an amount up to the interest earned.

A4.6 Recipient's Acknowledgement of Responsibility for Project. The Recipient will, in respect of the Project, assume full responsibility for the Project, including, without limitation:

- (a) complete, diligent, and timely Project implementation within the costs and timelines specified in the Agreement and in accordance with all other terms and conditions of the Agreement;
- (b) all of the costs of the Project, including, without limitation, unapproved expenditures, Ineligible Costs, cost escalations and cost overruns, if any;
- (c) subsequent operation, maintenance, repair, rehabilitation, construction, demolition, or reconstruction, as required and in accordance with industry standards, and any related costs for the full lifecycle of the Project; and
- (d) the engineering work being undertaken in accordance with industry standards.

A4.7 Rebates, Credits, and Refunds. The Province will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

A4.8 Increase in Project Costs. If, at any time during the Term, the Recipient determines that it will not be possible to complete the Project due to cost escalations or cost overruns (a "**Shortfall**"), the Recipient will immediately notify the Province of that determination. The Province may exercise one or more of the remedies available to it pursuant to section A13.2.

A4.9 Retention of Contribution. The Province will retain 15% of the Maximum Funds in respect of the Project (“Holdback”) up until the following conditions have been met:

- (a) the Recipient has fulfilled all of its obligations under the Agreement for the Project; and
- (b) the Province has carried out the reconciliation, as set out in section A4.10 (Final Reconciliation and Adjustments), and has made any adjustments required in the circumstances.

A4.10 Final Reconciliation and Adjustments. Without limiting the rights of the Province under this Agreement or otherwise, following receipt and satisfactory review of the Final Report and supporting material by the Province, the Province will carry out a final reconciliation of payment in respect of the Project and make any adjustments required in the circumstances.

A5.0 RECIPIENT’S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS

A5.1 Acquisition. If the Recipient acquires goods, services or both with the Funds, it will:

- (a) Do so through a process that is transparent, fair and promotes the best value for the money expended and at competitive prices that are no greater than fair market value after deducting trade discounts or any other discounts available to the Recipient; and
- (b) Comply with any Requirements Of Law that may be applicable to how the Recipient acquires goods, services or both.

A5.2 Contracts. The Recipient will ensure that all Contracts:

- (a) Are consistent with this Agreement;
- (b) Do not conflict with this Agreement;
- (c) Incorporate the relevant provisions of this Agreement to the fullest extent possible;
- (d) Require that any parties to those Contracts comply with all Requirements Of Law; and
- (e) Authorize the Province to perform audits of the parties to those Contracts in relation to the Project as the Province sees fit in connection with Article A7.0 of this Schedule “A”.

A5.3 Disposal of Assets. The Recipient will not, without the Province’s prior consent, sell, lease or otherwise dispose of any asset purchased or created

with the Funds or for which Funds were provided, the cost of which exceeded the amount as provided for in Schedule "B" at the time of purchase.

A6.0 CONFLICT OF INTEREST

A6.1 Conflict of Interest Includes. For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions, has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

A6.2 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest unless:

- (a) the Recipient:
 - (i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest; and
 - (ii) requests the consent of the Province to carry out the Project with an actual, potential, or perceived conflict of interest;
- (b) the Province provides its consent to the Recipient carrying out the Project with an actual, potential, or perceived conflict of interest; and
- (c) the Recipient complies with any terms and conditions the Province may prescribe in its consent.

A7.0 REPORTS, ACCOUNTING, AND REVIEW

A7.1 Province Includes. For the purposes of sections A7.4, A7.5 and A7.6, "Province" includes any auditor or representative the Province may identify.

A7.2 Preparation and Submission. The Recipient will:

- (a) submit to the Province at the address set out in Schedule "B":
 - (i) all Reports in accordance with the timelines and content requirements set out in Schedule "F";

- (ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time;
- (b) ensure that all Reports and other reports are:
 - (i) completed to the satisfaction of the Province; and
 - (ii) signed by an authorized signing officer of the Recipient.

A7.3 Record Maintenance. The Recipient will keep and maintain:

- (a) all financial records (including invoices and evidence of payment) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles applicable in Canada; and
- (b) all non-financial records and documents relating to the Funds or otherwise to the Project.

A7.4 Records Review. The Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours enter upon the Recipient's premises to conduct an audit or investigation of the Recipient regarding the Recipient's compliance with the Agreement, including assessing any of the following:

- (a) the truth of any of the Recipient's representations and warranties;
- (b) the progress of the Project;
- (c) the Recipient's allocation and expenditure of the Funds.

