



ARNPRIOR

Town of Arnprior

Regular Meeting of Council Agenda

Date: Monday, February 10th, 2025

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 – January 27th, 2025** (Page 1-13)
 - b) **Special Meeting of Council – February 3rd, 2025** (Page 14-16)
- 8. Awards / Delegations / Presentations**
 - a) **Presentations**
 - i) **Arnprior Fire Department Retirements (Dwayne Lalonde and Mark L'Abbe)**, Rick Desarmia, Fire Chief
 - ii) **Exemplary Fire Service Awards (David Wiggins and Graeme Wyatt)**, Rick Desarmia, Fire Chief
 - iii) **Program and Events Winter/Spring Update**, Lucas Power, Program and Events Supervisor (Page 17-31)

9. Public Meetings

10. Matters Tabled / Deferred / Unfinished Business

11. Notice of Motion(s)

12. Staff Reports

- a) **Private Streets - Recommended Official Plan Amendment No. 10 & Implementing Zoning By-law Amendments**, Alix Jolicoeur, Manager of Community Services / Planner (Page 32-87)
- b) **Zoning By-law Amendment 1/25**, Alix Jolicoeur, Manager of Community Services / Planner (Page 88-117)
- c) **Arnprior Municipal Marina – Transient Docking**, Graeme Ivory, Director of Recreation (Page 118-121)
- d) **Proclamation for Rare Disease Day (February 28, 2025)**, Kaila Zamojski, Town Clerk (Page 122-125)
- e) **Proclamation for Wear Red Canada Day (February 13th, 2024)**, Kaila Zamojski, Town Clerk (Page 126-129)

13. Committee Reports and Minutes

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

14. Correspondence & Petitions

- a) Correspondence
 - i) Correspondence Package I-25-FEB-03

15. By-laws & Resolutions

- a) By-laws
 - i) **By-law No. 7558-25 – Adopt 2025 Operating and Capital Budget Estimates** (Page 130-135)
 - ii) **By-Law No. 7559-25 – Adopt 2024 Works-In-Progress (WIP)** (Page 136-137)
 - iii) **By-Law No. 7560-25 – Adopt 2025 User Fees and Charges By-Law**(Page 138-164)

- iv) **By-Law No. 7561-25 – Adopt Water and Wastewater Rates Study** (Page 165-251)
- v) **By-Law No. 7562-25 – Appointment of Council Member to Committee of Adjustment (Councillor Lynch)**
(Page 252-253)
- vi) **By-Law No. 7563-25 – Appointment of Council Member to Arnprior & Area Physician Recruitment Committee (Councillor Cloutier)** (Page 254)

b) Resolutions

- i) **2026-2045 Long-Range Capital Forecast** (Page 255)
- ii) **Seniors Active Living Centre (SALC) – In-Kind Contribution**
(Page 256)

16. Announcements

17. Media Questions

18. Closed Session

One (1) matter pursuant to Section 239 (2) (b) to discuss a personal matter about an identifiable individual, including Municipal or Local Board Employees (Striking Committee – Council Remuneration)

19. Confirmatory By-law

By-law No. 7564-25 to confirm the proceedings of Council

20. Adjournment

Please Note: Please see the [Town's YouTube channel](#) to view the live stream. The meeting will 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

Email to: Metroland Media; Oldies 107.7/My Broadcasting Corporation; Valley Heritage Radio



ARNPRIOR

**Minutes of Council Meeting
January 27th, 2025 6:30 PM**

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

Council and Staff Attendance

Council Members Present (In-Person):

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

Council Members Present (Electronic):

None

Council Members Absent:

Councillor Billy Denault

Town Staff Present:

Jennifer Morawiec, General Manager,
Client Services / Treasurer
Kaila Zamojski, Town Clerk
Oliver Jacob, Deputy Clerk
John Steckly, General Manager, Operations
Jessica Schultz, A/ Environmental
Engineering Officer
Graeme Ivory, Director of Recreation
Alix Jolicoeur, Manager of Community
Services / Planner
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 Billy Denault.

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 014-25
Moved by Dan Lynch
Seconded by Tom Burnette

Be It Resolved That the agenda for the Regular Meeting of Council dated Monday, January 27th, 2025 be adopted.

Resolution Carried

5. Disclosures of Pecuniary Interest

None

6. Question Period

County Councillor Lynch asked if Town staff could bring forward an update on the amphitheater proposal that was suggested in a past delegation by the Arnprior Lions Club. The General Manager, Client Services / Treasurer noted that staff will be providing Council an update.

7. Adoption of Minutes of Previous Meeting(s)

Resolution Number 015-25

Moved by Lynn Cloutier

Seconded by Chris Toner

That the minutes of the Regular Meeting of Council listed under Item 7 (a) on the Agenda be adopted (Regular Meeting of Council – January 13th, 2025).

Resolution Carried

8. Awards/Delegations/Presentations

a) Delegation

i. Ecological Assessment of the Gillies Grove, Lacey Smith

On behalf of the Save The Grove Again group, Lacey Smith provided a PowerPoint presentation on their request for the municipality to conduct an ecological assessment of the Gillies Grove and responded to questions.

b) Presentations

ii. Museum End of Year Update, Manager of Culture / Curator

Emily Stovel, Manager of Culture / Curator, provided a PowerPoint presentation outlining the activities undertaken by the Arnprior and District Museum during the 2024 calendar year and responded to questions.

9. Public Meetings

None

10. Matter Tabled/ Deferred/ Unfinished Business

None

11. Notice of Motion(s)

None

12. Staff Reports

a) Draft 2025 User Fees and Charges By-Law – GM, Client Services / Treasurer

Resolution Number 016-25

Moved by Chris Couper

Seconded by Dan Lynch

That Council pass a by-law at the February 10, 2025 Council meeting to implement the proposed changes to the User Fees and Charges By-law.

Resolution Carried

b) GMF's Growing Canada's Community Canopies (Grant Application) – A/Environmental Engineering Officer

Resolution Number 017-25

Moved by Lynn Cloutier

Seconded by Chris Couper

That Council receive Staff Report No. 25-01-27-02 regarding the 2025 Tree Planting Grant Application as information; and

Further That Council provide support for submitting application to the Growing Canada's Community Canopies (GCCC) Tree Planting Program to demonstrate commitment to enhancing tree canopy and natural vegetation within the Town as outlined in By-Law 6915-19 (Tree Canopy Policy), as well as to support the Town's Recreation and Parks Master Plan and Strategic Plan.

Resolution Carried

c) 2024 Community Services Department Update – Manager of Community Services / Planner

Resolution Number 018-25

Moved by Tom Burnette

Seconded by Lynn Cloutier

That Council receive Report Number 25-01-27-03 as information

Resolution Carried

d) Off-Leash Dog Park – GM, Client Services / Treasurer

Resolution Number 018-25

Moved by Chris Couper

Seconded by Dan Lynch

That Council receive report 25-01-27-04 as information; and

Further That an Off-Leash Dog Park be constructed at McLean Park in 2026 as per the Long-Range Capital Forecast; and

Further That an Off-Leash Dog Park Policy be prepared by staff prior to it being operational; and

Further That once the Off-Leash Dog Park is operational, the annual pet licensing program be modified to generate sufficient revenues to cover the annual maintenance costs.

Resolution Amended

Resolution Number 019-25

Moved by Lynn Cloutier

Seconded by Chris Couper

That Council amend Resolution No. 018-25 to strike out and replace paragraph 4 with the following wording:

“Further That Council direct staff to report back on alternative revenue options that would be sufficient to support the annual maintenance costs for the dog park.”

Resolution Carried

Resolution Number 020-25

Moved by Lynn Cloutier

Seconded by Chris Couper

That Council receive report 25-01-27-04 as information; and

Further That an Off-Leash Dog Park be constructed at McLean Park in 2026 as per the Long-Range Capital Forecast; and

Further That an Off-Leash Dog Park Policy be prepared by staff prior to it being operational; and

Further That Council direct staff to report back on alternative revenue options that would be sufficient to support the annual maintenance costs for the dog park.”

Resolution Carried As Amended

e) Municipal Grant Application (Arnprior McNab/Braeside Men’s Shed) – Deputy Clerk

Resolution Number 021-25
Moved by Lynn Cloutier
Seconded by Dan Lynch

That Council not approve the grant support request submitted by the Arnprior McNab/Braeside Men’s Shed for \$3,000.00 in support funding, as the application does not demonstrate financial need as required under the Municipal Grants Policy.

Discussion ensued among Members of Council, resulting in a motion to amend, noted below:

Resolution Number 022-25
Moved by Dan Lynch
Seconded by Tom Burnette

That Council amend Resolution No. 021-25 to strike out and replace its text with the following text:

“That Council approve the grant support request submitted by the Arnprior McNab/Braeside Men’s Shed for \$3,000.00 in support funding under the Municipal Grants Policy.”

At the request of County Councillor Lynch, through Mayor McGee, a recorded vote was taken:

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

Resolution Lost

Moved by Chris Couper

That Council defer this report and decision and give staff direction to look at developing a policy to accommodate some discretionary funding under the Municipal Grants Policy under a pre-determined amount (i.e. \$5,000) for organizations that do not necessarily demonstrate financial need but represent a significant positive impact on our community.

Further discussion ensued among Members of Council. After the amendment was lost, the original motion came forward for consideration:

Resolution Number 021-25
Moved by Lynn Cloutier
Seconded by Dan Lynch

That Council not approve the grant support request submitted by the Arnprior McNab/Braeside Men’s Shed for \$3,000.00 in support funding, as the application does not demonstrate financial need as required under the Municipal Grants Policy.

At the request of County Councillor Lynch, through Mayor McGee, a recorded vote was taken:

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

Resolution Carried

Resolution Number 023-25
Moved by Chris Couper
Seconded by Lynn Cloutier

That Council defer Staff Report No. 25-01-27-05 to a March 2025 Regular Meeting of Council.

Resolution Carried

f) Proclamation for Black History Month (February 2025) – Deputy Clerk

Resolution Number 024-25
Moved by Dan Lynch
Seconded by Lynn Cloutier

That Council proclaim February 2025 as Black History Month in the Town of Arnprior.

Resolution Carried

The Deputy Clerk read out the proclamation:

Whereas the Government of Canada celebrates Black History Month in the month of February each year; and

Whereas the Province of Ontario and many municipalities across the nation also recognize Black History Month and its significance in the month of February each year; and

Whereas the Town of Arnprior understands the importance of recognizing individuals in Arnprior, both past and present, who are members of the Black community; and

Whereas during Black History Month, we commemorate and celebrate the many achievements and contributions made by Black Canadians who throughout our history have shaped our country's heritage and identity; and

Whereas as the Town of Arnprior's population becomes increasingly more diverse, Black History Month is an opportunity to embrace diversity and foster belonging and inclusion across the Town; and

Whereas Black History Month is a month in which we learn of both great accomplishment and trauma, both of which are important for all of us to understand and where that understanding and a commitment to act make us stronger and better as a community; and

Whereas through the month of February, the Town of Arnprior will share various information and resources pertaining to Black History Month via social media and the Town's website;

Therefore the Council of the Town of Arnprior does hereby proclaim February 2025 as Black History Month in the Town of Arnprior and encourage all residents, staff, and Members of Council to take the time to participate and to learn more and understand how these communities continue to help shape the story of Canada.

13. Committee Reports and Minutes

a) Mayor's Report

Mayor Lisa McGee made the following announcements:

- Mayor McGee shared her condolences to the family, friends and colleagues of the late David Sholea who passed away on January 22nd, 2025. Dave worked at the Town of Arnprior for over 35 years within the Waterworks division at both the Water Filtration Plant (WFP) and the Water Pollution Control Centre (WPCC).
- Mayor McGee shared a message of congratulations for Arnprior Regional Health and the Arnprior Regional Health Foundation on their CT Scanner opening event which took place on January 27th, 2025. The CT Scanner has been operational since December 2024 and it has processed over 400 patients during that time. The opening event was attended by dozens of dignitaries, donors and supporters including Maggie Harbert, Chair of the Arnprior Regional Health Auxiliary, whose organization donated \$480,000 toward the project.

b) County Councillor's Report

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

- Starting in January 2025, the County of Renfrew has transitioned to a Committee of the Whole model whereby County Council will convene in its committees alongside its County Council meetings with the Health and Finance/Administrative Committees being held on the second Wednesday of each month and Operations / Development & Property Committees being held on the fourth Wednesday of each month.
- In Ontario, all long-term care staff, including its Directors and Officers, can be charged with a criminal offence related to alleged failures to protect residents from abuse or neglect.
- The 2025 County of Renfrew municipal tax rate increase is expected to be 3.25%.
- Information will be provided to the Clerks' Office related to County Councillor Lynch's participation in the 2025 Rural Ontario Municipal Association (ROMA) conference. Of note, he also noted that he met with the Sam Adams, President of HI Mark, who is looking to locate their trade school to the west of the City of Ottawa. The Town's Marketing and Economic Development Officer and the County's Manager of Economic Development are expected to meet with him in February 2025.
- Housing market statistics demonstrate that the total yearly sales in 2024 have surpassed 2023 levels (190 in 2024 versus 160 in 2023) and the average property sale value has decreased from \$519,000 in 2023 to \$507,373 in 2024.
- In 2024, there were a total of 363 units created in the Town of Arnprior in final approved submissions as per the County of Renfrew. This includes 78 Single Detached Homes, 136 Semi-Detached Homes and 149 Rowhouses.
- Enterprise Renfrew County will be hosting two free webinars in February 2025:
 - HST Prep for Your Business – Thursday, February 13th, 2025 between 10:30 AM and 12:00 PM
 - T2 Tax Insights: A Guide for Corporations with the Canada Revenue Agency – Thursday, February 27th, 2025 between 10:00 AM and 12:00 PM
- The 2025 Ottawa Valley Road Map will be distributed in the coming weeks.
- The Town of Petawawa has adopted a 3% Municipal Accommodation Tax that took effect on January 1st, 2025 and they have named the Ottawa Valley Tourism Association (OVTA) as the eligible tourism entity to receive funding from the associated tax revenues.

Councillor Lynn Cloutier left the Council table at 8:59 PM.

Councillor Lynn Cloutier returned to the Council table at 9:01 PM.

c) Committee Reports and Minutes

Councillor Chris Toner reported on the following:

- The Arnprior McNab/Braeside Archives Board met on January 23rd, 2025. The Archivist, her staff and volunteers are working to accession new materials including the processing of records from the Township of McNab/Braeside and continuing to digitize local newspapers. They also welcomed Kevin Hayes as a new Board Member and were informed that the Township of McNab/Braeside's 200th anniversary will be celebrated on Saturday, June 28th, 2025 at the Murray Yantha Community Centre. The Board also discussed approaching the Town of Arnprior and Township of McNab/Braeside to discuss obtaining a multi-year funding agreement that would allow them to bolster their finances to support special projects and new endeavours.
- Councillor Toner noted that he had attended the Rural Ontario Municipal Association (ROMA) conference and that he would provide further information on his learnings at a future Council meeting.

Councillor Chris Couper reported on the following:

- The Arnprior Public Library Board has received a final contribution through the Neuman Bequest which has been allocated to supporting the Community Librarian pilot project to allow for a twelve-month contract. It is anticipated that this will assist with recruitment for the role.

14. Correspondence & Petitions

a) Correspondence Package No. I-25-JAN-02

Resolution Number 025-25
Moved by Lynn Cloutier
Seconded by Dan Lynch

That the Correspondence Package Number I-25-JAN-02 be received as information and filed accordingly.

Resolution Carried

County Councillor Dan Lynch noted the following items

- Page 8 – The [Home Renovation Savings Program](#) will launch on January 28th, 2025 and interested homeowners can sign up in advance to access the program. Examples of potential rebates include \$100.00 for window and doors, \$75.00 for the installation of smart thermostats, and \$600.00 for Energy Assessments on eligible properties.

- Page 17 – The Government of Ontario is investing up to \$1.24 million over three years in the Women’s Economic Security Program to support low-income female entrepreneurs through the PARO Centre for Women’s Enterprise – PAROBiz program.
- Page 46 – The Government of Ontario is making it simpler for seniors to renew their drivers’ licences. Starting on February 3rd, 2025, drivers over the age of 80 will be able to complete mandatory vision and cognitive screening assessments and renew their drivers’ licences in a single visit at select Service Ontario centres.
- Page 74 – The Government of Ontario has finalized amendments to Ontario Regulation No. 406/19 to change the in-effect date of a provision to restrict landfilling of cleaner excess soil from January 1, 2025 to January 1, 2027. County Councillor Lynch asked the General Manager, Operations, if the amendment will have any impacts on the Town’s landfill and parkland.
 - The General Manager, Client Services / Treasurer, noted that the amendment is not anticipated to impact the Town of Arnprior’s operations as we do not currently accept clean fill within the tipping face of our landfill.
- Page 78 – Local Authority Services (LAS) is offering a 2025 Road and Sidewalk Assessment Service so you can make repair decisions based on high-quality, objective data. County Councillor Lynch asked the General Manager, Operations, if the Town will take advantage of this LAS service offering.
 - The General Manager, Operations, noted that the Operations Department is already in contact with the vendor of this program regarding a 2025 assessment of the Town’s road network. This project is proposed as part of the draft 2025 Capital Budget.
- Page 80 – Local Authority Services (LAS) has announced plans to develop a business case on a water and wastewater joint municipal services corporation. Municipal staff who are interested in the potential of joint municipal service corporation model are invited to join the working group with a Council resolution. County Councillor Lynch asked the CAO if there was an interest from Town staff to join this working group.
 - The General Manager, Client Services / Treasurer noted that this working group is not something that staff believes to be of primary concern or strategic priority for the Town of Arnprior as we are currently fully serviced by our own municipally operated facilities.
- Page 88 – The Renfrew County 55+ Senior Games submitted a letter requesting financial assistance to support their 2025 events. This event has been supported by Council in the past through in-kind support requests. County Councillor Lynch asked the General Manager, Client Services / Treasurer, if a decision has been made with respect to funding for this event.

- The General Manager, Client Services / Treasurer noted that the Director of Recreation has been in contact with the event organizers to advise them of the upcoming arena revitalization project and to schedule any potential use of the Community Hall. The organizers will be required to submit a Municipal Grant Request application for waiving of rental fees associated with their activities and this request would be brought forward to Council for their consideration, if received.

b) Correspondence Package No. A-25-JAN-02

Resolution Number 026-25
Moved by Lynn Cloutier
Seconded by Tom Burnette

That the Correspondence Package Number A-25-JAN-02 be received and the recommendations outlined be brought forward for Council's consideration.

Resolution Carried

15. By-laws & Resolutions

a) By-laws

Resolution Number 027-25
Moved by Chris Couper
Seconded by Dan Lynch

That the following by-law be and is hereby enacted and passed:

- i. By-Law No. 7554-25 –Amend Arnprior Public Library Board Appointment By-Law (Lanark Highlands)

Resolution Carried

b) Resolutions

i. Municipal Grant Application – Arnprior Regional Health Auxiliary (2025 Annual General Meeting)

Resolution Number 028-25
Moved by Tom Burnette
Seconded by Lynn Cloutier

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from Arnprior Regional Health Auxiliary; and

Whereas the Arnprior Regional Health Auxiliary is an eligible organization under the Municipal Grants Policy and supports local health care through active volunteer engagement and fundraising through the Opportunity Shop and Hospital Gift Shop;

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$255.00 plus HST) for the Auxiliary's 2025 Annual General Meeting on June 23rd, 2025;

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

Resolution Carried

16. Announcements

Councillor Chris Couper shared that curbside blue box recycling collection has transitioned to a producer-pay model whereby Producer Responsibility Organizations (PROs) are responsible for contracting collection operators and ensuring that recycling collection is completed in accordance with provincial regulations. If recycling collection is delayed or there are missed collections, residents can reach out to [TOPPS Environmental Solutions](#) or [Circular Materials Ontario \(CMO\)](#). He also noted that he attended the Rural Ontario Municipal Association (ROMA) conference and participated in several fascinating sessions including one panel focussed on mental health and homelessness with the County of Renfrew's Chief Paramedic, Mike Nolan.

County Councillor Dan Lynch shared that the Government of Ontario has recently announced new funding to support the MESA initiative across the County of Renfrew.

17. Media Questions

None

18. Closed Session

Resolution Number 029-25
Moved by Lynn Cloutier
Seconded by Tom Burnette

That Council move into Closed Session to discuss two (2) matters pursuant to Section 239 (2) (b) and (d) to discuss a personal matter about an identifiable individual, including Municipal or Local Board Employees, and labour relations or employee negotiations (Striking Committee and Salary Grid).

Resolution Carried

Resolution Number 030-25
Moved by Tom Burnette
Seconded by Dan Lynch

That Council resume to Open Session.

Resolution Carried

Resolution Number 031-25
Moved by Chris Couper
Seconded by Tom Burnette

That Council authorize staff to proceed as directed in Closed Session.

Resolution Carried

19. Confirmatory By-Law

Resolution Number 032-25
Moved by Chris Couper
Seconded by Dan Lynch

That By-law No. 7555-25, being a By-law to confirm the proceedings of the Regular Meeting of Council held on January 27th, 2025, be and is hereby enacted and passed.

Resolution Carried

20. Adjournment

Resolution Number 033-25
Moved by Lynn Cloutier
Seconded by Tom Burnette

That this meeting of Council be adjourned at 9:30 PM.

Resolution Carried

Signatures

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



**Minutes of Special Council Meeting
February 3, 2025 - 5:00 PM
105 Elgin Street West, Arnprior, ON**

Council and Staff Attendance

Council Members Present (In Person):

Mayor Lisa McGee
County Councillor Dan Lynch
Councillor Lynn Grinstead
Councillor Tom Burnette
Councillor Chris Toner
Councillor Chris Couper

Council Members Present (Electronic):

Council Members Absent:

Councillor Billy Denault

Town Staff Present:

Robin Paquette, CAO
Jennifer Morawiec, General Manager, Client Services / Treasurer
Kaila Zamojski, Town Clerk
Graeme Ivory, Director of Recreation
John Steckly, GM, Operations
Rick Desarmia, Fire Chief
Lauren Vincent, Manager of Finance
Kaitlyn Wendland, Client Services Coordinator
Taylor Giffen, Operations Supervisor
Patrick Foley, Engineering Officer, Facilities & Assets
Lucas Power, Program & Events Coordinator

1. Call to Order

Mayor Lisa McGee called the Special Council Meeting to order at 5:00 PM and welcomed those present.

2. Roll Call

The roll was called, with all Members of Council being present, except Councillor Billy Denault.

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 034-24

Moved by Chris Couper

Seconded by Tom Burnette

Be It Resolved That the agenda, for the Special Meeting of Council dated Monday, February 3, 2025 be adopted.

Resolution Carried

Minutes of Council Meeting

5. Disclosures of Pecuniary Interest

None

6. Awards/Delegations/Presentations

a) Presentations

- i) 2025 Draft Operating Budget
- ii) 2025 Draft Capital Budget
- iii) Supporting Documents
- iv) 2026-2045 Long Range Capital Forecast (LRCF)

The General Manager Client Services, Treasurer provided a Budget Recap, attached as Appendix A and forming part of these minutes, highlighting key areas of the 2025 Draft Operating Budget, the 2025 Draft Capital Budget, Supporting Documents and the Long Range Capital Forecast (LRCF). Budget Memos dated December 9, 2024 and January 29, 2025, as well as public comments received, are attached as Appendix B and forming part of these minutes.

Discussion on the 2025 municipal tax rate increase ensued with the following motion being brought forward for consideration:

Resolution Number 035-24

Moved by Tom Burnette

Seconded by Chris Couper

That Council direct staff to prepare the 2025 Budget by-laws for consideration of adoption at the February 10, 2025 Regular Meeting of Council, including a municipal tax rate increase of 3.25%.

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

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

Resolution Carried

Mayor McGee and Members of Council thanked staff for their hard work on the 2025 Draft Budget, noting the quality of the budget document and efficiency of the process.

Minutes of Council Meeting

17. Confirmatory By-Law

Resolution Number 036-24

Moved by Dan Lynch

Seconded by Tom Burnette

That By-law No. 7556-25 being a By-law to confirm the proceedings of the Special Meeting of Council held on February 3, 2025 be and it is hereby enacted and passed.

Resolution Carried

18. Adjournment

Resolution Number 037-24

Moved by Lynn Cloutier

Seconded by Chris Couper

That this meeting of Council be adjourned at 6:32 p.m.

Resolution Carried

Signatures

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



ARNPRIOR
• WHERE THE RIVERS MEET •

Program and Events Winter/Spring Update

Lucas Power, Program and Events Supervisor
Meeting Date: February 10, 2025



Background

Winter Recreation

- Typically, a time where folks are less active and access to recreation can be limited.
- The Recreation Department created ‘Wintermission’ in 2022 as a means to increase access to recreation through:
 - Removing physical and financial barriers
 - Fostering a healthy mental, social and physical lifestyle
- In it’s third winter, the campaign has continued to grow.



Wintermission

Accessing Resources

Learn more about Arnprior's...

- Parks, Trails, Outdoor Rinks
- Ski hills and outdoor venues
- Youth Programs
- Adult/Senior Programs
- Drop-In Sport Programs



Wintermission

What is on this year's schedule?

Events

- World Juniors in Arnprior
- Optimist Winter Carnival
- Family Games Day
- FamFest

Programs

- Holiday Skating
- Snowshoe Adventure
- Walk the Halls
- Monday Movement



Wintermission

Monday Movement

6 Weeks of free fitness programs led by local instructors that are geared to all ages and abilities.

Date	Instructor	Program
January 6	Katrina Kahn – Sunshower Yoga	Zumba
January 13	Abagael Burton – Ultimate Fitness	Group Workout
January 20	Joe Zamojski – The Training Den	Strength Circuit
January 27	Danielle Hill	Chair Fitness
February 3	Ro Nwosu – Union 108	Yoga
February 10	Denise Wiese	Mat Pilates



FamFest

Monday, February 17 – Nick Smith Centre

Annual Family Day event featuring free activities at the Nick Smith Centre

Pancake Breakfast provided by the Arnprior Lions Club

- 8:00-11:00am

Ice Skating – 5 Sessions

Swimming – 4 Sessions

Family Entertainment

- Face Painting | Community Hall | 10:00am-1:00pm
- Balloon Animals | Community Hall | 10:00am-1:00pm
- Arts & Crafts | Community Hall | 10:00am-1:00pm



FamFest

BladeTape Skills Comp

- Adrian Moyes of the Arnprior Rivermen will be showing off his skill with local hockey and ringette players.
- Bert Hall Arena | 1:00pm

Little Rays Reptiles Show

- Community Hall | 2:00pm

Full event information can be found at
Arnprior.ca/FamFest



Youth Sports Program

Youth Club continues to grow thanks to the continued support of Canadian Tire Jumpstart.

- The Recreation Department recently received grant funding in the amount of \$6,584.00 to create an addition to Youth Club called the Youth Sports Program.
- Operating every Tuesday and Thursday from 6:00-7:30pm from February 25 to May 29.
 - Tuesday – Nick Smith Centre
 - Thursday – St. John XXIII School and the Sullivan Rink of Dreams
- \$3.00 registration with your Youth Club Membership
- Grant funding included new equipment purchase such as
 - Floor Curling Set
 - Gym Ringette

All details and registration can be found at Arnprior.ca/YouthClub



Looking Ahead

What is coming this spring?

- St. Paddy's Party
- The Bunny Run
- Easter Egg Hunt in the Parks
- Sport Programs
- Camp Registration
- Counsellor in Training



St. Paddy's Party

Second annual St. Patrick's event

- Saturday March 15, 2025 – 1:00-4:00pm
- Live music featuring The Kyle Felhaver Band followed by The Ryan's
- \$15.00 tickets plus fees and taxes





The Bunny Run

Newest event to the schedule – Saturday April 19, 2025

- 2k or 5k Walk or run through Arnprior's waterfront, downtown and Gillies Grove.
- Start and finish at Robert Simpson Park
- Open to all ages

Registration includes

- Race and medal
- Post-run recovery snacks and food
- Personalized race bib
- Finish line photo
- Group warm-up
- And more!





Spring Sports

Full slate of spring/summer sport programs open for registration on February 18 including

- T-Ball
- Beach Volleyball
- Skateboarding
- Ball Hockey
- Youth Pickleball
- Dragon Boating
- And more!



Summer Camp

Registration for summer camps open on April 1 for residents and April 3 for non-residents.

Both Camp Wanna-Go and the Museum Camp will see a new initiative in 2025 called Counsellor in Training (CIT)

- Bridges the gap between aging out of camp (Age 10) and being eligible to volunteer (Age 14).
- Ages 11-13 can be CITs
- Still a registered member of camp but at a discounted rate.
- Responsibilities are to aid the Camp Counsellors and lead various camp activities.
- Designed to help build and strengthen valuable life skills before entering the workforce.
- More details will be available soon.



Stay in the Know!

Residents can stay updated with the latest information by:

- Visiting Arnprior.ca
 - Calendar.Arnrior.ca
 - Arnprior.ca/Programs
- Visit the Nick Smith Centre or Town Hall
 - Talk to a staff member
 - Pick up a copy of Arnprior Life
- Follow us on social media
 - Facebook – Arnprior Life
 - Instagram - [@arnpriorlife](https://www.instagram.com/arnpriorlife)
 - X - [@Arnprior](https://twitter.com/Arnprior)
 - LinkedIn – Town of Arnprior

Contact the Nick Smith Centre for support at any time
recreation@Arnprior.ca or 613.623.7301

Questions?



• WHERE THE RIVERS MEET •



Town of Arnprior Staff Report

Subject: Private Streets - Recommended Official Plan Amendment No. 10 & implementing Zoning By-law Amendments

Report Number: 25-02-10-01

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

Department: Community Services Branch

Meeting Date: February 10, 2025

Recommendations:

That Council passes a By-law to adopt town-initiated OPA No. 10 to amend the Official Plan policies to permit private streets and to set policies for their use 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. 10, which will not be in full force and effect until the County of Renfrew approval of OPA No. 10 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 2021, Town of Arnprior staff received several inquiries regarding development on private streets. The Town of Arnprior Official Plan does not permit private streets or contain appropriate policies to address and provide guidance to Council and developers with respect to developments on private streets.

The Town of Arnprior retained Jp2g Consultants Inc. in 2021 to investigate and propose Official Plan policies for private streets.

A public meeting regarding the proposed policies was held in 2021. Jp2g recommended that private streets be permitted subject to a Common Elements Condominium Agreement and with minimum widths for paving and rights-of-way consistent with those for public streets.

Comments from developers received at the meeting expressed strong concern regarding the recommended policies and provisions. Council directed staff to undertake additional consultation, particularly with the development community.

Some additional consultation was undertaken in 2022.

In 2023 Fotenn Planning and Design was asked to prepare an Official Plan Amendment and implementing zoning by-law to implement changes under Bill 23 and to consider policies and provisions for private streets. Notice of public meeting was circulated and a public meeting was held May 13, 2024. Fotenn Planning and Design presented several options for private streets for public comments as per the slides in Document 3.

Comments were received at the public meeting from representatives of two developers with projects in Arnprior. Both comments were in support of private streets. See Document 1 for the minutes of the public meeting which form part of the Official Plan Amendment package.

Following the public meeting staff discussed the options presented by Fotenn Planning and Design, considering best practices of other municipalities including, Smith Falls, Clarence Rockland and the City of Ottawa, as well as the recommendation report prepared by Jp2g in 2021.

Purpose:

The purpose of the proposed amendments is to consider permitting the use of private streets for future development and recommend policies and provisions for implementation.

Proposed Official Plan Amendments:

Staff are recommending approval of an Official Plan amendment and implementing zoning by-law to permit private streets. Staff aimed for an approach that balances the advantages of private streets to allow more options for development of parcels with an odd shape, size or physical features with the concerns regarding maintenance, repair, servicing and emergency access.

Private streets are recommended subject to the following policies and provisions:

Private Roads must be:

- subject to a common element condominium agreement
 - o The requirement that a private street be subject to a common element condominium agreement ensures that the appropriate tool and structure is in place to provide for maintenance, repair and improvements. Common element condominiums are regulated under the Condominium Act, 1998.
- Minor residential streets with no through-traffic and generally having direct access to a public street
 - o Private streets are not maintained by the Town. These policies are

proposed to scope when a private street may be used to minor residential streets which are not providing access to and from more than one public street. This ensures that private streets are not used as through-ways and cannot form complex networks of private streets which helps mitigate concerns regarding maintenance, repair and emergency access.

- Be subject to existing policies regarding where sidewalks may be required
 - o This ensures that an appropriate active transportation network is maintained regardless of whether a private or public street is proposed
- Have a minimum paved driving surface width of 6.7 m
 - o This ensures the minimum paved driving surface is sufficient for emergency vehicles (minimum 6 m) even with some snow accumulation at the edge of the private street.
- On a private street, 6.7 m of the width of the paved driving surface must be designated as fire route with no on-street parking permitted. Fire Route no parking signage will be required.
 - o This will ensure private streets which function as fire routes remain clear of parked vehicles to allow access for emergency services.
- Setbacks to lot lines to private roads will be as per existing setback for new development. The setback to the front lot line as set out in zoning is to be measured to the closest point of the curb or sidewalk.
 - o Staff propose that setbacks to lot lines are kept consistent with existing setbacks for dwelling units, this ensures consistency and ease of implementation. The existing setbacks ensure adequate space between the dwelling and the private street for a parking space for an average sized vehicle. The setback being measured from the closest point between the building and the curb and sidewalk is to ensure the vehicles do not encroach into the street or sidewalk.
- The existing 10 m setback between buildings to the centerline of the road applies to private streets.
 - o Staff propose that the existing minimum distance between a building or structure and the centerline of the street (10 m) apply to private roads. Where a private road is proposed at the minimum width of 6.7 m and a barrier curb of 0.3 m is proposed this would result in an additional 0.35 m of setback between the building or structure and the private street. This additional setback will allow for larger vehicles such as extended cab trucks or extended vans to fit in the driveway in front of a dwelling without encroaching on a fire route which is the entirety of the private road. If the paved road surface is 8 m or more, and/or if sidewalk(s) and/or larger curbs are proposed then this provision would have no impact on the setbacks from the edge of the private street.
- Additional visitors parking at a rate of 0.5 parking spaces per single, semi, townhouse, duplex or triplex unit is required.
 - o New public streets generally have a 20 m road allowance width with an 8.5 m paved roadway surface. This results in approximately 5.5 to 5.75 m of road allowance between the paved surface of the road and the front lot line of private properties. While on paper staff do not count the road

allowance towards minimum required parking, in practice the road allowance width between the edge of the paved road and the front lot line of the property allows for two vehicles to be parked one behind another. In many developments with single detached, semi-detached and townhouse dwellings these tandem parking spaces in the road allowance which are above the minimum required parking for each unit type are frequently in use. Given the loss of one or more of these parking spaces per principal residential unit, staff are proposing a visitors parking rate of 0.5 per principle dwelling unit. This would not apply to additional dwelling units, such as basement apartments. If a single detached dwelling is proposed on a private street with 2 additional dwelling units the parking required would be 2 for the main dwelling unit, 1 each for the additional dwelling units, plus 0.5 for visitors parking for a total of 4 dedicated parking spaces, plus 0.5 visitors parking.

An amendment to the special exception for Block 139 Pegasus, approved by Council on May 27, 2024, is proposed to ensure that the special exception as approved by Council is not negatively impacted by the proposed amendment. Specifically, the 10 m to centerline of road would not apply to this development on a private road as it did not form part of the special exception as approved. This amendment is not entirely necessary as the development application is in progress and predates the current amendments, if approved, and the applicable policies and provisions at the time of application would apply. Staff are proposing it to ensure clarity for the development review moving forward and in case any future development or building permit applications would be affected by the application of this provision.

Policy Considerations:

Provincial Planning Statement, 2024 (PPS)

The PPS does not speak directly to private roads, however, the PPS does require municipalities to permit and facilitate residential intensification.

Section 2.2 Housing states:

“1. Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:

...

b) permitting and facilitating:

1. all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and

2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;

c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation;...”

Permitting private streets is not required by the PPS to meet the policies of section 2.2, however, permitting limited use of private streets as proposed does allow for greater flexibility for developers when considering and planning development for small, oddly shaped or otherwise challenging development parcels which is consistent with permitting and facilitation residential intensification and infilling which efficiently uses land, resources, infrastructure and public service facilities.

In the opinion of staff, 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. Comments received are documented in the meeting minutes in attachment to the Official Plan Amendment proposed.

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. Direct staff to revise the proposed Official Plan Amendment and Zoning By-law Amendment to reflect different policies and/or provisions for private streets.
2. Not approve an Official Plan Amendment and Zoning By-law amendment to permit private streets.

Financial Considerations:

No budgetary implications.

Meeting Dates:

1. Statutory Public Meeting – May 13th, 2024
2. Council meeting – February 10, 2025 – presentation of the Proposed Official Plan Amendment and Zoning By-law Amendment
3. Council Meeting – February 24, 2025 – Adoption of the Official Plan Amendment and Zoning By-law amendment to permit private roads

Consultation:

A Public Meeting was held May 13th, 2024. See the meeting minutes in attachment to the Official Plan Amendment (Document 1).

Consultation on the OPA and ZBLA as proposed was undertaken with Robin Paquette, CAO; John Steckly, General Manager of Operations; Ryan Wall, Engineering Officer; Rick Desarmia, Fire Chief.

Documents:

Document 1: Proposed Official Plan Amendment No. 10

Document 2: Proposed Zoning By-law Amendment ZBL 9/24

Document 3: Public meeting slides

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

**The Corporation of the
Town of Arnprior**

By-Law Number XXXX-XX

Being a By-Law to amend the Official Plan of the Town of Arnprior, being Amendment No. 10.

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.10 to the Official Plan for the Town of Arnprior consisting of the attached Schedule "A" is hereby adopted.
2. **That** the Clerk is hereby authorized and directed to make application to the County of Renfrew for approval of Amendment No. 10 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 24th day of February 2025.

Lisa McGee, Mayor

Kaila Zamojski, Clerk

This Amendment No. 10 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

DRAFT

**Amendment No. 10 to The Official Plan for
The Town of Arnprior**

Index

The Constitutional Statement

Part A

The Preamble

Purpose

Location

Basis

Part B - The Amendment

Appendix I – Notice of Public Meeting

Appendix II – Minutes of Public Meeting May 13, 2024

The Constitutional Statement

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

Part B - The Amendment constitutes Amendment No. 10 to the Official Plan for the Town of Arnprior.

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Part A - The Preamble

Purpose

To amend the policies within the Town of Arnprior Official Plan to add a definition of private road and provide policy framework for private roads.

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

In 2021, Town of Arnprior staff brought forward for Council consideration a recommendation regarding private roads. The recommendation was based on a report on Private Road Policies prepared by Jp2g for the Town of Arnprior.

In considering changes to the Official Plan and Zoning By-law for private roads, Council requested additional consultation be done with the development community.

In 2024, the Town initiated an Official Plan amendment and Zoning By-law amendment to consider Private Roads.

Part B - The Amendment

All of this part of the document entitled Part B - The amendment, consisting of the following text constitutes Amendment No. 10 to the Official Plan for the Town of Arnprior.

Details of the Amendment

The Official Plan is amended as follows:

1. That the following be deleted as section C2.5 a)
“Sidewalks shall be provided on both sides of Arterial and Collector Roads as shown on Schedule B to this Plan. Sidewalks shall also be provided on one side of local roads where necessary to link components of development areas and/or provide linkages and connections to schools, parks and retail uses.”
2. That the following be added as section C2.5 a)
“Sidewalks shall be provided on both sides of Arterial and Collector Roads as shown on Schedule B to this Plan. Sidewalks shall also be provided on one side of local roads and/or private roads where necessary to link components of development areas and/or provide linkages and connections to schools, parks and retail uses.”
3. That sections C4.9 h), C4.9 j), C4.9 k), and C4.9 l) be amended replacing the term “public road” with the term “road”
4. That the following be deleted as section E2.2.1:
“E2.2.1 Road Classification System
For the purposes of this Plan, all roads in the Town are classified as follows:
a) Provincial Freeway;
b) Arterial Road;
c) Collector Road; and,
d) Local Road.
Provincial Freeways, arterial, collector and local roads are shown on Schedule B to this Plan.”
5. That the following be added as section E2.2.1:
“E2.2.1 Road Classification System
For the purposes of this Plan, all roads in the Town are classified as follows:
a) Provincial Freeway;
b) Arterial Road;
c) Collector Road;
d) Local Road; and
e) Private Road, Common Element Condominium.”
6. That Section E2.2.2 Function of road be amended to correct the existing lettering list.
7. That the following be deleted as section E2.2.2 c)

“Collector Roads - It is intended that subdivision and other development plans shall make provision for traffic movement by making provision for collector roads to move local traffic to arterial roads or for the distribution of traffic to local roads, as well as provide access to abutting properties. The minimum right-of-way width shall be 20 metres.”

8. That the following be added as section E2.2.2 c)

“Collector Roads - It is intended that subdivision and other development plans shall make provision for traffic movement by making provision for collector roads to move local traffic to arterial roads or for the distribution of traffic to local and private roads, as well as provide access to abutting properties. The minimum right-of-way width shall be 20 metres.”

9. That the following be added as Section E2.2.2 e):

“Private Road, Common Element Condominium – Private Roads are intended to provide land access to abutting properties, shall generally have direct access to a public road and shall be permitted for minor residential streets only. Minor residential streets are cul-de-sacs, crescent or similar residential streets with no through traffic. The minimum paved roadway width shall be 6.7 m.

10. That section E2.2.4 c) be amended replacing the term “municipal road” with the term “road”

11. That the following be deleted as Section E2.2.7 d)

“Shall require the provision of sidewalks on one side of local roads in new development areas where necessary to link components of development areas and/or provide linkages and connections to schools, parks and retail uses;”

12. That the following be added as section E2.2.7 d):

“Shall require the provision of sidewalks on one side of local roads and/or private roads in new development areas where necessary to link components of development areas and/or provide linkages and connections to schools, parks and retail uses;”

13. That the following be added as section E2.2.7:

“E2.2.7 Private Road, Common Element Condominium

- a) A Private Road, Common Element Condominium shall constitute a road created pursuant to the Condominium Act, 1998 and which is intended to provide access to and from parcels of tied land and which is under the ownership, care, and control of a registered condominium corporation.
- b) A Private Road, Common Element Condominium shall generally have direct access to a public road and shall be permitted for minor residential streets only. Minor residential streets are cul-de-sacs, crescent or similar residential streets with no through traffic.
- c) The minimum paved roadway width for Private Road, Common Element Condominium shall be 6.7 m.
- d) A Private Road, Common Element Condominium shall be subject to a condominium agreement, registered on title, setting out the terms and conditions related to such matters as improvements, repair, and maintenance of the road, and which agreement

is enforceable against the condominium corporation and subsequent owners.”

14. That the following be added as Section E7.3.1. a)

“Development of a Private Road, Common Element Condominiums shall be subject to the policies for the public realm in sections E7.3.1.2 Streets and Streetscaping subsection b) and c), E7.3.1.3 Lighting, E7.1.3.4 Services and Utilities. In the context of Private Roads, Common Element Condominium, where the term right-of-way is used in Section E7.3.1 it refers to the area of the Common Element Condominium for the private road including any sidewalks, street lighting, curbing or other common elements.”

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Appendix I – Notice of Public Meeting

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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

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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 XXXX-25

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, that the following definition for “Lot Line, Interior Side” be deleted

“means a lot line, other than a rear lot line that does not abut a public street.”

- b. In Section 3.0 Definitions, that the following definition for “Lot Line, Interior Side” be added:

“means a lot line, other than a rear lot line that does not abut a street or highway.”

- c. In Section 3.0 Definitions, that the following definition for “Street or Highway” be deleted:

“means a roadway owned by a public authority and for the purposes of this By-law does not include a private street or lane.”

- d. In Section 3.0 Definitions, that the following definition for “Street or Highway” be added:

“means a right-of-way used by motor vehicles owned by a public authority or a private street subject to common element condominium agreement.”

- e. In Section 3.0 Definitions, that the following definition for “Street, Private” be deleted:

“means a private right-of-way that is used by motor vehicles but is not owned by the corporation or any other public authority.”

- f. In Section 3.0 Definitions, that the following definition for “Street, Private” be added:

“means a private right-of-way that is used by motor vehicles but is not owned by the Corporation or any other public authority and which is subject to a common element condominium agreement”

- g. That the following be deleted as Section 4.6 Frontage on a Street or Highway subsection d):

“Is a private street within a plan of Condominium that either provides direct access to a street or highway or which connects with other streets within a Plan of Condominium or other Plans of Condominium to access a street or highway.”

- h. That the following be added as Section 4.6 Frontage on a Street or Highway subsection d):

“Is a private street within a common elements condominium, subject to the provisions of section 4.13”

- i. That the following be added as section 4.13 and that the existing section 4.13 and subsequent sections and subsections be renumbered:

“4.13 Private Street

Private streets and development adjacent to private streets are subject to the following provisions:

- a) Private streets must be subject to a common elements condominium agreement, registered on title, setting out the terms and conditions related to such matters as improvements, repair and maintenance of the road.
 - b) Private streets must have a minimum paved driving surface width of 6.7 m, excluding curbs and/or sidewalks.
 - c) Setbacks from private roads are to be measured from the point of the curb or sidewalk that is closest to the building or structure.
 - d) Section 4.16.2 Setbacks from Other Roads shall apply to Private Roads.
 - e) On a private street, 6.7 m of the width of the paved driving surface must be designated as fire route with no on-street parking permitted. Fire Route no parking signage will be required.
 - f) For dwellings on private streets visitors parking shall be required at the rate set out in section 5.3 a).
- j. That the following be added as subsection 5.3 a)

“Where development is on a private street visitors parking in addition to the required parking in Table 5.3 for a single detached dwelling, semi-detached dwelling, duplex dwelling, triplex dwelling, and/or townhouse dwelling shall be required at a rate of 0.5 parking spaces per dwelling unit.”

- k. That Special Exception 41 in Table 10.1 be amended by adding the following:

“M. Provisions for Setbacks from Other Roads in section 4.16.2 shall not apply to a private street on Block 139, 49M-76”

- 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 24th day of February 2025.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

DRAFT



Bill 23 – Recommended Official Plan & Zoning By-Law Amendments

Town of Arnprior

May 13th 2024

Context – Bill 23

- / 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

- / An prior relevant changes to the Planning Act included:
 - / Additional Residential Unit Requirements
 - / Timelines for Updating of Zoning By-Laws
 - / Development Subject to Site Plan Control
 - / Limits on Scope of Site Plan Control Review
 - / Parkland Conveyance Changes
 - / Minor Variance and Consent Third Party Appeal Rights Removal
 - / Permitting Conveyance of Land in a Land Lease Community
 - / Subdivision Approval – Removal of Public Meetings

- / The provincial government introduced its fifth bill to address the province’s housing crisis since December 2023. Bill 185’s Cutting Red Tape to Build More Homes Act, 2024 (“Bill 185”) was introduced into the legislature on April 10, 2024.

Context – Bill 23 – Planning Act Changes

/ Additional Residential Units

- / Required to permit 2 residential units in a detached, semi-detached or townhouse dwelling, and 1 additional residential unit in an accessory building
- / Required to permit 3 residential units in a detached, semi-detached or townhouse dwelling where there are no dwelling units in an accessory building
- / A maximum of 1 parking space can be required per residential unit
- / No minimum unit size can be imposed
- / Any current official plan policy that contravenes the changes is of no effect
- / No appeal of additional residential unit policies

/ Timelines for Updating of Zoning By-Laws

- / Within 1 year of passing an official plan amendment to include the required policies under the Act, all zoning by-laws must be updated

/ Development Subject to Site Plan Control

- / Cannot apply to residential developments of 10 or less units
- / Land lease community homes included

Context – Bill 23 – Planning Act Changes

/ Limits on Scope of Site Plan Control Review

- / Limits review of building construction to environmental standards
- / Limits exterior building design review to consideration of exterior access to an affordable housing development
- / Limits review of appearance of elements, facilities and works on the land or road, unless it impacts matters of health, safety, accessibility, sustainable design or the protection of adjoining lands
- / Limitations on requirements to widen highways

/ Parkland Conveyance Changes

- / Reduces the amount of parkland conveyance required for affordable or attainable housing developments
- / Removal of parkland conveyance requirements for non-profit housing developments
- / Clarification of when the amount of land or cash-in-lieu of parkland is to be determined
- / Changes to type of parkland that is able to be conveyed
- / Requirement for 60% of all cash-in-lieu funds to be allocated or spent at the beginning of each year

Context – Bill 23 – Planning Act Changes

- / 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 applicant, Minister, specified person or public body

- / Subdivision Approval – Removal of Public Meetings
 - / Public meetings no longer required prior to a decision being made on a draft plan approval of a subdivision

Bill 185 – Cutting Red Tape to Build More Homes Act, Introduced April 10th 2024

- / Site plans and draft plan of subdivisions must include “use it or lose it” lapsing provisions instead of being previously discretionary.
- / Imposes a 3-year time limit to register any draft plans of subdivision approved before March 27, 1995.
- / Revokes earlier legislative efforts (Bill 109) to impose mandatory fee refunds for official plan amendments, zoning by-law amendments, site plans, and plans of subdivision
- / Applicants have the discretion to seek a pre-consultation with the relevant municipality but municipalities can no longer require a pre-consultation by passing a by-law
- / Minister will receive authority to make regulations for additional dwelling units
- / The method for calculating a development charges by-law will now include costs for capital costs and any corresponding background study.

Private Road/Street Policies

- / The current Official Plan does not include policies specific to the creation of a private road/street

- / The current Zoning By-Law defines Private Street as:
 - / **Street, Private** means a private right-of-way that is used by *motor vehicles* but is not owned by the *Corporation* or any other *public authority*.

- / The Zoning By-Law does not include provisions for the creation of private roads nor provisions that require minimum setbacks to private roads

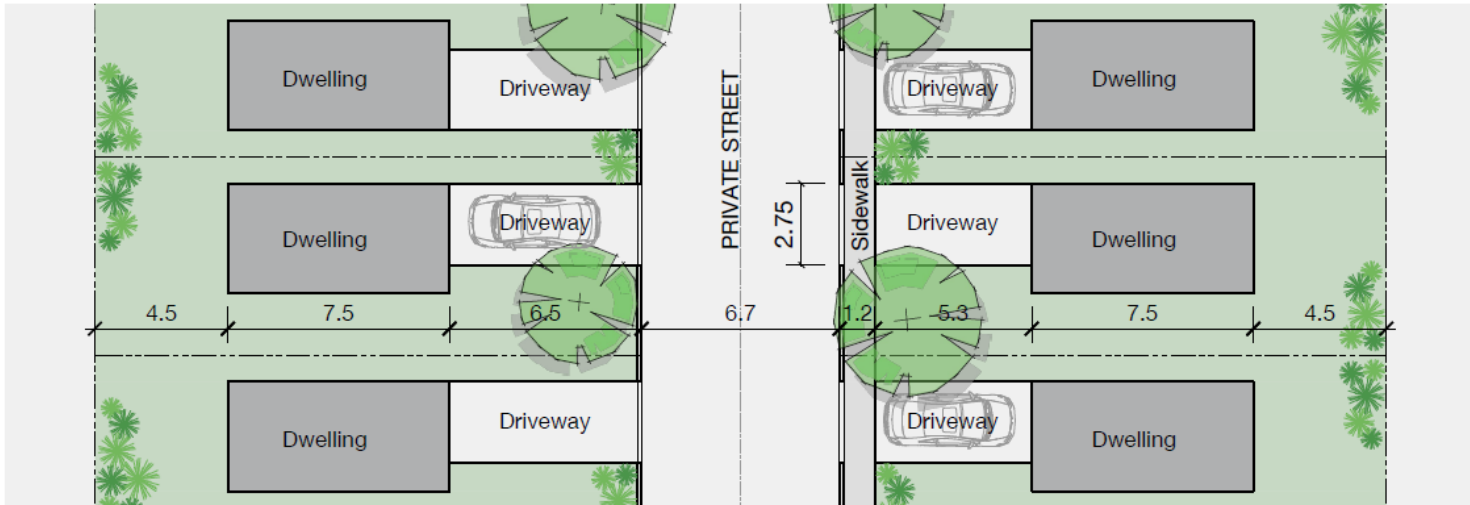
- / It is common for condominium developments to include private roads within their projects as common elements

- / Minimum setbacks to private roads are essential to address land use compatibility and safety concerns

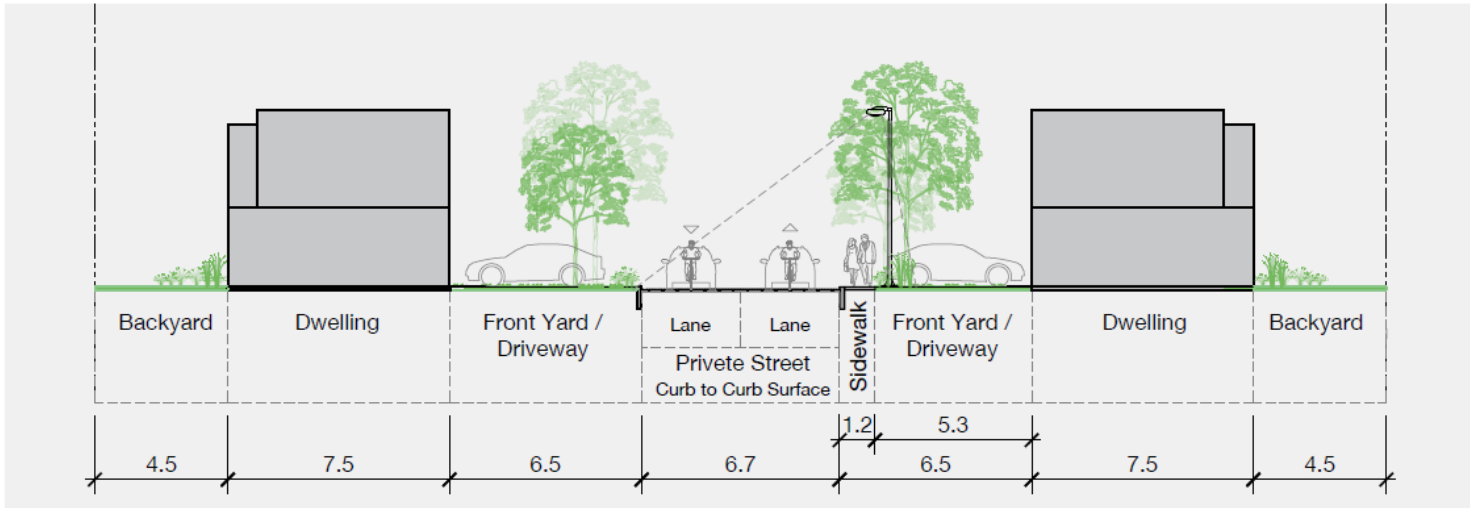
6.7 m lane and 6.5 m front yard setback

EXAMPLE 01

PRIVATE STREET = 6.7m / SETBACK = 6.5m



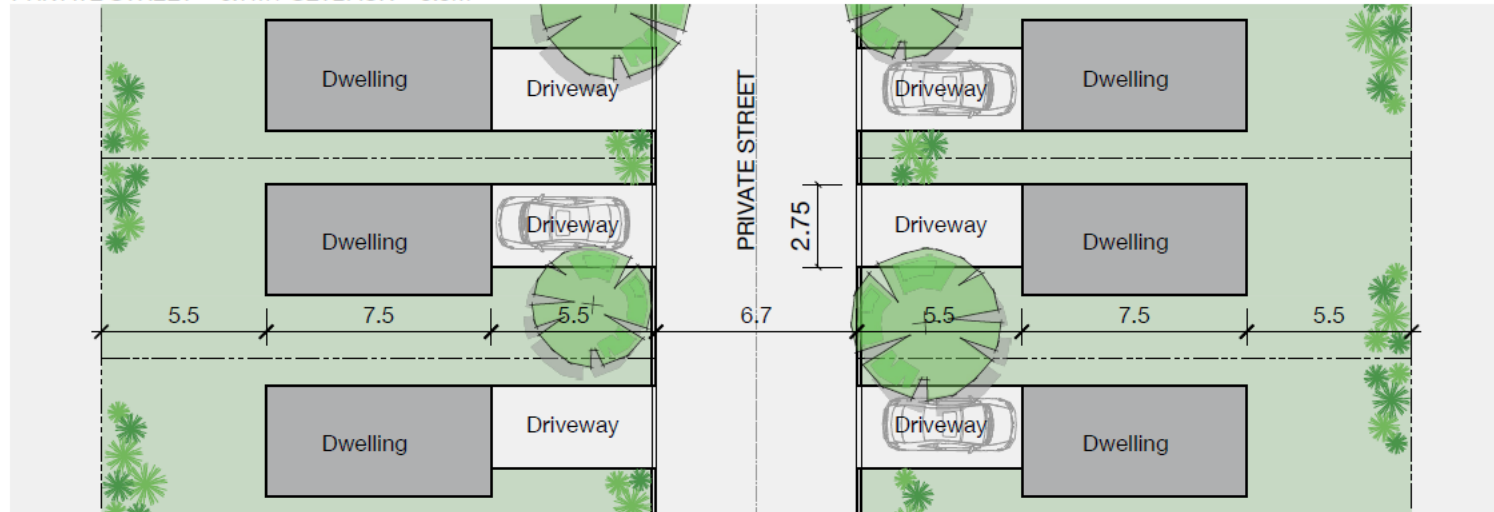
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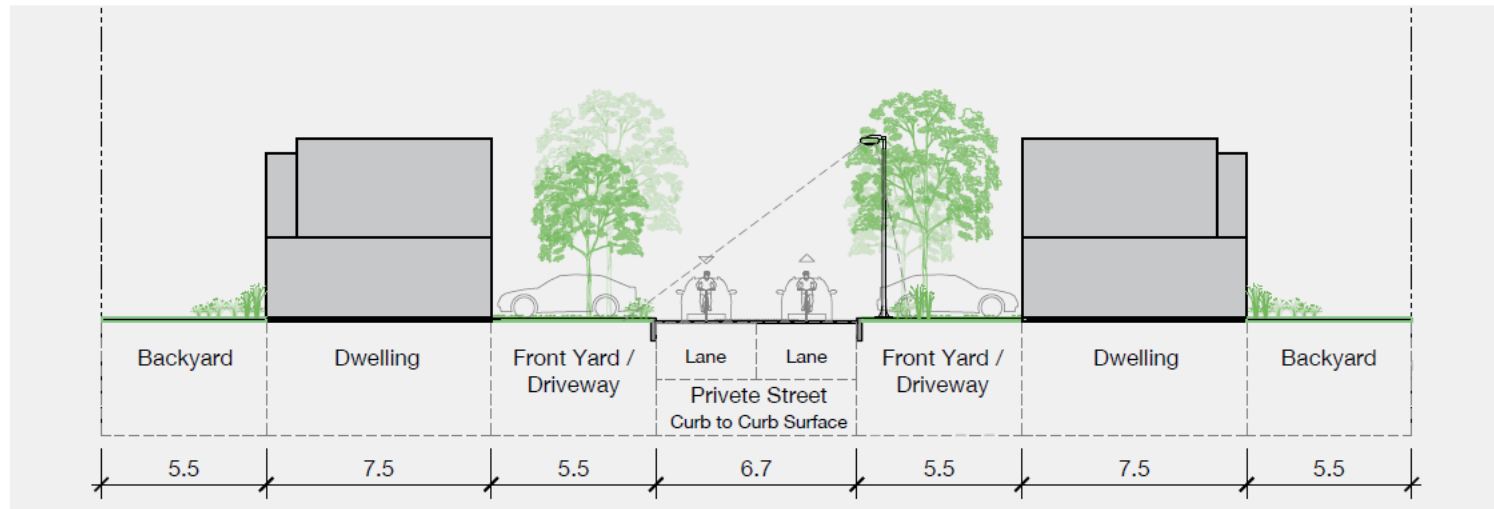
6.7 m lane and 5.5 m front yard setback

EXAMPLE 02

PRIVATE STREET = 6.7m / SETBACK = 5.5m



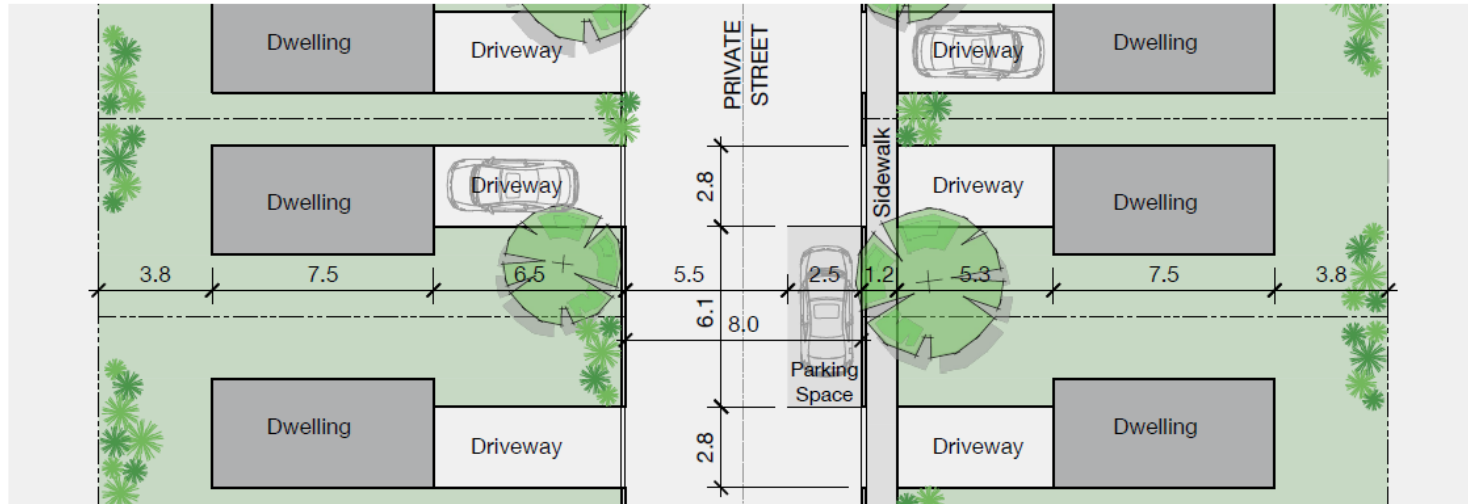
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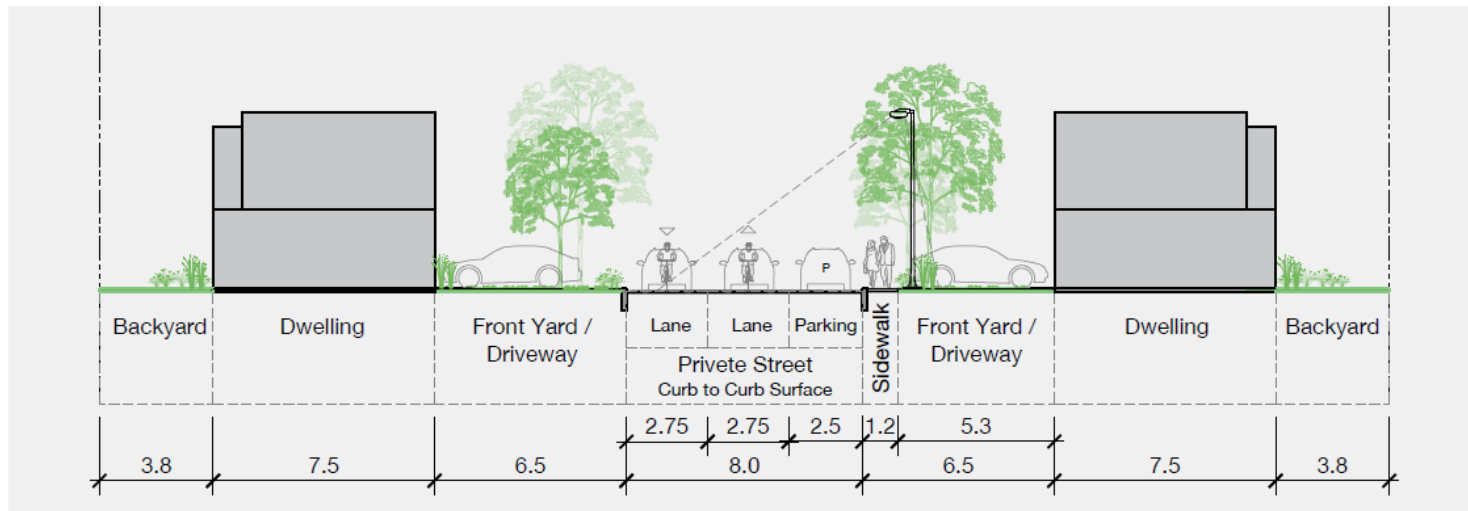
8.0m lane and 6.5 m front yard setback

EXAMPLE 03

PRIVATE STREET = 8m / SETBACK = 6.5m



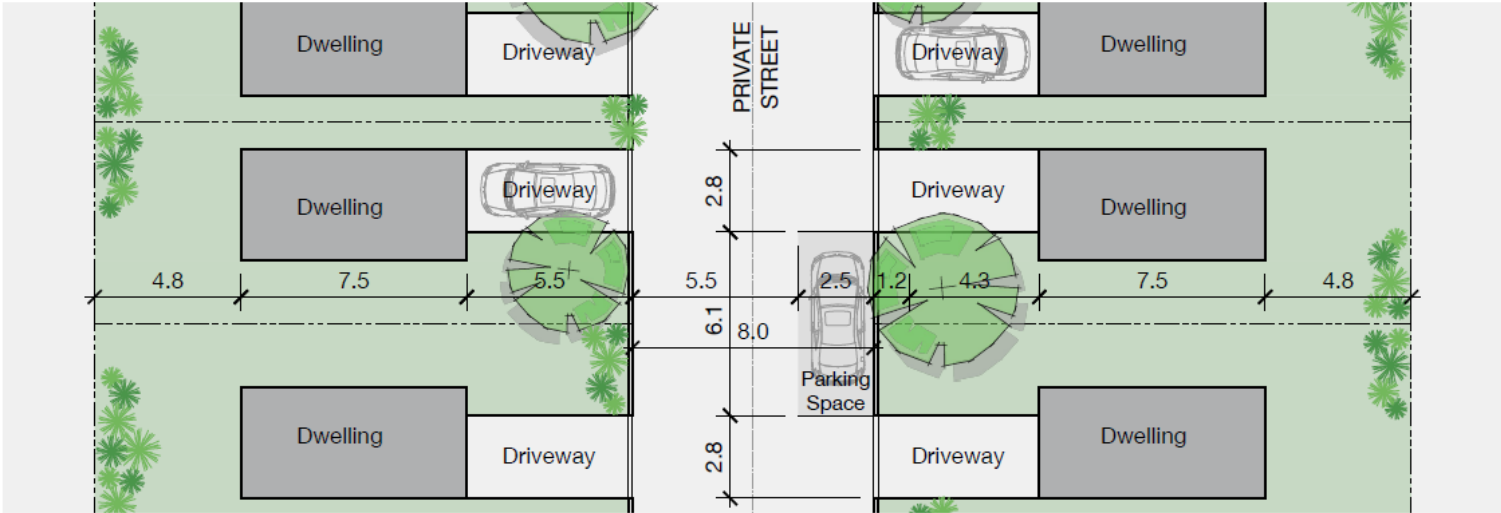
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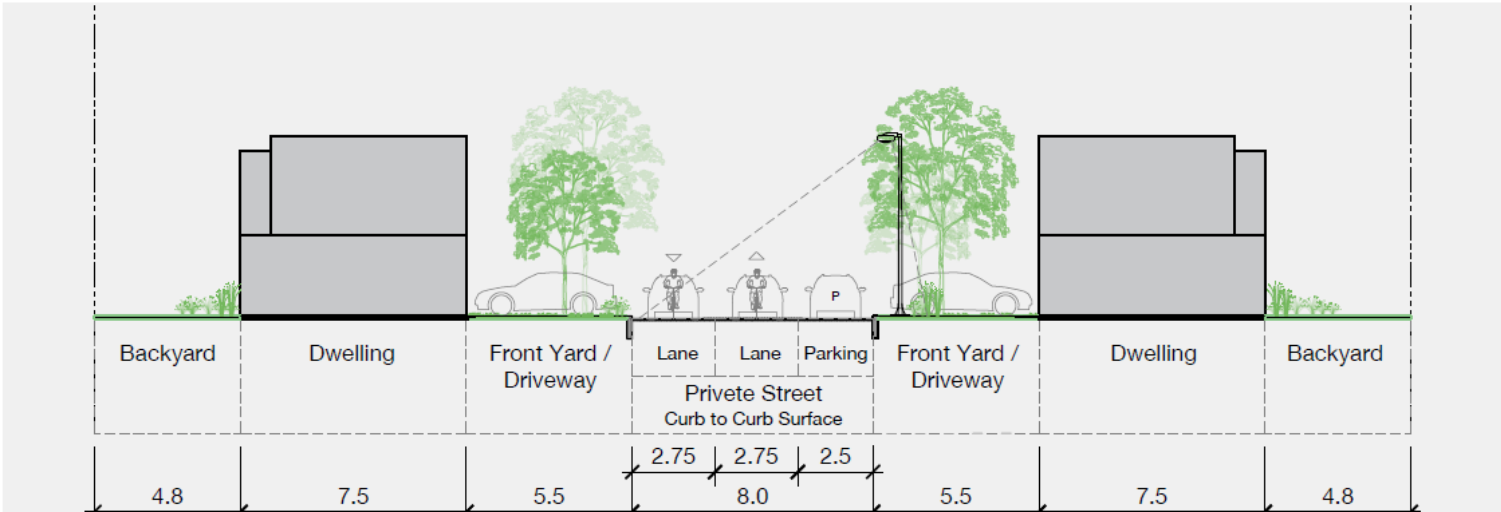
8.0m lane and 6.5 m front yard setback

EXAMPLE 04

PRIVATE STREET = 8m / SETBACK = 5.5m



PLAN



Proposed Official Plan Amendments

/ B9 Housing Policies

- / B9.1 c) - Replace “secondary suites” with “additional dwelling units”
- / B9.3 – Rename and revise section to reflect “additional dwelling units”

/ B9.4 Affordable Housing

- / Reconsider affordable housing targets (currently at 15% for projects that consist of 25+ units)

/ C1 Established Residential Area

- / C1.2 – Revise section to permit a transition to higher density developments
- / C1.3 – Revise list of permitted uses to permit additional dwelling units
- / C1.4.1 – Revise modest residential development provisions
- / C1.4.2 – Revise creation of new lots to allow for higher density residential developments
- / C1.4.3 – Revise Site Plan Control design provisions
- / C1.4.4 – Revise existing 2 storey height maximum due to resulting outcome which restricts creation of additional residential units

/ C2 Low/Medium Density Residential Area

- / C2.3 – Revise list of permitted uses to permit additional dwelling units
- / C2.4.1 – Remove *Permitted Housing Mix* section which notes predominate form of housing to be single detached dwellings for new developments
- / C2.4.2 – Revise Integration of Different Housing Types section to reflect removal of permitted housing mix section
- / C2.6 – Revise *Need for a Comprehensive Development Plan* section to remove restrictions related to development of a variety of housing types

Proposed Official Plan Amendments

- / E1.2 Conditions of Approval and Agreements & E1.4 Subdivision Review Considerations
 - / Revise to address private rights-of-ways for condominium developments
- / E2.2 Road Network
 - / E2.2.1 & E2.2.2– Add Private Right-of-Way to sections and establish a minimum road width for private rights-of-way. Creation of private rights-of-way limited to condominium developments
 - / E2.2.3 – Revise *Right-of-Way Widths and Road Widening*s section to reflect limitations on widening requests
- / E6.6 Dedication of Parkland
 - / Revise to reflect non-profit housing exemptions and affordable/attainable housing reductions
 - / Revise to reflect the type of land to be conveyed
 - / Revise to confirm requirement for parkland dedications resulting from site plan control applications
- / E6.8 Use of Moneys Received Through the Cash In Lieu Process
 - / Revise to reflect ability to use funds for “other public recreational purposes” as per the Act
- / F4 Site Plan Control
 - / Revise uses subject to Site Plan Control to reflect restriction of applying SPC to under 10 residential units
 - / Revise to address road widening and exterior design limitations
 - / Revise to address staff delegation of authority for all site plan applications
- / F6 Phasing of Development
 - / Review provision requiring provision of parkland prior to when 25% of lots have been developed
- / F10 Public Participation and Consultation
 - / Consider revising to reflect public input limitations in Site Plan Control

Proposed Zoning By-law Amendments

/ 3.0 Definitions

- / Remove “secondary residential unit” and introduce “additional dwelling unit”
- / Revise definition of dwelling unit
- / Revise or remove definition of “dwelling, triplex” and make associated changes throughout

/ 4.12 Special Setbacks

- / Add section after Section 4.12.2 (Setbacks from Other Roads) to include minimum setbacks to private streets

/ 5.3 Residential Parking Requirements

- / Revise minimum parking space requirements to permit 1 parking space per dwelling unit
- / Revise “secondary residential unit” term and remove “triplex” term

/ 6.2 Description of Zones

- / Revise R1 and R3 descriptions to include additional dwelling units

/ 6.3.1 Secondary Residential Units

- / Revise to permit up to 3 additional dwelling units
- / Revise to remove floor area restrictions

/ 6.4.3 Driveways

- / Revise to reflect additional dwelling units

/ 6.4.9 Dwelling Units

- / Remove restriction that only permits one dwelling unit per lot

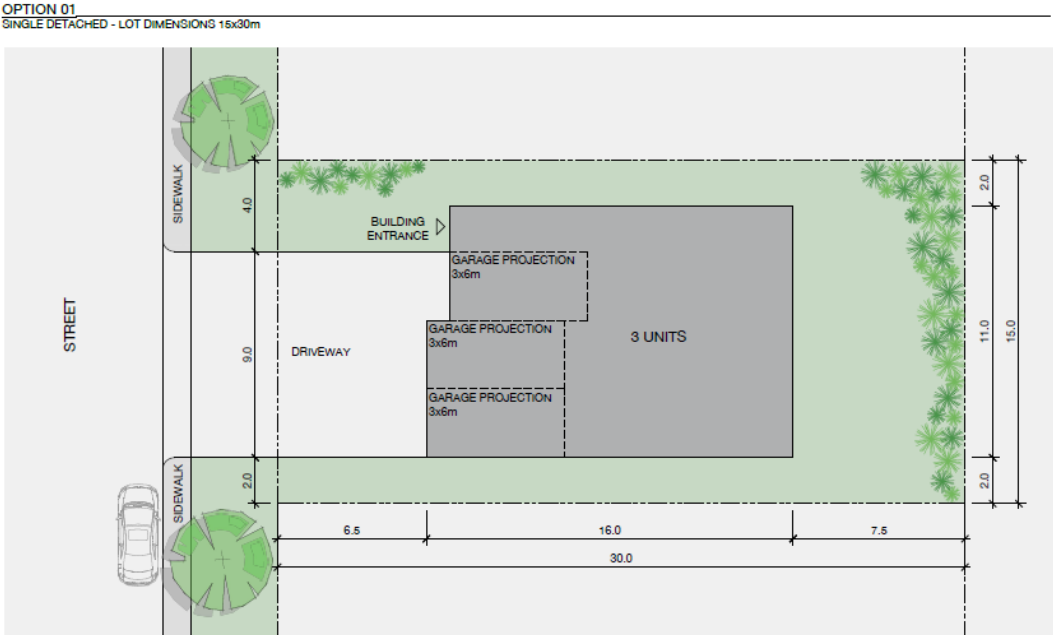
/ 6.4.10 Encroachments into Required Yards

- / Revise to address removal of secondary residential units

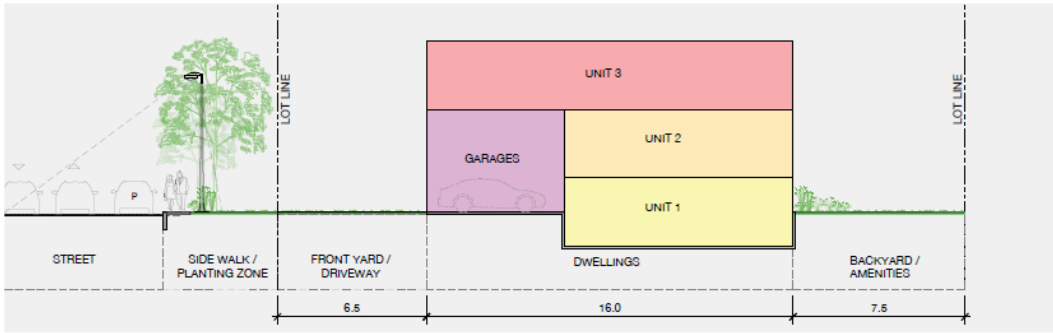
Proposed Zoning By-law Amendments

- / 6.5 R1 (Residential One)
 - / Revise permitted uses and standards to permit additional dwelling units, and remove secondary residential unit
- / 6.6 R2 (Residential Two)
 - / Revise permitted uses and standards to permit additional dwelling units, and remove secondary residential unit
- / 6.7 R3 (Residential Three)
 - / Revise permitted uses and standards to permit additional dwelling units, and remove secondary residential unit
- / 6.8 R4 (Residential Four)
 - / Revise permitted uses and standards to permit additional dwelling units, and remove secondary residential unit
- / 7.8 Permitted Uses
 - / Add additional dwelling units

Example of accessory dwellings for a single detached lot.



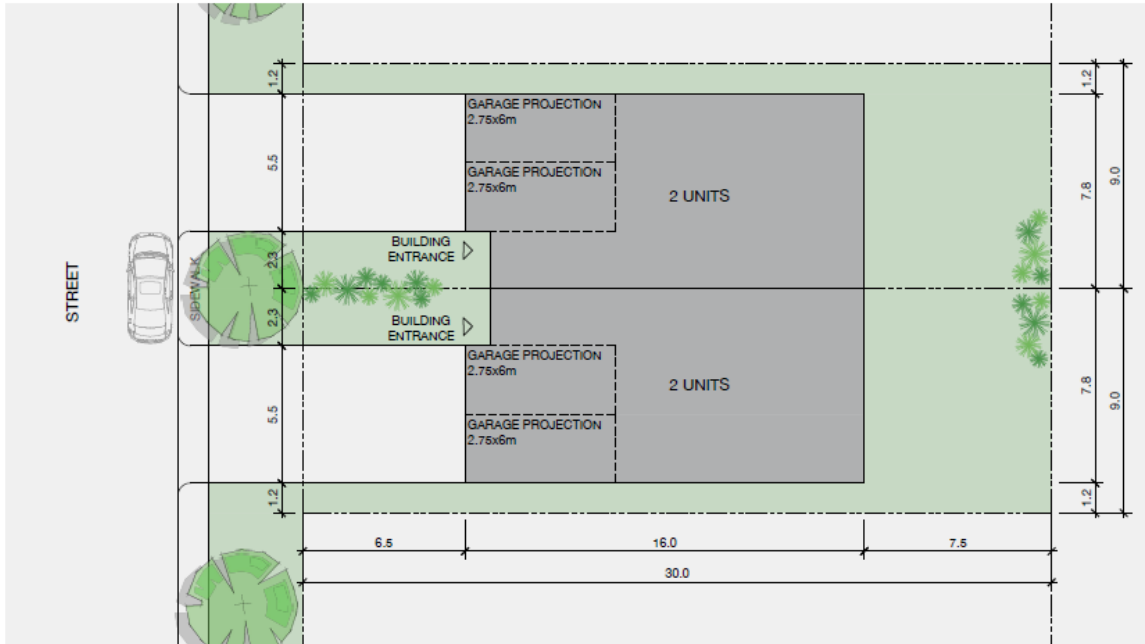
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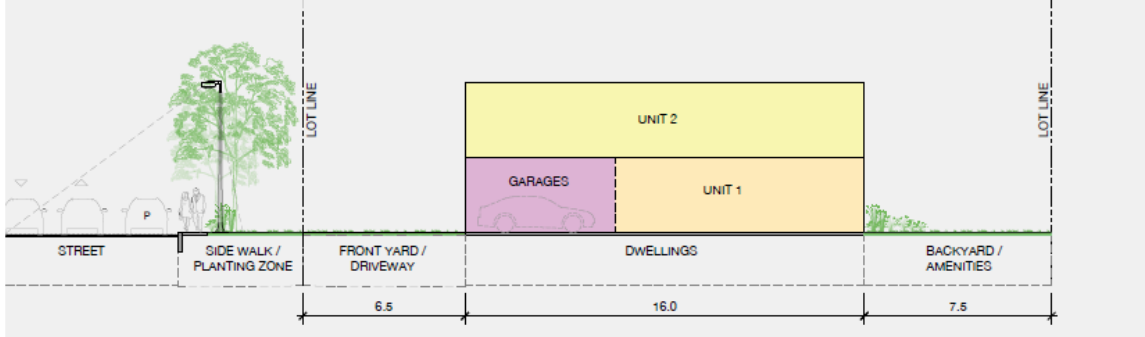
SECTION

Example of accessory dwellings for a semi-detached detached lot.

OPTION 02
SEMI-DETACHED - LOT DIMENSIONS 9x30m



PLAN



SECTION

Next Steps

- / Continue to review implications of Bill 23 and standards for private roads with Arnprior Town Staff.
- / Finalize the Amendments and present final report and By-law to Council.
- / Council makes a decision on the Official Plan Amendments and Zoning By-law Amendments
- / Official Plan Amendment decision, if adopted, provided to County of Renfrew for review and approval

Questions & Comments



Town of Arnprior Staff Report

Subject: Zoning By-law Amendment 1/25

Report Number: 25-02-10-02

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

Department: Community Services

Meeting Date: February 10, 2025

Recommendations:

That Council receives an application for an amendment to Zoning By-law 6875-18 for land legally described as Plan 231 Lots 247 to 262; Part of Lots 246 & 263, and part of Lot 3; Concession C, shown as Part 1 49R-8580, Arnprior Ontario, to:

- permit a parking area in the front yard along Fourth Avenue;
- permit an increase in the maximum height within 75 m of Fourth Avenue from 14 m (4-storey) to 14.3 m (4- storey);
- permit an increase in the maximum height permitted without a wind study from 14 m (4-storeys) to 14.3 m (4-storeys);
- permit an accessory building or structure closer to the front lot line than the main building; and
- permit an increase in the maximum number of accessory buildings and structures in a residential zone from 3 to 7 to allow for covered parking with solar panels and covered bicycle parking

in order to allow development of a 4-storey 203-unit apartment building with accessory buildings.