A7.5 Inspection and Removal. For the purposes of any Records Review, the Province may take one or both of the following actions:

- (a) inspect and copy any records and documents referred to in section A7.3;
- (b) remove any copies the Province makes pursuant to section A7.5(a).

A7.6 Cooperation. To assist the Province in respect of its rights provided for in section A7.5, the Recipient will cooperate with the Province by:

- (a) ensuring that the Province has access to the records and documents wherever they are located;
- (b) assisting the Province to copy records and documents;
- (c) providing to the Province, in the form the Province specifies, any

information the Province identifies; and

- (d) carrying out any other activities the Province requests.

A7.7 No Control of Records. No provision of the Agreement will be construed to give the Province any control whatsoever over any of the Recipient's records.

A7.8 Auditor General. The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

A8.0 COMMUNICATIONS REQUIREMENTS

A8.1 Communications Protocol. The Parties agree to be bound by the terms and conditions of the communications protocol provided for in Schedule "G" (Communications Protocol).

A9.0 INDIGENOUS CONSULTATION

A9.1 Indigenous Consultation Protocol. The Parties agree to be bound by the terms and conditions of the Indigenous Consultation Protocol provided for in Schedule "H" (Indigenous Consultation Protocol).

A9.2 Legal Duty to Consult. In the event that the Province determines that a legal duty to consult and, where appropriate, accommodate Indigenous Communities (the "Duty to Consult") arises in respect of the Province's proposed funding of the Project:

- (a) no site preparation, removal of vegetation or construction will occur in respect of the Project until the Province provides confirmation in writing to the Recipient otherwise;
- (b) the Province may, in writing, require the Recipient to suspend further site preparation, removal of vegetation or construction pending completion of the required consultation;
- (c) despite section A.4.1, if the Province has not provided confirmation in writing to the Recipient that site preparation, removal of vegetation or construction may begin or resume, the Province has no obligation to pay any Eligible Costs that are capital costs incurred during that period, as determined by the Province; and,
- (d) the Province must be satisfied that:
 - (i) Indigenous Communities have been notified and, if applicable, consulted;

- (ii) where consultation has occurred, the Recipient has provided an Indigenous Consultation Record;
- (iii) the Recipient is carrying out accommodation measures, where appropriate; and
- (iv) any other information has been provided which the Province may deem appropriate.

A10.0 INDEMNITY

A10.1 Indemnify. The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the gross negligence or wilful misconduct of the Indemnified Parties.

A11.0 INSURANCE

A11.1 Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule “B” per occurrence, which commercial general liability insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient’s obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) at least 30 days’ written notice of cancellation.

A11.2 Proof of Insurance. The Recipient will:

- (a) provide to the Province, either:
 - (i) certificates of insurance that confirm the insurance coverage required by section A11.1; or

- (ii) other proof that confirms the insurance coverage required by section A11.1; and
- (b) in the event of a Proceeding, and upon the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement, or both.

A12.0 TERMINATION ON NOTICE

A12.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving 30 days' Notice to the Recipient.

A12.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A12.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
 - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A12.2(b); and
 - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

A13.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A13.1 Events of Default. Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
 - (i) carry out the Project;

- (ii) use or spend Funds; or
 - (iii) provide, in accordance with section A7.2, Reports or such other reports as the Province may have requested pursuant to section A7.2(a)(ii);
- (b) the Recipient's operations, its financial condition, its organizational structure or its control changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
 - (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver;
 - (d) the Recipient ceases to operate.

A13.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;
- (i) demand from the Recipient the payment of an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement,

including the costs of any Records Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and

- (j) upon giving Notice to the Recipient, terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province.

A13.3 Opportunity to Remedy. If, pursuant to section A13.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A13.4 Recipient not Remediating. If the Province provides the Recipient with an opportunity to remedy the Event of Default pursuant to section A13.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,
- (d) the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A13.2(a), (c), (d), (e), (f), (g), (h), (i) and (j).

A13.5 When Termination Effective. Termination under Article A13.0 will take effect as provided for in the Notice.

A14.0 FUNDS UPON EXPIRY

A14.1 Funds Upon Expiry. Upon expiry of the Agreement, the Recipient will pay to the Province any Funds remaining in its possession, under its control, or both.

A15.0 DEBT DUE AND PAYMENT

A15.1 Payment of Overpayment. If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay to the Province an amount equal to the excess Funds.

A15.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds, an amount equal to any Funds or any other amounts owing under the Agreement; or
- (b) the Recipient owes to the Province any Funds, an amount equal to any Funds or any other amounts owing under the Agreement, whether or not the Province has demanded their payment,
- (c) such amounts will be deemed to be debts due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the Province directs otherwise.