Further That pursuant to Section 34(12) of the Planning Act, Council holds a public meeting on March 10th, 2025, regarding the proposed amendment, to allow for public review and comment.

Background:

Owner: McNabb Property Limited Partnership c/o Craig Whitten

Legal Description: legally described as Plan 231 Lots 247 to 262; Part of Lots 246 & 263, and part of Lot 3; Concession C, shown as Part 1 49R-8580, Arnprior Ontario

Area of Land: 2.46 ha

Existing Structures: vacant

Official Plan: Low/Medium Density Residential Area

Zoning: Residential 4 Exception 36 with holding symbol 13 (R4*36(H13))

An application for Zoning By-law amendment was received to:

- permit a parking area in the front yard along Fourth Avenue;
- permit an increase in the maximum height within 75 m of Fourth Avenue from 14 m (4-storey) to 14.3 m (4- storey);
- permit an increase in the maximum height permitted without a wind study from 14 m (4-storeys) to 14.3 m (4-storeys);
- permit an accessory building or structure closer to the front lot line than the main building; and
- permit an increase in the maximum number of accessory buildings and structures in a residential zone from 3 to 7 to allow for covered parking with solar panels and covered bicycle parking.

The proposed development is subject to a concurrent application for site plan control approval. The proposed development is a 14.3 m, 4-storey 203-unit apartment building with accessory buildings. See the proposed Site Plan in Document 2, attached.

Context

The subject lands are located at the intersection of Fourth Avenue and of McNab Street.



Figure 1 Streetview of the subject lands

On the other side of Fourth Avenue are existing one and two-storey single detached dwellings.



Figure 2 Streetview of the single detached dwellings on the other side of Fourth Avenue

On the other side of McNab Street are 100 and 200 McNab Street, which both have existing employment uses.



Figure 3 Streetview of 100 McNab Street



Figure 4 Streetview of 200 McNab Street

To the north of the subject property is 205 McNab Street, which has an existing employment use.



Figure 5 Streetview of 205 McNab Street

West of the subject property is 124 Fourth Avenue, which has an existing employment use.



Figure 6 Streetview of 124 Fourth Avenue

Figure 7 is an aerial photograph of the area from 2020.



Figure 7 Aerial photo from 2020 of the subject and surrounding lands

Discussion:

Provincial Planning Statement, 2024

The Provincial Policy Statement, 2024 section 2.2.1. requires planning authorities to “provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by...permitting and facilitating all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units... [and] promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities and supports the use of active transportation.”

The proposed project is infill-development of a vacant lot into a 4-storey 203-unit apartment building that will efficiently utilize existing infrastructure. The proposed redevelopment is consistent with the PPS.

There are no PPS policies which speak directly to height, location of parking, accessory buildings or wind studies.

Official Plan Policies

The subject property is designated Low/Medium Density Residential Area.

The objectives of the Low/Medium Density Residential Area designation are to:

- a) Provide for new housing opportunities to meet the Town’s projected housing needs;
- b) Provide for a range of housing types and forms to ensure accessible, affordable, adequate, and appropriate housing for all socio-economic groups;
- c) Achieve more compact forms of residential development in a manner that is compatible with the character and pattern of adjacent surrounding development;
- d) Ensure that new residential areas permit a variety of complementary and compatible land uses, including community facilities, open space areas; and,
- e) Establish a comprehensive set of design guidelines and policies for new residential development that fosters the establishment of an urban environment that is safe, functional, sustainable, and attractive.”

Permitted uses in the Low/Medium Density Residential Area designation include single-detached dwellings, semi-detached dwellings, townhouse dwellings, low-rise apartment buildings (maximum height 6 storeys), additional dwelling units, home based businesses, bed and breakfast, day nurseries and local institutional uses.

In the opinion of staff, the proposed 4-storey apartment building is consistent with the permitted uses and with the objectives of the Low/Medium Density Residential Area.

Section C2.4.2 identifies policies for integration of different housing types within the Low/Medium Density Residential Area. To ensure compatibility with existing development in areas designated Established Residential new development should generally have a physical character that is compatible with development in the existing neighborhood in terms of density, lot sizes, maximum building heights, and minimum setbacks.

The subject property is located between an Established Residential Area along Fourth Avenue and Employment Areas on the other three sides. Dwellings on the other side of Fourth Avenue from the subject lands are one and two-storey existing dwellings. The 4-storey building as proposed includes a 20.9 m setback from the front lot line along Fourth Avenue whereas the minimum required setback is 4.5 m. This additional setback will help with the transition between the one and two-storey existing dwellings and the proposed 4-storey apartment building. The proposed increase in maximum height from 14 m (4-storeys) to 14.3 m (4-storeys) within 75 m of the lot line along Fourth Avenue is not anticipated to have an impact on compatibility with the existing residential uses.

The accessory structures proposed, including the covered parking areas, have a maximum height permitted by zoning of 5.0 m. These structures will help create a transition in height between the existing development and the proposed 4-storey apartment building.

Section A2 of the Official Plan outlines guiding principles that are intended to establish the basis for making planning decisions. The guiding principles include "To encourage sustainable development practices and support resiliency and innovation in order to maximize resources and energy conservation." The proposed amendment to increase the maximum number of accessory buildings from 3 to 7 is to allow for 3 accessory buildings for bicycle parking, and 4 covered parking structures with solar panels. Indoor bicycle parking supports active transportation, while solar panels on the covered parking structures would support sustainability and resilience.

Zoning By-law Provisions

The current zoning of the land is Residential 4 Exception 36 with holding symbol 13 (R4*36(H13)).

Exception 36 states:

"Maximum Height: Within 75m of the lot line abutting Fourth Avenue: 14m (4-storey)
Remainder of lot: 20m (6-storey)

Minimum Parking: Retirement non-residential: 1/30m² of medical, health or personal service GFA

Minimum Parking Space Area Underground Parking Area: 2.6m by 5.2m

Location of Parking Area: Parking area in the exterior side yard facing McNab Street

subject to a landscaped 3 m setback from the lot line

Enclosed Amenity Area Permitted Projection: Maximum enclosed area of 163m² to be setback a minimum of 3m from edge of building

The façade facing Fourth Avenue is narrower than the depth of the building measured perpendicularly to the façade. This provision shall not apply to accessory buildings.”

Holding symbol 13 states:

“Uses Permitted with Holding Provision in Effect: All uses permitted in R4*36 to a maximum height of 14 m (4-storeys)

Conditions for removal: Council acceptance of appropriate plans and studies for development of the lands, including the submission of a wind study.

The execution of appropriate agreements with the Town.”

The following table illustrates how the proposed buildings meet the required zone provisions in R4, Exception 3, holding provision 13 and section 6.4.2 b).

Provisions	Required	Proposed
Minimum lot frontage	20.0 m	136.7 m
Minimum front yard	4.5 m	20.9 m
Minimum exterior side yard	4.5 m	25.6 m
Minimum rear yard	6.0 m	19.8 m
Minimum interior side yard	2.4 m	31 m
Maximum height	Within 75 m of the lot line abutting Fourth Avenue: 14 m (4-storey) Remainder of the lot: 20 m	14.3 m (4-storeys) – ZBLA proposed
Minimum Parking non-residential	Retirement non-residential: 1/30m ² of medical, health or personal service GFA	N/A no non-residential area is proposed
Minimum Parking Space	2.6m by 5.2m	N/A no underground

Area Underground Parking Area		parking is proposed
Parking in the Exterior Side yard	Parking area in the exterior side yard facing McNab Street subject to a landscaped 3 m setback from the lot line	Parking in the exterior side yard facing McNab St is proposed with a 3 m setback from the lot line
Parking in a front yard	A parking area shall not be permitted within a front yard	A parking area is proposed in the front yard along Fourth Avenue – ZBLA proposed
Enclosed Amenity Area Permitted Projection above the height limit	Maximum enclosed area of 163 sq. m. to be setback a minimum of 3m from edge of building	N/A no amenity area above the proposed maximum height of 14.3 m is proposed
Façade and depth	The façade facing Fourth Avenue is narrower than the depth of the building measured perpendicularly to the façade. This provision shall not apply to accessory buildings.	The facade facing Fourth Avenue is narrower than the depth of the building
Holding symbol 13	Wind study for development greater than 14 m (4-storeys)	14.3 m (4-storey) building – ZBLA proposes to increase the maximum height permitted without a wind study to 14.3 m

The following table illustrates how the proposed accessory buildings meet applicable provisions of sections 4.1 and 6.4.1

Provisions	Required	Proposed
Maximum number of accessory buildings	3	7 – ZBLA proposed
Maximum lot coverage for accessory buildings	10% of lot area	9.9 % of lot area
Maximum height	5 m	Less 5 m

Location	No closer to the front or exterior side lot line than the main building	1 accessory structure is located closer to the front lot line than the main building – ZBLA proposed
Minimum setback to interior side lot line	1.2 m	7.6 m
Minimum setback to interior rear lot line	1.2 m	16.7 m
Minimum setback between accessory buildings and structures and main buildings	1.2 m	Greater than 1.2 m

Process

February 10, 2025 – Council authorized holding the statutory public meeting March 10, 2025

March 10, 2025 – Public meeting, followed by consideration of the application by Council. A decision on the application can be deferred depending on questions or comments from the public meeting. Should Council pass the amending by-law or refuse to pass the by-law, a 20-day appeal period to the Local Planning Appeal Tribunal will apply.

The applicant has submitted an application for Site Plan Control Amendment Approval for the subject lands, with all the supportive studies and plans included. Building permits will be required for each new building.

Options:

1. Refuse the requested zoning by-law amendments in full without going to public meeting. This is not recommended by staff.

Policy Considerations:

As outlined above.

Financial Considerations:

Not applicable.

Meeting Dates:

1. Council Meeting – February 10, 2025
2. Public meeting and decision of Council – March 10, 2025 – If comments are received and additional information is requested from staff, Council can defer a decision on the application to a future Council meeting.

Consultation:

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

No comments have been received to date.

Documents:

1. Key Plan
2. Site Plan
3. Zoning Brief submitted by the applicant

Signatures

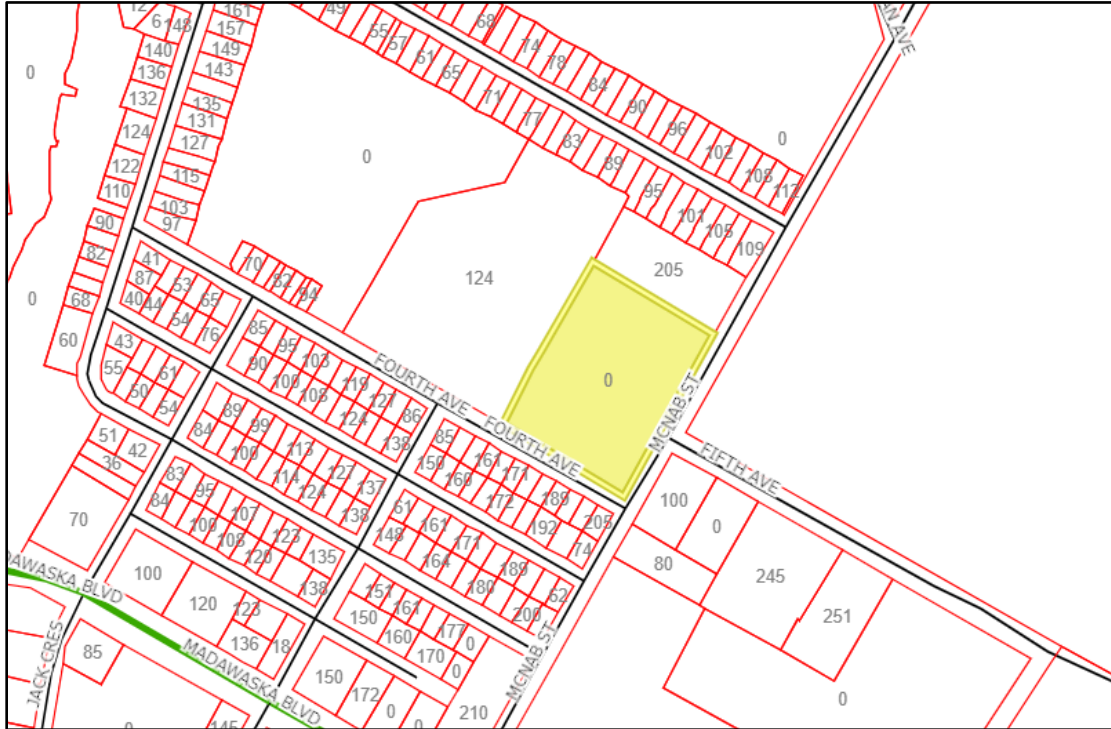
Reviewed by Department Head: Alix Jolicoeur

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

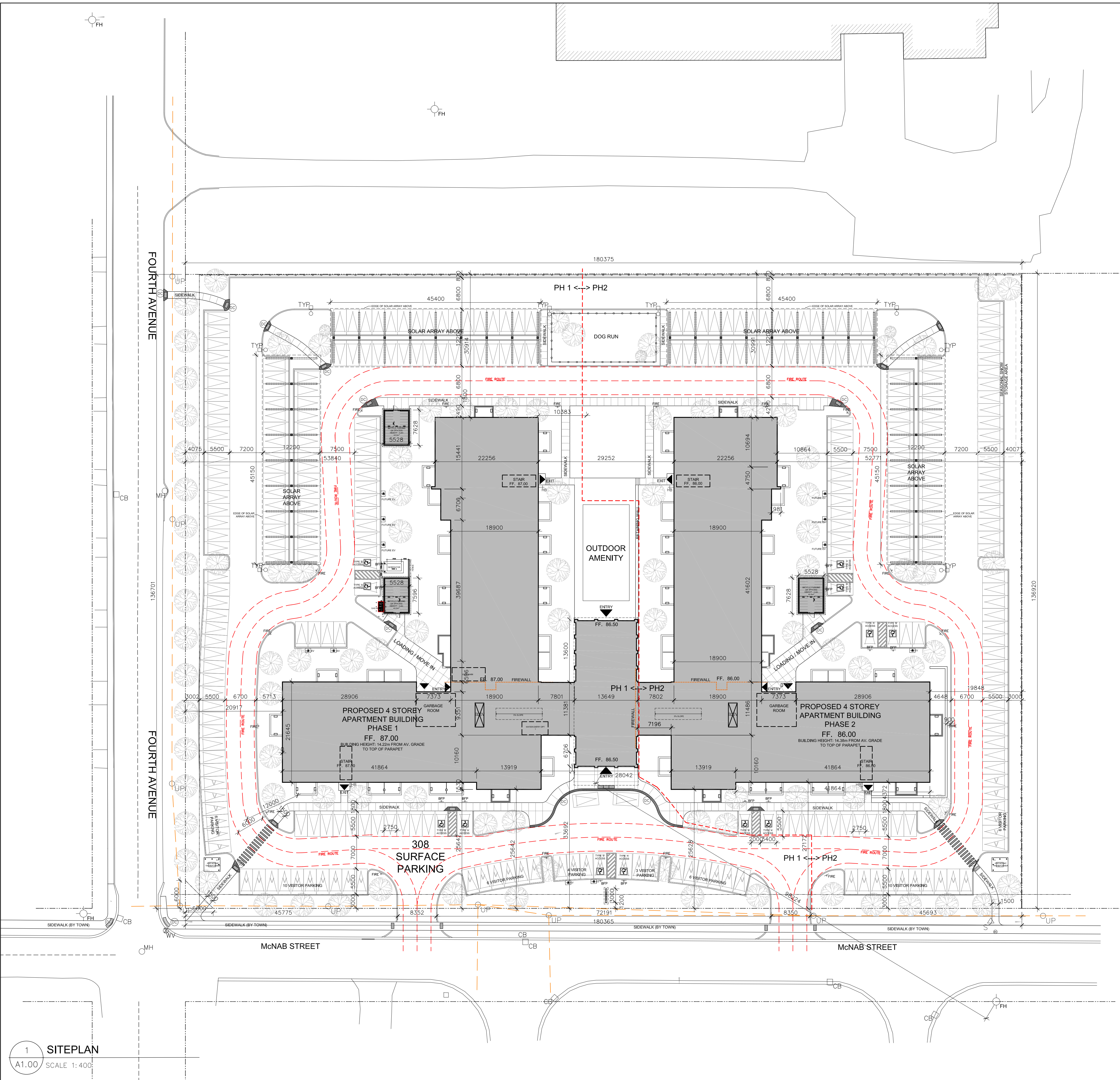
CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski

Document 1 – Key Plan



Document 2 – Site Plan



LOCATION MAP



SURVEY INFORMATION

LEGAL DESCRIPTION:
 LOTS 247 TO 262 AND PART OF LOTS 246 & 263
 PART OF FIFTH AVENUE CLOSED BY BY-LAW 1545 (INST AR12890)
 REGISTERED PLAN 231: PART OF LOT 3 CONCESSION C
 GEOGRAPHIC TOWNSHIP OF McNAB; TOWN OF ARNPRIOR
 COUNTY OF RENFREW

PREPARED BY: ANNIS, O'SULLIVAN, VOLLEBEKK LTD.
 FIELD WORK COMPLETED ON DECEMBER 12, 2020

NOTE:
 NOTE: REFER TO LANDSCAPE PLAN FOR EXTERIOR FINISHES, PLANTING & SITE FURNITURE.
 REFER TO SITE SERVICING AND GRADING PLAN FOR RELEVANT INFO.

PROJECT INFORMATION

TOWN OF ARNPRIOR
OFFICIAL PLAN: OPA 1 (LOW/MEDIUM DENSITY RESIDENTIAL AREA)
ZONING: R4*36 (H13)
ADDRESS: 151 McNAB STREET, ARNPRIOR ONTARIO
LEGAL ADDRESS: PART 1 on PLAN 49R-8580; PART OF Lot 3, CON C
SITE AREA: 24,677 M²

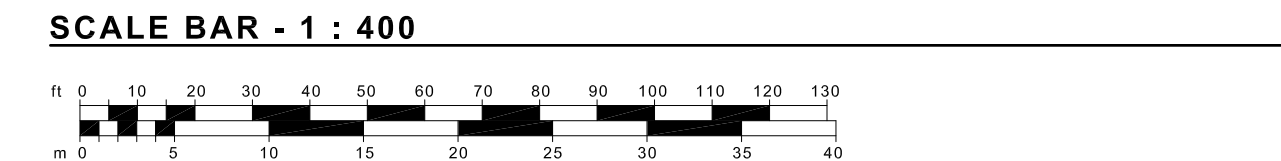
ZONING	REQUIRED	PROVIDED
PERMITTED USES:	R4: APARTMENT	4 STOREY APARTMENT
MINIMUM LOT WIDTH	20m FOR APARTMENT	136.7m
MIN FRONT YARD (4th AVENUE):	4.5m	20.0m
MIN EXTERIOR SIDE YARD (McNAB STREET):	4.5m	25.6m
MIN INTERIOR SIDE YARD	2.4m	30.5m
MIN REAR YARD	6.0m	19.5m
MIN LANDSCAPE BUFFER	3m (AT STREET)	3.0m PROVIDED
ACCESSORY STRUCTURES	MAX 10% OF LOT AREA	9.9% OF LOT AREA
PARKING REQUIRED (RES):	1.0/UNIT X 202 UNITS 202 (ACCESSIBLE)	257 (12)
PARKING REQUIRED (VIS):	0.25/UNIT X 204 UNITS 51	51
BICYCLE PARKING:	5% OF VEHICLE PRK 13	30 SPACES

BUILDING AREA:	UNIT COUNT		
4 STOREYS:	PH1	PH2	
GROUND FLOOR:	2848.9 m ²	2429.9 m ²	46
TYPICAL FLOOR (x3)	2350.9 m ²	2350.9 m ²	52 (x3 FLOORS)
PROJECT TOTAL:	9901.6 m²	9482.6 m²	202

UNIT STATISTICS	PH1	PH2	
1 BEDROOM (SMALL):	9	9	(8.9%)
1 BEDROOM:	28	28	(27.7%)
1 BEDROOM + DEN:	20	20	(19.8%)
2 BEDROOM:	17	17	(16.8%)
2 BEDROOM + DEN:	27	27	(26.7%)
	101	101	(100.0%)

DRAWING LEGEND

- PROPERTY LINE
- VISITOR PARKING
- ▾ DEPRESSED CURB
- ⊙ ENTRANCE
- FIRE HYDRANT
- UP UTILITY POLE
- S EXISTING SIGN
- TYP LIGHT STANDARD
- WV WATER VALVE
- MH MAN HOLE
- CB/CBI CATCH BASIN/CATCH BASIN INLET
- CHAIN LINK FENCE WITH GATE
- SIAMISE CONNECTION
- HB EXTERIOR HOSE BIB
- PHASING LINE
- FIRE FIRE ROUTE SIGN
- BFP BARRIER FREE PARKING SIGN



PROJECT TEAM

ARCHITECTURE
 HOBIN ARCHITECTURE
 DOUG VAN DEN HAM
 T 613.238.7200 EXT.115

CIVIL ENGINEERING
 ARCADIS PROFESSIONAL SERVICES
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 JAMES B. LENNOX & ASSOCIATES INC
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ENVIRONMENTAL ENGINEERING
 FIRM NAME
 CONTACT PERSON
 T 000.000.0000

GEOTECHNICAL ENGINEERING
 EXP SERVICES INC.
 DAVID GILBERT
 T 613.226.7381

CONSTRUCTION MANAGER
 DEMARCO CONSTRUCTION
 ROD PRICE
 T 613.829.2777

no.	date	revision
6	JAN 28, 2025	RE-ISSUED FOR SITEPLAN APPLICATION
5	DEC. 20, 2024	ISSUED FOR BUILDING PERMIT
4	NOV. 29, 2024	ISSUED FOR 50% REVIEW
3	SEP 13, 2024	ISSUED FOR SITE PLAN APPLICATION
2	AUG 12, 2024	ISSUED FOR COORDINATION
1	JUL 16, 2024	ISSUED FOR COORDINATION

It is the responsibility of the appropriate contractor to check and verify all dimensions on site and report all errors and/or omissions to the architect.

All contractors must comply with all pertinent codes and by-laws.

Do not scale drawings.

This drawing may not be used for construction until signed.

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 Canada K1S 8K7
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 F: 613-235-2005
 E: mail@hobinarc.com
 hobinarc.com

PROJECT/LOCATION:
HUNTINGTON McNAB APARTMENTS
 151 McNAB STREET, ARNPRIOR, ONTARIO

DRAWING TITLE:
SITE PLAN

DRAWN BY: DV	DATE: MAY 2024	SCALE: 1:400
PROJECT: 2132		DRAWING NO.: A1.00
REVISION NO.:		

1 SITEPLAN
 A1.00 SCALE 1:400

Document 3 – Zoning Brief submitted by the applicant

**Planning Brief in Support of an Application for
Zoning By-Law Amendment**

151 McNabb Street

Prepared by:

RorTar Land Development Consultants

For: McNab Property Limited Partnership

RORTAR
Land Development Consultants

INTRODUCTION

1. Purpose of Report

RorTar Land Development Consultants have been retained by the Owners of 151 McNab Street to prepare a planning brief in support of an application for Site Plan Control Approval. The purpose of the application is to facilitate the development of a parcel of land described as Part 1 on Plan 49R-8580; Part of Lot 3, Conc C, the Town of Arnprior.

The application seeks approval to construct two (2) four, storey, apartment buildings consisting of 203 rental apartments.

As a result of the technical circulation regarding the proposed Site Plan Approval Township staff conveyed the requirement for Zoning By-law Amendments to facilitate the approval of the site plan.

1. Zoning by-law section 6.4.2 b) states that within a front or exterior side yard, motor vehicle parking is only permitted on a driveway. A parking area shall not be permitted with a front or exterior side yard. Exception R4*36 allows parking in the exterior side yard facing McNab Street subject to a 3 m landscaped setback from the lot line, however parking is not permitted in the front, and which is the area between building and Fourth Avenue. Therefore, the owners are requesting the existing site-specific zoning by-law be amended to permit parking in the front yard along 4th Avenue as outlined in the Site Plan. Additionally, coniferous plantings have been added to the 4th Avenue frontage on proposed Landscape Plan to help screen any perceived light intrusion from vehicles parking in the front yard towards neighboring homes.
2. The maximum height of the permitted building as per R4*36 is: Within 75 m of 4th avenue: 14 m (4 storey), remainder of the lot: 20 m. The definition of height requires the maximum height be measured as follows “from the average elevation of the finished surface of the ground at the front of the building” to “the highest point of the roof surface or the parapet, whichever is the greater, of a flat roof”. The proposed new building is 4 storeys in height, which is permitted under the zoning provisions.

However, the height to the top of the flat roof is 13.80 m (this reflects the top of the roof surface at the high point of the slopes), less than the permitted 14 m height. The proposed architectural parapet, as per the by-law provisions provides for an interpreted building height of 14.219 m. Therefore, a zoning amendment is required to permit the architectural parapet. The proposed development is for a four-storey building as per the intention of the maximum height and the parapet design is intended to act as a decorative roofline feature; therefore, it is our opinion that the proposed request to increase the permitted height meets the intent of the zoning by-law provisions.

3. Section 6.4.1 c) of the Zoning By-law permits a maximum of 3 accessory structures on the property. The proposed site plan indicates 9 accessory structures to be provided for (4 covered parking areas, 4 bicycle parking buildings and 1 amenity structure). Therefore, the Owner is requesting the zoning by-law be amended in a site-specific manner to permit these structures. The purpose of the proposed covered parking structures is to provide sheltered parking for future tenants. More importantly, these proposed structures will also be designed to accommodate solar roof systems to support the new buildings. The permission of these structures will supplement the overall efficiency and sustainability of the buildings to decrease the need for traditional forms of energy being supplied to the development. The permissible total allowable maximum lot coverage for all accessory buildings (total) is 10% of the lot area. The proposed site plan indicates a total allowable lot coverage of the accessory buildings to be 9.9%. Therefore, although there are 9 proposed buildings, the overall intent of the lot coverage requirement is achieved and is less than 10% zoning by-law requirement.
4. Holding Zone Provision 12 in the zoning by-law requires that a Wind Study be submitted as a requirement for Site Plan Approval for the subject lands. The requirement indicates that a Wind Study be submitted when a building height exceeds 14m. In this instance, the intent of the by-law is achieved as

the building height, measured to the highest portion of the flat roof is less than 14 m (13.8m). However, the proposed architectural parapet has a height that exceeds the 14 m requirement. Therefore, given that the proposed height of the building meets the intent of the zoning provision Ownership is requesting that the need for a wind study be waived.

2. Site Context

Figure 1 represents the 24,677 sq.m site located on the north side of Fourth Avenue and west of McNab Street. The subject lands are currently vacant. Surrounding land uses include single family dwellings on the south side of Fourth Avenue, existing light industrial to the west, a hydro yard to the north and industrial use on the east side of McNab St.

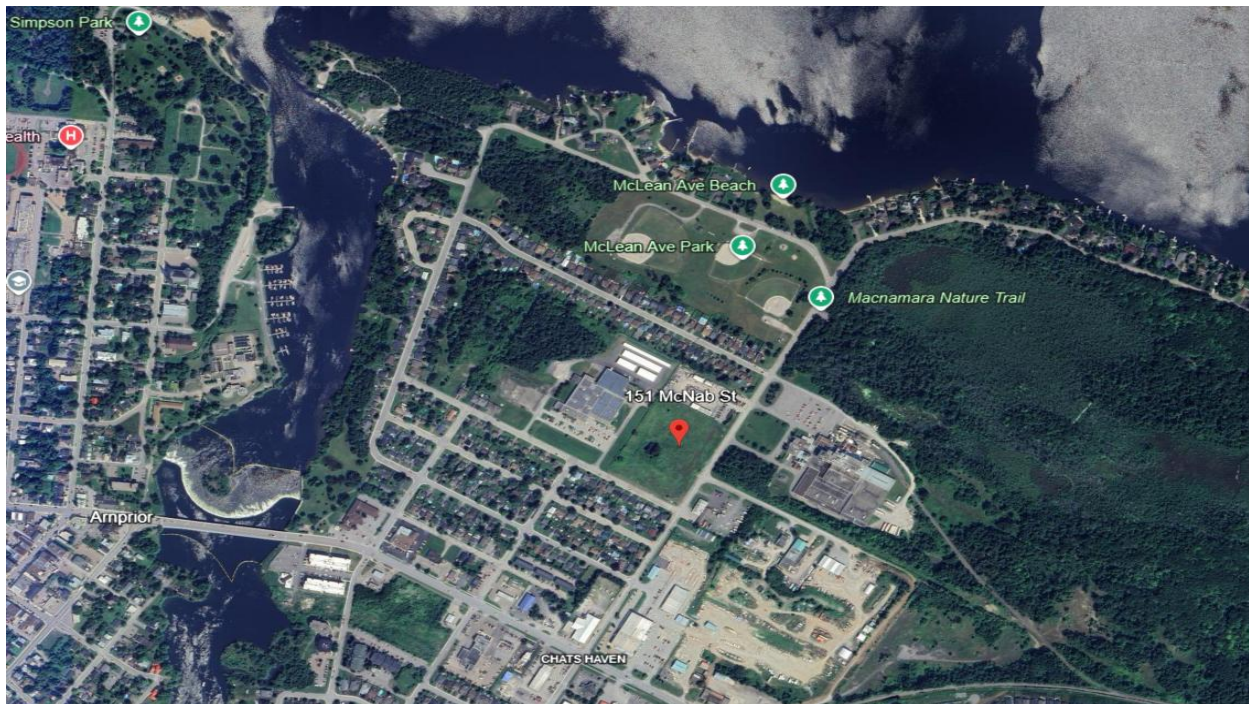


Figure 1 – Site Location

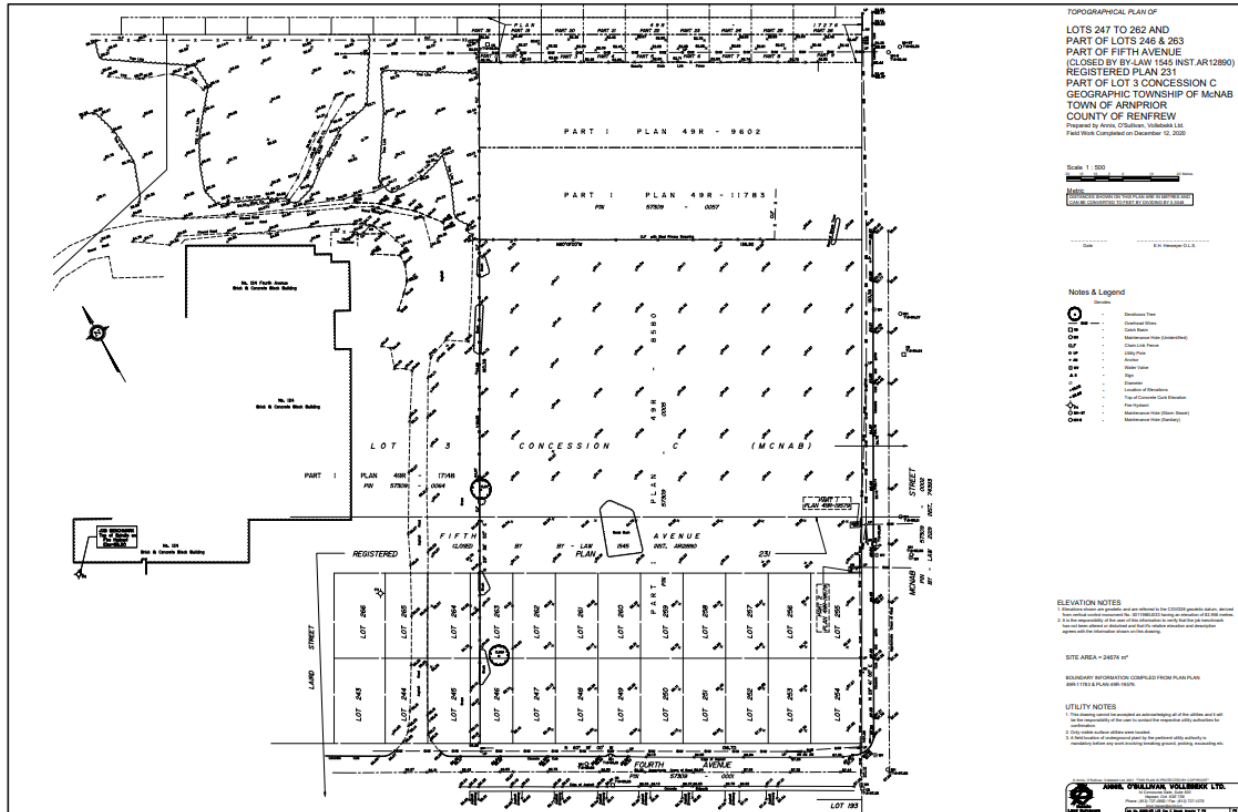


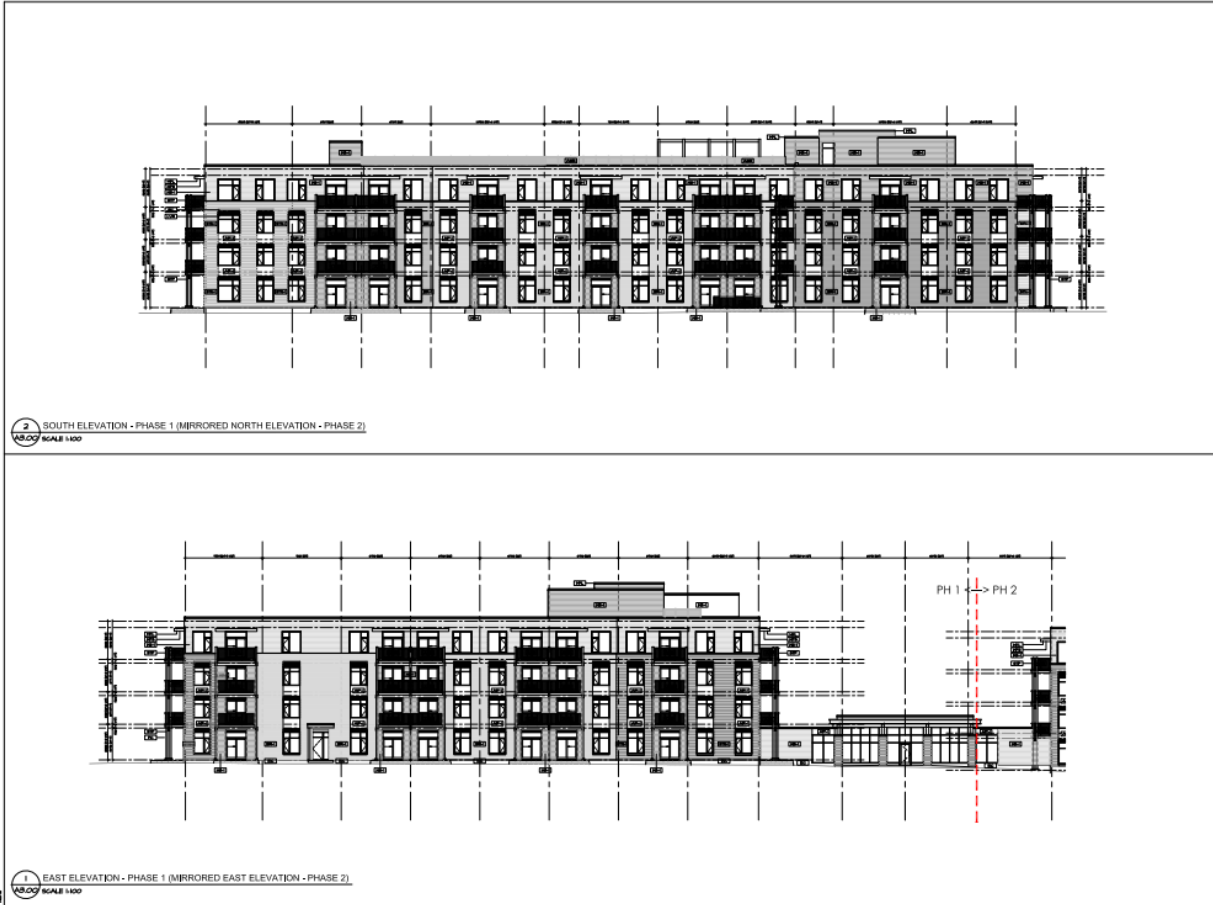
Figure 2. Plan of Survey

3. Development Proposal Overview

Figure 3 represents the site development concept plan for the proposed two (2) 4 storey apartment buildings to be located on the subject lands. The Site Plan and Elevations call for a building height of 13.39 m and a total gross floor area space of 19,567 m².

Parking for a total of 308 vehicles in conformity with zoning by-law requirement is proposed to be located around the buildings and buffered from adjoining properties and adjacent roadways with an appropriately graded and landscaped periphery.

Operational service areas, including loading and garbage enclosure facilities are provided and screened where necessary. Architectural site plans prepared by Hobin Architects and submitted with the application include detailed design data that confirms compliance with all applicable site design criteria and zoning by-law performance standards.



2 SOUTH ELEVATION - PHASE 1 (MIRRORED NORTH ELEVATION - PHASE 2)
SCALE 1/80

1 EAST ELEVATION - PHASE 1 (MIRRORED EAST ELEVATION - PHASE 2)
SCALE 1/80

Huntington
RESIDUAL

LIST OF MATERIALS

- BRK1 BRICK (SEE NOTE 1)
- BRK2 BRICK (SEE NOTE 2)
- BRK3 BRICK (SEE NOTE 3)
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DATE: 10/11

BY: [Signature]

PROJECT: HUNTINGTON MANAB APARTMENTS

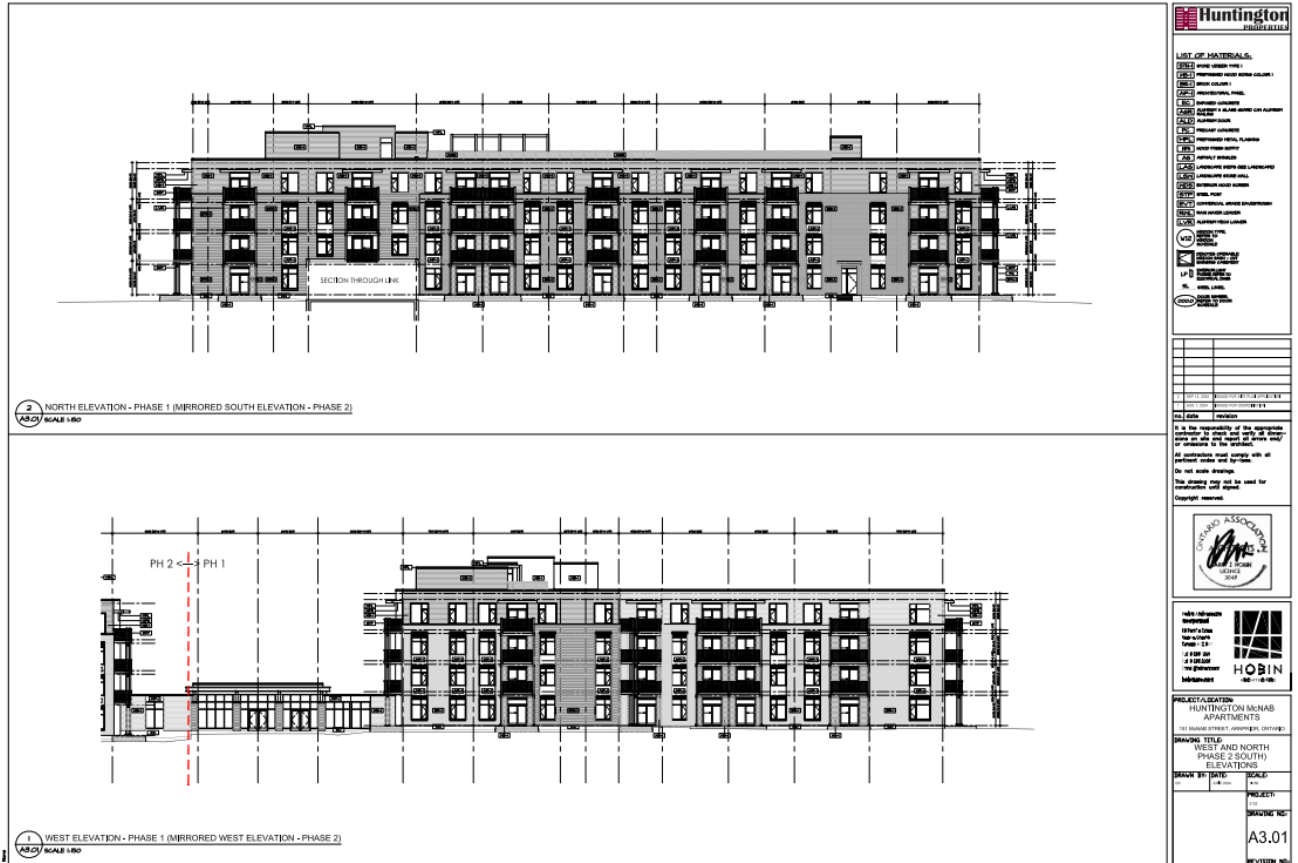
PHASE: PHASE 2 (NORTH)

SCALE: 1/80

PROJECT NO: A3.00

REVISION NO:

Figure 4. Elevations



Building Elevations

Site Servicing

The site is serviced by existing municipal water, sanitary and stormwater infrastructure located along McNab Street and Fourth Avenue with adequate supply/capacity existing. In collaboration with the Town of Arnprior, a new length of storm sewer is proposed to be installed from the northwest corner of the subject lands to Laird Street.