A15.3 Interest Rate. The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.

A15.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the “Ontario Minister of Finance” and delivered to the Province at the address set out in Schedule “B”.

A15.5 Fails to Pay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, His Majesty the King in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by His Majesty the King in right of Ontario.

A16.0 NOTICE

A16.1 Notice in Writing and Addressed. Notice will be:

- (a) in writing;
- (b) delivered by email, postage-prepaid mail, personal delivery or courier and
- (c) addressed to the Province or the Recipient as set out in Schedule “B”, or as either Party later designates to the other by Notice.

A16.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; and
- (b) in the case of email, personal delivery or courier, on the date on which the Notice is delivered.

A16.3 Postal Disruption. Despite section A16.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery or courier.

A17.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A17.1 Consent. When the Province provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and
- (c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province may have attached to the consent.

A18.0 SEVERABILITY OF PROVISIONS

A18.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

A19.0 WAIVER

A19.1 Condonation not a waiver. Failure or delay by the either Party to exercise any of its rights, powers or remedies under the Agreement will not constitute a waiver of those rights, powers or remedies and the obligations of the Parties with respect to such rights, powers or remedies will continue in full force and effect.

A19.2 Waiver. Either Party may waive any of its rights, powers or remedies under the Agreement by providing Notice to the other Party. A waiver will apply only to the

specific rights, powers or remedies identified in the Notice and the Party providing the waiver may attach terms and conditions to the waiver.

A20.0 INDEPENDENT PARTIES

A20.1 Parties Independent. The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is or take any actions that could establish or imply such a relationship.

A21.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A21.1 No Assignment. The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A21.2 Agreement Binding. All rights and obligations contained in the Agreement will extend to and be binding on:

- (a) the Recipient's heirs, executors, administrators, successors, and permitted assigns; and
- (b) the successors to His Majesty the King in right of Ontario.

A22.0 GOVERNING LAW

A22.1 Governing Law. The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A23.0 FURTHER ASSURANCES

A23.1 Agreement into Effect. The Recipient will:

- (a) provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains; and
- (b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A24.0 JOINT AND SEVERAL LIABILITY

A24.1 Joint and Several Liability. Where the Recipient comprises more than one

entity, each entity will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A25.0 RIGHTS AND REMEDIES CUMULATIVE

A25.1 Rights and Remedies Cumulative. The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A26.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A26.1 Other Agreements. If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with His Majesty the King in right of Ontario or one of Her agencies (a “**Failure**”);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing, the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A27.0 SURVIVAL

A27.1 Survival. The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.4, A4.5, A4.7, A4.9, A4.10, section A5.3, section A7.1, section A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7, A7.8, Article A8.0, Article A10.0, section A12.2, section A13.1, sections A13.2(d), (e), (f), (g), (h), (i) and (j), Article A14.0, Article A15.0, Article A16.0, Article A18.0, section A21.2, Article A22.0, Article A24.0, Article A25.0 and Article A27.0.

END OF GENERAL TERMS AND CONDITIONS

SCHEDULE "B"
PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maximum Funds	\$3,905,500.00
Expiry Date	March 31, 2028
Project Start Deadline	September 30, 2024
Project Completion Deadline	March 31, 2027
Amount for the purposes of section A5.3 (Disposal of Assets) of Schedule "A"	\$50,000
Insurance	\$2,000,000
Contact information for the purposes of Notice to the Province	Position: Manager, Housing Enabling Program Delivery Unit Address: Ministry of Infrastructure Infrastructure Program Design Branch 777 Bay St Toronto, Ontario M7A 2J4 Email: HEWS@ontario.ca
Contact information for the purposes of Notice to the Recipient	Position: Ryan Wall, Engineering Officer Address: 105 Elgin Street/Rue West/Ouest Email: rwall@arnprior.ca

Additional Provisions:

None

SCHEDULE “C”
PROJECT DESCRIPTION AND FINANCIAL INFORMATION

C1.0 PROJECT DESCRIPTION

The Recipient will upgrade water, wastewater, and stormwater infrastructure in the Town of Arnprior. The Daniel Street and Albert Street Trunk Main Reconstruction includes the replacement and upsizing of sanitary sewer mains from Daniel Street at Rock Lane East to Albert Street. The Albert Street combined sewer from Daniel Street to Ewen Street will be upsized to address capacity concerns as well as new storm water infrastructure will be added to separate storm flows from sanitary flows on Albert Street and Ewen Street. Watermain replacement on Albert Street and Ewen Street are also included. The outcomes of this project will enhance the water system, promote growth, and enable housing.

C2.0 FINANCIAL INFORMATION

C2.1 Total Eligible Costs. The total Eligible Costs means \$5,350,000.00

C2.2 Province’s Reimbursement Rate. Without limiting the generality of the Province’s rights and remedies under this Agreement, the Province will reimburse the Recipient for up to a maximum 73% of Total Eligible Costs, or up to the Maximum Funds.

C2.3 Combining Funding from Other Government Sources (Stacking). The Recipient may combine (i.e., stack) federal and municipal funding (including development charges revenue) to fund a minimum of 27% recipient contribution to Total Eligible Costs. The Recipient shall not stack other sources of provincial funding, with the exception of funding received from the Building Faster Fund (BFF) and the Ontario Community Infrastructure Fund (OCIF).

**SCHEDULE “D”
ELIGIBLE AND INELIGIBLE COSTS**

D1.0 ELIGIBLE COSTS

D1.1 Eligible Costs are those direct costs that are, in the Province’s sole and absolute discretion, properly and reasonably incurred and paid by the Recipient, are necessary for the successful completion of the Project, and are paid to an arm’s length third party, as evidenced by invoices, receipts or other records that are satisfactory to the Province. Eligible Costs do not include Ineligible Costs. Eligible Costs include the following costs incurred and paid after April 1, 2023:

- (a) Costs associated with the planning, environmental assessments, design and engineering, project management, materials and construction of the Project;
- (b) Costs associated with Indigenous consultation related to the Project; and
- (c) Costs associated with any compliance audit undertaken in accordance with Article F3.0.

D2.0 INELIGIBLE COSTS

D2.1 Unless a cost is considered an Eligible Cost pursuant to section D1.1, such cost will be an Ineligible Cost. Without limiting the discretion of the Province in section D1.1, the following costs are Ineligible Costs and are therefore ineligible to be paid from the Funds:

- (a) All capital costs, including site preparation, removal of vegetation and construction costs, prior to confirmation in writing from the Province to the Recipient that site preparation, removal of vegetation or construction may begin or resume, as described in section A9.2;
- (b) Financing and financing charges, debt restructuring, loan interest payments bank fees, and legal fees including those related to easements;
- (c) Costs associated with operating expenses for assets and regularly scheduled maintenance work;
- (d) Costs of relocating entire communities;
- (e) Planning costs, if not tied to a capital project (i.e., planning-only project submitted);

- (f) Land acquisition; leasing land, buildings and other facilities; real estate fees and related costs;
- (g) Leasing equipment other than equipment directly related to the construction of the Project;
- (h) Costs related to furnishing and non-fixed assets which are not essential for the operation of the asset/Project;
- (i) Any overhead costs, including salaries and other employment benefits of any employees of the Recipient, any direct or indirect operating or administrative costs of the Recipient, and more specifically any costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by the Recipient's staff;
- (j) Any goods and services costs which are received through donations or in kind;
- (k) Provincial sales tax, goods and services tax, or harmonized sales tax; and
- (l) Any costs eligible for rebates.

**SCHEDULE “E”
MILESTONE PAYMENT PLAN**

E1.0 MILESTONE PAYMENTS

E1.1. The table below sets out the milestones and, if the conditions for achieving the milestone are met, the amount that the Recipient is entitled to be paid in connection with the completion of that milestone, subject to the Recipient’s compliance with the terms of the Agreement, calculated as a percentage of the Maximum Funds.

PAYMENT MILESTONE	PAYMENT AMOUNT	REQUIRED REPORTS (see Schedule “F” for more detail)
Milestone 1: Execution of the Agreement.	25% of the Maximum Funds.	<p><i>The following documentation is required prior to execution of the Agreement:</i></p> <ul style="list-style-type: none"> • <i>Municipal by-law as described in section A2.2(b), and</i> • <i>Initial Project Report as described in Schedule “F”.</i>
Milestone 2: Subject to the terms and conditions of this Agreement, following the receipt, to the satisfaction of the Province, of the Construction Contract Award Documentation and Spring 2025 or Fall 2025 Project Progress Report.	<p>Up to 60% of the Maximum Funds.</p> <p>The payment amount is subject to the adjustments set out in section A4.2(c).</p>	<ul style="list-style-type: none"> • Construction Contract Award Documentation, • Spring 2025 or Fall 2025 Project Progress Report, including a revised expenditure forecast, and • Any other reporting requested by the Ministry.
Milestone 3: Subject to the terms and conditions of this Agreement, following the receipt, to the satisfaction of the Province, of the Final Report.	<p>Release of Holdback as defined in section A4.9: Up to 15% of the Maximum Funds.</p> <p>The payment amount is subject to the reconciliation and adjustments set out in</p>	<ul style="list-style-type: none"> • Final Report, • Compliance with the Financial Information Return (FIR); • Compliance audit documentation if required by the Province, and

	sections A4.2(c) and A4.10.	<ul style="list-style-type: none">• Any other reporting requested by the Ministry.
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**SCHEDULE “F”
REPORTING REQUIREMENTS**