Municipal water will be provided to the proposed apartments by a connection to the existing 150 mm watermain on 4th Avenue and 300 mm watermain on McNab Street. There are two hydrants proposed on site, one proposed near the building entrance on McNab with another at the rear of the building. Two connections to the building water entry location are proposed with a valve in between which will provide redundancy in the event of a watermain break in the area.

Sanitary sewer flow from the subject lands ultimately flow to the Arnprior Wastewater Treatment Plan on Albert Street. There is a 600 mm sanitary sewer existing along 4th Avenue and a 200 mm forcemain along McNab Street. The sanitary sewer in 4th Avenue is directed to Bridge Street and on to Madawaska Boulevard where the system is directed across the Lake Madawaska tributary via Pump Station 3. The Town identified through the pre-consultation process that there is sanitary sewer capacity constraint in the downstream sanitary sewer on Riverview Drive. Therefore, it is proposed to extend the existing sanitary sewer along 4th Avenue to Laird Street by approximately 92 m.

Stormwater Management has been designed to have minimal impact on adjacent properties grading, drainage, access, circulation and privacy. This will be achieved by means of both Water Quality and Quantity controls. Enhanced stormwater quality controls are proposed for the subject lands by means of an Oil and Grit Separator. An in-line OGS unit that targets Total Suspended Solids (TSS) removal of 80% is proposed to be installed on the storm outlet as per the Site Servicing Plan. Water quantity control has been designed to maintain the existing peak flows for the 5 yr and 100 yr storm event. The subject site will therefore be limited to a maximum minor system release rate of 106.65 L/s during a 5-year storm and 226.96 L/s during a 100-year storm event. This will be achieved through a combination of inlet control devices (ICD's), underground storage, surface storage where possible and roof storage.

POLICY AND REGULATORY FRAMEWORK

Provincial Policy Statement

The Provincial Policy Statement (PPS) was issued under Section 3 of the Planning Act in April 2014. It provides direction on matters of provincial interest related to land use planning and development. The Planning Act requires that decisions affecting planning matters “shall be consistent with” policy statements issued under the Act.

The PPS emphasizes the intensification of built-up areas to promote the efficient use of land and existing infrastructure and public service facilities to avoid the need for unjustified and uneconomical expansion. To achieve this goal, planning authorities must identify and promote opportunities for intensification and

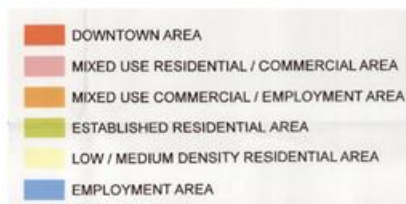
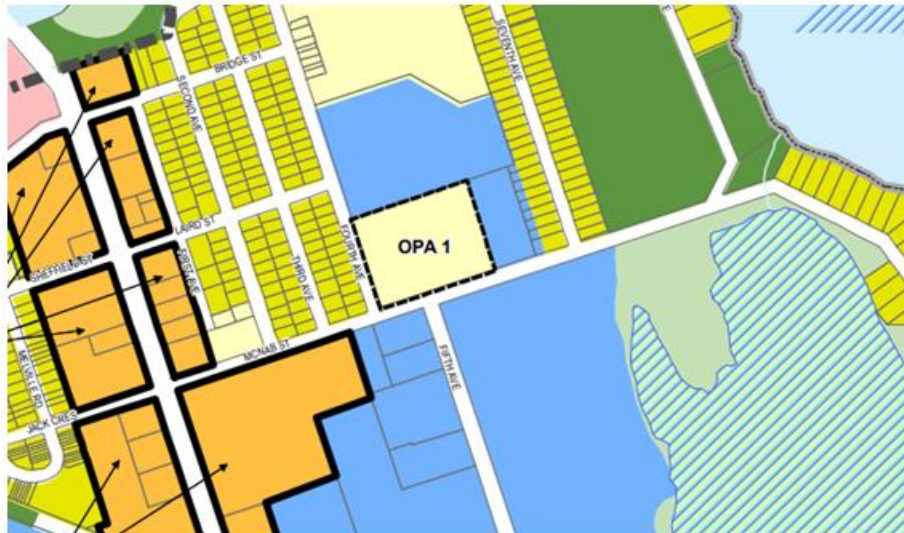
redevelopment [Policy 1.1.3.3]. In addition, the proposed development meets the following Provincial Policy interests:

- Promotes efficient development and land use patterns which sustain the financial well-being of the province and municipalities over the long term [1.1.1(a)];
- Accommodates an appropriate range and mix of residential, employment, recreational and open space uses to meet long-term need [1.1.1(b)];
- Promotes cost-effective development standards to minimize land consumption and servicing costs [1.1.1(e)];
- Improves accessibility for persons with disabilities and older persons by identifying, preventing and removing land use barriers which restrict their full participation in society [1.1.1(f)];
- Proposes a land use pattern within a settlement area that has densities and a mix of uses which efficiently use land and resources and that is appropriate for, and efficiently uses, the infrastructure and public service facilities which are planned or available [1.1.3.2(a)]; and,
- Identifies and promotes opportunity for intensification and redevelopment [1.1.3.3].

The proposed development is consistent with the policies of the Provincial Policy Statement. It proposes an efficient, cost-effective pattern of development, capitalizes on an intensification opportunity within the Town, and anticipates future needs of the community in which it is located. This site possesses significant development potential in an area where infrastructure and public service facilities are available and have capacity.

Land Use – Official Plan

Official Plan Excerpt from Schedule A:



The subject lands are designated as OPA-1 (Low/Medium Density Residential Area). This land use designation identifies sets out the Municipal Land Use Policy objective to provide for new housing opportunities to:

- a) Provide for new housing opportunities to meet the Town's projected housing needs.
- b) Provide for a range of housing types and forms to ensure accessible, affordable, adequate, and appropriate housing for all socio-economic groups.
- c) Achieve more compact forms of residential development in a manner that is compatible with the character and pattern of adjacent surrounding development;
- d) Ensure that new residential areas permit a variety of complementary and compatible land uses, including community facilities, open space areas; and,

e) Establish a comprehensive set of design guidelines and policies for new residential development that fosters the establishment of an urban environment that is safe, functional, sustainable, and attractive.

The proposed development is consistent with the policies set out in the Low/Medium Density residential Area designation. The new buildings will help provide new housing opportunities in the form of 203 purpose built rental units. Approximately 40% of the units are intended to be accessible thereby providing an inclusive housing opportunity for all socio-economic groups. The proposal will facilitate the development of an existing underutilized property to better define the street and introduce potential pedestrian oriented residential use and will include an enhanced street façade. The proposed 4 storey development is consistent with the building height limit of four to six storeys outline in the designation. The proposed animated building frontage will complement the existing streetscape and encourage a more active realm. Furthermore, the use of buildings and landscaping to clearly define public spaces, while contributing to a continuous building frontage to help frame the street edge and support a more pedestrian friendly environment will be achieved. The proposed development will infill a void which will result in a properly defined street edge with exemplary building design elements. Therefore, the intent of the Official Plan is achieved however, for the site plan to move forward the zoning by-law amendment to permit parking in the front yard along McNab is required as well as an increase in permitted building height to permit the architectural parapet.

Zoning By-law Requirements/Conformity

The Town of Arnprior comprehensive Zoning By-law 6875-18 zones the subject parcel Residential Fourth Density – R4*36 (H13). The Residential Four Zone (R4) is intended to implement the Low/Medium Density residential Area designation and permits apartment dwellings and multiple dwellings (up to three storeys) and street townhouse dwellings.



Figure 5. Zoning By-law Schedule

The following Tables confirm compliance of the plan with all requirements of the R4 zoning:

ZONING	REQUIRED	PROVIDED
PERMITTED USES:	R4: APARTMENT	4 STOREY APARTMENT
MINIMUM LOT WIDTH	20m FOR APARTMENT	136.7m
MIN FRONT YARD (4th AVENUE):	4.5m	20.0m
MIN EXTERIOR SIDE YARD (MCNAB STREET):	4.5m	25.6m
MIN INTERIOR SIDE YARD	2.4m	30.5m
MIN REAR YARD	6.0m	19.5m
MIN LANDSCAPE BUFFER	3m (AT STREET)	3.0m PROVIDED
PARKING REQUIRED (RES):	1.0/UNIT X 204 UNITS 204 (ACCESSIBLE)	257 (12)
PARKING REQUIRED (VIS):	0.25/UNIT X 204 UNITS 51	51
BICYCLE PARKING:	5% OF VEHICLE PRK 13	30 SPACES

The R4*36 (H14) also contains both a zoning exception (*36) and Holding Zone provision (H14).

Exception *36 is outlined in the Zoning By-law which permits a Retirement Home as an additional permitted use on the subject property. Furthermore, the site-specific zoning provisions of the *36 also provide for special rules and/or provisions that are applicable. For the subject lands these include:

- Maximum Height within 75 m of the lot line abutting Fourth Avenue: 14m (4 storey). Remainder of lot 20 m (6 storey).
- Minimum Parking for a Retirement Home, non-residential: 1/30 m² of medical, health or personal service GFA
- Minimum Parking Space Area Underground Parking Area: 2.6m x 5.2 m
- Location of Parking Area – Parking area in the exterior side yard facing McNab Street subject to a landscaped 3 m setback from the lot line.
- Enclosed Amenity Area Permitted Projection: maximum enclosed area of 163 m² to be setback a minimum of 3m from edge of building. The façade facing Fourth Avenue is narrower than the depth of the building measured perpendicularly to the façade. This provision shall not apply to accessory buildings.

Holding Zone Provision (H14) applies to the subject lands. No person shall use or permit the use of the land to which the letter “H” applies for any use other than the use which legally existed on the date the By-law applying the holding zone provision came into effect until the holding symbol is removed by Council.

The conditions of removal of the Holding Zone provision for the subject lands are outlined in section 12.0 of the Zoning By-law and include:

- A development application, being submitted and approved by the appropriate authority and that the applicable agreement is entered into and registered on title.
- That servicing studies and plans for sanitary sewer, storm sewer and water services must be submitted and approved.
- A traffic impact/analysis study indicating a phased/overall impact of development on the road system be submitted and approved.

- That a site grading and drainage plan, storm drainage report and tree preservation plan be submitted and approved.

With respect to the provisions of both the R4 and Exception *36 provisions the proposed Site Plan is in conformity with all performance standards of the zoning designation except for the proposed parking in the front yard and building height relating to the architectural parapet. Regarding the Holding Zone provision (H14) a development application is submitted (Site Plan Control Approval), servicing plans and reports provided, and a traffic impact/analysis study included in the application materials.

Summary Opinion

It is our opinion that the proposed Zoning By-law Amendment in support of the site plan control application to permit the proposed apartment development represents good planning and is appropriate for the subject property for the following reasons:

The proposal is consistent with the Provincial Policy Statement with respect to infill development within a settlement area. Specifically, the proposed development is in an established area where services and infrastructure are readily available.

The proposed development conforms to the Official Plan, including the provisions of the Low/Medium Residential Density designation with respect to policies provided to guide land use. The proposal provides for compatibility and enhancement that will contribute to the existing neighborhood and provide for an inclusive range of housing choices.

The proposed development meets the intent of the Zoning By-law and can achieve all performance standards of the R4 *36 (H14) provisions apart from the permitted parking in the front yard requirement and building height due to the architectural parapet.

Rod Price

RorTar Land Development Consultants



Town of Arnprior Staff Report

Subject: Arnprior Municipal Marina – Transient Docking

Report Number: 25-02-10-03

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

Department: Recreation

Meeting Date: 10 February 2025

Recommendations:

That Council direct staff to eliminate user fees for daily transient docking and provide four slips on Pier 6 for this purpose.

Background:

2021 marked the first year that the marina operated at full capacity and staff ran a pilot project converting Pier 6 into a public access dock, providing free docking for up to 8 boats for a four-hour maximum.

With disappointed residents unable to secure a slip at the Arnprior Municipal Marina, staff brought a report to Council November 8, 2021 regarding marina operations to review user fees (resident vs non-resident fees) and allocation of space for residents. At that time the breakdown of marina slip usage was 49% Arnprior residents, 21% McNab/Braeside residents and 30% other. Council Resolution 345-21 implemented a 60% minimum of resident slip users and established a non-resident rate for marina users. The Arnprior Municipal Marina has continued to operate at full capacity since the 2021 season.

On February 12, 2024, staff brought a report to Council to return Pier 6 to regular marina operations that was approved (Council resolution 047-24) with Council also directing staff to proceed with having four (4) seasonal slips for rent and four (4) transient marina slips available on Pier 6 during operating hours of the marina (049-24). This report was brought forward because of the limited use of the free daily slips and the growing number of boat owners on the marina waitlist. While this change allowed for some people on the waitlist to book seasonal slips, the waitlist continued to grow, at its highest reaching 48 individuals on the waitlist.

2024 did see increased interest and use of the daily docks. The unexpected closure of the pier at Norway Bay for the 2024 boat season is another contributing factor the increased interest in boaters coming to Arnprior with few other options on this section of the Ottawa River for boaters to find restaurants, shopping and entertainment.

The approach to the use of Pier 6 in 2024 prompted some negative feedback from business owners who felt customers were no longer able to easily come off of the water to visit the downtown as they had to pay to dock and, in most cases, plan ahead to book their slip and be provided with keyed access to the Pier.

Up until the pilot project in 2021, there was a daily rate of \$15.00 which required users to check-in at the marina office to get a key which was the same approach required in 2024, though renters could book their slip in advance. The complaint expressed by daily dockers, as well as downtown business owners, this past season was that they felt it expensive to pay \$21.00 – as most were non-residents –to dock for only 2-3 hours to go out for dinner or shop downtown Arnprior. Business owners also felt that there was not sufficient docking available for boaters to come off the river.

Daily transient rentals during the 2024 season were as follows:

Month	Number of Rentals	Single Day Rentals	Multi-Day Rentals
May	0	0	0
June	1	1	0
July	12	10	2
August	12	10	2
September	4	3	1
October	0	0	0

Staff have explored further options of adding transient docking in other locations along the Madawaska, however locations closer to the weir (near Hydro Park at the Quality Inn and behind the Water Treatment Plant) are not recommended for safety reasons. Staff also consulted with staff at Ontario Power Generation who shared the safety concerns. Staff also explored quotes on additional docking which would range in cost from \$25,000 - \$45,000. This would be cost prohibitive to explore this option at this time.

The current waitlist for the marina sits at 37 people requesting slips for the 2025 season (5 residents and 32 non-residents).

Discussion:

At the February 3 Special Meeting of Council for the 2025 Budget, staff was asked to return with a report to review options for free daily docking at the Municipal Marina.

The current use of Pier 6 includes two slips for the Town's Dragon Boat, 2 slips for seasonal renters and 4 slips for daily transient renters. The Town moved its Dragon Boat to Pier 6 in 2024 and moved two of the seasonal slips from Pier 6 over to Pier 5 where there was once monthly slips.

In 2024, the marina generated \$798.00 from the daily transient slips (most paid the \$21.00 per day non-resident rate). Based on the proposed harmonized rate for daily transient docking proposed in the 2025 User Fees and Charges (\$18.00/day), this same volume of use in 2025 would represent a revenue of \$684.00.

Eliminating the daily transient rate to provide boaters the opportunity to dock for free could be supported by operational adjustments to ensure the marina operates at breakeven. It is important to note that, with this approach, users would still need to schedule their free rental of the docks to ensure that can be provided with keyed access to Pier 6.

The only way to eliminate keyed access to Pier 6 is to eliminate the seasonal rentals on that Pier as well as relocate the Town’s Dragon Boat to another pier to ensure security of these vessels. Doing so would eliminate up to 4 season slips which would eliminate at least \$2,600.00 in rental revenue from seasonal slip users. This approach coupled with free daily docking would result in almost \$3,300.00 less in revenue. This would be a much greater gap to manage with operational cutbacks and would most likely see the marina operate at a loss.

Options:

Council may choose:

- (1) Option 1 - Status Quo – for Pier 6 to remain with 4 rental slips and 4 transient slips for daily docking with daily fees and keyed access. Financial impact: No impact, cost center remains as budgeted (breakeven).
- (2) Option 2 – for Pier 6 to remain with 4 rental slips and 4 transient slips for daily docking and keyed access however to eliminate daily docking fees for the 4 transient slips. Financial impact: Estimated loss of \$684 in revenues from transient rentals. Based on feedback received, this is the recommended option.
- (3) Option 3 – for all 8 slips on Pier 6 to move to transient slips for daily docking, eliminate daily docking fees and remove keyed access. Financial impact: Loss of \$2,600 from removing 4 rental slips, loss of \$684 from transient rental revenues.
- (4) Option 4 – for all 8 slips on Pier 6 to move to transient slips for daily docking, maintain daily fees and keyed access. Financial impact: Loss of \$2,600 from removing 4 rental slips.

Council may choose an alternative option.

Staff do not recommend options that remove rental slips as they do not support the increased need for access to municipal marina services and will result in a higher volume wait list.

Policy Considerations:

Encouraging maximum use of the marina facility aligns with the Town’s strategic plan priority area for Community Well-being and Financial Sustainability by providing amenities that encourage healthy lifestyles and helps with cost recovery of operational expenses.

Financial Considerations:

Marina Financials – Past 10 Years

Year	Revenues	Expenses	Surplus / (Deficit)
2024	\$82,424	\$92,168	(\$9,744)
2023*	\$82,649	\$100,700	(\$18,051)
2022**	\$97,493	\$77,731	\$19,762
2021	\$88,071	\$76,445	\$11,626
2020^^	\$69,748	\$56,032	\$13,714
2019*	\$62,048	\$86,816	(\$24,768)

2018	\$77,073	\$110,129	(\$33,056)
2017	\$62,774	\$88,851	(\$26,078)
2016	\$69,250	\$71,902	(\$2,652)
2015	\$71,792	\$80,403	(\$8,611)

* Denotes year where flood waters caused increased operational expenses

** Denotes year where Non-Resident rates were introduced at the marina (slip rentals only)

^^ Denotes COVID-19 Year resulting in delayed opening of the marina

Consultation:

N/A

Documents:

[2021 Waterfront Master Plan](#)

2024 Recreation and Parks Master Plan (available at request at the Clerk's Office)

[2024-2027 Strategic Plan](#)

Signatures

Reviewed by Department Head: Graeme Ivory

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



Town of Arnprior Staff Report

Subject: Proclamation for Rare Disease Day (February 28th, 2025)

Report Number: 25-02-10-04

Report Author and Position Title: Kaila Zamojski, Clerk

Department: Client Services

Meeting Date: February 10th, 2025

Recommendations:

That Council proclaim February 28th, 2025 as Rare Disease Day in the Town of Arnprior.

Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	CDKL5 Canada PO Box 469 Clarksburg, ON N0H 1J0 https://www.rarediseaseday.org/contact-us/
Section 5.2.2 – Contact Person’s Name	Natalie Ladly, President
Section 5.2.3 – Name of Proclamation and Duration	Rare Disease Day February 28 th , 2025
Section 5.2.4 – Appropriate Wording for Proclamation	Yes

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

Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No (Request to light up the Museum Clock Tower in Rare Disease Day Colours – Blue, Green, Pink and Purple)
Section 5.3.1 – Does not promote any commercial business	Complies
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

Documents:

1. Proclamation Document – Rare Disease Day (February 28th, 2025)
2. Request Letter - CDKL5 Canada

Signatures

Reviewed by Department Head: Jennifer Morawiec

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



Town of Arnprior Proclamation

Rare Disease Day

February 28, 2025

Whereas Rare Disease Day was established in 2008 and is coordinated by EURORDIS and 65+ national alliance patient organization partners; and

Whereas Rare Disease Day is the globally coordinated movement on rare diseases, working towards equity in social opportunity, healthcare, and access to diagnosis and therapies for people living with a rare disease; and

Whereas Rare Disease Day has played a critical part in building an international rare disease community that is multi-disease, global, and diverse, but united in purpose; and

Whereas there are more than 6,000 known rare diseases, including over 200 rare cancer types; and

Whereas up to 5.9% of the population has a rare disease with 79% of these diseases being classified as genetic disorders; and

Whereas [Rare Disease Day](#) takes place on the 28th of February each year and is recognized globally; and

Whereas the colours of Rare Disease Day are blue, green, pink, and purple and various monuments around the world are lit up in these colours on the last day of February each year to show support for individuals living with rare diseases.

Now Therefore I, Lisa McGee, Mayor of the Town of Arnprior, do hereby proclaim February 28th, 2025 as Rare Disease Day in the Town of Arnprior and note that the Arnprior and District Museum's clock tower will be lit up with the colours of blue, green, pink and purple to show our support.

Lisa McGee, Mayor
Town of Arnprior

CDKL5 Canada

PO Box 469, Clarksburg PO, Clarksburg, ON N0H1N0

Office of the Clerks
Town of Arnprior

January 10, 2025

Request for Proclamation

Dear Council and/or City Clerk

On behalf of the CDKL5 CANADA, and the diagnosed individuals living in the Town of Arnprior, we are writing to request a proclamation for the month of June as CDKL5 Awareness Month.

CDKL5 Canada is a registered charitable corporation founded to pursue research into finding a CURE for CDKL5 disorder. www.cdkl5canada.ca

CDKL5 Deficiency Disorder is a rare genetic mutation that prevents the body from making essential proteins needed for brain development. 90% of the individuals affected with this disorder will develop seizures before 3 months of age. They will also struggle to achieve basic motor, vision, and other basic developmental milestones.

CDKL5 Canada Association exists of volunteer board members across Canada, to pursue research into finding a cure and treatments for CDKL5 disorder and to raise public awareness of the disorder, while providing support to those affected by CDKL5 in Canada. We believe in the power of collaboration and helping to unite efforts in curing this devastating disease. We are dedicated to raise vitally needed public awareness, to advocate and provide support and information to all who deal with the hardships of this disorder.

This observance gives us a means to focus attention in making it possible for CDKL5 CANADA, to continue public awareness and advocacy, provide parent/family support, fund research projects through the Hope Fund, host conferences, and maintain the Link Canada Registry. June, we encourage our communities to light up GREEN (lime green), to assist us with our mission.

In addition to CDKL5 Awareness Month, it has come to our attention that Rare Disease Day is not recognized. We hoped we could also request a proclamation for February 28, 2025 as Rare Disease Day. Rare Disease Day is acknowledged globally and raises awareness to generate change for everyone living with a rare disease. CDKL5 Deficiency Disorder is a rare disease, and we celebrate this day February 28, 2025.

If you need anything further, please don't hesitate to contact me by email: nladly@cdkl5canada.ca

Thank you for taking the time to consider recognizing and supporting CDKL5 CANADA.

Sincerely,

Natalie Ladly
President
CDKL5 Canada

[CDKL5 is a rare x-linked genetic disorder, resulting in early-onset refractory epilepsy and severe neurodevelopmental impairment.](#)



Town of Arnprior Staff Report

Subject: Proclamation for Wear Red Canada Day (February 13th, 2025)

Report Number: 25-02-10-05

Report Author and Position Title: Kaila Zamojski, Clerk

Department: Client Services

Meeting Date: February 10th, 2025

Recommendations:

That Council proclaim February 13th, 2025 as Wear Red Canada Day in the Town of Arnprior.

Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to the event	Yes
Section 5.2.1 – Name and Address of Organization	Canadian Women's Heart Health Alliance c/o University of Ottawa Heart Institute 40 Ruskin Street, Room S-112 Ottawa, Ontario K1Y 4W7
Section 5.2.2 – Contact Person's Name	Keira Savin
Section 5.2.3 – Name of Proclamation and Duration	Wear Red Canada Day February 13 th , 2025
Section 5.2.4 – Appropriate Wording for Proclamation	Yes

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

Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No (request to light the Museum tower in red on February 13 th , 2025)
Section 5.3.1 – Does not promote any commercial business	Complies
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

Documents:

1. Proclamation Document – Wear Red Canada Day – February 13th, 2025
2. Proclamation Request Letter

Signatures

Reviewed by Department Head: Jennifer Morawiec

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



ARNPRIOR

Town of Arnprior Proclamation

Wear Red Canada Day

February 13th, 2025

Whereas heart disease is the number one killer of women worldwide and the leading cause of premature death for Canadian women, a fact unknown to many women and their healthcare providers; and

Whereas globally, cardiovascular diseases affect one out of three women, yet women everywhere are under-studied, under-diagnosed, under-treated, and under-aware when it comes to their cardiovascular health; and

Whereas the Canadian Women's Heart Health Alliance is an organization of volunteer health professionals and patients working hard to improve women's heart health; and

Whereas [Wear Red Canada Day](#) is celebrated annually to raise awareness for all Canadians, but especially Canadian women, to be mindful, curious, and proactive in the management of their heart health and wellness; and

Whereas we want to see better prevention, diagnosis, care, and fewer women dying prematurely from heart disease;

Now Therefore I, Lisa McGee, Mayor, do hereby proclaim February 13, 2025 as "Wear Red Canada Day" in the Town of Arnprior and encourage all local residents to wear red to recognize heart disease and its impacts on our communities, and to commit to increase their own personal awareness of heart health.

Lisa McGee, Mayor
Town of Arnprior

Oliver Jacob

From:
Sent: January 28, 2025 4:01 PM
To: Oliver Jacob
Subject: Arnprior Clock face and proclamation

Hi Oliver,

My name is Keira and I am writing as a member of the 2025 **Wear Red Canada** campaign team for **Canadian Women's Heart Health Alliance**.

Heart disease is the leading cause of premature death of women in Canada and worldwide. To raise awareness about women's cardiovascular health, **Wear Red Canada** is celebrated annually across Canada on **February 13th** and encourages people to wear a red shirt. We are hopeful that your organization will join us in **Lighting the Town Red** by lighting up your Museum Clock Tower in RED on February 13th to support women's heart health and **make a proclamation to raise awareness for heart health within your community**. Past campaigns have included participation from almost 100 Canadian landmarks such as Niagara Falls, the CN tower, the Calgary Tower, and BC Place.

Each year, the CWHHA's national Wear Red Canada awareness campaign has the goal of decreasing heart disease in Canadian women by reminding them to be proactive in the management of their health. With the help of our team of medical professionals, our mission is to share evidence-based strategies that will enhance the lives of women.

We believe we can save lives by improving awareness with your help and we request that you share a picture of your red illuminated Museum Clock Tower to show your support on social media using the hashtags #HerHeartMatters and #WearRedCanada. Please feel free to learn more by visiting [https://urldefense.proofpoint.com/v2/url?u=http-3A__WearRedCanada.ca&d=DwlGaQ&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_CdpnVfiiMM&r=APgjjB8xD5VPdZqnZ4dL5q_ZfOxrL36wVFz84yTdPDE&m=tsM1nHVQpWFIOKWQKt1N4hwRcCkZsE5Rg6RTkiN-Bq4X9JlfAZFd19dd771hoQZm&s=9VDbgfA_JKC_1rh4C1l50TCw_Bn5WAzTZU5i65dBUMA&e=.](https://urldefense.proofpoint.com/v2/url?u=http-3A__WearRedCanada.ca&d=DwlGaQ&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_CdpnVfiiMM&r=APgjjB8xD5VPdZqnZ4dL5q_ZfOxrL36wVFz84yTdPDE&m=tsM1nHVQpWFIOKWQKt1N4hwRcCkZsE5Rg6RTkiN-Bq4X9JlfAZFd19dd771hoQZm&s=9VDbgfA_JKC_1rh4C1l50TCw_Bn5WAzTZU5i65dBUMA&e=)

We hope you'll join us in **"lighting the town red"** on the evening of February 13th 2024! If possible, please respond to let us know if you are planning to participate, and if a photo can be taken and sent to us.

Sincerely,
Keira
Wear Red Canada campaign team member

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

**The Corporation of the
Town of Arnprior**

By-law Number 7558-25

A by-law to adopt the 2025 Operating and Capital Budget Estimates.

Whereas Section 290(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, provides that a local municipality shall in each year or the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality; and

Whereas notice to adopt the budget was given in accordance with the *Municipal Act, 2001*, S.O. 2001, c. 25 and the Town's Notice By-law 6639-16 by being published on the Town's website and in alternate formats at least ten (10) days in advance of the meeting at which the budget will be considered for adoption; and

Whereas on the February 3, 2025 Special Meeting, Council directed that the 2025 budget be prepared including a 3.25% municipal tax rate increase; and

Whereas it is deemed necessary and expedient to adopt the capital and general operating budget estimates for the Town of Arnprior for the year 2025.

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

1. **That** the 2025 Operating Budget estimates attached as Schedule A forming part of this by-law be hereby adopted, approved and authorized; and
2. **That** the 2025 Capital Budget estimates, including total project costs for procurement purposes, attached as Schedule B forming part of this bylaw be hereby adopted, approved and authorized.
3. **That** this By-law shall come into force and effect on the day of its passing.

Enacted and passed this 10th day of February, 2025.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Clerk

Schedule A - 2025 Operating Budget Estimates

Description	Revenues	Expenses	2025 Budget
Taxation			
Revenue from Taxation	\$13,141,741	\$0	\$13,141,741
Payments in Lieu of Taxation	130,000	0	130,000
General Government			
Council	0	237,500	(237,500)
Clerk	59,850	433,900	(374,050)
Corporate Management	502,250	1,145,650	(643,400)
Human Resources	0	202,100	(202,100)
Information Systems	8,000	347,800	(339,800)
Protection to Persons & Property			
Fire Services	172,212	993,638	(821,426)
Police Services	16,378	1,863,238	(1,846,860)
Animal Services & By-Law Enforcement	35,000	106,200	(71,200)
Crossing Guards	5,300	45,600	(40,300)
Public Works			
Public Works	81,100	2,104,891	(2,023,791)
Vehicles and Equipment	590,100	270,000	320,100
Cemetery	129,500	123,800	5,700
Environmental Services			
Waterworks	3,997,239	2,675,493	1,321,746
Wastewater	2,956,830	2,128,136	828,694
Waste Management	1,165,150	1,118,200	46,950
Parks and Recreation			
Parks	11,000	472,900	(461,900)
Marina	95,400	95,400	0
Programs	229,800	458,650	(228,850)
Nick Smith Centre - Programs	837,500	915,300	(77,800)
Nick Smith Centre - Building	0	1,552,700	(1,552,700)
Buildings	0	433,450	(433,450)
Community Services			
Museum	49,780	326,650	(276,870)
Protection, Inspection & Control	338,600	338,600	0
Planning and Zoning	40,000	156,550	(116,550)
Marketing and Economic Development	6,500	230,000	(223,500)
Grants and Subsidies	2,627,978	404,813	2,223,165
To Reserves / Reserve Funds	0	8,046,049	(8,046,049)
Total Operating Budget	\$ 27,227,208	\$27,227,208	\$0

Schedule B – 2025 Capital Budget Estimates

Capital Project	Pre-Committed	2025 Project Cost	Revenue Source					Funding Description
			Financing	Grants	Development Charges	Reserves - Levy	Reserves - Water/WW	
Linear Infrastructure								
Construction: River Crossing Phase I (ICIP Green)								ICIP Grant / Development Charges / Water Reserve
Description: Replacement of the 400mm river crossing watermain.	5,400,000	4,050,000		1,449,816	786,061		1,814,123	
Construction: Daniel St Sewer Upsizing / Albert Reconstruction (HEWSF Grant Project)								HEWSF Grant / Development Charges / Wastewater / Water / CERF
Description: Daniel St (Rock Ln to Burwash St) sanitary sewer upsizing. Albert St (Burwash St to Ewen St) full reconstruction including sanitary sewer upsizing and separation.	5,400,000	100,000		73,000	5,000	11,000	11,000	
Construction: Edey St Reconstruction / MacDonald								CCBF & OCIF Grant, 50% CERF, 25% Water, 25% Wastewater
Description: MacDonald St from Edey St to Mary St & Edey St from Allan Dr to Edward St. Full reconstruction with sanitary sewer upsizing.		4,600,000		1,228,978	496,230	2,300,000	574,792	
Rolling Road Rehab								Capital Expenditure Reserve Fund
Description: Vancourtland St (Elgin to North end), resurfacing of William St (John St to Daniel St), sidewalk repairs on Daniel St. (joint County resurfacing project).		750,000				750,000		
Pedestrian Crossing - Baskin Drive								Capital Expenditure Reserve Fund / Developer Contribution
Description: Add PXO on Baskin Drive at Leo Moskos (includes sidewalk & culvert extension, streetlights)		125,000		10,000		115,000		
TOTAL Linear Infrastructure		9,625,000	0	2,761,794	1,287,291	3,176,000	2,399,915	

Capital Project	Pre Commitments	2025 Project Cost	Revenue Source					Funding Description
			Financing	Grants	Development Charges	Reserves - Levy	Reserves - Water/WW	
Facilities								
NSC Arena Slab Replacement & Mezzanine								
Description: Replacement of both arena slabs, header trench and boards. New seating, storage and mezzanine.	7,044,132	5,459,132	4,000,000			1,459,132		Capital Expenditure Reserve Fund
NSC Roof Access Ladders								
Description: Replacement of 1977 Roof Access Ladders		25,000				25,000		Capital Expenditure Reserve Fund
Town Hall - Asbestos Abatement								
Description: Asbestos abatement for Town Hall back stairwell.		45,000				45,000		Capital Expenditure Reserve Fund
PW Garage - Flat Roof #1 replacement								
Description: Flat Roof #1 (2000) replacement as 2024 repairs were not successful.		130,000				130,000		Capital Expenditure Reserve Fund
DA Gilles Building - Fire Escape								
Description: Design and implementation of fire escape, fire rated egresses and fire shutters on DA Gillies building.		300,000				300,000		Capital Expenditure Reserve Fund
WPCC - Filter Media Replacement - Odour Control								
Description: Replacement of media in odour control unit that filters air released into the WPCC and into the environment.		80,000					80,000	Wastewater Reserve Fund
WPCC Digester Cleanout Design/Engineering								
Description: Design work to temporarily remove the digesters from service, removing grit buildup and repairing building envelope.		100,000					100,000	Wastewater Reserve Fund

Capital Project	Pre Commitments	2025 Project Cost	Revenue Source				Funding Description	
			Financing	Grants	Development Charges	Reserves - Levy		Reserves - Water/WW
WPCC - Headworks Screen Safety Upgrades	Description: Safety issue discovered during BCA inspections. Modification of existing screen access point to allow Operators to not be exposed to hazard.	50,000					50,000	Wastewater Reserve Fund
TOTAL Facilities		6,189,132	4,000,000	0	0	1,959,132	230,000	
Machinery & Equipment								
Information Technology - Records Management System	Description: Move to an Microsoft intergrated records management system (SharePoint, Purview)	120,000				120,000		Capital Expenditure Reserve Fund
Information Technology - Council Chambers	Description: Improvements to the current audio/visual system for live streaming Council meetings.	35,000				35,000		Capital Expenditure Reserve Fund
Downtown Holiday Décor	Description: Lifecycle replacement of the aging holiday décor (streetlights).	43,500				43,500		Capital Expenditure Reserve Fund
PW Backhoe Replacement	Description: #30 CAT Backhoe (Incl Breaker and Plate Packer)	220,000				220,000		Capital Expenditure Reserve Fund
TOTAL Machinery & Equipment		418,500	0	0	0	418,500	0	

Capital Project	Pre Commitments	2025 Project Cost	Revenue Source					Funding Description
			Financing	Grants	Development Charges	Reserves - Levy	Reserves - Water/WW	
Vehicles								
Fire Department - Duty SUV		95,000				95,000		Capital Expenditure Reserve Fund
Description: Replace 9810 Duty SUV (2013) with crew cab truck. NFPA fit up and mobile command centre additions.								
TOTAL Vehicles		95,000	0	0	0	95,000	0	
Studies / Other								
AMP Road Surface Evaluation		15,000				15,000		Capital Expenditure Reserve Fund
Description: Completion of a road surface evaluation.								
Integrated Waste Management Plan		100,000				100,000		Waste Management Reserve
Description: To review waste management programs, identify best practices for increasing waste diversion, reducing residual waste, and reviewing options for waste disposal once landfill reaches capacity.								
TOTAL Studies / Other		115,000	0	0	0	115,000	0	
TOTAL CAPITAL		16,442,632	4,000,000	2,761,794	1,287,291	5,763,632	2,629,915	

**The Corporation of the
Town of Arnprior**

By-law Number 7559-25

Being a By-Law concerning Works in Progress (WIP) projects.

Whereas Sections 8, 9, and 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, authorize a municipality to pass by-laws necessary or desirable for municipal purposes, and in particular paragraph 3 of subsection 11(2) authorizes by-laws respecting the financial management of the municipality; and

Whereas implementation of capital projects often requires longer than a one-year period for substantive completion;

Whereas Council deems it necessary to carry forward Works in Progress (WIP) Projects from 2024 into 2025 and that the projects identified in Schedule A remain funded and active until completion.

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

- 1. That** existing approved funding for the Works in Progress (WIP) Projects as listed in Schedule A shall carry forward into 2025; and
- 2. That** upon project completion, the General Manager, Client Services/Treasurer shall return any residual capital funding to the original funding sources.

Enacted and passed this 10th day of February, 2025.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Clerk

Schedule A – 2024 Works-In-Progress

Capital Project	Department	WIP BALANCE
Information Technology - Server Upgrades	Client Services / IT	12,047
Fire Dept - Personal Protective Equipment	Fire Department	18,466
Design: Edey St	Operations / Engineering	16,982
Design: Sidewalks Madawaska	Operations / Engineering	11,350
Design: Victoria Street Reconstruction	Operations / Engineering	89,898
Design: Daniel / Albert Sewer Upsizing	Operations / Engineering	167,801
Construction: River Crossing Phase I	Operations / Engineering	1,339,985
Construction: MacDonald St Reconstruction	Operations / Engineering	1,139,661
Construction: Sidewalks - McNab Sidewalk	Operations / Engineering	320,687
Construction: CN Trail Park Rehabilitation	Operations / Recreation	59,206
Design: Water Filtration Plant Clearwell Replacement	Operations / Environmental	87,750
WPCC Scada 3 PLC Processors	Operations / Environmental	250,000
Wastewater Facilities Anchor Points	Operations / Environmental	30,000
WFP Filter Media - Filter #1 & #3	Operations / Environmental	118,509
DA Gillies Building - Fire Alarm Design	Operations - Engineering	58,925
DA Gillies - Fire Escape Design	Operations / Buildings	55,155
Design: Skate Park	Operations / Recreation	25,000
Design: Waterfront Revitalization - Robert Simpson Park	Recreation & Operations	522,452
Construction: Fairview Park	Operations / Recreation	194,790
Construction: Marshall's Bay Meadows - Phase I Park	Operations / Recreation	47,921
Nick Smith Centre - Pool Dectron / Filtration	Recreation & Operations	64,482
NSC Arena Slab Replacements	Operations / Recreation	1,609,427
Marina Feasibility Study	Recreation & Operations	41,030
Culture Plan & Implementation Guide	Community Services Branch	15,000
Age-Friendly Community Plan Update	Community Services Branch	40,000
Transportation / Pedestrian Master Plan	Operations	11,366
		6,347,891

The Corporation of the Town of Arnprior

By-law Number 7560-25

A by-law to repeal and replace By-law No. 7462-24, as amended, a by-law to impose user fees or charges for services, activities or items for purchase.

Whereas in accordance with Section 11 (1) of the Municipal Act 2001, S.O. 2001, c. 25 as amended, a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public; and

Whereas the Council of the Corporation of the Town of Arnprior has the authority to pass by-laws imposing fees or charges pursuant to Section 391 of the Municipal Act 2001, S.O. 2001, c. 25 as amended; and

Whereas these new and/or amended fees were tabled at the January 27th, 2025 Regular Meeting of Council for public review and comment; and

Whereas Council of the Corporation of the Town of Arnprior deems it expedient to amend the User Fees and Charges By-law for the municipality.

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

1. **That** Schedules A-L be repealed and replaced with new Schedules A-L, attached hereto and forming part of this by-law, setting out the user fees and charges of the Corporation of the Town of Arnprior for the activities and services enumerated therein.
2. **That** except where otherwise indicated, the fees or charges as indicated in this by-law do not include applicable taxes, which will be added to the fee or charge.
3. **That** unless otherwise stated any fees or charges set out in the by-law which are not paid when due, may be subject to late payment charges payable at the rate of 1.25% on the first day of default (15% per annum) and every 30 days thereafter on the principle amount owing.
4. **That** where all or part of a fee imposed by this by-law related to real property within the Town of Arnprior remains unpaid for more than 90 days, such fee or charge shall be added to the tax roll for the property, which is owned, in whole or in part, by the person upon whom the fee or charge is imposed and shall be collected in a like manner as municipal taxes.

5. **That** unless otherwise stated, except by legislation or regulation, all fees or charges set out in this by-law shall be non-refundable.
6. **That** payment of any fee or charge in this by-law shall be in Canadian currency.
7. **That** the Chief Administrative Officer is authorized to resolve any conflict or ambiguity regarding the interpretation or applicability of this by-law.
8. **That** a review of this by-law be undertaken annually.
9. **That** this By-law shall come into force and effect on the day of its passing.