F1.0 DOCUMENTATION REQUIRED FOR EXECUTION OF THE AGREEMENT

Name of Document	Description	Submission Timeframe
Initial Project Report	Recipient’s forecast of timelines and costs (expenditure forecast) to Project completion.	Within two weeks of being sent by the Province and prior to execution of the Agreement.
Council By-Law	Municipal by-law as described in section A2.2(b).	Prior to execution of the Agreement.
Executed Agreement	The executed Agreement between the Province and Recipient.	Required for Milestone 1 payment.

F2.0 REPORTS

F2.1 Reporting Requirements. The Recipient will submit to the Province the following Reports in a format to be provided by the Province and in accordance with the timelines below.

Required Documentation	Description	Submission Timeframe
Construction Contract Award Documentation	A report from council including a resolution or by-law recognizing the awarding of the Project construction contracts following tender.	This documentation is due within 60 Business Days of awarding the Project construction contracts that account for the bulk of the construction work and must be awarded no later than September 30, 2025. Required for Milestone 2 payment.
Project Progress Report	A report that includes: <ul style="list-style-type: none"> • an update on the Project’s status and signage status; • Revised expenditure forecast, which must be based on contracts awarded to complete the Project; • interest earned on the Funds; and 	Project Progress Reports are required twice per calendar year, in the Spring and Fall, for the duration of the project. This Report is due within 30 Business Days of a written notice from the Province unless otherwise indicated by the Province.

	<ul style="list-style-type: none"> any other information as requested by the Province. 	A Project Progress Report is required for the Milestone 2 payment.
Final Report	A report that summarizes the Project's final timelines, costs, project and signage photos, and outcomes, and includes the information required under the Project Progress Reports.	This Report is due within 60 Business Days of the Project Completion Period. Required for Milestone 3 payment.
Other Reports	Reports with such content as may be requested by the Province, which may include an Indigenous Consultation Record.	Within the timeframe requested in a written notice from the Province.

F3.0 COMPLIANCE AUDIT

- F3.1 **Financial Information Return.** Without limiting the generality of Article A7.0 (Reports, Accounting, and Review), the Recipient must have submitted Financial Information Returns (FIR) for the preceding two fiscal years.
- F3.2 **Financial Information Return Compliance.** If the Recipient does not submit the FIR in accordance with F3.1, without limiting the Province's rights under Article A13.0, the Province will suspend the payment of Funds until the FIR are satisfactorily completed.
- F3.3 **Compliance Audit.** Without limiting the generality of Article A7.0 (Reports, Accounting, and Review), the Recipient may be required to engage the services of an external auditor to conduct a final compliance audit upon reaching the project completion date.

Additional compliance audits may be conducted by the Province at its sole discretion, for which the Recipient shall assist and disclose any information requested by any independent auditor.

- F3.4 **Requirements of Compliance Audit.** Each compliance audit will be conducted in accordance with Canadian Generally Accepted Auditing Standards, as adopted by the Canadian Institute of Chartered Accountants, applicable as of the date on which a record is kept or required to be kept under such standards. In addition, each compliance audit will assess the Recipient's compliance with the terms of the Agreement and will prepare a report that addresses, without limitation:

- (a) whether the Funds were spent in accordance with the Agreement;
- (b) the progress or state of completion of the Project;
- (c) whether the financial information the Recipient provided to the Province was complete, accurate, and provided in a timely manner;
- (d) whether the Recipient's information and monitoring processes and systems are adequate to carry out its obligations under the Agreement;
- (e) the Recipient's overall management and administration of the Project;
- (f) recommendations for improvement or redress of non-compliance of the terms of the Agreement by the Recipient; and
- (g) whether the Recipient took timely corrective action on any prior audit findings, if any.

SCHEDULE "G" COMMUNICATIONS PROTOCOL

G1.0 DEFINITIONS

G1.1 **Definitions.** For the purposes of this Schedule "G" (Communications Protocol):

"Joint Communications" means events, news releases, and signage that relate to the Agreement that are not operational in nature, and that are collaboratively developed and approved by the Province and the Recipient.

"Contentious Issues" means matters that are, or may reasonably be expected to be, of concern to the Legislative Assembly or the public, or are likely to result in inquiries being directed to the Minister or the provincial government.

Contentious Issues may be raised by:

- Members of the Legislative Assembly
- The public
- Media
- Stakeholders
- Service delivery partners

G2.0 PURPOSE

G2.1 **Purpose.** This communications protocol outlines the roles and responsibilities of each of the Parties to the Agreement in respect of Communications Activities related to the Project.

G2.2 **Guidance.** This communications protocol will guide all planning, development and implementation of Communications Activities with a view to ensuring efficient, structured, continuous, consistent, and coordinated communications to the public.

G2.3 **Application to Communications Activities.** The provisions of this communications protocol apply to all Communications Activities related to the Agreement and the Project.

G3.0 GUIDING PRINCIPLES

G3.1 **Information to public.** Communications Activities undertaken through this communications protocol should ensure that the public are informed about the Project's benefits, including the ways in which the Project helps improve their quality of life.

- G3.2 **Factors to Consider.** The scale and scope of Communications Activities undertaken for any Project will take into consideration the financial value, scope and duration of the Project and the feasibility of Joint Communications for such Communications Activities.
- G3.3 **Deficiencies and Corrective Actions.** The Province will communicate to the Recipient any deficiencies or corrective actions, or both, identified by the Province or, as applicable, the Committee.
- G3.4 **Approval of Communications Material.** The announcement or publication of the Project must be approved by the Parties prior to being carried out.
- G3.5 **Costs of Communication Activities.** With the exception of advertising campaigns outlined in Article G.9.0 (Advertising Campaigns), the costs of Communication Activities and signage will follow the eligibility rules established in Schedule “D” (Eligible and Ineligible Costs).

G4.0 JOINT COMMUNICATIONS

- G4.1 **Subject Matter.** The Parties may have Joint Communications about the funding and status of the Project, including recognition of key project milestones.
- G4.2 **Prior Knowledge and Agreement.** Joint Communications in respect of the Project should not occur without the prior knowledge and agreement of the Parties.
- G4.3 **Recognition of the Province’s Contributions.** All Joint Communications material must be approved by the Province and will recognize the Province’s contribution to the Project.
- G4.4 **Notice and Timing.** The Recipient and the Province may request Joint Communications. The Party requesting the Joint Communications will provide at least 15 Business Days’ notice to the other Party. If the Communications Activity is an event, it will take place at a date and location mutually agreed to by the Parties.
- G4.5 **Participation and Representatives.** The Party requesting a Joint Communications will provide the opportunity for the other Party to choose to participate and, if they do so choose, their own designated representative (in the case of an event).
- G4.6 **English and French.** The Province has an obligation to communicate in English and French. Communications products related to events must be bilingual in many instances. In such cases, the Province will provide the translation services and final approval on products.

G5.0 INDIVIDUAL COMMUNICATIONS

- G5.1 **The Province's Obligations.** Notwithstanding Article G.4.0 (Joint Communications), the Parties agree that the Province has the right to communicate information to Ontarians about the Agreement and the use of Funds to meet its legislated and regulatory obligations through their respective own Communications Activities.
- G5.2 **Restrictions.** Each Party may include an overview in respect of the Project in their own Communications Activities. The Province and the Recipient will not unreasonably restrict the use of, for their own purposes, Communications Activities related to the Project and, if the communications are web- or social-media based, the ability to link to it.
- G5.3 **Publication.** The Recipient will indicate, in respect of the Project-related publications, whether written, oral, or visual, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.
- G5.4 **Recognition in Documents.** In respect of the Project where the deliverable is a document, such as but not limited to plans, reports, studies, strategies, training material, webinars, and workshops, the Recipient will clearly recognize the Province's respective financial contribution for the Project.
- G5.5 **Acknowledgement of Support.** Unless the Province directs the Recipient to do otherwise, the Recipient will, in respect of the Project-related publications, whether written, oral, or visual, acknowledge the Province's support for the Project.

G6.0 OPERATIONAL COMMUNICATIONS

- G6.1 **Responsibility of Recipient.** The Recipient is solely responsible for operational communications in respect of the Project, including but not limited to calls for tender, contract awards, and construction and public safety notices.