Enacted and passed this 10th day of February 2025.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Clerk

Schedule A – Administration and Finance Fees

Description	Fees
General Administration and Finance Fees	
Photocopies (per page)	\$0.20
Commissioner of Oaths - Resident	\$10.00
Commissioner of Oaths - Non-Resident	\$35.00
Meeting Room Rental Per Hour	\$12.50
Meeting Room Rental Half Day (3.5 hours)	\$25.00
Meeting Room Rental Full Day (7 Hours)	\$50.00
Lower Level Meeting Room – Hourly Evening Rental	\$12.50
Lower Level Meeting Room – Full Evening Rental	\$25.00
Tax/Water Certificate	\$63.00
New Tax Account	\$42.00
Ownership Change	\$20.00
Dishonoured Cheques	\$25.00
Merchandise	
Town Merchandise (Mugs, Hats, Shirts, Pins, Jackets, Sweaters, Etc.)	Cost Recovery + 5%
Municipal Freedom of Information (MFOI) Requests and Routine Disclosure	
MFOI Application Fee	\$5.00
MFOI Search and Preparation Time (each 15 minutes)	\$7.50
MFOI Photocopies (per page)	\$0.20
MFOI Computer Programming Time (per ½ hour)	\$30.00
MFOI external electronic media/ device – i.e., CD, USB, etc. (per device)	\$10.00
Note: MFOI Fees estimated at over \$100 require a deposit of 50% of estimate	

Schedule A – Administration and Finance Fees

Description	Fees
Licensing Fees	
Marriage Licence - Resident	\$125.00
Marriage Licence – Non-Resident	\$150.00
Civil Ceremony – At Town Facility During Office Hours	\$175.00
Civil Ceremony – Outside Office Hours/ Off Site	\$300.00
Civil Ceremony – Officiant Attendance at Rehearsal	\$75.00
Civil Ceremony - Mileage	As per Canada Revenue Agency
Death Registrations (Burial Permit)	\$15.00
Death Registrations (Burial Permit) after hours	\$60.00
Lottery Licence (% of total prize value)	3%
Lottery Licence Amendments	\$10.00
Hawkers and Peddlers - Annual	\$500.00
Refreshment Vehicles/ Stands and Ice Cream Bicycle/Stand and Mobile Canteen	\$750.00 / year or \$62.50 / month
Old Gold and Precious Metal Dealer Annual Licence	\$200.00
Old Gold and Precious Metal Dealer Temporary Licence (1 week)	\$100.00
Pawnbroker Annual Licence (One Time Security Deposit of \$2,000 required to be held by the Municipality as per Pawnbrokers Act)	\$250.00
Clothing Donation Drop Box Annual Licence – Not For Profit/ Charity	No Charge
Special Event Licence (Municipal Property)	\$25.00 / day or part thereof, up to maximum of \$150.00
Market Vendor – Season (May 1 st to September 30 th) - Farmer	\$100.00
Market Vendor – Season (May 1 st to September 30 th) – Non-Farmer	\$150.00
Market Vendor – ½ Season (9 market minimum) - Farmer	\$50.00
Market Vendor – ½ Season (9 market minimum) – Non-Farmer	\$100.00
Market Vendor – Daily 1 to 5 Markets	\$15.00 per day

Schedule A – Administration and Finance Fees

Description	Fees
Market Rotational Community Group Booth	No Charge
Market Rotational Youth Booth	No Charge
Market Vendor Access to a Generator (single connection) – fee subject to adjustment by the Treasurer for commodity price increases (fuel) and related costs	\$12.50 per day
Outdoor Sidewalk Patio Café (Non-Liquor Licensed) – Full Season	\$100.00
Outdoor Sidewalk Patio Café (Liquor Licensed) – Full Season	\$3.00 / square foot with a mandatory minimum fee of \$500.00 and up to a maximum fee of \$1,000.00
Application and Other Fees	
Property Standards Committee – Appeal Application	\$150.00
Business Licence Appeals Committee – Appeal Application	\$150.00
Licence Amendment/ Extension	\$25.00
Commemorative Naming Plaque, Signage, and/or purchase of Minor Asset (Bench/ Tree)	Cost Recovery + 5%
Initial Backyard Chicken Licence	\$50.00
Backyard Chicken Licence Annual Renewal	\$25.00

Schedule B – Animal Control

Description	Fees
Pet Tags (Cats and Dogs)	
For January and February	No Charge
From March 1 st to March 31 st – Spayed or Neutered	\$25.00
From March 1 st to March 31 st – Not Spayed or Neutered	\$50.00
From April 1 st to December 31 st – Spayed or Neutered	\$50.00
From April 1 st to December 31 st – Not Spayed or Neutered	\$100.00
Replacement Tag	\$5.00
Pet Registration Mailing Fee	\$5.00

Schedule C – Fire Services

Description	Fees
Fire Inspection Letter or Order, Fire Reports, Investigation Reports, Compliance Letters and Real Estate Records Search (plus MFIPPA fees where applicable)	\$100.00
Indemnification Technology – Per Fire Marque Agreement - Should the insurer pay the coverage to the property owner and/or policy holder, the property owner and/or policy holder is liable to remit these funds to the municipality or its representative	Current Ministry of Transportation (MTO) rate per hour per vehicle + personnel costs + any additional costs for each call
Water Rescue Services	Current MTO rate per hour per vehicle + personnel costs + any additional costs for each call
Water Rescue Services – Annual Agreement Administration Charge for Participating Municipalities	\$1,000.00
Provision of Emergency Services to a Municipality where there is no agreement for services in place	Current MTO rate per hour per vehicle + personnel costs + any additional costs for each call) multiplied by 1.5
False Alarm Fee (when there are more than 2 false alarms caused by a controllable factor within a 12 month period of time)	\$250.00
Supply and install smoke alarm, carbon monoxide alarm, and combination smoke/ carbon monoxide alarm	Combination Alarms \$40 Plug-in CO Alarms \$20 Smoke Alarms \$20

Schedule D – Building Services

Description	Fees
Building Fees	
Minimum Permit Fee – Residential	\$100.00
Minimum Permit Fee – Commercial/ Industrial/ Institutional	\$200.00
Building Permit – Residential	\$0.95 per square foot
Building Permit – New Residential – Non Living Space	\$0.42 per square foot
Building Permit – Commercial/ Industrial/ Institutional	\$0.75 per square foot
Renovation to Residential or Commercial or Institutional or Industrial (includes finished basement area in new home)	\$0.25 per square foot
Patio Deck Permit Fee	\$100.00
Additional Inspection Fee	\$90.00
Demolition Permit – for 5000 square feet	\$100.00
Demolition Permit – for each additional 1,000 square feet	\$50.00
Conditional Permit – Regular Permit fee plus:	\$400.00
Change of Use	\$200.00
Plumbing Permit – minimum fee	\$100.00
Plumbing Permit – per fixture	\$10.00
Revision to permit (re-examination fee)	\$250.00
Transfer of permit	\$90.00
Administrative Surcharge – regular permit fee plus:	100%
Private Sewage System	\$500.00
Occupancy Permit	No Charge
Sign Permit	\$100.00
Private Swimming Pools	\$100.00

Schedule D – Building Services

Description	Fees
Wood Energy Technology Transfer (WETT) Inspections	
For solid fuel burning appliance (includes report if compliant)	\$125.00
For 2 nd solid fuel burning appliance at the same time as 1 st appliance	\$50.00
Re-inspection of non-compliant appliance per inspection (includes report if compliant)	\$50.00
WETT Compliance Letter with existing building permit for solid fuel appliance – per appliance	\$25.00

Schedule E – Planning and Economic Development

Description	Fees
Planning Services Fees	
Consent per new lot created, boundary adjustment or easement requested (not including retained parcel)	\$1,500.00
Minor Variance	\$1,500.00
Recirculation for Consent or Minor Variance	\$500.00
Deferral Fee for Consent or Minor Variance	\$300.00
Validation of Title / Certificate of Cancellation	\$500.00
If Peer Review of any study is required – Peer Review Costs (\$5,000 deposit required)	Actual Costs
Zoning Amendment	\$2,000.00
Zoning Lifting of Holding	\$1,500.00
OP Amendment	\$2,000.00
Site Plan Applications (Fees plus Legal and Engineering Costs) (\$5,000 Deposit Required)	\$2,000.00
Site Plan Agreement Amendment	\$550.00
Subdivision Agreement (Fees plus Legal and Engineering Costs) (\$10,000 Deposit Required)	\$3,000.00
Subdivision Agreement Amendment	\$1,100.00
Review of Red Line changes to Draft Plan	\$800.00
Release of Site Plan Agreement Fee	\$300.00
Development Agreement	\$1,100.00
Compliance Reports	\$125.00
Deeming by-law	\$325.00
Part Lot control (per by-law) or amendment to Part Lot Control By-law for extension	\$600.00
Lifting of 0.3 m reserve – per block	\$400.00

Schedule E – Planning and Economic Development

Description	Fees
By-law Requests (Encroachment By-law, Sign By-law Exemption, etc.)	\$325.00
Vehicle agency letters	\$100.00
Cash-in-lieu of Parking Agreement	\$325.00
Cash-in-lieu of Parking – per parking space	\$1,600.00
Condominium Approval (Fees plus Legal and Engineering Costs) (\$10,000 Deposit Required)	\$3,000.00
Condominium - Exemption	\$1,500.00
Draft Plan Approval Extension (Required Annually)	\$800.00
Purchase and Sale Process Fee for Purchase of Town-Owned Lands	\$325.00
Marketing and Economic Development Fees – Advertisements	
Business Card (Size (WxH): 3.5 inch x 2 inch)	\$100.00
¼ Page (Size (WxH): 3.75 inch x 5 inch)	\$200.00
½ Page (Size (WxH): 7.5 inch x 5 inch)	\$400.00
Full Page (Size (WxH): 7.5 inch x 10 inch)	\$600.00
Cover Half Page (Colour) (Size (WxH): 7.5 inch x 5 inch)	\$500.00
Cover Full Page (Colour) (Size (WxH): 7.5 inch x 10 inch)	\$700.00
Event sponsorship packages and alternate advertising fees will be determined by the Marketing & Economic Development Officer in consultation with the CAO to allow flexibility for other ad sizes, formats and ensure cost recovery.	
Marketing and Economic Development Fees – Nick Smith Centre Advertising	
Display Screen Ad	\$40/month, \$400/year
Nick Smith Centre Wall Ad – Annual *Requires a 3-Year Commitment	\$450.00
Nick Smith Centre Dressing Room Ad – Annual *Requires a 3-Year Commitment	\$600.00

Schedule E – Planning and Economic Development

Description	Fees
Nick Smith Centre Rink board Ad – Annual (Includes sponsorship of one public skate per year) *Requires a 3-Year Commitment	\$800.00
Nick Smith Centre Ice Surface Ad – Annual (Includes sponsorship of one public skate per year) *Requires a 3-Year Commitment – limited availability	\$900.00
Nick Smith Centre Meeting Room – Annual (Includes sponsorship of two public skate per year per room) *Requires a 5-Year Commitment – limited availability	\$900.00
Nick Smith Centre Arena Viewing Area – Annual (Includes sponsorship of three public skate per year) *Requires a 5-Year Commitment – limited availability	\$1,200.00
Note: Advertiser is responsible for providing the physical / digital signage.	
Sponsorship packages and alternate advertising fees will be determined by the Director of Recreation in consultation with the CAO to allow flexibility for other formats, opportunities and ensure cost recovery.	

Schedule F – Public Works – Waste Management

Description	Resident Fees	Non-Resident Fees
Landfill Tipping Fees		
Private Passenger Vehicle – Car, Mini-van, Small SUV	\$20.00	\$40.00
Up to ¾ Ton Pick-up, Full size van, large SUV, or Single-Axle Utility Trailer	\$40.00	\$80.00
Tandem-axle Trailer (Heavy Utility Trailer)	\$95.00	\$190.00
Single-axle Truck (Maximum 5 ton capacity)	\$300.00	\$600.00
Tandem-axle Dump Truck, or Single-axle Packer (i.e., garbage truck)	\$395.00	\$790.00
Tri-axle Dump Truck, Tandem-axle Dump Truck with pup, or Tandem-axle Packer (i.e., garbage truck)	\$690.00	\$1,380.00
Tractor-trailer	\$1,200.00	\$2,400.00
Roll-off Box (per cubic yard capacity)	\$20.00	\$40.00
Tipping Fee (per tonne)	\$100.00	\$200.00
Compacted Waste – per tonne or 2 times standard tipping fee	\$100.00	\$200.00
Tires – no rim	No Charge	No Charge
Tires – with rim	No Charge	No Charge
Freon Evacuation (items also require a disposal fee) (i.e: air conditioner, freezer, refrigerator, dehumidifier, water coolers)	\$40.00	\$80.00
Brush (i.e., shrubs, hedges, trees, large branches (over 1.5” diameter), stumps, roots, timber, and logs)	Tipping Fees Apply	Tipping Fees Apply
Leaf and Yard Waste (i.e., plants, flowers, compost, leaves grass clippings, small branches (less than 1.5” diameter), tree/shrub trimmings)	No Charge	Tipping Fees Apply
Blue Bin Recyclables (i.e., comingled, fiber and cardboard)	No Charge	Tipping Fees Apply
Christmas Trees (Expires January 31st after the Christmas Holiday)	No Charge	Tipping Fees Apply

Schedule F – Public Works – Waste Management

Description	Resident Fees	Non-Resident Fees
Bulk purchases of 500 or more bag tags for registered charities or non-profit organizations. Re-sale or bag tags is prohibited (Residents Only)	\$1.50/tag	N/A
Electronic Waste (i.e., TV's, cell phones, printers, computer monitors, speakers)	No Charge	No Charge
Scrap Metals (Source Separated Metals)	No Charge	No Charge
Mattress or Boxspring (each)	\$20.00	\$40.00
Construction, Demolition, Renovation Waste	Cost Recovery	2x Cost Recovery
Other Waste Management Fees		
Requires a 'Bag Tag'	\$3.00	N/A
Counter-Top Composter (Pilot Project) – Small / Large	\$150 / \$300	N/A
Composter Purchase – Residents Only (Note 1)	Cost Recovery	N/A
Garbage & Landfill – Annual Fee (Note 2)	\$170.00	N/A
Recycling & Collection (ICI) – Annual Fee	\$182.00	N/A
<p>Note 1: The General Manager, Client Services/Treasurer is delegated authority to adjust to fees as they pertain to Cost Recovery items listed.</p> <p>Note 2: The ratio of the annual fee that is Garbage Fee versus Landfill fee is established annually based on the current year budget and will be adjusted by the Treasurer to reflect contractual obligations*</p>		

Schedule G – Public Works – Water / Wastewater

Water Rates	As of March 1, 2025
Commodity charge (per cubic meter) based on water rates multiplied by water consumption	\$1.90
Service Charge per month – 5/8” meter	\$24.24
Service Charge per month – 3/4” meter	\$33.14
Service Charge per month – 1” meter	\$57.66
Service Charge per month – 1.5” meter	\$102.44
Service Charge per month – 2” meter	\$165.91
Service Charge per month – 3” meter	\$298.62
Service Charge per month – 4” meter	\$691.32
Service Charge per month – 6” meter	\$1,341.40
Service Charge per month – 8” meter	\$2,130.15
Wastewater Rates	As of March 1, 2025
Commodity charge (per cubic meter) based on water rates multiplied by water consumption	\$1.35
Service Charge per month – 5/8” meter	\$18.84
Service Charge per month – 3/4” meter	\$25.73
Service Charge per month – 1” meter	\$44.79
Service Charge per month – 1.5” meter	\$79.57
Service Charge per month – 2” meter	\$128.87
Service Charge per month – 3” meter	\$231.96
Service Charge per month – 4” meter	\$537.00
Service Charge per month – 6” meter	\$1041.65
Service Charge per month – 8” meter	\$1,654.64
Description	Fee
Water/ Sewer Service Installation – Residential (main to property line to 30 feet)	
Standard 5” Sanitary Service, Standard 4” Storm Service and 3/4” Water Service	Actual Cost

Schedule G – Public Works – Water / Wastewater

Oversized Residential

Installation of sanitary sewers, storm sewers and water lines to property lines	Actual Cost
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Material, labour, and machine costs for all installations	Actual Cost
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Water/ Sewer Service Installation – Commercial

Material, labour, and machine costs for all installations	Actual Costs
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Water Meter and Related Appurtenance

New Water Meters	Actual cost
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Replacement of Damaged Meters	Cost + 10%
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Meter pit (excluding meter)	Cost + 10%
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Relocation of Water Meter	Actual cost
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Water Meter Accuracy Testing Deposit (for each test)	\$45.00
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Water Disconnection Charge (For Delinquent Accounts Only)	\$75.00
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Water Connection Charge (For Delinquent Accounts Only)	\$75.00
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Bulk Water

Annual Registration Fee	\$100.00
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Bulk Water Consumption Rate (per cubic meter) - Resident Rate	\$4.05
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Bulk Water Consumption Rate (per cubic meter) - Non-Resident Rate	\$6.08
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Note: Bulk water consumption rate is charged at 2.25 times the residential/non-residential consumption rate

Schedule H – Public Works - Cemeteries

Description	2025 Rate		
	Lot	Care and Maintenance	Total

Sale of Plots – Resident Rate

1 Grave Plot	\$812.00	\$542.00	\$1,354.00
2 Grave Plot	\$1,624.00	\$1,084.00	\$2,708.00
3 Grave Plot	\$2,436.00	\$1,626.00	\$4,062.00
4 Grave Plot	\$3,248.00	\$2,168.00	\$5,416.00
Cremation Plot	\$552.00	\$368.50	\$920.50

Sale of Plots – Non-Resident Rate

1 Grave Plot	\$1,218.00	\$813.00	\$2,031.00
2 Grave Plot	\$2,436.00	\$1,626.00	\$4,062.00
3 Grave Plot	\$3,654.00	\$2,439.00	\$6,093.00
4 Grave Plot	\$4,872.00	\$3,252.00	\$8,124.00
Cremation Plot	\$828.00	\$552.75	\$1,380.75

Sale of Columbaria Niches – Resident Rate

Level A Niche	\$1,424.50	\$251.50	\$1,676.00
Level B Niche	\$1,294.51	\$229.00	\$1,523.50
Level C Niche	\$1,177.00	\$208.00	\$1,385.00
Level D Niche	\$1,070.00	\$189.00	\$1,259.00
Level E Niche	\$972.51	\$172.00	\$1,144.50

Sale of Columbaria Niches – Non-Resident Rate

Level A Niche	\$2,136.75	\$377.25	\$2,514.00
Level B Niche	\$1,941.75	\$343.50	\$2,285.25
Level C Niche	\$1,765.50	\$312.00	\$2,077.50
Level D Niche	\$1,605.00	\$283.50	\$1,888.50
Level E Niche	\$1,458.75	\$258.00	\$1,716.75

Schedule H – Public Works – Cemeteries Continued

Description	2025 Fee	
	Earth Burial	Niche
Interment - Adult (12+ Years)	\$822.75	N/A
Interment - Youth (Under 12 Years)	\$411.50	N/A
Interment - Cremated Remains	\$422.00	\$182.00
Disinterment Charges	Earth Burial	Cremated Remains
Disinterment and reburial in the same location/ removal from the cemetery	\$900.00	\$450.00
Disinterment and reburial in another location in the same cemetery	\$1,125.00	\$562.50
Disinterment and reburial in another Arnprior Municipal cemetery	\$1,350.00	\$675.00

Schedule H – Public Works – Cemeteries Continued

Description	Fee
Additional Cemetery Charges	
Plot Transfer / Administration / Late Fee	\$100.00
Vaults or Outer Shells	\$123.00
Weekend/Holidays Interments	\$300.00
Double Depth (Where Possible)	\$300.00
Niche Lettering/ per Door	\$150.00
Niche Door Delivery/Pick-Up Charge	\$50.00
Future Niche Lettering Fee (i.e., DOD Date)	\$50.00
Staking Fee for Monument and Marker Installations	\$40.00
Monument Care and Maintenance Fees	
Flat Marker (under/or 439.42 sq. cm (173 sq. in.))	No Charge
Flat Marker (over 439.42 sq. cm (173 sq. in.))	\$100.00
Upright Marker (up to 1.22 meters (4ft.) or less in height)	\$200.00
Upright Marker (over 1.22 meters (4ft.) or more in height)	\$400.00

Schedule I – Public Works – Equipment and Other Charges

Description	Fee
Road Cut Permit Fees	
Permit Fee	\$25.00
Inspection Fee	\$75.00
Sewer Camera Services Fee	\$100.00
Internal Equipment Rate	Rates as per current Ontario Provincial Standards (OPSS) internal rate schedule
External Equipment Rate	Rates as per current OPSS external rate schedule

Schedule J – Public Works – Sewage Charges

Description	Fee
Hauled Waste Fees – Annual Permit Fee	\$285.00
Hauled Waste Fees – Annual Permit Revision Fee (per revision)	\$165.00
Disposal Fees – Hauled Liquid Waste (in accordance with Section 6 of Bylaw 6227-13 as amended) – (per cubic meter)	\$3.60
Discharge Fees – Biochemical Oxygen Demand – (per kg)	\$1.66
Discharge Fees – Suspended Solids – (per kg)	\$0.88
Discharge Fees – Phenolic Compounds – (per kg)	\$1.66
Discharge Fees – Kjeldahl Nitrogen – (per kg)	\$6.60
Discharge Fees – Phosphorous – (per kg)	\$2.66
Discharge Fees – Uncontaminated water from a source other than the municipal distribution – (per cubic metre)	\$2.37
Administration Fees – Temporary Discharge Agreement Fee (Fees plus Legal and Engineering Costs - \$5,000 Deposit Required)	\$1,107.00
Administration Fees – Sanitary Sewer Agreement Fee (Fees plus Legal and Engineering Costs - \$5,000 Deposit Required)	\$788.00
Administration Fees – Sanitary Sewer Agreement Revision Fee (Fees plus Legal and Engineering Costs - \$5,000 Deposit Required)	\$118.00
Administration Fees – Compliance Program Fee (Fees plus Legal and Engineering Costs - \$5,000 Deposit Required)	\$1,107.00
Administration Fees – Compliance Program Revision Fee (Fees plus Legal and Engineering Costs - \$5,000 Deposit Required)	\$238.00

Schedule K – Recreation

Nick Smith Centre – rates come into effect April 1, 2025

Description	Resident	Non-Resident
Arena – Seasonal Contract & Casual Rental Hourly Ice Rates		
Junior A Packers – Practice	\$145.00	N/A
Junior B Packers – Game	\$225.00	N/A
Senior A Rivermen - Game	\$225.00	N/A
Winter Prime Time & All Summer Ice – Adults	\$200.00	\$300.00
Winter Prime Time & All Summer Ice – Minors & Seniors	\$145.00	\$217.50
Winter Non- Prime Time – Adults	\$160.00	\$240.00
Winter Non- Prime Time– Minors & Seniors	\$115.00	\$172.50
Ice Discounts		
Last Minute (within 72 hours of rental, n/a on Early Morning Ice)	30%	30%
Late Ice (11:00 pm to midnight)	\$85.00	\$85.00
Early Morning Ice (pre 8:30am) – Weekdays Only	\$85.00	\$85.00
Tournament Surcharge (Per Day) – Includes access to two meeting rooms and public mezzanine.	\$250.00	\$250.00
Ice Contract Deposit (Non-Refundable) for contracts great than 10 hours. 20% deposit of total value (Note: Does not apply to primary user groups)	20%	20%
Slab Rental		
Hourly Rate (No Set Up)	\$65.00	\$97.50
Daily Rate	\$650.00	\$975.00
Set-up / Tear Down - Daily Rate	Cost Recovery	Cost Recovery
Hydro Fees and Set Up - Daily Rate	Cost Recovery	Cost Recovery
Electrical Fees - Inside & Outside Panel Per Event	Cost Recovery	Cost Recovery
Public Skating		
Public Skating – Adult (16-60 Years)	\$3.00	\$4.50

Description	Resident	Non-Resident
Public Skating – Infants (0-2 Years)	No Charge	No Charge
Public Skating – Children (3-15 Years)	\$2.50	\$3.75
Public Skating – Seniors (60+ Years)	\$2.50	\$3.75
Shinny Hockey		
Adult Shinny Hockey – Hourly Rate Per Person (16 Years & Over)	\$6.00	\$9.00
Youth / Senior Shinny Hockey – Hourly Rate Per Person (15 Years & Under / 60 Years & Over)	\$5.00	\$7.50
Goaltender – (Up to 2 Goalies, Max)	FREE	FREE
Nick Smith Centre Community Hall		
Hall Rental Fee - Hourly Rate	\$43.75	\$65.50
Hall Rental Fee - Daily Rate	\$365.00	\$547.50
Hall Rental Fee with Bar Services - Daily Rate	\$470.00	\$705.00
Hall Rental Fee with Bar Services – Hourly Rate (Minimum 3 hour rental)	\$110.00	\$165.00
Set Up/Tear Down Fee - Hourly Rate (Applied to any setup that is beyond setup of tables and chairs)	\$40.00	\$40.00
Security and Damage Deposit – Daily (Fee to secure rental and is fully refunded barring damages)	\$200.00	\$200.00
Event Security (Select Licensed Events) – Per Guard, Per Hour	\$35.00 - \$50.00	
Table Rentals (per table, per day)	\$10.00	\$15.00
Chair Rentals (per chair, per day)	\$2.00	\$3.00
Nick Smith Centre - Recreation Programs (Various)		
NSC Program & Lending Hub fees are variable and set by Director of Recreation in consultation with the GMCS / Treasurer based on forecasted revenues / expenses & the annual Council approved operating budget.	Various Fees	Resident Fees x 1.5

Swimming Pool Rental – Per Hour		
Pool Rental - Basic Hourly Fee (includes 2 lifeguards)	\$150.00	\$225.00
Staff Fee – Per Guard (1:30 Ratio; Minimum 2 guards @ all times)	\$32.00	\$32.00
Swim Club & School Rentals	\$75.00	N/A

Description	Resident	Non-Resident
Lock Rentals Per Hour		
Lock Rental (Single Day Only)	\$1.00 (\$5.00 rental fee; \$4.00 rebate upon lock return)	\$1.00 (\$5.00 rental fee; \$4.00 rebate upon lock return)
Swim Club Locker Rental (Members Only) - Yearly	\$25.00 (season)	\$25.00 (season)
Swimming Lessons		
Group Lessons – 30 Minutes – Per Lesson	\$10.00	\$15.00
Group Lessons – 45 Minutes – Per Lesson	\$11.00	\$16.50
Group Lessons – 60 Minutes – Per Lesson	\$12.50	\$18.75
Semi-Private Lessons – 30 Minutes – Per Lesson	\$16.25	\$24.50
Private Lessons – 30 Minutes – Per Lesson	\$24.50	\$36.75
Aquafit – Registered Per Class	\$9.00	\$13.50
Aquafit – Drop In Cost Per Class	\$15.00	\$22.50
Public Swimming		
Public Swim Admission – Under 2 Years	No Charge	No Charge
Public Swim Admission – Children (Under 16 Years)	\$3.50	\$5.25
Public Swim Admission – Adults (16+ Years)	\$4.50	\$6.75
Public Swim Admission – Seniors (60+ Years)	\$3.50	\$5.25

Description	Resident	Non-Resident
Public / Lane Swim – Annual Membership – Child (15 & Under) / Seniors (60+ years)	\$350.00	\$525.00
Public / Lane Swim – Annual Membership – Adult (16-59 Years)	\$475.00	\$712.50
Seasonal Aquatic Programming		
Aquatic Fitness / Therapeutic Classes – Per Class (Fee Varies Per Program – See Nick Smith Centre for Details & Specific Program Pricing)	\$8.50 - \$15.00	Resident Fees x 1.5
Youth Birthday Parties		
Birthday Party: 1 hr swim	\$150.00	\$225.00
Birthday Party: 1 hr private skating	\$140.00	\$210.00
Birthday Party: 1hr pool + 2hr community hall	\$210.00	\$315.00
Birthday Party: 1hr ice + 2hr community hall	\$200.00	\$300.00
Customized packages may be arranged. For booking please call at least 14 days in advance.	Variable Fee	Resident Fee x 1.5
Hybrid User Groups - Non-Resident Surcharge		
Major Groups (+200 rental hours) – Per Person	N/A	\$220.00
Recreation Groups (+100 rental hours) – Per Person	N/A	\$165.00
Limited Use Groups (+20 rental hours) – Per Person	N/A	\$110.00
Facility Meeting / Storage Space		
Arena Storage Room (approx. 225 sq ft) - Yearly	\$675.00	N/A
Arena Meeting Room – Hourly	\$20.00	\$30.00
Arena Meeting Room – Daily	\$100.00	\$150.00
Public Mezzanine – Hourly	\$35.00	\$52.50
Public Mezzanine – Daily	\$175.00	\$262.50
Licensed Arena Meeting Space	Negotiated Rate	Negotiated Rate

Parks & Outdoor Amenities

Description	Resident	Non-Resident
Robert Simpson Park		
Use of Gazebo Only – (4 Hours, includes access to power box)	\$100.00	\$150.00
Use of Gazebo Per Hour, Beyond 4 Hours (includes access to power box)	\$40.00	\$60.00
Use of Gazebo – Resident (4 Hours, including chairs, tables, sound system, set up & tear down)	\$550.00	\$825.00
Licensed Event	Negotiated Rate	Negotiated Rate
Ball Diamonds		
Adult Leagues – per hour	\$28.50	\$28.50
Minor Leagues – Recreation Affiliates – per hour	\$18.25	\$18.25
Tournaments – per Day / per Diamond	\$160.00	\$160.00
Marina		
Slip Rental for the season (per foot – 14 ft minimum)	\$34.00	\$51.00
Slip Rental for the month (per foot – 14 ft minimum)	\$18.00	\$27.00
Seasonal Slip Rental Deposit (Non-Refundable)	\$250.00	\$250.00
Daily Docking	\$18.00	\$18.00
Refundable Key Deposit	\$25.00	\$25.00
Daily Launch	\$15.00	\$15.00
Seasonal Launch Pass	\$125.00	\$125.00
Recreational Programming		
Recreation program and sports league fees are variable and set by Director of Recreation in consultation with the GMCS / Treasurer based on forecasted revenues / expenses and the annual Council approved operating budget.	Variable Fees	Variable Fees

Schedule L – Museum Services

Description	Fee
Admission Fee	By Donation
School Groups Admission – Per Person	\$3.00
Photocopy of Archived Picture or Document	\$25.00
Reception Venue Rental	\$250.00
Special Event Venue Rental / Per Hour	\$50.00
Set Up/Tear Down Fee - Hourly Rate	\$25.00
Special Event Damage Deposit	\$200.00
Museum program fees are variable and set by the Manager of Culture/Curator in consultation with the GMCS/Treasurer based on forecasted revenues/expenses and the annual Council approved operating budget.	

The Corporation of the Town of Arnprior

By-Law No. 7561-25

Being a by-law of the Corporation of the Town of Arnprior to adopt the Water and Wastewater Rate Study, prepared by Watson & Associates Economists Ltd. dated January 27, 2025.

Whereas Section 11(2) of the Municipal Act, 2001. SO. 2001, as amended, authorizes the Municipality to pass by-laws respecting the financial management of the municipality and its local boards; and

Whereas Watson & Associates Economists Ltd completed a ten-year water and wastewater rate study covering 2024-2034 for the Town of Arnprior and presented the results to Council on December 9, 2024;

Whereas the Council of the Corporation of the Town of Arnprior deems it expedient to adopt the Water and Wastewater Rate Study which includes an inventory of water and wastewater infrastructure, full cost analysis of providing the services, along with the revenues required for financial sustainability; and

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

- 1. That** the Water and Wastewater Rate Study dated January 27, 2025, attached as Appendix A” to this By-Law be adopted; and
- 2. That** the Water and Wastewater Rate Study be considered during the annual budget process, to determine if any amendments are required to the user fees and charges related to water and wastewater; and
- 3. That** any by-laws and/or resolutions inconsistent with the provisions herein are repealed.

Enacted and passed this 10th day of February, 2025.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Clerk



Water and Wastewater Rate Study

Town of Arnprior

January 27, 2025

Watson & Associates Economists Ltd.
905-272-3600
info@watsonecon.ca

Table of Contents

	Page
Executive Summary	i
1. Introduction.....	1-1
1.1 Background.....	1-1
1.2 Study Process.....	1-2
1.3 Regulatory Changes in Ontario.....	1-2
1.4 Sustainable Water and Sewage Systems Act.....	1-3
1.5 Financial Plans Regulation	1-5
1.6 Water Opportunities Act, 2010.....	1-7
1.7 Infrastructure for Jobs and Prosperity Act, 2015 (I.J.P.A.)	1-8
1.8 Forecast Growth and Servicing Requirements	1-10
2. Capital Infrastructure Needs.....	2-1
2.1 Capital Forecast.....	2-1
3. Lifecycle Costing.....	3-1
3.1 Overview of Lifecycle Costing.....	3-1
3.1.1 Definition.....	3-1
3.1.2 Financing Costs	3-1
3.1.3 Costing Methods	3-4
3.2 Impact on Budgets.....	3-6
4. Capital Cost Financing Options	4-1
4.1 Summary of Capital Cost Financing Alternatives.....	4-1
4.2 Development Charges Act, 1997	4-2
4.3 Municipal Act	4-4
4.4 Grant Funding Availability	4-6
4.5 Existing Reserves/Reserve Funds.....	4-8
4.6 Debenture Financing.....	4-9
4.7 Infrastructure Ontario	4-9
4.8 Recommended Capital Financing Approach.....	4-10



Table of Contents (Cont'd)

	Page
5. Overview of Expenditures and Revenues	5-1
5.1 Water Operating Expenditures.....	5-1
5.2 Water Operating Revenues	5-1
5.3 Wastewater Operating Expenditures	5-3
5.4 Wastewater Operating Revenues	5-3
6. Pricing Structures	6-1
6.1 Introduction	6-1
6.2 Alternative Pricing Structures.....	6-2
6.3 Assessment of Alternative Pricing Structures	6-4
6.4 Rate Structures in Ontario	6-9
6.5 Recommended Rate Structures and Base Charges	6-10
7. Analysis of Water and Wastewater Rates and Policy Matters	7-2
7.1 Introduction	7-2
7.2 Water Rates.....	7-2
7.3 Wastewater Rates	7-3
8. Recommendations	8-1
Appendix A Detailed Water Rate Calculations.....	A-1
Appendix B Detailed Wastewater Rate Calculations	B-1



List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
A.M.O.	Association of Municipalities of Ontario
C.W.W.F.	Clean Water and Wastewater Fund
D.C.A.	Development Charges Act, 1997
F.I.R.	Financial Information Return
H.E.W.S.F.	Housing-Enabling Water Systems Fund
I.J.P.A.	Infrastructure for Jobs and Prosperity Act, 2015
I.O.	Infrastructure Ontario
M.O.E.	Ministry of Environment
O.C.I.F.	Ontario Community Infrastructure Fund
OLT	Ontario Land Tribunal
O. Reg.	Ontario Regulation
O.S.I.F.A.	Ontario Strategic Infrastructure Financing Authority
P.S.A.B.	Public Sector Accounting Board
P.T.I.F.	Public Transit Infrastructure Fund
S.W.S.S.A.	Sustainable Water and Sewage Systems Act, 2002



Executive Summary



Executive Summary

The Town of Arnprior (Town) retained Watson & Associates Economists Ltd. (Watson) to undertake a water and wastewater rate study. This study aims to provide an analysis of current and future capital and operating costs, costing for lifecycle cost requirements, water and wastewater volumes and customer profiles. The results of this analysis provide the Town with updated water and wastewater base charges and volume rates. The rate analysis contained herein provides fiscally responsible practices that are in line with current provincial legislation at a level of rate increases that are reasonable.

The analysis presented herein provides the following:

- The Town currently serves 4,169 water customers and 4,105 wastewater customers. 582 new water and wastewater customers are assumed to be added over 2034 forecast period.
- The 2024 to 2034 capital spending program for water and wastewater is \$27.52 million and \$23.46 million (inflated), respectively.
- The forecasted operating expenditures (for water and wastewater) have been adjusted to recognize inflation:
 - For utilities, chemicals, and hydro – assumed 6% per year
 - For all other operating expenditures – assumed 3% per year
- The present rate structure of a monthly base charge and volume rates are proposed to be continued.

To meet these expenditure requirements, the following water and wastewater rate increases are suggested:

- The water monthly base charges and volume rates are calculated to increase at 5.5% per year over the forecast period.
- The wastewater monthly base charges and volume rates are calculated to increase at 9% per year over the forecast period.

Based on the above, the combined water/wastewater bill will increase by an average of 7% annually over the 2024 to 2034 forecast period. This represents an average annual increase of \$91.56 for residential customers on the combined water and wastewater bill (based on 148 cubic metres of usage and a $\frac{5}{8}$ " meter.)



Tables ES-1 and ES-2 summarizes the recommended water and wastewater rates and average annual bill, respectively, (assuming an annual volume of 148 cubic metres) based on the analysis provided herein over the forecast period.

Table ES-3 provides the combined water and wastewater bills.



Table ES-1
Town of Arnprior
Water Rate Summary
Based on a 5/8" Meter and Annual Volume of 148 cubic metres

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%

Table ES-2
Town of Arnprior
Wastewater Rate Summary
Based on a 5/8" Meter and Annual Volume of 148 cubic metres

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%



Table ES-3
Town of Arnprior
Water and Wastewater Rate Summary
Total Combined Customer Bill – Based on a 5/8” Meter and Annual Volume of 148 cubic metres

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%



Report



Chapter 1

Introduction



1. Introduction

1.1 Background

The Town of Arnprior provides water services to customers from the Madawaska River through its Walter E. Prentice Water Filtration Plant. Wastewater is collected and treated at the Town's water pollution control center, which is discharged to the Ottawa River.

Currently, there are 4,169 water customers and 4,105 wastewater customers within the Town. These users are billed a monthly charge as well as a volume rate based on their water consumption. Revenues received from the charges directly fund the capital and operating budgets.

Table 1-1 provides the existing rates currently in effect.

Table 1-1
Town of Arnprior
Water and Wastewater Rates – 2024

2024 - Water Billing Rates			2024 - Wastewater Billing Rates		
Base Charge			Base Charge		
5/8"	\$	22.98	5/8"	\$	17.28
3/4"	\$	31.41	3/4"	\$	23.61
1"	\$	54.65	1"	\$	41.09
1 1/2"	\$	97.10	1 1/2"	\$	73.00
2"	\$	157.26	2"	\$	118.23
3"	\$	283.05	3"	\$	212.81
4"	\$	655.28	4"	\$	492.66
6"	\$	1,271.47	6"	\$	955.64
8"	\$	2,019.10	8"	\$	1,518.02
Volume Charge			Volume Charge		
\$	1.800	per m ³	\$	1.240	per m ³

Since the Walkerton crisis, the Province has continued to make legislative changes for municipal water and wastewater systems. Noted below are the historical changes along with pending legislation anticipated to be implemented in the future. Watson & Associates Economists Ltd. (Watson) was retained by the Town to assist in addressing



these changes in a proactive manner as they relate to the water and wastewater systems. The assessment provided herein addresses changes recommended to the water and wastewater rates based on the most current information and forecasts the implications over the forecast period.

1.2 Study Process

The objectives of the study and the steps involved in carrying out this assignment are summarized below:

- Identify all current and future water and wastewater system capital needs to assess the immediate and longer-term implications;
- Identify potential methods of cost recovery from the capital needs listing. These recovery methods may include other statutory authorities (e.g. *Development Charges Act, 1997 (D.C.A.)*, *Municipal Act*, etc.) as an offset to recovery through the water and wastewater rates;
- Identify existing operating costs by component and estimate future operating costs over the next ten years. This assessment identifies fixed and variable costs in order to project those costs sensitive to changes to the existing infrastructure inventory, as well as costs which may increase commensurate with growth; and
- Provide staff and Council the findings to assist in gaining approval of the rates for 2025 and future years.

1.3 Regulatory Changes in Ontario

Resulting from the water crisis in Walkerton, significant regulatory changes have been made in Ontario. These changes arise as a result of the Walkerton Commission and the 93 recommendations made by the Walkerton Inquiry Part II report. Areas of recommendation include:

- watershed management and source protection;
- quality management;
- preventative maintenance;
- research and development;
- new performance standards;



- sustainable asset management; and
- lifecycle costing.

The legislation which would have most impacted municipal water and wastewater rates was the *Sustainable Water and Sewage Systems Act* (S.W.S.S.A.) which would have required municipalities to implement full cost pricing. The legislation was enacted in 2002, however, it had not been implemented pending the approval of its regulations. The Act was repealed as of January 1, 2013. It is expected that the provisions of the *Water Opportunities Act* will implement the fundamental requirements of S.W.S.S.A. Furthermore, on December 27, 2017, O. Reg. 588/17 was released under the *Infrastructure for Jobs and Prosperity Act, 2015* (I.J.P.A.), which outlines the requirements for asset management for municipalities. The results of the asset management review under this Act will need to be considered in light of the recent investments undertaken by the Town and the capital spending plan provided herein. The following sections describe these various resulting changes.

1.4 Sustainable Water and Sewage Systems Act

As noted earlier, the S.W.S.S.A. was passed on December 13, 2002. The intent of the Act was to introduce the requirement for municipalities to undertake an assessment of the “full cost” of providing their water and wastewater services. It is noted, however, that this Act has been repealed. To provide broader context and understanding to other legislation discussed herein, a description of the Act is provided below.

Full costs for water service was defined in subsection 3(7) of the Act and included “...source protection costs, operating costs, financing costs, renewal and replacement costs and improvement costs associated with extracting, treating or distributing water to the public and such other costs which may be specified by regulation.” Similar provisions were made for wastewater services in subsection 4(7) with respect to “...collecting, treating or discharging waste water.”

The Act would have required the preparation of two reports for submission to the Ministry of the Environment (or such other member of the Executive Council as may be assigned the administration of this Act under the *Executive Council Act*). The first report was on the “full cost of services” and the second was the “cost recovery plan.” Once these reports were reviewed and approved by the Ministry, the municipality would have been required to implement the plans within a specified time period.



In regard to the **full cost of services** report, the municipality (deemed a regulated entity under the Act) would prepare and approve a report concerning the provision of water and sewage services. This report was to include an inventory of the infrastructure, a management plan providing for the long-term integrity of the systems, and would address the full cost of providing the services (other matters may be specified by the regulations) along with the revenue obtained to provide them. A professional engineer would certify the inventory and management plan portion of the report. The municipality's auditor would be required to provide a written opinion on the report. The report was to be approved by the municipality and then be forwarded to the Ministry along with the engineer's certification and the auditor's opinion. The regulations would stipulate the timing for this report.

The second report was referred to as a **cost recovery plan** and would address how the municipality intended to pay for the full costs of providing the service. The regulations were to specify limitations on what sources of revenue the municipality may use. The regulations may have also provided limits as to the level of increases any customer or class of customer may experience over any period of time. Provision was made for the municipality to implement increases above these limits; however, ministerial approval would be required first. Similar to the first report, the municipal auditor would provide a written opinion on the report prior to Council's adoption, and this opinion must accompany the report when submitted to the Province.

The Act provided the Minister the power to approve or not approve the plans. If the Minister was not satisfied with the report or if a municipality did not submit a plan, the Minister may have a plan prepared. The cost to the Crown for preparing the plan would be recovered from the municipality. As well, the Minister may direct two or more regulated municipalities to prepare a joint plan. This joint plan may be directed at the onset or be directed by the Minister after receiving the individual plans from the municipalities.

The Minister also had the power to order a municipality to generate revenue from a specific revenue source or in a specified manner. The Minister may have also ordered a regulated entity to do or refrain from doing such things as the Minister considered advisable to ensure that the entity pays the full cost of providing the services to the public.



Once the plans were approved and in place, the municipality would be required to submit progress reports. The timing of these reports and the information to be contained therein would be established by the regulations. A municipal auditor's opinion must be provided with the progress report. Municipalities would also revise the plans if they deem the estimate does not reflect the full cost of providing the services, as a result of a change in circumstances, regulatory or other changes that affect their plan, etc. The municipality would then revise its prior plan, provide an auditor's opinion, and submit the plan to the Minister.

1.5 Financial Plans Regulation

On August 16, 2007, the M.O.E. passed O. Reg 453/07 which requires the preparation of financial plans for water (and wastewater) systems. The M.O.E. has also provided a Financial Plan Guidance Document to assist in preparing the plans. A brief summary of the key elements of the regulation is provided below:

- The financial plan will represent one of the key elements for the municipality to obtain its Drinking Water Licence;
- The financial plans shall be for a period of at least six years, but longer planning horizons are encouraged;
- As the regulation is under the *Safe Drinking Water Act, 2002*, the preparation of the plan is mandatory for water and encouraged for wastewater;
- The plan is considered a living document (i.e. will be updated as annual budgets are prepared) but will need to be undertaken, at a minimum, every five years;
- The plans generally require the forecasting of capital, operating and reserve fund positions, providing detailed inventories, forecasting future users and volume usage and corresponding calculation of rates. In addition, P.S.A.B. information on the system must be provided for each year of the forecast (i.e. total non-financial assets, tangible capital asset acquisitions, tangible capital asset construction, betterments, write-downs, disposals, total liabilities and net debt);
- The financial plans must be made available to the public (at no charge) upon request and be available on the municipality's website. The availability of this information must also be advertised; and
- The financial plans are to be approved by Resolution of the Council or governing body indicating that the drinking water system is financially viable.



In general, the financial principles of the draft regulations follow the intent of S.W.S.S.A. to move municipalities towards financial sustainability. Many of the prescriptive requirements, however, have been removed (e.g. preparation of two separate documents for provincial approval, auditor opinions, engineer certifications, etc.).

A Guideline (“Towards Financially Sustainable Drinking Shores – Water and Wastewater Systems”) had been developed to assist municipalities in understanding the Province’s direction and provided a detailed discussion on possible approaches to sustainability. The Province’s Principles of Financially Sustainable Water and Wastewater Services are provided below:

Principle #1: Ongoing public engagement and transparency can build support for, and confidence in, financial plans and the system(s) to which they relate.

Principle #2: An integrated approach to planning among water, wastewater, and stormwater systems is desirable given the inherent relationship among these services.

Principle #3: Revenues collected for the provision of water and wastewater services should ultimately be used to meet the needs of those services.

Principle #4: Lifecycle planning with mid-course corrections is preferable to planning over the short term, or not planning at all.

Principle #5: An asset management plan is a key input to the development of a financial plan.

Principle #6: A sustainable level of revenue allows for reliable service that meets or exceeds environmental protection standards, while providing sufficient resources for future rehabilitation and replacement needs.

Principle #7: Ensuring users pay for the services they are provided leads to equitable outcomes and can improve conservation. In general, metering and the use of rates can help ensure users pay for services received.

Principle #8: Financial plans are “living” documents that require continuous improvement. Comparing the accuracy of financial projections with actual results can lead to improved planning in the future.



Principle #9: Financial plans benefit from the close collaboration of various groups, including engineers, accountants, auditors, utility staff, and municipal Council.

1.6 Water Opportunities Act, 2010

As noted earlier, since the passage of the *Safe Drinking Water Act, 2002*, continuing changes and refinements to the legislation have been introduced. Some of these Bills have found their way into law, while others have not been approved. Bill 72, the *Water Opportunities Act, 2010*, was introduced into legislation on May 18, 2010 and received Royal Assent on November 29, 2010.

The Act provides for the following elements:

- The fostering of innovative water, wastewater and stormwater technologies, services and practices in the private and public sectors;
- Preparation of water conservation plans to achieve water conservation targets established by the regulations; and
- Preparation of sustainability plans for municipal water services, municipal wastewater services and municipal stormwater services.

With regard to the sustainability plans:

- The Act extends from the water financial plans and requires a more detailed review of the water financial plan and requires a full plan for wastewater and stormwater services; and
- Regulations will provide performance targets for each service – these targets may vary based on the jurisdiction of the regulated entity or the class of entity.

The financial plan shall include:

- An asset management plan for the physical infrastructure;
- A financial plan;
- For water, a water conservation plan;
- An assessment of risks that may interfere with the future delivery of the municipal service, including, if required by the regulations, the risks posed by climate change and a plan to deal with those risks; and



- Strategies for maintaining and improving the municipal service, including strategies to ensure the municipal service can satisfy future demand, consider technologies, services and practices that promote the efficient use of water and reduce negative impacts on Ontario's water resources, and increase co-operation with other municipal service providers.

Performance indicators will be established by service, with the following considerations:

- May relate to the financing, operation or maintenance of a municipal service or to any other matter in respect of what information may be required to be included in a plan;
- May be different for different municipal service providers or for municipal services in different areas of the Province.

Regulations will prescribe:

- Timing;
- Contents of the plans;
- Which identified portions of the plan will require certification;
- Public consultation process; and
- Limitations, updates, refinements, etc.

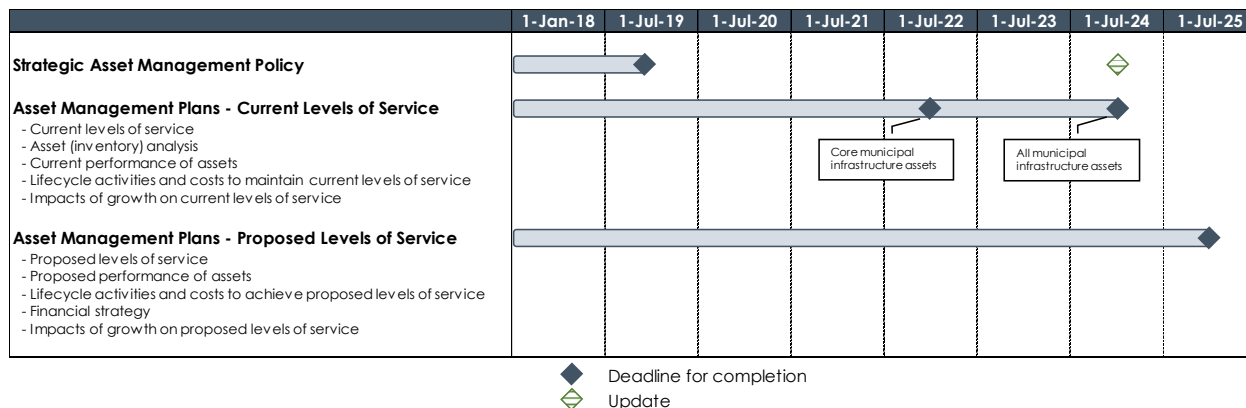
As noted earlier, it is expected that this Act will implement the principles of the S.W.S.S.A. once all regulations are put in place.

1.7 Infrastructure for Jobs and Prosperity Act, 2015 (I.J.P.A.)

On June 4, 2015, the Province of Ontario passed the I.J.P.A. which, over time, will require municipalities to undertake and implement asset management plans for all infrastructure they own. On December 27, 2017, the Province released Ontario Regulation 588/17 under the I.J.P.A. which has three phases that municipalities must meet:



Figure 1-1
Legislative Timelines set out by the Infrastructure for Jobs and Prosperity Act
Legislation related to Asset Management Plans



Note: on March 15, 2021, the Province filed Regulation 193/21 to extend all of the timelines of Regulation 588/17 by one year (reflected in the table above).

Every municipality in Ontario was to have prepared a strategic asset management policy by July 1, 2019. Municipalities will be required to review their strategic asset management policies at least every five years and make updates as necessary. The subsequent phases are as follows:

- Phase 1 – Asset Management Plan (by July 1, 2022):
 - For core assets, municipalities must have the following:
 - Inventory of assets;
 - Current levels of service measured by standard metrics; and
 - Costs to maintain levels of service.
- Phase 2 – Asset Management Plan (by July 1, 2024):
 - Same steps as Phase 1 but for all assets.
- Phase 3 – Asset Management Plan (by July 1, 2025):
 - Builds on Phase 1 and 2 by adding:
 - Proposed levels of service; and
 - Lifecycle management and financial strategy.

In relation to water and wastewater (which is considered a core asset), municipalities were to have an asset management plan that addresses the related infrastructure by July 1, 2022 (Phase 1). O. Reg. 588/17 specifies that the municipality’s asset management plan must include the following for each asset category:



- The current levels of service being provided, determined in accordance with the following qualitative descriptions and technical metrics and based on data from at most the two calendar years prior to the year in which all information required under this section is included in the asset management plan;
- The current performance of each asset category, including:
 - a summary of the assets in the category;
 - the replacement cost of the assets in the category;
 - the average age of the assets in the category, determined by assessing the average age of the components of the assets;
 - the information available on the condition of the assets in the category;
 - a description of the municipality's approach to assessing the condition of the assets in the category, based on recognized and generally accepted good engineering practices where appropriate; and
- The lifecycle activities that would need to be undertaken to maintain the current levels of service.

1.8 Forecast Growth and Servicing Requirements

As described earlier in this chapter, the Town services 4,169 water customers and 4,105 wastewater customers. Information on the existing number of customers and existing billable volumes was obtained from the Town.

For future water and wastewater customers to be added to the systems, consideration has been given to the potential new developments identified in the Development Charges Background Study over the forecast period between 2024 to 2034.

The forecast assumes the addition of 582 water and wastewater customers over the forecast period. For operating revenue purposes, it would be undesirable to forecast too high as it could produce a potential operating deficit should the growth in the water and wastewater systems not materialize.

Based on historical information, the Town's volumes per customer is 148 m³ per year. For forecasting purposes, the assumed billable volumes per customer will be based on that figure.

Table 1-2 provides for the forecast of water users and volumes, while Table 1-3 provides the forecast of wastewater users and volumes.



Table 1-2
Town of Arnprior
Water System 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



**Table 1-3
Town of Arnprior
Wastewater System 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



Chapter 2

Capital Infrastructure Needs



2. Capital Infrastructure Needs

2.1 Capital Forecast

Capital forecasts have been provided for the water and wastewater systems and are presented in Tables 2-1 and 2-2 (note: the costs are in inflated dollars). The basis for these forecasts include the Town's capital requirements, the non-growth portion of development charge projects, as well as other lifecycle-related works. It is noted that the inflation assumption for the capital program is assumed to be 3% per year.

For water, the capital costs over the forecast period totals \$27.52 million. For wastewater, the capital costs over the forecast period totals \$23.46 million.



**Table 2-1
Town of Arnprior
2024 to 2034 Water Capital Forecast Summary (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 seperation, 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	



**Table 2-2
Town of Arnprior
2024 to 2034 Wastewater Capital Forecast Summary (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	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
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	



Chapter 3

Lifecycle Costing



3. Lifecycle Costing

3.1 Overview of Lifecycle Costing

3.1.1 Definition

For many years, lifecycle costing has been used in the field of maintenance engineering and to evaluate the advantages of using alternative materials in construction or production design. The method has gained wider acceptance and use in the areas of industrial decision-making and the management of physical assets.

By definition, lifecycle costs are all the costs which are incurred during the lifecycle of a physical asset, from the time its acquisition is first considered to the time it is taken out of service for disposal or redeployment. The stages which the asset goes through in its lifecycle are specification, design, manufacture (or build), install, commission, operate, maintain and disposal. Figure 3-1 depicts these stages in a schematic form.

3.1.2 Financing Costs

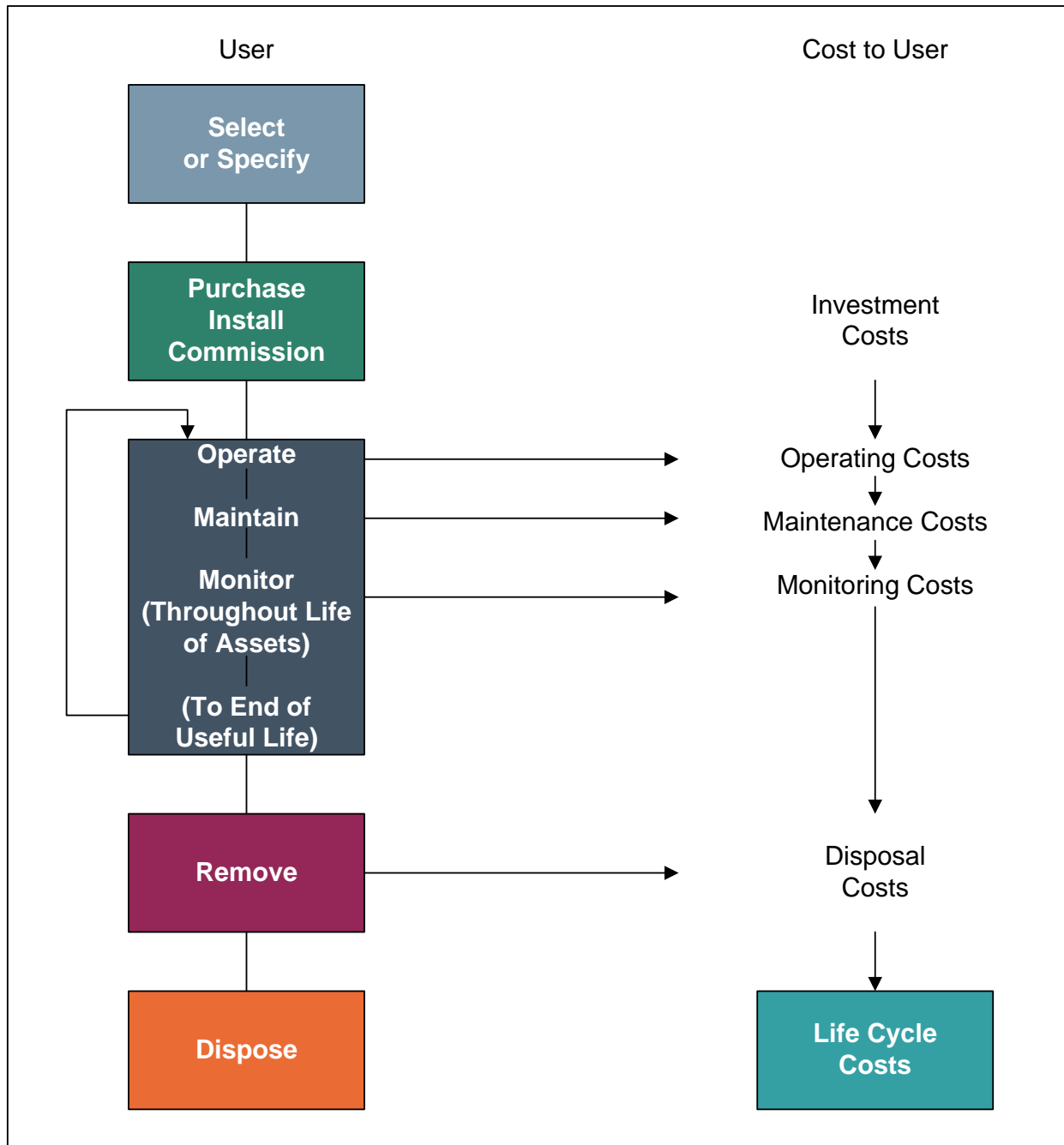
This section will focus on financing mechanisms in place to fund the costs incurred throughout the asset's life.

In a municipal context, services are provided to benefit tax/rate payers. Acquisition of assets is normally timed in relation to direct needs within the community. At times, economies of scale or technical efficiencies will lead to oversizing an asset to accommodate future growth within the Town. Over the past few decades, new financing techniques such as development charges have been employed based on the underlying principle of having tax/rate payers who benefit directly from the service paying for that service. Operating costs which reflect the cost of the service for that year are charged directly to all existing tax/rate payers who have received the benefit. Operating costs are normally charged through the tax base or user rates.

Capital expenditures are recouped through several methods, with operating budget contributions, development charges, reserves, developer contributions and debentures, being the most common.



Figure 3-1
Lifecycle Costing



New construction related to growth could produce development charges and developer contributions (e.g. works internal to a subdivision which are the responsibility of the developer to construct) to fund a significant portion of projects, where new assets are



being acquired to allow growth within the Town to continue. As well, debentures could be used to fund such works, with the debt charge carrying costs recouped from taxpayers in the future.

Capital construction to replace existing infrastructure, however, is largely not growth-related and will therefore not yield development charges or developer contributions to assist in financing these works. Hence, a municipality will be dependent upon debentures, reserves and contributions from the operating budget to fund these works.

Figure 3-2 depicts the costs of an asset from its initial conception through to replacement and then continues to follow the associated costs through to the next replacement.

As referred to earlier, growth-related financing methods such as development charges and developer contributions could be utilized to finance the growth-related component of the new asset. These revenues are collected (indirectly) from the new homeowner who benefits directly from the installation of this asset. Other financing methods may be used as well to finance the non-growth-related component of this project, such as reserves which have been collected from past tax/rate payers, operating budget contributions which are collected from existing tax/rate payers and debenturing which will be carried by future tax/rate payers. Ongoing costs for monitoring, operating and maintaining the asset will be charged annually to the existing tax/rate payer.

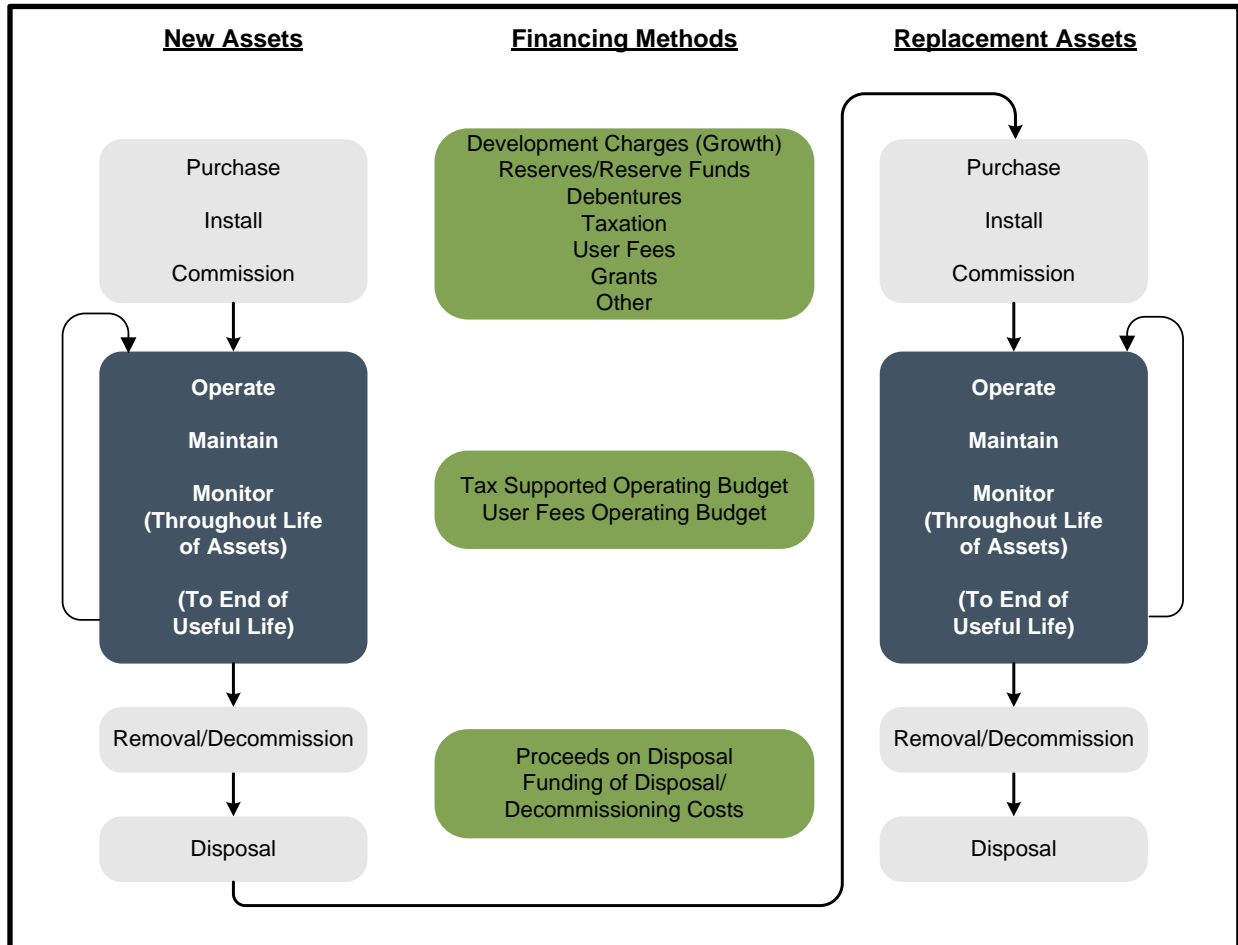
When the asset requires replacement, the sources of financing will be limited to reserves, debentures and contributions from the operating budget. At this point, the question is raised: "If the cost of replacement is to be assessed against the tax/rate payer who benefits from the replacement of the asset, should the past tax/rate payer pay for this cost or should future rate payers assume this cost?" If the position is taken that the past user has used up the asset, hence he should pay for the cost of replacement, then a charge should be assessed annually through the life of the asset, to have funds available to replace it when the time comes. If the position is taken that the future tax/rate payer should assume this cost, then debenturing and, possibly, a contribution from the operating budget should be used to fund this work.

Charging for the cost of using up an asset is the fundamental concept behind depreciation methods utilized by the private sector. This concept allows for expending the asset as it is used up in the production process. The tracking of these costs forms



part of the product's selling price and, hence, end-users are charged for the asset's depreciation. The same concept can be applied in a municipal setting to charge existing users for the asset's use and set those funds aside in a reserve to finance the cost of replacing the asset in the future.

Figure 3-2
Financing Lifecycle Costs



3.1.3 Costing Methods

There are two fundamental methods of calculating the cost of the usage of an asset and for the provision of the revenue required when the time comes to retire and replace it. The first method is the Depreciation Method. This method recognizes the reduction in the value of the asset through wear and tear and aging. There are two commonly used



forms of depreciation: the straight-line method and the reducing balance method (shown graphically in Figure 3-3).

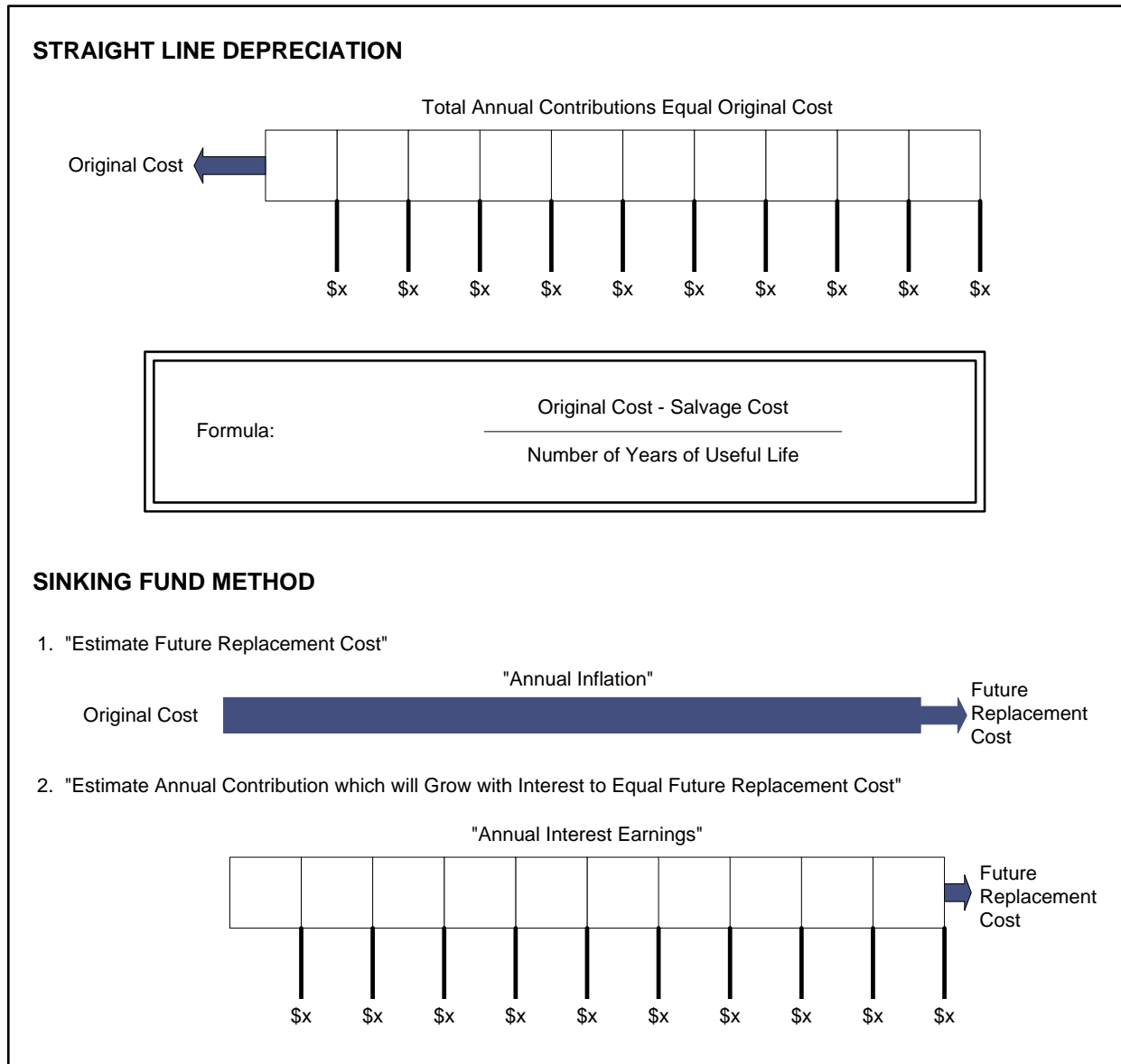
The straight-line method is calculated by taking the original cost of the asset, subtracting its estimated salvage value (estimated value of the asset at the time it is disposed of) and dividing this by the estimated number of years of useful life. The reducing balance method is calculated by utilizing a fixed percentage rate and this rate is applied annually to the undepreciated balance of the asset value.

The second method of lifecycle costing is the sinking fund method. This method first estimates the future value of the asset at the time of replacement. This is done by inflating the original cost of the asset at an assumed annual inflation rate. A calculation is then performed to determine annual contributions (equal or otherwise) which, when invested, will grow with interest to equal the future replacement cost.

The preferred method used herein for forecasting purposes is the sinking fund method of lifecycle costing.



Figure 3-3



3.2 Impact on Budgets

Based on the Town's review of its water and wastewater assets, an annual replacement program has been established to address the aging water and wastewater infrastructure. These amounts are identified through the Town's Long Range Capital Forecast and are included in the capital costs identified in section 2.1.



Chapter 4

Capital Cost Financing Options



4. Capital Cost Financing Options

4.1 Summary of Capital Cost Financing Alternatives

Historically, the powers that municipalities had to raise alternative revenues to taxation to fund capital services have been restrictive. Over the past decade, legislative reforms have been introduced. Some of these have expanded municipal powers (e.g. Bill 26 introduced in 1996 to provide for expanded powers for imposing fees and charges), while others appear to restrict them (Bill 98 in 1997 providing amendments to the D.C.A. along with recently proposed changes through Bill 23, *More Homes Built Faster Act*, 2022).

The Province passed a new *Municipal Act* which came into force on January 1, 2003. Part XII of the Act and O. Reg. 584/06 govern a municipality's ability to impose fees and charges. In contrast to the previous *Municipal Act*, this Act provides municipalities with broadly defined powers and does not differentiate between fees for operating and capital purposes. It is anticipated that the powers to recover capital costs under the previous *Municipal Act* will continue within the new Statutes and Regulations, as indicated by s.9(2) and s.452 of the new *Municipal Act*.

Under s.484 of *Municipal Act, 2001*, the *Local Improvement Act* was repealed with the in-force date of the *Municipal Act* (January 1, 2003). The municipal powers granted under the *Local Improvement Act* now fall under the jurisdiction of the *Municipal Act*. To this end, on December 20, 2002, O. Reg. 390/02 was filed, which allowed for the *Local Improvement Act* to be deemed to remain in force until April 1, 2003. O. Reg. 119/03 was enacted on April 19, 2003, which restored many of the previous *Local Improvement Act* provisions; however, the authority is now provided under the *Municipal Act*.

The methods of capital cost recovery available to municipalities are provided as follows:

Recovery Methods	Section Reference
• <i>Development Charges Act, 1997</i>	4.2
• <i>Municipal Act</i>	4.3
○ Fees and Charges	
○ Sewer and Water Area Charges	
○ Connection Fees	



Recovery Methods	Section Reference
○ Local Improvements	
● Historical Grant Funding Availability	4.4
● Existing Reserves/Reserve Funds	4.5
● Debenture Financing	4.6
● Infrastructure Ontario	4.7

4.2 Development Charges Act, 1997

In November, 1996, the Ontario Government introduced Bill 98, a new *Development Charges Act*. The Province's stated intentions were to "create new construction jobs and make home ownership more affordable" by reducing the charges and to "make municipal Council decisions more accountable and more cost effective." The basis for this Act is to allow municipalities to recover the growth-related capital cost of infrastructure necessary to accommodate new growth within the municipality. Generally, the Act provided the following changes to the former Act:

- Replace those sections of the 1989 Act that govern municipal development charges;
- Limit services which can be financed from development charges, specifically excluding parkland acquisition, administration buildings, and cultural, entertainment, tourism, solid waste management and hospital facilities;
- Ensure that the level of service used in the calculation of capital costs will not exceed the average level of service over the previous decade. Level of service is to be measured from both a quality and quantity perspective;
- Provide that uncommitted excess capacity available in existing municipal facilities and benefits to existing residents are removed from the calculation of the charge;
- Ensure that the development charge revenues collected by municipalities are spent only on those capital costs identified in the calculation of the development charge;
- Require municipalities to contribute funds (e.g. taxes, user charges or other non-development charge revenues) to the financing of certain projects primarily funded from development charges. The municipal contribution is 10 percent for services such as recreation, parkland development, libraries, etc.;



- Permit (but apparently not require) municipalities to grant developers credits for the direct provision of services identified in the development charge calculation and, when credits are granted, require the municipality to reimburse the developer for the costs the municipality would have incurred if the project had been financed from the development charge reserve fund;
- Set out provisions for front-end financing capital projects (limited to essential services) required to service new development; and
- Set out provisions for appeals and complaints.

In late 2015, the Province approved amendments to the D.C.A. With respect to water and wastewater, the only changes are for the municipality to provide an asset management calculation for the growth-related works and for the Council to consider (but not necessarily approve) area-specific rates.

Since 2019, a number of further amendments to the D.C.A. have occurred. With respect to water and wastewater, a few changes may impact D.C. revenue collections:

1. Timing of Collection:

- a. D.C. Rate Freeze - For developments proceeding through site plan or zoning by-law amendment, the D.C. rate is frozen at the time the application is submitted. The D.C. remains frozen for eighteen months after the application is approved. Should the D.C. study be updated to increase water and wastewater D.C. rates during this period, the Town would not be able to collect for this increase.
- b. D.C. Installment Payments - For rental housing and institutional development D.C.s are paid over five years. This provides a delay in receipt of D.C. revenues which will need to be cash-flowed by the Town.

2. Mandatory Exemptions:

- a. The ability to add additional units to new and existing homes without incurring D.C. payment.
- b. Developments of land intended for use by a university that receives operating funds from the Government.



- c. Affordable/Attainable Housing based on the thresholds set by the Province.
- d. Non-Profit housing.
- e. Discounts for rental housing (which range from 15% to 25%) depending on the number of bedrooms.

Consideration for these exemptions and discounts should be made during the D.C. study process to ensure all capacity available to growth is allocated appropriately.

4.3 Municipal Act

Part XII of the *Municipal Act* provides municipalities with broad powers to impose fees and charges via passage of a by-law. These powers, as presented in s.391(1), include imposing fees or charges:

- “for services or activities provided or done by or on behalf of it;
- for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and
- for the use of its property including property under its control.”

Restrictions are provided to ensure that the form of the charge is not akin to a poll tax. Any charges not paid under this authority may be added to the tax roll and collected in a like manner. The fees and charges imposed under this part are not appealable to the Ontario Land Tribunal (OLT, formerly known as Local Planning Appeal Tribunal (LPAT)).

Section 221 of the previous *Municipal Act* permitted municipalities to impose charges, by by-law, on owners or occupants of land who would or might derive benefit from the construction of sewage (storm and sanitary) or water works being authorized (in a specific benefit area). For a by-law imposed under this section of the previous Act:

- A variety of different means could be used to establish the rate and recovery of the costs and could be imposed by a number of methods at the discretion of Council (i.e. lot size, frontage, number of benefiting properties, etc.);
- Rates could be imposed with respect to costs of major capital works, even though an immediate benefit was not enjoyed;



- Non-abutting owners could be charged;
- Recovery was authorized against existing works, where a new water or sewer main was added to such works, "notwithstanding that the capital costs of existing works has in whole or in part been paid;"
- Charges on individual parcels could be deferred;
- Exemptions could be established;
- Repayment was secured; and
- OLT approval was not required.

While under the new *Municipal Act* no provisions are provided specific to the previous s.221, the intent to allow capital cost recovery through fees and charges is embraced within s.391. The new *Municipal Act* also maintains the ability of municipalities to impose capital charges for water and sewer services on landowners not receiving an immediate benefit from the works. Under s.391(2) of the Act, "a fee or charge imposed under subsection (1) for capital costs related to sewage or water services or activities may be imposed on persons not receiving an immediate benefit from the services or activities but who will receive a benefit at some later point in time." Also, capital charges imposed under s.391 are not appealable to the OLT on the grounds that the charges are "unfair or unjust."

Section 222 of the previous *Municipal Act* permitted municipalities to pass a by-law requiring buildings to connect to the municipality's sewer and water systems, charging the owner for the cost of constructing services from the mains to the property line. Under the new *Municipal Act*, this power still exists under Part II, General Municipal Powers (s.9 (3) b of the *Municipal Act*). Enforcement and penalties for this use of power are contained in s.427 (1) of the *Municipal Act*.

Under the previous *Local Improvement Act*:

- A variety of different types of works could be undertaken, such as watermain, storm and sanitary sewer projects, supply of electrical light or power, bridge construction, sidewalks, road widening and paving;
- Council could pass a by-law for undertaking such work on petition of a majority of benefiting taxpayers, on a 2/3 vote of Council and on sanitary grounds, based on the recommendation of the Minister of Health. The by-law was required to go to the OLT, which might hold hearings and alter the by-law, particularly if there were objections;



- The entire cost of a work was assessed only upon the lots abutting directly on the work, according to the extent of their respective frontages, using an equal special rate per metre of frontage; and
- As noted, this Act was repealed as of April 1, 2003; however, O. Reg. 119/03 was enacted on April 19, 2003 which restores many of the previous *Local Improvement Act* provisions; however, the authority is now provided under the *Municipal Act*.

4.4 Grant Funding Availability

Federal Infrastructure Funding

Phase 1 (April 1, 2016 to March 31, 2018)

Funding was provided by the Government of Canada to expressly help municipalities with repair and rehabilitation projects. Funding was mainly provided through the Clean Water and Wastewater Fund (C.W.W.F.) and Public Transit Infrastructure Fund (P.T.I.F.) in Federal Phase 1 projects. The C.W.W.F. was announced in Ontario on September 15, 2016. The Fund is \$1.1 billion for water, wastewater, and storm water systems in Ontario. The federal government provided \$569 million and Ontario and municipal governments provided \$275 million each.

Over 1,300 water, wastewater, and storm water projects have been approved in Ontario through the C.W.W.F. In Ontario, P.T.I.F. accounted for nearly \$1.5 billion of the national total of \$3.4 billion. The program was allocated by ridership numbers from the Canadian Urban Transit Association. The Association of Municipalities of Ontario (A.M.O.) understands that \$1 billion of Ontario's share has been approved.

Phase 2: Next Steps

The federal government announced Phase 2 of its infrastructure funding plan with a total of \$180 billion spent over 11 years. In addition to the balance of funding for previous green, social, and public transit infrastructure funds (\$20 billion each, including Phase 1), the government has added \$10.1 billion for trade and transportation infrastructure and \$2 billion for rural and northern communities. This funding must be implemented by agreements with each Province and Territory.



In Phase 2, Ontario will be eligible for \$11.8 billion including \$8.3 billion for transit, \$2.8 billion for green infrastructure, \$407 million for community, culture and recreation and \$250 million for rural and northern communities.

Federal Gas Tax

The federal Gas Tax is a permanent source of funding provided up front, twice-a-year, to Provinces and Territories, who in turn flow this funding to their municipalities to support local infrastructure priorities. Municipalities can pool, bank and borrow against this funding, providing significant financial flexibility. Every year, the federal Gas Tax provides over \$2 billion and supports approximately 2,500 projects in communities across Canada. Each municipality selects how best to direct the funds with the flexibility provided to make strategic investments across 18 different project categories, which include other water and wastewater servicing.

Ontario Government

The Province has taken steps to increase municipal infrastructure funding. The Ontario Community Infrastructure Fund (O.C.I.F.) was increased in 2016 with formula-based support growing to \$200 million, and application funding growing to \$100 million annually. As well, \$15 million annually will go to the new Connecting Links program to help pay for the construction and repair costs of municipal roads that connect communities to provincial highways. This is on top of the Building Ontario Up investment of \$130 billion in public infrastructure over 10 years starting in 2015.

Housing-Enabling Water Systems Fund

In Ontario's 2023 Fall Economic Statement, the Province announced the Housing-Enabling Water Systems Fund (H.E.W.S.F.), which aims to invest a total of \$200 million over three years towards the repair, rehabilitation, and expansion of core water, wastewater, and stormwater infrastructure to promote growth and enable new housing development. The H.E.W.S.F. is a competitive application-based funding program and the program guidelines were released on January 29, 2024.

Eligible Asset types include:



- Drinking water assets (e.g., treatment plants, reservoirs, local pipes including the distribution system watermain and the municipal portion of service lines, pump stations)
- Wastewater assets (e.g., lagoon systems, pump stations, lift station, linear assets, treatment plants, storage tanks and collection systems)
- Stormwater assets (e.g., management facilities, linear assets including conveyance piping/ditches/culverts)

The first round of funding initially started with \$200 million and subsequently increased to \$825 million, with an application deadline of April 19, 2024. Under the first intake, the Province announced that the H.E.W.S.F. was allocated to 54 infrastructure projects across 60 municipalities that will help enable the construction of more than 500,000 new homes across Ontario.

Given the high demand for this program, the Province announced a second round of funding with an additional \$250 million. The application deadline for this round was November 1, 2024.