G7.0 MEDIA RELATIONS

- G7.1 **Significant Media Inquiry.** The Province and the Recipient will share information promptly with the other Party if significant media inquiries are received or if emerging contentious issues arise in respect of a Project. Significant media inquiries include, but are not limited to, contentious media requests where either or both the province and the recipient are implicated. Note that any media request that impacts or falls under the purview

of the province (e.g., program guidelines, funding allocations) must be shared with each partner to determine who is best positioned to respond.

G8.0 SIGNAGE

- G8.1 **Recognition of Funding Contribution.** The Parties agree that the Province and the Recipient may each have signage recognizing their funding contribution in respect of the Project.
- G8.2 **Funding Recognition.** Unless otherwise agreed by the Province, the Recipient will produce and install a sign to recognize the funding contributed by the Province at the Project site in accordance with, as applicable, their current respective signage guidelines. Provincial sign design, content, and installation guidelines will be provided by the Province.
- G8.3 **Notice of Sign Installation.** The Recipient will inform the Province of sign installations, including providing the Province with photographs of the sign once the sign has been installed.
- G8.4 **Timing for Erection of Sign.** If erected, signage recognizing the Province's contributions will be installed at the Project site(s) 30 days prior to the start of construction, be visible for the duration of the Project, and remain in place until 30 days after construction is completed and the infrastructure is fully operational or opened for public use.
- G8.5 **Size of Sign.** If erected, signage recognizing the Province's respective contribution will be at least equivalent in size and prominence to Project signage for contributions by other orders of government and will be installed in a prominent and visible location that takes into consideration pedestrian and traffic safety and visibility.
- G8.6 **Responsibility of Recipient.** The Recipient is responsible for the production and installation of Project signage, and for maintaining the signage in a good state of repair during the Project, or as otherwise agreed upon.

G9.0 ADVERTISING CAMPAIGNS

- G9.1 **Notice of Advertising Campaigns.** Recognizing that advertising can be an effective means of communicating with the public, the Recipient agrees that the Province may, at their own cost, organize an advertising or public information campaign in respect of the Project or the Agreement. However, such a campaign will respect the provisions of the Agreement. In the event of such a campaign, the Province will inform the Recipient of its intention no less than 21 Business Days prior to the campaign launch.

**SCHEDULE “H”
INDIGENOUS CONSULTATION PROTOCOL**

H1.0 INDIGENOUS CONSULTATION

- H1.1 **Procedural Aspects of Consultation.** If consultation with Indigenous Communities is required, the Recipient agrees that:
- (a) the Province may delegate certain procedural aspects of the consultation to the Recipient; and
 - (b) the Province will provide the Recipient with an initial list of the Indigenous Communities the Recipient will consult.
- H1.2 **Development of Indigenous Consultation Plan.** The Province, based on the scope and nature of the Project, may require the Recipient, in consultation with the Province, to develop and comply with an Indigenous consultation plan (“**Indigenous Consultation Plan**”).
- H1.3 **Provision of Plan to Province.** If, pursuant to section H1.2, the Province provides Notice to the Recipient that an Indigenous Consultation Plan is required, the Recipient will, within the timelines provided in the Notice, provide the Province with a copy of the Indigenous Consultation Plan.
- H1.4 **Changes to Plan.** The Recipient agrees that the Province, in its sole discretion and from time to time, may require the Recipient to make changes to the Indigenous Consultation Plan.
- H1.5 **Requirement for Indigenous Consultation Record.** If consultation with an Indigenous Community is required, the Recipient will maintain an Indigenous Consultation Record and provide such record to the Province, and any update to it, as part of its reporting to the Province pursuant to section F2.1.
- H1.6 **Notification to and Direction from the Province.** The Recipient will immediately notify the Province:
- (a) of contact by Indigenous Communities regarding the Project; or
 - (b) of any Indigenous archaeological resources that are discovered in relation to the Project,

and, in either case, the Recipient agrees that the Province may direct the Recipient to take such actions as the Province may require. The Recipient will comply with the Province's direction.

H1.7 **Direction from the Province and Contracts.** In any Contract, the Recipient will provide for the Recipient's right and ability to respond to direction from the Province as the Province may provide in accordance with section H1.6.

The Corporation of the Town of Arnprior

By-law Number 7547-24

A by-law to repeal by-law 7431-23 and to appoint Lauren Vincent as Deputy Treasurer with signing authority for the Corporation of the Town of Arnprior.