Grant Funding

For this study process, grant funding has not been identified. However, if the status of the grant funding changes, the rate study may need to be amended to reflect the appropriate funding sources.

4.5 Existing Reserves/Reserve Funds

The Town has established reserves and reserve funds for water and wastewater. The estimated balances to the end of December 31, 2023 are presented in Table 4-1:

Table 4-1
Water and Wastewater Reserves and Reserve Funds
Estimated as of December 31, 2023

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



4.6 Debenture Financing

Although it is not a direct method of minimizing the overall cost to the ratepayer, debentures are used by municipalities to assist in cash flowing large capital expenditures.

The Ministry of Municipal Affairs regulates the level of debt incurred by Ontario municipalities, through its powers established under the *Municipal Act*. Ontario Regulation 403/02 provides the current rules respecting municipal debt and financial obligations. Through the rules established under these regulations, a municipality's debt capacity is capped at a level where no more than 25% of the municipality's own purpose revenue may be allotted for servicing the debt (i.e. debt charges). The Town of Arnprior's calculation on Debt Capacity is shown on Schedule 81 of the Town's most recent Financial Information Return (F.I.R.). This calculates to the Town's estimated annual repayment limit of approximately \$3.76 million. Based upon 20-year financing at an assumed rate of 4.5%, the available debt for the Town is approximately \$48.93 million. Based on the calculations provided herein, it is assumed that the Town will not debt finance any capital projects over the forecast period.

4.7 Infrastructure Ontario

Infrastructure Ontario (I.O.) is an arms-length crown corporation, which has been set up as a tool to offer low-cost and longer-term financing to assist municipalities in renewing their infrastructure (this corporation has merged the former O.S.I.F.A. into its operations). I.O. combines the infrastructure renewal needs of municipalities into an infrastructure investment "pool." I.O. will raise investment capital to finance loans to the public sector by selling a new investment product called Infrastructure Renewal Bonds to individual and institutional investors.

I.O. provides access to infrastructure capital that would not otherwise be available to smaller borrowers. Larger borrowers receive a longer term on their loans than they could obtain in the financial markets, and can also benefit from significant savings on transaction costs such as legal costs and underwriting commissions. Under the I.O. approach, all borrowers receive the same low interest rate. I.O. will enter into a financial agreement with each municipality subject to technical and credit reviews, for a loan up to the maximum amount of the loan request.



The first round of the former O.S.I.F.A.'s 2004/2005 infrastructure renewal program was focused on municipal priorities of clean water infrastructure, sewage treatment facilities, municipal roads and bridges, public transit and waste management infrastructure. The focus of the program was expanded in 2005/2006 somewhat to include:

- clean water infrastructure;
- sewage infrastructure;
- waste management infrastructure;
- municipal roads and bridges;
- public transit;
- municipal long-term care homes;
- renewal of municipal social housing and culture; and
- tourism and recreation infrastructure.

With the merging of O.S.I.F.A. and I.O., the program was broadened in late 2006 to also include municipal administrative buildings, local police and fire stations, emergency vehicles and equipment, ferries, docks and municipal airports.

To be eligible to receive these loans, municipalities must submit a formal application along with pertinent financial information. Allotments are prioritized and distributed based upon the Province's assessment of need.

4.8 Recommended Capital Financing Approach

Of the various funding alternatives provided in this section, the following are recommended for further consideration by the Town for the capital expenditures (inflated) provided in Chapter 2:



Table 4-2
Town of Arnprior
Capital Forecasting Financing Sources
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

Tables 4-3 and 4-4 provide for the full capital expenditure and funding program by year for water and wastewater, respectively.



**Table 4-3
Town of Arnprior
Capital Budget Forecast – Water (inflated \$)**

Description	Budget 2024	Total	Forecast											
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034		
Capital Expenditures														
Construction: River Crossing Phase I	604,708	1,371,000	1,371,000	-	-	-	-	-	-	-	-	-	-	-
Construction: MacDonald St Reconstruction	443,636	-	-	-	-	-	-	-	-	-	-	-	-	-
Design: Victoria Street Reconstruction	22,856	-	-	-	-	-	-	-	-	-	-	-	-	-
WFP Filter Media	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Design: Daniel St Sewer Upsizing / Albert Reconstruction	-	7,000	7,000	-	-	-	-	-	-	-	-	-	-	-
Construction: Edey St Reconstruction / MacDonald	-	558,000	558,000	-	-	-	-	-	-	-	-	-	-	-
WFP Filter Media (Filter #1 and #3)	450,797	-	-	-	-	-	-	-	-	-	-	-	-	-
LRCF														
RR Rehab: (A) Shave & Pave Meehan (John to Hugh), (B) Full Reconstruction w/ sewer sep Tierney St N from McGon	-	219,000	-	16,000	-	203,000	-	-	-	-	-	-	-	-
Hugh St. N. from McGonigal to Saint Johns Way; Full reconstruction, WM, sewer seperation, sidewalk one side only.	-	274,000	-	-	-	253,000	-	-	-	-	-	-	-	-
Daniel St Sewer Upsizing / Albert Reconstruction	-	96,000	-	96,000	-	-	-	-	-	-	-	-	-	-
Victoria (John to Elgin) - Full reconstruction and Upsize Watermain 300mm	-	998,000	-	-	492,000	506,000	-	-	-	-	-	-	-	-
McLachlin St S Full Reconstruction - Caruso to Elgin & Sullivan Crescent Full Reconstruction	-	1,195,000	-	-	-	-	-	36,000	-	-	-	-	-	1,159,000
River Crossing Phase II - WM replacement to Decosta	-	1,669,000	-	-	-	-	-	101,000	1,568,000	-	-	-	-	-
Full Reconstruction w/ sewer separation - Claude St, Elgin St E, McGonigal St E	-	663,000	-	-	-	-	-	35,000	628,000	-	-	-	-	-
Madawaska Blvd (Bridge to Decosta), WM replacement, streetlights, pathways	-	1,693,000	-	-	-	70,000	1,623,000	-	-	-	-	-	-	-
Full Reconstruction w/ sewer separation - Rock Lane East & Russell St N	-	737,000	-	-	-	-	-	45,000	692,000	-	-	-	-	-
Caruso (Division to Ida) Watermain Loop, Norma (Alicia to Caruso), Charlotte (Alicia to Caruso)	-	716,000	-	-	-	-	-	-	34,000	682,000	-	-	-	-
Full Reconstruction w/ Sewer Separation - James Street	-	516,000	-	-	-	-	-	-	-	32,000	484,000	-	-	-
Full Reconstruction William St W from Edward to Daniel St	-	797,000	-	-	-	-	-	-	31,000	766,000	-	-	-	-
Full Reconstruction McCartney - Design	-	47,000	-	-	-	-	-	-	-	-	-	-	-	47,000
Full reconstruction - Charlotte, Norma, Ida (William to Alicia) and Vancourtland (William to Caruso)	-	936,000	-	-	-	-	-	-	-	36,000	900,000	-	-	-
Full Reconstruction McNab St from Madawaska to Seventh - Design	-	34,000	-	-	-	-	-	-	-	-	-	-	-	34,000
Full Reconstruction w/ Sewer Sep Sullivan Cres & Vancourtland from Caruso to Elgin	-	619,000	-	-	-	-	-	-	-	32,000	587,000	-	-	-
McLean Ave and Chats Cr - Watermain and Road Grade Raise (Flooding mitigation)	-	474,000	-	-	-	-	-	-	31,000	443,000	-	-	-	-
Full Reconstruction w/ Sewer Sep Edward Street from Edey to Elgin Street	-	1,002,000	-	-	-	-	-	-	-	-	33,000	969,000	-	-
Full Reconstruction Riverview Drive from Fourth Avenue to Second Avenue Sanitary Upsizing	-	307,000	-	-	-	-	-	-	307,000	-	-	-	-	-
Clearwell Replacement	-	1,030,000	-	1,030,000	-	-	-	-	-	-	-	-	-	-
Roof Replacement (Phase 2) (2010)	-	114,000	-	-	-	-	-	-	114,000	-	-	-	-	-
WFP Lower Roof	-	146,000	-	-	-	-	-	-	-	146,000	-	-	-	-
WFP Upgrade - Clearwell Expansion	-	1,676,000	-	-	-	-	-	-	-	1,676,000	-	-	-	-
WFP Upgrade - High Lift Pump Upgrade	-	587,000	-	-	-	-	-	-	-	-	-	-	-	587,000
Fluoride Room Reconfiguration & Renewal	-	331,000	-	80,000	251,000	-	-	-	-	-	-	-	-	-
Sodium Bisulphite Room Repairs	-	106,000	-	106,000	-	-	-	-	-	-	-	-	-	-
Raw Water Pumping Station Refurbishment (incl. roof replacement)	-	535,000	-	-	-	-	-	-	-	535,000	-	-	-	-
Separated Water Valve Replacement	-	87,000	-	-	87,000	-	-	-	-	-	-	-	-	-
Backwash Equipment Replacement	-	1,058,000	-	-	-	1,058,000	-	-	-	-	-	-	-	-
Actiflo #1 Rebuild (Mixers, components, valves etc.)	-	151,000	-	-	-	-	-	151,000	-	-	-	-	-	-
Actiflo #2 Rebuild (Mixers, components, valves etc.)	-	175,000	-	-	-	-	-	-	-	-	-	-	-	175,000
High Lift Pump #1 Replacement	-	556,000	-	-	-	-	-	556,000	-	-	-	-	-	-
High Lift Pump #2 Replacement	-	522,000	-	-	-	-	-	-	-	-	-	522,000	-	-
High Lift Pump #3 Replacement	-	424,000	-	424,000	-	-	-	-	-	-	-	-	-	-
Low Lift Pumping Station	-	243,000	-	-	-	-	-	243,000	-	-	-	-	-	-
Filter Appurtenance Rebuild (Valves, Gates, Air Scour Blower)	-	1,537,000	-	-	-	-	-	-	1,537,000	-	-	-	-	-
WFP Chemical Systems	-	160,000	-	-	-	-	-	-	160,000	-	-	-	-	-
Distribution Watermain Twinning (at WFP)	-	308,000	-	-	27,000	281,000	-	-	-	-	-	-	-	-
Process Electrical - Water Tower	-	33,000	-	-	-	-	-	-	-	-	-	33,000	-	-
Process Instrumental - Water Tower	-	16,000	-	-	-	-	-	-	-	16,000	-	-	-	-
Building Services - Water Tower	-	16,000	-	-	-	-	-	-	-	16,000	-	-	-	-
Building and Process Structure (Exterior Coating)	-	253,000	-	-	-	-	-	-	-	-	253,000	-	-	-
Robotic Cleaning of Water Tower	-	61,000	-	-	-	-	-	-	61,000	-	-	-	-	-
Water Meter Reading Equipment	-	8,000	-	-	8,000	-	-	-	-	-	-	-	-	-
Rolling Water Meter Replacement	-	177,000	-	-	-	-	-	87,000	90,000	-	-	-	-	-
Valve Exerciser	-	75,000	-	-	-	-	-	75,000	-	-	-	-	-	-
Waterworks Maintenance Software Implementation	-	212,000	-	212,000	-	-	-	-	-	-	-	-	-	-
#07 Meter vehicle (2018)	-	12,000	-	-	-	-	-	12,000	-	-	-	-	-	-
Ford F150 1/2 Ton 4x4 (2022)	-	36,000	-	-	-	-	-	-	-	-	-	36,000	-	-
#10-22 Water Plant Van (2022)	-	27,000	-	-	-	-	-	-	-	-	-	-	-	27,000
#71 Water Works Van (2018)	-	43,000	-	-	-	-	-	43,000	-	-	-	-	-	-
Water & Wastewater Master Plan	-	40,000	-	-	-	-	-	-	-	-	40,000	-	-	-
Water and Wastewater Rate Study	17,500	44,000	-	-	-	-	-	20,000	-	-	-	-	-	24,000
Total Capital Expenditures	1,789,497	25,727,000	1,936,000	1,985,000	865,000	2,371,000	2,845,000	272,000	5,730,000	4,106,000	2,595,000	3,022,000		
Capital Financing														
Provincial/Federal Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Non-Growth Related Debenture Requirements	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Water Reserve	1,789,497	25,727,000	1,936,000	1,985,000	865,000	2,371,000	2,845,000	272,000	5,730,000	4,106,000	2,595,000	3,022,000		
Total Capital Financing	1,789,497	25,727,000	1,936,000	1,985,000	865,000	2,371,000	2,845,000	272,000	5,730,000	4,106,000	2,595,000	3,022,000		



**Table 4-4
Town of Arnprior
Capital Budget Forecast – Wastewater (inflated \$)**

Description	Budget 2024	Total	Forecast										
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Capital Expenditures													
Construction: MacDonald St Reconstruction	443,636	-	-	-	-	-	-	-	-	-	-	-	-
Design: Victoria Street Reconstruction	22,856	-	-	-	-	-	-	-	-	-	-	-	-
WPCC Scada 3 PLC Processors	250,000	-	-	-	-	-	-	-	-	-	-	-	-
WPCC Roof Replacements	125,000	-	-	-	-	-	-	-	-	-	-	-	-
Wastewater Facilities Anchor Points	30,000	-	-	-	-	-	-	-	-	-	-	-	-
Design: Daniel St Sewer Upsizing / Albert Reconstruction	-	7,000	7,000	-	-	-	-	-	-	-	-	-	-
Construction: Edey St Reconstruction / MacDonald	-	558,000	558,000	-	-	-	-	-	-	-	-	-	-
WPCC - Filter Media Replacement - Odour Control	-	82,000	82,000	-	-	-	-	-	-	-	-	-	-
WPCC Digester Cleanout Design/Engineering	-	103,000	103,000	-	-	-	-	-	-	-	-	-	-
WPCC - Headworks Screen Safety Upgrades	-	52,000	52,000	-	-	-	-	-	-	-	-	-	-
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	-	16,000	-	203,000	-	-	-	-	-	-	-
Hugh St. N. from McGonigal to Saint Johns Way; Full reconstruction, WM, sewer separation, sidewalk one side only.	-	274,000	-	21,000	-	253,000	-	-	-	-	-	-	-
Daniel St Sewer Upsizing / Albert Reconstruction	-	96,000	-	96,000	-	-	-	-	-	-	-	-	-
Atkinson St Culvert - Atkinson Full Reconstruction w/ sewer separation	-	563,000	-	-	-	25,000	538,000	-	-	-	-	-	-
Victoria (John to Elgin) - Full reconstruction and Upsize Watermain 300mm	-	1,664,000	-	-	820,000	844,000	-	-	-	-	-	-	-
McLachlin St S Full Reconstruction - Caruso to Elgin & Sullivan Crescent Full Reconstruction	-	1,195,000	-	-	-	-	-	36,000	-	-	-	-	1,159,000
Full Reconstruction w/ sewer separation - Claude St, Elgin St E, McGonigal St E	-	663,000	-	-	-	-	35,000	-	628,000	-	-	-	-
Full Reconstruction w/ sewer separation - Rock Lane East & Russell St N	-	737,000	-	-	-	-	-	45,000	692,000	-	-	-	-
Caruso (Division to Ida) Watermain Loop, Norma (Alicia to Caruso), Charlotte (Alicia to Caruso)	-	684,000	-	-	-	-	-	-	32,000	652,000	-	-	-
Full Reconstruction w/ Sewer Separation - James Street	-	516,000	-	-	-	-	-	-	-	32,000	484,000	-	-
Full Reconstruction William St W from Edward to Daniel St	-	797,000	-	-	-	-	-	-	31,000	766,000	-	-	-
Full Reconstruction McCartney - Design	-	47,000	-	-	-	-	-	-	-	-	-	-	47,000
Full reconstruction - Charlotte, Norma, Ida (William to Alicia) and Vancourtland (William to Caruso)	-	896,000	-	-	-	-	-	-	-	35,000	861,000	-	-
Full Reconstruction McNab St from Madawaska to Seventh - Design	-	34,000	-	-	-	-	-	-	-	-	-	-	34,000
Full Reconstruction w/ Sewer Sep Sullivan Cres & Vancourtland from Caruso to Elgin	-	619,000	-	-	-	-	-	-	-	32,000	587,000	-	-
McLean Ave and Chats Cr - Watermain and Road Grade Raise (Flooding mitigation)	-	474,000	-	-	-	-	-	-	31,000	443,000	-	-	-
Full Reconstruction w/ Sewer Sep Edward Street from Edey to Elgin Street	-	1,002,000	-	-	-	-	-	-	-	-	33,000	969,000	-
Full Reconstruction Riverview Drive from Fourth Avenue to Second Avenue Sanitary Upsizing	-	307,000	-	-	-	-	-	-	307,000	-	-	-	-
Dewatering Room & Garage Roof	-	48,000	-	-	-	-	-	-	48,000	-	-	-	-
Digester Facility Roofs (2010)	-	541,000	-	-	-	-	-	-	541,000	-	-	-	-
Chemical Building Roof (2012)	-	57,000	-	-	-	-	-	-	-	-	57,000	-	-
Filter Building Expansion Roof (2010)	-	27,000	-	-	-	-	-	-	27,000	-	-	-	-
Centrifuge (Replace & Rebuild old unit for redundancy)	-	2,043,000	-	-	-	-	-	1,391,000	-	-	652,000	-	-
Process Equipment - Digester Cleanout	-	424,000	-	424,000	-	-	-	-	-	-	-	-	-
Building Services (Generator)	-	239,000	-	-	-	-	-	-	239,000	-	-	-	-
Primary Clarifier Collector Spares	-	191,000	-	191,000	-	-	-	-	-	-	-	-	-
Secondary Clarifier Collector Spares	-	197,000	-	-	197,000	-	-	-	-	-	-	-	-
Primary Sedimentation	-	106,000	-	106,000	-	-	-	-	-	-	-	-	-
Grit Classifier and Conveyor Replacement	-	443,000	-	-	-	-	-	-	443,000	-	-	-	-
Secondary Clarifier Weir and Gate Replacements	-	393,000	-	-	393,000	-	-	-	-	-	-	-	-
2028 PLC Replacements	-	475,000	-	-	-	-	-	475,000	-	-	-	-	-
Mechanical Screen #1 Replacement	-	405,000	-	-	-	405,000	-	-	-	-	-	-	-
Grit Screw #1 Replacement	-	287,000	-	-	-	-	-	-	287,000	-	-	-	-
Grit Screw #2 Replacement	-	295,000	-	-	-	-	-	-	295,000	-	-	-	-
Building Mechanical	-	135,000	-	-	-	-	-	-	135,000	-	-	-	-
Roof Replacements for Headworks Building and Pump Room #2	-	184,000	-	-	-	-	-	-	184,000	-	-	-	-
Aeration Diffuser Replacement	-	1,747,000	-	-	-	-	-	-	-	-	-	-	1,747,000
Sludge Handling	-	975,000	-	-	-	-	-	-	-	975,000	-	-	-
Control Building Air Handling Unit	-	261,000	-	-	-	-	-	-	-	-	261,000	-	-
Mechanical Screen #2 Replacement	-	484,000	-	-	-	-	-	-	-	-	-	-	484,000
Process Equipment	-	15,000	-	-	-	-	-	-	15,000	-	-	-	-
Process Instrumental	-	43,000	-	-	-	-	-	-	43,000	-	-	-	-
Building and Architectural	-	52,000	-	-	-	-	-	-	52,000	-	-	-	-
Building Services	-	80,000	-	-	-	-	-	-	80,000	-	-	-	-
Process Equipment (Generator)	-	152,000	-	-	-	-	-	-	-	152,000	-	-	-
Process Equipment (Incl. Generator)	-	487,000	-	-	-	-	-	-	-	-	487,000	-	-
Trench Box	-	18,000	-	18,000	-	-	-	-	-	-	-	-	-
Water Meter Reading Equipment	-	8,000	-	-	8,000	-	-	-	-	-	-	-	-
Rolling Water Meter Replacement	-	177,000	-	-	-	-	-	87,000	90,000	-	-	-	-
Sewer Camera	-	18,000	-	-	-	-	-	-	18,000	-	-	-	-
#07 Meter vehicle (2018)	-	12,000	-	-	-	-	-	12,000	-	-	-	-	-
Ford F150 1/2 Ton 4x4 (2022)	-	36,000	-	-	-	-	-	-	-	-	-	36,000	-
#10-22 Water Plant Van (2022)	-	27,000	-	-	-	-	-	-	-	-	-	-	27,000
Ford F550 w/ Dump Box Sewage Truck (2021)	-	101,000	-	-	-	-	-	-	-	101,000	-	-	-
#71 Water Works Van (2018)	-	43,000	-	-	-	-	-	43,000	-	-	-	-	-
Water & Wastewater Master Plan	-	40,000	-	-	-	-	-	-	-	40,000	-	-	-
Pump Stn #3 - Inflow & Infiltration Investigation	-	55,000	-	-	55,000	-	-	-	-	-	-	-	-
Stormwater Master Plan	-	21,000	-	-	-	21,000	-	-	-	-	-	-	-
WPCC PPCP, Characterization Study, and Spill Prevention Plan	-	106,000	-	106,000	-	-	-	-	-	-	-	-	-
Water and Wastewater Rate Study	17,500	44,000	-	-	-	-	-	20,000	-	-	-	-	24,000
Total Capital Expenditures	888,992	23,081,000	802,000	978,000	1,473,000	1,751,000	2,601,000	715,000	3,584,000	3,228,000	3,458,000	4,491,000	
Capital Financing													
Provincial/Federal Grants	-	-	-	-	-	-	-	-	-	-	-	-	-
Non-Growth Related Debenture Requirements	-	-	-	-	-	-	-	-	-	-	-	-	-
Wastewater Reserve	888,992	23,081,000	802,000	978,000	1,473,000	1,751,000	2,601,000	715,000	3,584,000	3,228,000	3,458,000	4,491,000	
Total Capital Financing	888,992	23,081,000	802,000	978,000	1,473,000	1,751,000	2,601,000	715,000	3,584,000	3,228,000	3,458,000	4,491,000	



Chapter 5

Overview of Expenditures and Revenues



5. Overview of Expenditures and Revenues

5.1 Water Operating Expenditures

In this report, the forecast water budget figures (2025 to 2034) are based on the 2024 operating budgets. The costs for each component of the operating budget have been reviewed with staff to establish forecast inflationary adjustments. Utilities and chemicals are assumed to increase at 6% per year, while all other operating expenditures have been assumed to increase at 3% per year.

In addition, existing debenture payments and contributions to the water reserve funds have been included. The water reserve fund transfers are used to fund the water capital program identified in Chapter 2, as well as build-up the reserve balance for future lifecycle requirements.

5.2 Water Operating Revenues

The Town has base charges and miscellaneous revenue sources to help contribute towards operating expenditures. These miscellaneous revenues, include items such as service connections, meter sales, rentals, etc. Miscellaneous revenues have been assumed to remain constant.

The water base charges are further discussed in section 6.5 of this study.

Note that the operating revenue presented herein represents the fixed component of the total operating revenue. The shortfall of the fixed revenue from the operating expenditures is what is used to calculate the recovery from the water volume rates, which is presented in Chapter 7. Table 5-1 provides for the water operating budget for the Town.



**Table 5-1
Town of Arnprior
Operating Budget Forecast – Water (inflated \$)**

Description	Budget 2024	Forecast										
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Expenditures												
Operating Costs												
Water Administration												
1-5-4300-1110 WATER ADMIN - SALARIES	123,800	127,500	131,300	135,200	139,300	143,500	147,800	152,200	156,800	161,500	166,300	
1-5-4300-1180 WATER ADMIN - LABOUR	13,500	13,900	14,300	14,700	15,100	15,600	16,100	16,600	17,100	17,600	18,100	
1-5-4300-2210 WATER ADMIN - BENEFITS	41,750	43,000	44,300	45,600	47,000	48,400	49,900	51,400	52,900	54,500	56,100	
1-5-4300-4000 WATER ADMIN - OFFICE SUPPLIE	2,500	2,600	2,700	2,800	2,900	3,000	3,100	3,200	3,300	3,400	3,500	
1-5-4300-4060 WATER ADMIN - OPERATING SUP	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	3,000	
1-5-4300-5020 WATER ADMIN - POSTAGE, FREIG	6,500	6,700	6,900	7,100	7,300	7,500	7,700	7,900	8,100	8,300	8,500	
1-5-4300-5102 WATER ADMIN - AUDIT FEES	1,700	1,800	1,900	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	
1-5-4300-5240 WATER ADMIN - TRAINING & TRA	5,500	5,700	5,900	6,100	6,300	6,500	6,700	6,900	7,100	7,300	7,500	
1-5-4300-5360 WATER ADMIN - EQUIPMENT REN	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	
1-5-4300-5800 WATER ADMIN - MEMBERSHIPS -	500	500	500	500	500	500	500	500	500	500	500	
1-5-4300-6330 WATER ADMIN - WRITE OFF	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	
WFP & Elevated Tower												
1-5-4310-1110 WFP - SALARIES	294,000	302,800	311,900	321,300	330,900	340,800	351,000	361,500	372,300	383,500	395,000	
1-5-4310-2210 WFP - BENEFITS	84,550	87,100	89,700	92,400	95,200	98,100	101,000	104,000	107,100	110,300	113,600	
1-5-4310-3200 WFP - GRANT IN LIEU OF TAXES	20,300	20,900	21,500	22,100	22,800	23,500	24,200	24,900	25,600	26,400	27,200	
1-5-4310-4060 WFP - OPERATING SUPPLIES	17,000	17,500	18,000	18,500	19,100	19,700	20,300	20,900	21,500	22,100	22,800	
1-5-4310-4065 WFP - CHEMICALS	235,000	249,100	264,000	279,800	296,600	314,400	333,300	353,300	374,500	397,000	420,800	
1-5-4310-4100 WFP - LIGHT, HEAT, POWER	189,000	200,300	212,300	225,000	238,500	252,800	268,000	284,100	301,100	319,200	338,400	
1-5-4310-4410 WFP - LICENCES	6,800	7,000	7,200	7,400	7,600	7,800	8,000	8,200	8,400	8,700	9,000	
1-5-4310-4820 WFP - UNIFORMS - CLOTHING	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	5,200	5,400	5,600	
1-5-4310-5020 WFP - POSTAGE, FREIGHT, EXPR	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	3,000	
1-5-4310-5025 WFP - TELEPHONE	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	6,600	6,800	7,000	
1-5-4310-5240 WFP - TRAINING EXPENSES	7,500	7,700	7,900	8,100	8,300	8,500	8,800	9,100	9,400	9,700	10,000	
1-5-4310-5380 WFP - EQUIPMENT MAINTENANC	35,000	36,100	37,200	38,300	39,400	40,600	41,800	43,100	44,400	45,700	47,100	
1-5-4310-5400 WFP - BUILDING REPAIRS & MTN	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	12,600	13,000	13,400	
1-5-4310-5520 WFP - VEHICLES & EQUIP MAINT	3,000	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	4,000	
1-5-4310-5566 WFP - LAB SERVICES	20,000	20,600	21,200	21,800	22,500	23,200	23,900	24,600	25,300	26,100	26,900	
1-5-4310-5660 WFP - CONTRACTED SERVICES	9,000	9,300	9,600	9,900	10,200	10,500	10,800	11,100	11,400	11,700	12,100	
1-5-4310-5920 WFP - INSURANCE (BUILDING ET	50,050	51,600	53,100	54,700	56,300	58,000	59,700	61,500	63,300	65,200	67,200	
1-5-4310-7200 WFP - MINOR CAPITAL	25,000	25,800	26,600	27,400	28,200	29,000	29,900	30,800	31,700	32,700	33,700	
Water Distribution												
1-5-4320-1180 WD - LABOUR	27,600	28,400	29,300	30,200	31,100	32,000	33,000	34,000	35,000	36,100	37,200	
1-5-4320-2210 WD - BENEFITS	9,000	9,300	9,600	9,900	10,200	10,500	10,800	11,100	11,400	11,700	12,100	
1-5-4320-4060 WD - OPERATING SUPPLIES	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	12,600	13,000	13,400	
1-5-4320-4820 WD - UNIFORMS - CLOTHING	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	3,000	
1-5-4320-5360 WD - EQUIPMENT RENTAL INTER	31,300	32,200	33,200	34,200	35,200	36,300	37,400	38,500	39,700	40,900	42,100	
1-5-4320-5660 WD - CONTRACTED SERVICES	15,000	15,500	16,000	16,500	17,000	17,500	18,000	18,500	19,100	19,700	20,300	
Service Connections												
1-5-4340-1180 WNS - LABOUR	4,700	4,800	4,900	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	
1-5-4340-2210 WNS - BENEFITS	1,550	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	
1-5-4340-4060 WNS - OPERATING SUPPLIES	3,000	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	4,000	
1-5-4340-5360 WNS - EQUIPMENT RENTAL INTE	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	
1-5-4340-5660 WNS - CONTRACTED SERVICES	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	
Thawing Water												
1-5-4350-1180 WTW - LABOUR	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
1-5-4350-2210 WTW - BENEFITS	300	300	300	300	300	300	300	300	300	300	300	
1-5-4350-4060 WTW - OPERATING SUPPLIES	300	300	300	300	300	300	300	300	300	300	300	
1-5-4350-5360 WTW - EQUIPMENT RENTAL INTE	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
1-5-4350-5660 WTW - CONTRACTED SERVICES	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	3,000	
Hydrants												
1-5-4360-1180 HYD - LABOUR	14,200	14,600	15,000	15,500	16,000	16,500	17,000	17,500	18,000	18,500	19,100	
1-5-4360-2210 HYD - BENEFITS	4,750	4,900	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	6,600	
1-5-4360-4060 HYD - OPERATING SUPPLIES	20,000	20,600	21,200	21,800	22,500	23,200	23,900	24,600	25,300	26,100	26,900	
1-5-4360-5360 HYD - EQUIPMENT RENTAL INTE	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	12,600	13,000	13,400	
Mains and Valves												
1-5-4370-1180 M&V - LABOUR	26,500	27,300	28,100	28,900	29,800	30,700	31,600	32,500	33,500	34,500	35,500	
1-5-4370-2210 M&V - BENEFITS	8,800	9,100	9,400	9,700	10,000	10,300	10,600	10,900	11,200	11,500	11,800	
1-5-4370-4060 M&V - OPERATING SUPPLIES	34,000	35,000	36,100	37,200	38,300	39,400	40,600	41,800	43,100	44,400	45,700	
1-5-4370-5360 M&V - EQUIPMENT RENTAL INTE	20,000	20,600	21,200	21,800	22,500	23,200	23,900	24,600	25,300	26,100	26,900	
1-5-4370-5660 M&V - CONTRACTED SERVICES	15,000	15,500	16,000	16,500	17,000	17,500	18,000	18,500	19,100	19,700	20,300	
1-5-4370-7310 M&V - TRANSFERS TO WATER/W	36,400	37,500	38,600	39,800	41,000	42,200	43,500	44,800	46,100	47,500	48,900	
Locates												
1-5-4375-1180 LOC - LABOUR	57,900	59,600	61,400	63,200	65,100	67,100	69,100	71,200	73,300	75,500	77,800	
1-5-4375-2210 LOC - BENEFITS	18,250	18,800	19,400	20,000	20,600	21,200	21,800	22,500	23,200	23,900	24,600	
1-5-4375-4060 LOC - OPERATING SUPPLIES	3,000	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	4,000	
1-5-4375-5360 LOC - EQUIPMENT RENTAL INTER	27,000	27,800	28,600	29,500	30,400	31,300	32,200	33,200	34,200	35,200	36,300	
1-5-4375-5660 LOC - CONTRACTED SERVICES	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
Water Meters - New												
1-5-4380-1180 WM - LABOUR	11,700	12,100	12,500	12,900	13,300	13,700	14,100	14,500	14,900	15,300	15,800	
1-5-4380-2210 WM - BENEFITS	3,900	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	
1-5-4380-4060 WM - OPERATING SUPPLIES	50,000	51,500	53,000	54,600	56,200	57,900	59,600	61,400	63,200	65,100	67,100	
1-5-4380-5360 WM - EQUIPMENT RENTAL INTER	3,850	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	
1-5-4380-5660 WM - CONTRACTED SERVICES	150	200	200	200	200	200	200	200	200	200	200	
Water Meters - Replacement												
1-5-4385-1180 WM - LABOUR	12,200	12,600	13,000	13,400	13,800	14,200	14,600	15,000	15,500	16,000	16,500	
1-5-4385-2210 WM - BENEFITS	4,050	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	5,200	
1-5-4385-4060 WM - OPERATING SUPPLIES	65,000	67,000	69,000	71,100	73,200	75,400	77,700	80,000	82,400	84,900	87,400	
1-5-4385-5360 WM - EQUIPMENT RENTAL INTER	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	6,600	6,800	7,000	
1-5-4385-5660 WM - CONTRACTED SERVICES	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
1-5-4385-7310 WM - TRANSFER TO WWW	(43,825)	(45,000)	(46,350)	(47,750)	(49,150)	(50,600)	(52,100)	(53,600)	(55,200			



5.3 Wastewater Operating Expenditures

Similar to water expenditures, the wastewater operating expenditures have been adjusted over the forecast period to reflect the current inflationary pressures in Ontario. Utilities and chemicals are assumed to increase at 6% per year, while all other operating expenditures have been assumed to increase at 3% per year

In addition, existing debt payments and contributions to the wastewater reserve funds have been included. The wastewater reserve fund transfers are used to fund the wastewater capital program identified in Chapter 2, as well as build-up the reserve balance for future lifecycle requirements.

5.4 Wastewater Operating Revenues

The Town's fixed revenue sources are generated primarily from base charges and miscellaneous sources, which includes discharging and penalties. Similar to water, miscellaneous revenues have been assumed to remain constant over the forecast period.

The wastewater base charges are further discussed in section 6.5 of this study.

As noted in the section above, the operating revenue presented herein represents the fixed component of the total operating revenue. The shortfall of the fixed revenue from the operating expenditures is what is used to calculate the recovery from the wastewater volume rates, which is presented in Chapter 7. Table 5-2 provides for the wastewater operating budget for the Town.



**Table 5-2
Town of Arnprior
Operating Budget Forecast – Wastewater (inflated \$)**

Description	Budget 2024	Forecast										
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Expenditures												
Operating Costs												
Wastewater Administration												
1-5-4100-1110 WW - SALARIES	129,200	133,100	137,100	141,200	145,400	149,800	154,300	158,900	163,700	168,600	173,700	
1-5-4100-1180 WW - LABOUR	6,200	6,400	6,600	6,800	7,000	7,200	7,400	7,600	7,800	8,000	8,200	
1-5-4100-2210 WW - BENEFITS	41,000	42,200	43,500	44,800	46,100	47,500	48,900	50,400	51,900	53,500	55,100	
1-5-4100-4000 WW - OFFICE SUPPLIES	2,500	2,600	2,700	2,800	2,900	3,000	3,100	3,200	3,300	3,400	3,500	
1-5-4100-5020 WW - POSTAGE, FREIGHT & DEL	6,000	6,200	6,400	6,600	6,800	7,000	7,200	7,400	7,600	7,800	8,000	
1-5-4100-5102 WW - AUDIT FEES	1,700	1,800	1,900	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	
1-5-4100-5240 WW - TRAINING & TRAVEL	3,500	3,600	3,700	3,800	3,900	4,000	4,100	4,200	4,300	4,400	4,500	
1-5-4100-7310 WW - TRANSFER TO WWW	43,825	45,000	46,350	47,750	49,150	50,600	52,100	53,600	55,200	56,850	58,550	
Pumping Station												
1-5-4110-1180 WWPS - LABOUR	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	4,000	4,100	
1-5-4110-2210 WWPS - BENEFITS	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
1-5-4110-4060 WWPS - OPERATING SUPPLIES	45,000	46,400	47,800	49,200	50,700	52,200	53,800	55,400	57,100	58,800	60,600	
1-5-4110-4100 WWPS - LIGHT, HEAT, POWER	34,500	36,600	38,800	41,100	43,600	46,200	49,000	51,900	55,000	58,300	61,800	
1-5-4110-5360 WWPS - EQUIPMENT RENTAL-INT	500	500	500	500	500	500	500	500	500	500	500	
1-5-4110-5380 WWPS - EQUIPMENT MAINTENAN	7,500	7,700	7,900	8,100	8,300	8,500	8,800	9,100	9,400	9,700	10,000	
1-5-4110-5660 WWPS - CONTRACTED SERVICE	6,500	6,700	6,900	7,100	7,300	7,500	7,700	7,900	8,100	8,300	8,500	
Sanitary Sewer												
1-5-4120-1180 WWSS - LABOUR	8,900	9,200	9,500	9,800	10,100	10,400	10,700	11,000	11,300	11,600	11,900	
1-5-4120-2210 WWSS - BENEFITS	2,900	3,000	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	
1-5-4120-4060 WWSS - OPERATING SUPPLIES	1,950	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	
1-5-4120-4820 WWSS - UNIFORMS - CLOTHING	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	3,000	
1-5-4120-5360 WWSS - EQUIPMENT RENTAL INT	8,200	8,400	8,700	9,000	9,300	9,600	9,900	10,200	10,500	10,800	11,100	
1-5-4120-5660 WWSS - CONTRACTED SERVICE	9,100	9,400	9,700	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	
1-5-4120-5670 WWSS - CLEAN AND TV	35,000	36,100	37,200	38,300	39,400	40,600	41,800	43,100	44,400	45,700	47,100	
1-5-4120-7310 WWSS - TRANSFERS TO WWW	36,400	37,500	38,600	39,800	41,000	42,200	43,500	44,800	46,100	47,500	48,900	
Combined Sewer												
1-5-4140-1180 WWCS - LABOUR	4,700	4,800	4,900	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	
1-5-4140-2210 WWCS - BENEFITS	1,550	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	
1-5-4140-4060 WWCS - OPERATING SUPPLIES	2,500	2,600	2,700	2,800	2,900	3,000	3,100	3,200	3,300	3,400	3,500	
1-5-4140-5360 WWCS - EQUIPMENT RENTAL INT	2,500	2,600	2,700	2,800	2,900	3,000	3,100	3,200	3,300	3,400	3,500	
1-5-4140-5660 WWCS - CONTRACTED SERVICE	5,800	6,000	6,200	6,400	6,600	6,800	7,000	7,200	7,400	7,600	7,800	
Water Pollution Control Plant												
1-5-4200-1110 WPCC - SALARIES	288,600	297,300	306,200	315,400	324,900	334,600	344,600	354,900	365,500	376,500	387,800	
1-5-4200-2210 WPCC - BENEFITS	82,950	85,400	88,000	90,600	93,300	96,100	99,000	102,000	105,100	108,300	111,500	
1-5-4200-3200 WPCC - GRANT-IN-LIEU	34,500	35,500	36,600	37,700	38,800	40,000	41,200	42,400	43,700	45,000	46,400	
1-5-4200-4060 WPCC - OPERATING SUPPLIES	7,000	7,200	7,400	7,600	7,800	8,000	8,200	8,400	8,700	9,000	9,300	
1-5-4200-4065 WPCC - CHEMICALS	110,000	116,600	123,600	131,000	138,900	147,200	156,000	165,400	175,300	185,800	196,900	
1-5-4200-4066 WPCC - LAB SUPPLIES	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	6,600	6,800	7,000	
1-5-4200-4100 WPCC - LIGHT, HEAT & POWER	200,000	212,000	224,700	238,200	252,500	267,700	283,800	300,800	318,800	337,900	358,200	
1-5-4200-4390 WPCC - GAS, OIL & LUBRICANTS	3,250	3,400	3,600	3,800	4,000	4,200	4,500	4,800	5,100	5,400	5,700	
1-5-4200-4410 WPCC - LICENCES	7,200	7,400	7,600	7,800	8,000	8,200	8,400	8,700	9,000	9,300	9,600	
1-5-4200-4820 WPCC - UNIFORMS - CLOTHING	4,700	4,800	4,900	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	
1-5-4200-5020 WPCC - POSTAGE, FREIGHT & D	3,500	3,600	3,700	3,800	3,900	4,000	4,100	4,200	4,300	4,400	4,500	
1-5-4200-5025 WPCC - TELEPHONE	3,000	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	4,000	
1-5-4200-5104 WPCC - CONSULTANT FEES	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	12,600	13,000	13,400	
1-5-4200-5240 WPCC - TRAIN & TRAVEL -TREAT	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	6,600	6,800	7,000	
1-5-4200-5380 WPCC - EQUIPMENT MAINTENAN	90,000	92,700	95,500	98,400	101,400	104,400	107,500	110,700	114,000	117,400	120,900	
1-5-4200-5400 WPCC - BUILDING REPAIR & MAI	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	12,600	13,000	13,400	
1-5-4200-5520 WPCC - VEHICLES & EQUIP MAIN	2,500	2,600	2,700	2,800	2,900	3,000	3,100	3,200	3,300	3,400	3,500	
1-5-4200-5566 WPCC - LAB SERVICES	20,000	20,600	21,200	21,800	22,500	23,200	23,900	24,600	25,300	26,100	26,900	
1-5-4200-5660 WPCC - CONTRACTED SERVICE	14,500	14,900	15,300	15,800	16,300	16,800	17,300	17,800	18,300	18,800	19,400	
1-5-4200-5920 WPCC - INSURANCE - BUILDING	55,400	57,100	58,800	60,600	62,400	64,300	66,200	68,200	70,200	72,300	74,500	
1-5-4200-7200 WPCC - MINOR CAPITAL	25,000	25,800	26,600	27,400	28,200	29,000	29,900	30,800	31,700	32,700	33,700	
Sub Total Operating	1,435,125	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												
Existing Debt (Principal) - Growth Related	329,196	343,066	357,521	372,585	388,284	404,644	421,694	439,462	-	-	-	
Existing Debt (Interest) - Growth Related	124,058	110,187	95,732	80,668	64,969	48,609	31,559	13,791	-	-	-	
New Growth Related Debt (Principal)	-	-	-	-	-	-	-	-	-	-	-	
New Growth Related Debt (Interest)	-	-	-	-	-	-	-	-	-	-	-	
Existing Debt (Principal) - Non-Growth Related	220,462	149,660	127,047	102,546	106,866	111,369	116,062	120,952	-	-	-	
Existing Debt (Interest) - Non-Growth Related	41,860	33,797	27,056	22,202	17,881	13,379	8,686	3,796	-	-	-	
New Non-Growth Related Debt (Principal)	-	-	-	-	-	-	-	-	-	-	-	
New Non-Growth Related Debt (Interest)	-	-	-	-	-	-	-	-	-	-	-	
Transfer to Capital	-	-	-	-	-	-	-	-	-	-	-	
Transfer to Capital Reserve	681,960	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	
Sub Total Capital Related	1,397,535	1,575,486	1,774,078	1,994,538	2,238,175	2,517,620	2,822,589	3,166,788	3,087,040	3,506,103	3,972,636	
Total Expenditures	2,832,660	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	
Revenues												
Base Charge	993,176	1,094,545	1,206,086	1,328,671	1,463,726	1,612,221	1,775,168	1,954,657	2,151,815	2,370,233	2,611,575	
1-4-4100-0412 WW - SEWER DISCHARGE AGRE	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	
1-4-4100-0423 WW - NSC WATER	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	
1-4-4100-0597 WW - PENALTIES	14,500	14,500	14,500	14,500	14,500	14,500	14,500	14,500	14,500	14,500	14,500	
Contributions from Development Charges Reserve Fund	453,253	453,253	453,253	453,253	453,253	453,253	453,253	453,253	-	-	-	
Contributions from Reserves / Reserve Funds	-	-	-	-	-	-	-	-	-	-	-	
Total Operating Revenue	1,481,429	1,582,798	1,694,339	1,816,924	1,951,979	2,100,474	2,263,421	2,442,911	2,186,815	2,405,233	2,646,575	
Wastewater Billing Recovery - Total	1,351,231	1,481,488	1,624,489	1,780,464	1,949,646	2,143,546	2,351,268	2,584,478	2,832,125	3,107,219	3,410,111	



Chapter 6

Pricing Structures

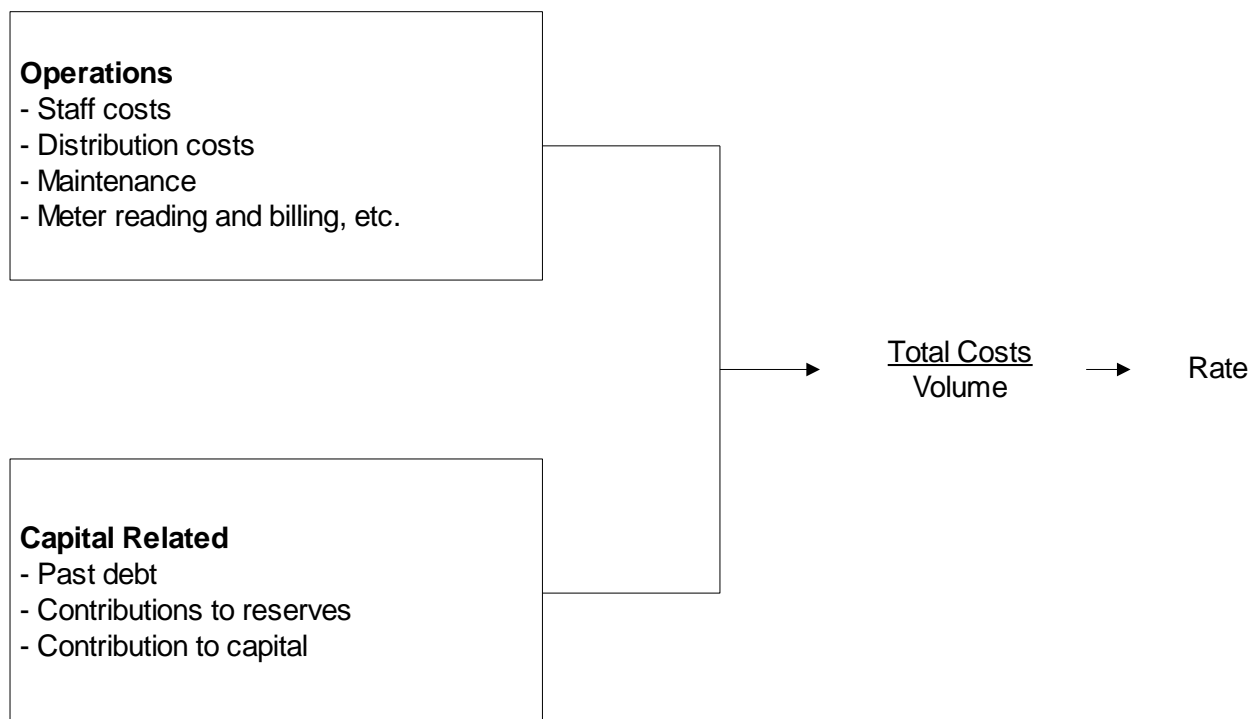


6. Pricing Structures

6.1 Introduction

Rates, in their simplest form, can be defined as total costs to maintain the utility function divided by the total expected volume to be generated for the period. Total costs are usually a combination of operating costs (e.g. staff costs, distribution costs, maintenance, administration, etc.) and capital-related costs (e.g. past debt to finance capital projects, transfers to reserves to finance future expenditures, etc.). The schematic below provides a simplified illustration of the rate calculation for water.