Whereas Section 8 of the Municipal Act, 2001, S.O., c.25 as amended states that the municipality has the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority; and

Whereas Section 11 of the Municipal Act, S.O. 2001, as amended allows the municipality to provide any service or thing that the municipality considers necessary or desirable for the public, including the passing of by-laws pertaining to governance structure of the municipality; and

Whereas Section 23 (1) of the Municipal Act, S.O. 2001, as amended authorizes a municipality to delegate its powers and duties under this or any other Act to a person; and

Whereas subsection 286(2) of the Municipal Act, S.O. 2001, c.25 as amended, provides that a municipality may appoint Deputy Treasurers who shall have all the powers and duties of the Treasurer under the Municipal Act 2001, and any other act; and

Whereas the Council of the Town of Arnprior deems it necessary to enact a by-law to provide for a Deputy Treasurer, who in the absence of the Treasurer shall carry out the duties of the Treasurer; and

Whereas the Council of the Corporation of the Town of Arnprior deems it expedient to appoint Lauren Vincent as Deputy Treasurer.

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

1. **That** Lauren Vincent is hereby appointed as Deputy Treasurer of the Town of Arnprior and shall have the title of Manager of Finance for Town business; and
2. **That** Lauren Vincent as Deputy Treasurer shall have all authority granted through all pertinent Town of Arnprior By-laws and all applicable law; and

3. **That** Lauren Vincent shall be an authorized signing authority for banking purposes for the Corporation of the Town of Arnprior; and
4. **That** By-law Number 7431-23 and any by-law as they existed prior to December 9, 2024 are repealed insofar as they apply to the appointment of a Deputy Treasurer.
5. **That** this By-law shall come into force and effect on the day of its passing.

Enacted and **Passed** this 9th day of December, 2024.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



Emergency Management Program Committee – Annual Confirmation

Whereas Ontario Regulation 380/04 establishes the minimum standards for emergency management programs required by municipalities and provincial ministries and supports the requirement in the Act for mandatory emergency management programs; and

Whereas O. Reg 380/04 provides that the emergency management program coordinator shall coordinate the development and implementation of the municipality's emergency management program; and

Whereas the emergency management program coordinator shall report to the Emergency Management Program Committee on the development and implementation of the municipality's management program, conduct an annual review of the program and make recommendations to council if necessary; and

Whereas the Emergency Management Program Committee at their meeting held on November 28, 2024, has reviewed the Emergency Management Program for the Town of Arnprior, and has verified compliance with the Emergency Management and Civil Protection Act and O.Reg 380/04;

Therefore Be It Resolved That the Emergency Management Program Committee recommends to Council support of the Town of Arnprior's emergency management program.



Municipal Grants Application – Arnprior Optimistic Women’s Club (Disco Skate Event)

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior Optimistic Women’s Club; and

Whereas Arnprior Optimistic Women’s Club is an eligible community organization under the Municipal Grants Policy and raises funds that are donated towards local initiatives supporting children, youth and their families;

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Arena Slab rental fees (value of approximately \$273.50 plus HST) for the 2024 Disco Skate Event event to be held on Friday, December 20th, 2024; and

Further That Arnprior Optimistic Women’s Club 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 Grants Application – ontrac Employment Resource Services (Job Fair)

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from ontrac Employment Resource Services; and

Whereas ontrac Employment Resource Services has hosted Job Fair events for many years and provides an opportunity for job seekers and employers to connect to discuss job opportunities and career development;

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$148.75 plus HST) for the 2025 Job Fair event to be held on Thursday, March 20th, 2025; and

Further That ontrac Employment Resource Services 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 Grants Application – Arnprior McNab/Braeside Men’s Shed (Community Christmas Craft Sale)

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from Arnprior McNab/Braeside Men’s Shed; and

Whereas Arnprior McNab/Braeside Men’s Shed is an eligible not-for-profit organization under the Municipal Grants Policy and raises funds to support programming aimed at providing social and recreational opportunities for senior men in our community;

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$148.75 plus HST) for the Community Christmas Craft Sale which was held on November 24th, 2024;

Further That Arnprior McNab/Braeside Men’s Shed 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 Grants Application – Optimist Club of Arnprior (2025 Optimist Winter Carnival)

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

Whereas the Optimist Club of Arnprior is an eligible not-for-profit organization under the Municipal Grants Policy and supports local families and children by providing a full program of social and recreational activities that promote community wellness;

Whereas the annual Arnprior Optimist Club Winter Carnival will be hosted between Friday, January 10th, 2025 to Saturday, January 18th, 2025 at various locations across the Town of Arnprior; and

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall, Arena, Swimming Pool and McLean Avenue Ball Diamond rental fees (value of approximately \$8,293.00 plus HST) for the 2025 Optimist Winter Carnival between January 10th, 2025 and Saturday, January 18th, 2025; and

Further That the Optimist Club of Arnprior 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.