“Annual Costs”



These operating and capital expenditures will vary over time. Examples of factors that will affect the expenditures over time are provided below.

Operations

- Inflation;



- Increased maintenance as system ages; and
- Changes to provincial legislation.

Capital Related

- New capital will be built as areas expand;
- Replacement capital needed as system ages; and
- Financing of capital costs are a function of policy regarding reserves and direct financing from rates (pay as you go), debt and user pay methods (development charges, *Municipal Act*).

6.2 Alternative Pricing Structures

Throughout Ontario, and as well, Canada, the use of pricing mechanisms varies between municipalities. The use of a particular form of pricing depends upon numerous factors, including Council preference, administrative structure, surplus/deficit system capacities, economic/demographic conditions, to name a few.

Municipalities within Ontario have two basic forms of collecting revenues for water purposes, those being through incorporation of the costs within the tax rate charged on property assessment and/or through the establishment of a specific water rate billed to the customer. Within the rate methods, there are five basic rate structures employed along with other variations:

- Flat Rate (non-metered customers);
- Constant Rate;
- Declining Block Rate;
- Increasing (or Inverted) Block Rate;
- Hump Back Block Rate; and
- Base Charges.

The definitions and general application of the various methods are as follows:

Property Assessment: This method incorporates the total costs of providing water into the general requisition or the assessment base of the municipality. This form of collection is a "wealth tax," as payment increases directly with the value of property owned and bears no necessary relationship to actual consumption. This form is easy to



administer as the costs to be recovered are incorporated in the calculation for all general services, normally collected through property taxes.

Flat Rate: This rate is a constant charge applicable to all customers served. The charge is calculated by dividing the total number of user households and other entities (e.g. businesses) into the costs to be recovered. This method does not recognize differences in actual consumption but provides for a uniform spreading of costs across all users. Some municipalities define users into different classes of similar consumption patterns, that is, a commercial user, residential user and industrial user, and charge a flat rate by class. Each user is then billed on a periodic basis. No meters are required to facilitate this method, but an accurate estimate of the number of users is required. This method ensures set revenue for the collection period but is not sensitive to consumption, hence may cause a shortfall or surplus of revenues collected.

Constant Rate: This rate is a volume-based rate, in which the consumer pays the same price per unit consumed, regardless of the volume. The price per unit is calculated by dividing the total cost of the service by the total volume used by total consumers. The bill to the consumer climbs uniformly as the consumption increases. This form of rate requires the use of meters to record the volume consumed by each user. This method closely aligns the revenue recovery with consumption. Revenue collected varies directly with the consumption volume.

Declining Block Rates: This rate structure charges a successively lower price for set volumes, as consumption increases through a series of "blocks." That is to say that within set volume ranges, or blocks, the charge per unit is set at one rate. Within the next volume range, the charge per unit decreases to a lower rate, and so on. Typically, the first, or first and second blocks cover residential and light commercial uses. Subsequent blocks normally are used for heavier commercial and industrial uses. This rate structure requires the use of meters to record the volume consumed by each type of user. This method requires the collection and analysis of consumption patterns by user classification to establish rates at a level which does not over or under collect revenue from rate payers.

Increasing or Inverted Block Rates: The increasing block rate works essentially the same way as the declining block rate, except that the price of water in successive blocks increases rather than declines. Under this method the consumer's bill rises faster with higher volumes used. This rate structure also requires the use of meters to



record the volume consumed by each user. This method requires, as with the declining block structure, the collection and analysis of consumption patterns by user classification to establish rates at a level which does not over or under collect from rate payers.

The Hump Back Rate: The hump back rate is a combination of an increasing block rate and the declining block rate. Under this method the consumer's bill rises with higher volumes used up to a certain level and then begins to fall for volumes in excess of levels set for the increasing block rate.

6.3 Assessment of Alternative Pricing Structures

The adoption by a municipality or utility of any one particular pricing structure is normally a function of a variety of administrative, social, demographic and financial factors. The number of factors, and the weighting each particular factor receives, can vary between municipalities. The following is a review of some of the more prevalent factors.

Cost Recovery

Cost recovery is a prime factor in establishing a particular pricing structure. Costs can be loosely defined into different categories: operations, maintenance, capital, financing and administration. These costs often vary between municipalities and even within a municipality, based on consumption patterns, infrastructure age, economic growth, etc.

The pricing alternatives defined earlier can all achieve the cost recovery goal, but some do so more precisely than others. Fixed pricing structures, such as Property Assessment and Flat Rate, are established on the value of property or on the number of units present in the municipality, but do not adjust in accordance with consumption. Thus, if actual consumption for the year is greater than projected, the municipality incurs a higher cost of production, but the revenue base remains static (since it was determined at the beginning of the year), thus potentially providing a funding shortfall. Conversely, if the consumption level declines below projections, fixed pricing structures will produce more revenue than actual costs incurred.



The other pricing methods (declining block, constant rate, increasing block) are consumption-based and generally will generate revenues in proportion to actual consumption.

Administration

Administration is defined herein as the staffing, equipment and supplies required to support the undertaking of a particular pricing strategy. This factor not only addresses the physical tangible requirements to support the collection of the revenues, but also the intangible requirements, such as policy development.

The easiest pricing structure to support is the Property Assessment structure. As municipalities undertake the process of calculating property tax bills and the collection process for their general services, the incorporation of the water costs into this calculation would have virtually no impact on the administrative process and structure.

The Flat Rate pricing structure is relatively easy to administer as well. It is normally calculated to collect a set amount, either on a monthly, quarterly, semi-annual or annual basis, and is billed directly to the customer. The impact on administration centres mostly on the accounts receivable or billing area of the municipality, but normally requires minor additional staff or operating costs to undertake.

The three remaining methods, those being Increasing Block Rate, Constant Rate and Declining Block Rate, have a more dramatic effect on administration. These methods are dependent upon actual consumption and hence involve a major structure in place to administer. First, meters must be installed in all existing units in the municipality, and units to be subsequently built must be required to include these meters. Second, meter readings must be undertaken periodically. Hence staff must be available for this purpose or a service contract must be negotiated. Third, the billings process must be expanded to accommodate this process. Billing must be done per a defined period, requiring staff to produce the bills. Lastly, either through increased staffing or by service contract, an annual maintenance program must be set up to ensure meters are working effectively in recording consumed volumes.

The benefit derived from the installation of meters is that information on consumption patterns becomes available. This information provides benefit to administration in calculating rates which will ensure revenue recovery. Additionally, when planning what services are to be constructed in future years, the municipality or utility has documented



consumption patterns distinctive to its own situation, which can be used to project sizing of growth-related works.

Equity

Equity is always a consideration in the establishment of pricing structures but its definition can vary depending on a municipality's circumstances and based on the subjective interpretation of those involved. For example: is the price charged to a particular class of rate payer consistent with those of a similar class in surrounding municipalities; through the pricing structure does one class of rate payer pay more than another class; should one pay based on ability to pay, or on the basis that a unit of water costs the same to supply no matter who consumes it; etc.? There are many interpretations. Equity therefore must be viewed broadly in light of many factors as part of achieving what is best for the municipality as a whole.

Conservation

In today's society, conservation of natural resources is increasingly being more highly valued. Controversy continuously focuses on the preservation of non-renewable resources and on the proper management of renewable resources. Conservation is also a concept which applies to a municipality facing physical limitations in the amount of water which can be supplied to an area. As well, financial constraints can encourage conservation in a municipality where the cost of providing each additional unit is increasing.

Pricing structures such as property assessment and flat rate do not, in themselves, encourage conservation. In fact, depending on the price which is charged, they may even encourage resource "squandering," either because consumers, without the price discipline, consume water at will, or the customer wants to get his money's worth and hence adopts more liberal consumption patterns. The fundamental reason for this is that the price paid for the service bears no direct relationship to the volume consumed and hence is viewed as a "tax," instead of being viewed as the price of a purchased commodity.

The Declining Block Rate provides a decreasing incentive towards conservation. By creating awareness of volumes consumed, the consumer can reduce his total costs by restricting consumption; however, the incentive lessens as more water is consumed, because the marginal cost per unit declines as the consumer enters the next block



pricing range. Similarly, those whose consumption level is at the top end of a block have less incentive to reduce consumption.

The Constant Rate structure presents the customer with a linear relationship between consumption and the cost thereof. As the consumer pays a fixed cost per unit, his bill will vary directly with the amount consumed. This method presents tangible incentive for consumers to conserve water. As metering provides direct feedback as to usage patterns and the consumer has direct control over the total amount paid for the commodity, the consumer is encouraged to use only those volumes that are reasonably required.

The Inverted Block method presents the most effective pricing method for encouraging conservation. Through this method, the price per unit consumed increases as total volumes consumed grow. The consumer becomes aware of consumption through metering with the charges increasing dramatically with usage. Hence, there normally is awareness that exercising control over usage can produce significant savings. This method not only encourages conservation methods, but may also penalize legitimate high-volume users if not properly structured.

Figure 6-1 provides a schematic representation of the various rate structures (note property tax as a basis for revenue recovery has not been presented for comparison, as the proportion of taxes paid varies in direct proportion to the market value of the property). The graphs on the left-hand side of the figure present the cost per unit for each additional amount of water consumed. The right-hand side of the figure presents the impact on the customer's bill as the volume of water increases. Following the schematic is a table summarizing each rate structure.



Figure 6-1

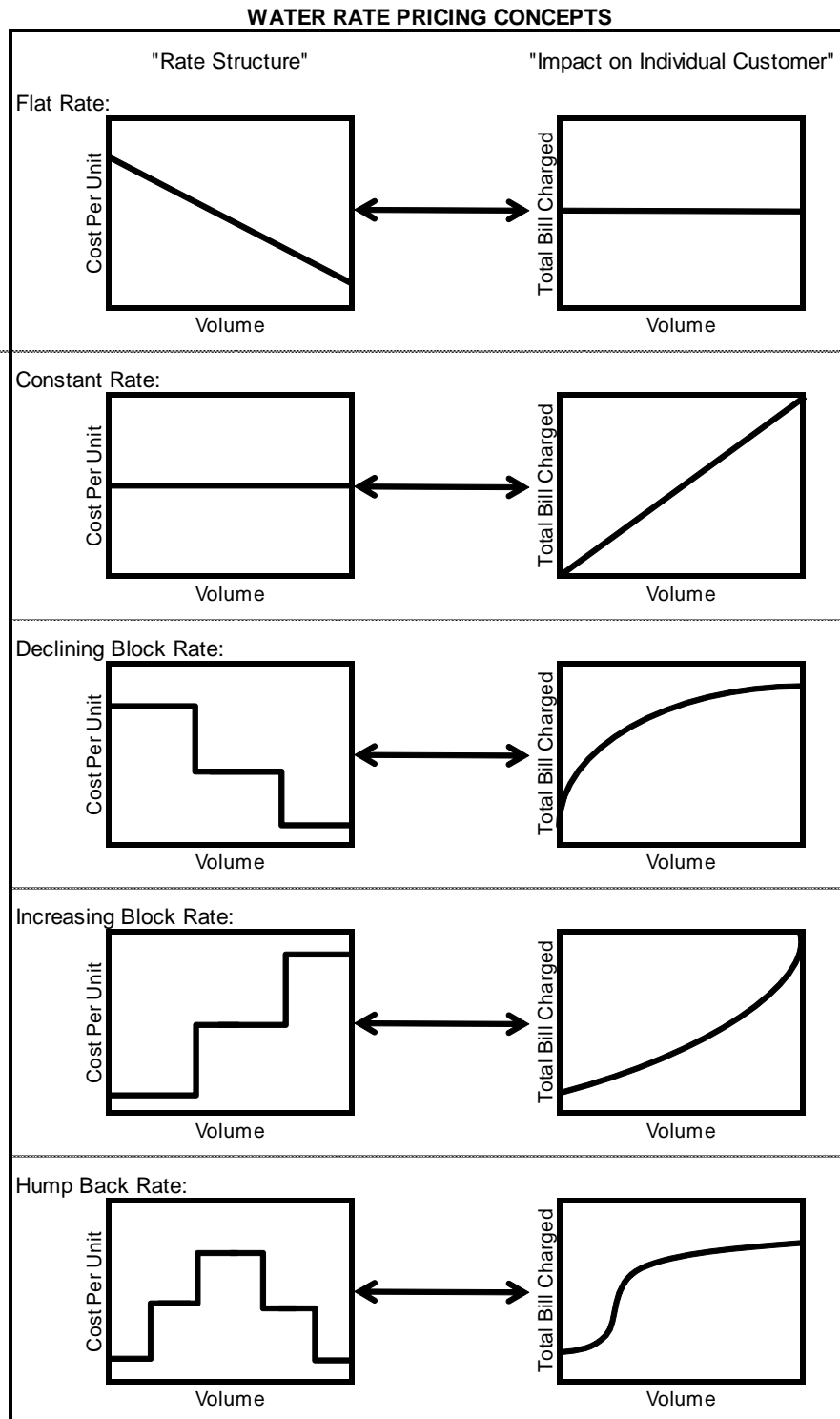




Figure 6-2
Summary of Various Rate Structures and their Impact on Customer Bills as Volume Usage Increases

Rate Structure	Cost Per Unit As Volume Increases	Impact On Customer Bill As Volume Increases
Flat Rate	Cost per unit decreases as more volume consumed	Bill remains the same no matter how much volume is consumed
Constant Rate	Cost per unit remains the same	Bill increases in direct proportion to consumption
Declining Block	Cost per unit decreases as threshold targets are achieved	Bill increases at a slower rate as volumes increase
Increasing Block	Cost per unit increases as threshold targets are achieved	Bill increases at a faster rate as volumes increase
Hump Back Rate	Combination of an increasing block at the lower consumption volumes and then converts to a declining block for the high consumption	Bill increases at a faster rate at the lower consumption amounts and then slows as volumes increase

6.4 Rate Structures in Ontario

In a past survey of over 170 municipalities (approximately half of the municipalities who provide water and/or sewer), all forms of rate structures are in use by Ontario municipalities. The most common rate structure is the constant rate (for metered municipalities). Most municipalities (approximately 92%) who have volume rate structures also impose a base monthly charge.

Historically, the development of a base charge often reflected either the recovery of meter reading/billing/collection costs, plus administration or those costs plus certain fixed costs (such as capital contributions or reserve contributions). More recently, many municipalities have started to establish base charges based on ensuring a secure



portion of the revenue stream which does not vary with volume consumption. Selection of the quantum of the base charge is a matter of policy selected by individual municipalities.

6.5 Recommended Rate Structures and Base Charges

The Town currently utilizes a base charge and volume rate for its water and wastewater customers. It is recommended that the same rate structures be continued in the future.

In order to provide for the Town's capital expenditures, future asset replacement needs, and the day-to-day operating expenditures, the water base charges are proposed to increase by 5.5% annually.

With respect to wastewater, the base charges are calculated to increase by 9% annually over the forecast period.

The above increases in the base charges are recommended to ensure that the Town can fund the capital and operating costs without the use of new debentures.

The forecasted base charges and corresponding revenues are provided in Tables 6-1 and 6-2.



**Table 6-1
Town of Arnprior
Base Charge Forecast – Water**

Water	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	26	78	130	182	234	286	338	390	442	497	554
Total Customers	4,195	4,247	4,299	4,351	4,403	4,455	4,507	4,559	4,611	4,666	4,723
Total Annual Revenue	\$1,338,584	\$1,427,146	\$1,521,436	\$1,622,131	\$1,728,913	\$1,842,984	\$1,964,036	\$2,092,783	\$2,229,986	\$2,377,226	\$2,535,044

5/8" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	4,014	4,014	4,014	4,014	4,014	4,014	4,014	4,014	4,014	4,014	4,014
New	26	78	130	182	234	286	338	390	442	497	554
Subtotal Customers	4,040	4,092	4,144	4,196	4,248	4,300	4,352	4,404	4,456	4,511	4,568
Monthly Base Charge	\$22.98	\$24.24	\$25.57	\$26.98	\$28.46	\$30.03	\$31.68	\$33.42	\$35.26	\$37.20	\$39.25
Annual Base Charge	\$275.76	\$290.88	\$306.84	\$323.76	\$341.52	\$360.36	\$380.16	\$401.04	\$423.12	\$446.40	\$471.00
Total Annual Revenue	\$1,114,070	\$1,190,281	\$1,271,545	\$1,358,497	\$1,450,777	\$1,549,548	\$1,654,456	\$1,766,180	\$1,885,423	\$2,013,710	\$2,151,528

¾" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	43	43	43	43	43	43	43	43	43	43	43
New											
Subtotal Customers	43	43	43	43	43	43	43	43	43	43	43
Monthly Base Charge	\$31.41	\$33.14	\$34.96	\$36.88	\$38.91	\$41.05	\$43.31	\$45.69	\$48.20	\$50.85	\$53.65
Annual Base Charge	\$376.92	\$397.68	\$419.52	\$442.56	\$466.92	\$492.60	\$519.72	\$548.28	\$578.40	\$610.20	\$643.80
Total Annual Revenue	\$16,208	\$17,100	\$18,039	\$19,030	\$20,078	\$21,182	\$22,348	\$23,576	\$24,871	\$26,239	\$27,683

1" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	34	34	34	34	34	34	34	34	34	34	34
New											
Subtotal Customers	34	34	34	34	34	34	34	34	34	34	34
Monthly Base Charge	\$54.65	\$57.66	\$60.83	\$64.18	\$67.71	\$71.43	\$75.36	\$79.50	\$83.87	\$88.48	\$93.35
Annual Base Charge	\$655.80	\$691.92	\$729.96	\$770.16	\$812.52	\$857.16	\$904.32	\$954.00	\$1,006.44	\$1,061.76	\$1,120.20
Total Annual Revenue	\$22,297	\$23,525	\$24,819	\$26,185	\$27,626	\$29,143	\$30,747	\$32,436	\$34,219	\$36,100	\$38,087

1 ½" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	33	33	33	33	33	33	33	33	33	33	33
New											
Subtotal Customers	33	33	33	33	33	33	33	33	33	33	33
Monthly Base Charge	\$97.10	\$102.44	\$108.07	\$114.01	\$120.28	\$126.90	\$133.88	\$141.24	\$149.01	\$157.21	\$165.86
Annual Base Charge	\$1,165.20	\$1,229.28	\$1,296.84	\$1,368.12	\$1,443.36	\$1,522.80	\$1,606.56	\$1,694.88	\$1,788.12	\$1,886.52	\$1,990.32
Total Annual Revenue	\$38,452	\$40,566	\$42,796	\$45,148	\$47,631	\$50,252	\$53,016	\$55,931	\$59,008	\$62,255	\$65,681

2" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	37	37	37	37	37	37	37	37	37	37	37
New											
Subtotal Customers	37	37	37	37	37	37	37	37	37	37	37
Monthly Base Charge	\$157.26	\$165.91	\$175.04	\$184.67	\$194.83	\$205.55	\$216.86	\$228.79	\$241.37	\$254.65	\$268.66
Annual Base Charge	\$1,887.12	\$1,990.92	\$2,100.48	\$2,216.04	\$2,337.96	\$2,466.60	\$2,602.32	\$2,745.48	\$2,896.44	\$3,055.80	\$3,223.92
Total Annual Revenue	\$69,823	\$73,664	\$77,718	\$81,993	\$86,505	\$91,264	\$96,286	\$101,583	\$107,168	\$113,065	\$119,285

3" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	2	2	2	2	2	2	2	2	2	2	2
New											
Subtotal Customers	2	2	2	2	2	2	2	2	2	2	2
Monthly Base Charge	\$283.05	\$298.62	\$315.04	\$332.37	\$350.65	\$369.94	\$390.29	\$411.76	\$434.41	\$458.30	\$483.51
Annual Base Charge	\$3,396.60	\$3,583.44	\$3,780.48	\$3,988.44	\$4,207.80	\$4,439.28	\$4,683.48	\$4,941.12	\$5,212.92	\$5,499.60	\$5,802.12
Total Annual Revenue	\$6,793	\$7,167	\$7,561	\$7,977	\$8,416	\$8,879	\$9,367	\$9,882	\$10,426	\$10,999	\$11,604

4" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	4	4	4	4	4	4	4	4	4	4	4
New											
Subtotal Customers	4	4	4	4	4	4	4	4	4	4	4
Monthly Base Charge	\$655.28	\$691.32	\$729.34	\$769.45	\$811.77	\$856.42	\$903.52	\$953.21	\$1,005.64	\$1,060.95	\$1,119.30
Annual Base Charge	\$7,863.36	\$8,295.84	\$8,752.08	\$9,233.40	\$9,741.24	\$10,277.04	\$10,842.24	\$11,438.52	\$12,067.68	\$12,731.40	\$13,431.60
Total Annual Revenue	\$31,453	\$33,183	\$35,008	\$36,934	\$38,965	\$41,108	\$43,369	\$45,754	\$48,271	\$50,926	\$53,726

6" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	1	1	1	1	1	1	1	1	1	1	1
New											
Subtotal Customers	1	1	1	1	1	1	1	1	1	1	1
Monthly Base Charge	\$1,271.47	\$1,341.40	\$1,415.18	\$1,493.01	\$1,575.13	\$1,661.76	\$1,753.16	\$1,849.58	\$1,951.31	\$2,058.63	\$2,171.85
Annual Base Charge	\$15,257.64	\$16,096.80	\$16,982.16	\$17,916.12	\$18,901.56	\$19,941.12	\$21,037.92	\$22,194.96	\$23,415.72	\$24,703.56	\$26,062.20
Total Annual Revenue	\$15,258	\$16,097	\$16,982	\$17,916	\$18,902	\$19,941	\$21,038	\$22,195	\$23,416	\$24,704	\$26,062

8" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	1	1	1	1	1	1	1	1	1	1	1
New											
Subtotal Customers	1	1	1	1	1	1	1	1	1	1	1
Monthly Base Charge	\$2,019.10	\$2,130.15	\$2,247.31	\$2,370.91	\$2,501.31	\$2,638.88	\$2,784.02	\$2,937.14	\$3,098.68	\$3,269.11	\$3,448.91
Annual Base Charge	\$24,229.20	\$25,561.80	\$26,967.72	\$28,450.92	\$30,015.72	\$31,666.56	\$33,408.24	\$35,245.68	\$37,184.16	\$39,229.32	\$41,386.92
Total Annual Revenue	\$24,229	\$25,562	\$26,968	\$28,451	\$30,016	\$31,667	\$33,408	\$35,246	\$37,184	\$39,229	\$41,387



**Table 6-2
Town of Arnprior
Base Charge Forecast – Wastewater**

Wastewater	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	26	78	130	182	234	286	338	390	442	497	554
Subtotal Customers	4,131	4,183	4,235	4,287	4,339	4,391	4,443	4,495	4,547	4,602	4,659
Total Annual Revenue	\$993,176	\$1,094,545	\$1,206,086	\$1,328,671	\$1,463,726	\$1,612,221	\$1,775,168	\$1,954,657	\$2,151,815	\$2,370,233	\$2,611,575
5/8" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	3,951	3,951	3,951	3,951	3,951	3,951	3,951	3,951	3,951	3,951	3,951
New	26	78	130	182	234	286	338	390	442	497	554
Subtotal Customers	3,977	4,029	4,081	4,133	4,185	4,237	4,289	4,341	4,393	4,448	4,505
Monthly Base Charge	\$17.28	\$18.84	\$20.54	\$22.39	\$24.41	\$26.61	\$29.00	\$31.61	\$34.45	\$37.55	\$40.93
Annual Base Charge	\$207.36	\$226.08	\$246.48	\$268.68	\$292.92	\$319.32	\$348.00	\$379.32	\$413.40	\$450.60	\$491.16
Total Annual Revenue	\$824,671	\$910,876	\$1,005,885	\$1,110,454	\$1,225,870	\$1,352,959	\$1,492,572	\$1,646,628	\$1,816,066	\$2,004,269	\$2,212,676
¾" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	42	42	42	42	42	42	42	42	42	42	42
New											
Subtotal Customers	42	42	42	42	42	42	42	42	42	42	42
Monthly Base Charge	\$23.61	\$25.73	\$28.05	\$30.57	\$33.32	\$36.32	\$39.59	\$43.15	\$47.03	\$51.26	\$55.87
Annual Base Charge	\$283.32	\$308.76	\$336.60	\$366.84	\$399.84	\$435.84	\$475.08	\$517.80	\$564.36	\$615.12	\$670.44
Total Annual Revenue	\$11,899	\$12,968	\$14,137	\$15,407	\$16,793	\$18,305	\$19,953	\$21,748	\$23,703	\$25,835	\$28,158
1" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	34	34	34	34	34	34	34	34	34	34	34
New											
Subtotal Customers	34	34	34	34	34	34	34	34	34	34	34
Monthly Base Charge	\$41.09	\$44.79	\$48.82	\$53.21	\$58.00	\$63.22	\$68.91	\$75.11	\$81.87	\$89.24	\$97.27
Annual Base Charge	\$493.08	\$537.48	\$585.84	\$638.52	\$696.00	\$758.64	\$826.92	\$901.32	\$982.44	\$1,070.88	\$1,167.24
Total Annual Revenue	\$16,765	\$18,274	\$19,919	\$21,710	\$23,664	\$25,794	\$28,115	\$30,645	\$33,403	\$36,410	\$39,686
1 ½" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	33	33	33	33	33	33	33	33	33	33	33
New											
Subtotal Customers	33	33	33	33	33	33	33	33	33	33	33
Monthly Base Charge	\$73.00	\$79.57	\$86.73	\$94.54	\$103.05	\$112.32	\$122.43	\$133.45	\$145.46	\$158.55	\$172.82
Annual Base Charge	\$876.00	\$954.84	\$1,040.76	\$1,134.48	\$1,236.60	\$1,347.84	\$1,469.16	\$1,601.40	\$1,745.52	\$1,902.60	\$2,073.84
Total Annual Revenue	\$28,908	\$31,510	\$34,345	\$37,438	\$40,808	\$44,479	\$48,482	\$52,846	\$57,602	\$62,786	\$68,437
2" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	37	37	37	37	37	37	37	37	37	37	37
New											
Subtotal Customers	37	37	37	37	37	37	37	37	37	37	37
Monthly Base Charge	\$118.23	\$128.87	\$140.47	\$153.11	\$166.89	\$181.91	\$198.28	\$216.13	\$235.58	\$256.78	\$279.89
Annual Base Charge	\$1,418.76	\$1,546.44	\$1,685.64	\$1,837.32	\$2,002.68	\$2,182.92	\$2,379.36	\$2,593.56	\$2,826.96	\$3,081.36	\$3,358.68
Total Annual Revenue	\$52,494	\$57,218	\$62,369	\$67,981	\$74,099	\$80,768	\$88,036	\$95,962	\$104,598	\$114,010	\$124,271
3" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	2	2	2	2	2	2	2	2	2	2	2
New											
Subtotal Customers	2	2	2	2	2	2	2	2	2	2	2
Monthly Base Charge	\$212.81	\$231.96	\$252.84	\$275.60	\$300.40	\$327.44	\$356.91	\$389.03	\$424.04	\$462.20	\$503.80
Annual Base Charge	\$2,553.72	\$2,783.52	\$3,034.08	\$3,307.20	\$3,604.80	\$3,929.28	\$4,282.92	\$4,668.36	\$5,088.48	\$5,546.40	\$6,045.60
Total Annual Revenue	\$5,107	\$5,567	\$6,068	\$6,614	\$7,210	\$7,859	\$8,566	\$9,337	\$10,177	\$11,093	\$12,091
4" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	4	4	4	4	4	4	4	4	4	4	4
New											
Subtotal Customers	4	4	4	4	4	4	4	4	4	4	4
Monthly Base Charge	\$492.66	\$537.00	\$585.33	\$638.01	\$695.43	\$758.02	\$826.24	\$900.60	\$981.65	\$1,070.00	\$1,166.30
Annual Base Charge	\$5,911.92	\$6,444.00	\$7,023.96	\$7,656.12	\$8,345.16	\$9,096.24	\$9,914.88	\$10,807.20	\$11,779.80	\$12,840.00	\$13,995.60
Total Annual Revenue	\$23,648	\$25,776	\$28,096	\$30,624	\$33,381	\$36,385	\$39,660	\$43,229	\$47,119	\$51,360	\$55,982
6" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	1	1	1	1	1	1	1	1	1	1	1
New											
Subtotal Customers	1	1	1	1	1	1	1	1	1	1	1
Monthly Base Charge	\$955.64	\$1,041.65	\$1,135.40	\$1,237.59	\$1,348.97	\$1,470.38	\$1,602.71	\$1,746.95	\$1,904.18	\$2,075.56	\$2,262.36
Annual Base Charge	\$11,467.68	\$12,499.80	\$13,624.80	\$14,851.08	\$16,187.64	\$17,644.56	\$19,232.52	\$20,963.40	\$22,850.16	\$24,906.72	\$27,148.32
Total Annual Revenue	\$11,468	\$12,500	\$13,625	\$14,851	\$16,188	\$17,645	\$19,233	\$20,963	\$22,850	\$24,907	\$27,148
8" Meter Size	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Existing	1	1	1	1	1	1	1	1	1	1	1
New											
Subtotal Customers	1	1	1	1	1	1	1	1	1	1	1
Monthly Base Charge	\$1,518.02	\$1,654.64	\$1,803.56	\$1,965.88	\$2,142.81	\$2,335.66	\$2,545.87	\$2,775.00	\$3,024.75	\$3,296.98	\$3,593.71
Annual Base Charge	\$18,216.24	\$19,855.68	\$21,642.72	\$23,590.56	\$25,713.72	\$28,027.92	\$30,550.44	\$33,300.00	\$36,297.00	\$39,563.76	\$43,124.52
Total Annual Revenue	\$18,216	\$19,856	\$21,643	\$23,591	\$25,714	\$28,028	\$30,550	\$33,300	\$36,297	\$39,564	\$43,125



Chapter 7

Analysis of Water and Wastewater Rates and Policy Matters



7. Analysis of Water and Wastewater Rates and Policy Matters

7.1 Introduction

To summarize the analysis undertaken thus far, Chapter 2 reviewed capital-related issues and responds to the provincial directives to maintain and upgrade infrastructure to required levels. Chapter 4 provided a review of capital financing options to which water and wastewater reserve contributions will be the predominant basis for financing future capital replacement. Chapter 5 established the 10-year operating forecast of expenditures including an annual capital reserve contribution. The base charge revenues identified in Chapter 6 are to ensure that fixed costs are recovered regardless of the amount of volume used by customers. This chapter will provide for the calculation of the volume rates over the forecast period. These calculations will be based on the net operating expenditures (the variable costs) provided in Chapter 5, divided by the water and wastewater volume forecast provided in section 1.8.

7.2 Water Rates

Based on the discussion of rate structures provided in section 6.5 and the recommendation to continue with the present structures, the rates are calculated by taking the net recoverable amounts from Table 5-1 (the product of total expenditures less non-rate revenues and deduct the base charge amounts provided in section 6.5) and completes the calculation by dividing them by the volumes resulting in the forecasted rates. This results in a water volume rate increase of 5.5% per year over the forecast period.

These increases are required in order to fund the operating and capital expenditure forecast, while providing reserve fund transfers to prepare for the future lifecycle requirements. Detailed calculations of the volume rates are provided in Appendix A. A summary of the recommended monthly base charge and volume rates, along with the total annual bill for an average residential user who consumes 148 cubic meters per year, is presented in Table 7-1.



Table 7-1
Annual Customer Water Bill
 Based on 148 cubic metres 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%

7.3 Wastewater Rates

Similar to water, the calculation of the wastewater rates takes the net recoverable amounts from Table 5-2 and completes the calculation by dividing them by the volumes, resulting in the forecast rates. Detailed calculations are provided in Appendix B.

Based on the capital and operating needs over the forecast period, the wastewater volume rates are calculated to increase by 9% per year.

Table 7-2 summarizes the recommended rates for wastewater and provides the average annual bill for a residential customer who uses 148 cubic meters per year:

Table 7-2
Annual Customer Wastewater Bill
 Based on 148 cubic metres 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%



Chapter 8

Recommendations

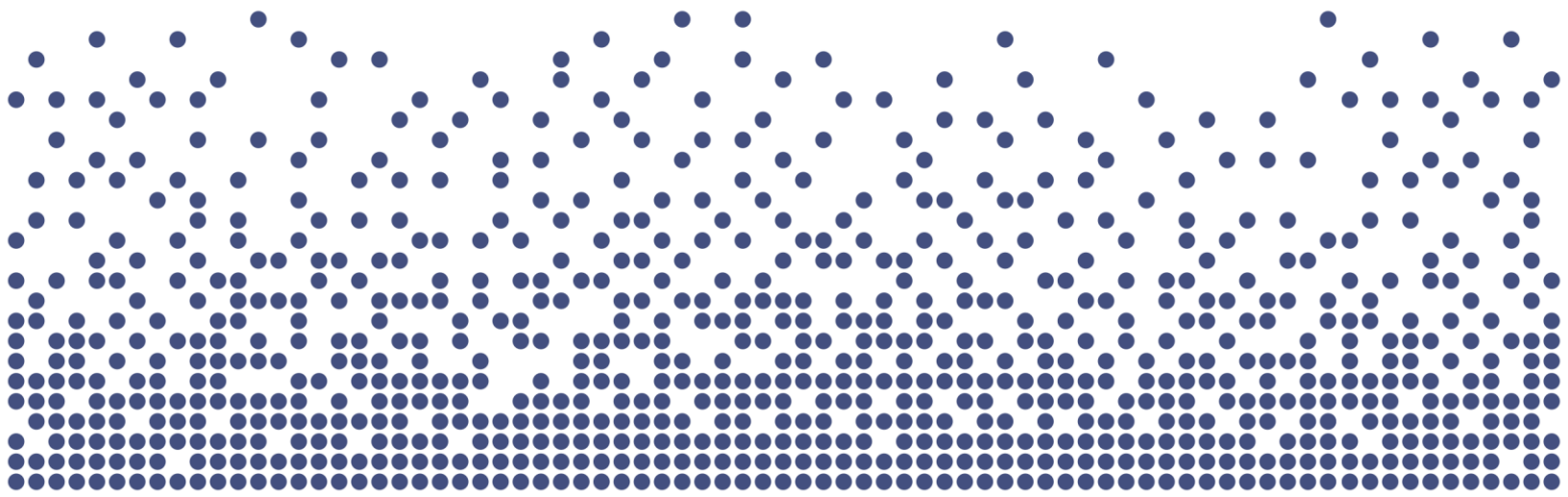


8. Recommendations

As presented within this report, capital and operating expenditures have been identified and forecast over a ten-year period for water and wastewater services.

Based upon the foregoing, the following recommendations are identified for consideration by Council:

1. That Council provide for the recovery of all water and wastewater costs through full cost recovery rates.
2. That Council consider the Capital Plan for water and wastewater as provided in Tables 2-1 and 2-2 and the associated Capital Financing Plan as set out in Tables 4-3 and 4-4.
3. That Council consider the base charges provided in Table 6-1 for water and Table 6-2 for wastewater.
4. That Council consider the volume rates for water and wastewater as provided in Tables 7-1 and 7-2 respectively.



Appendices



Appendix A

Detailed Water Rate Calculations



Appendix A: Detailed Water Rate Calculations

Table A-1
Town of Arnprior
Water Service
Capital Budget Forecast
Inflated \$

Description	Budget 2024	Total	Forecast										
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Capital Expenditures													
Construction: River Crossing Phase I	604,708	1,371,000	1,371,000	-	-	-	-	-	-	-	-	-	-
Construction: MacDonald St Reconstruction	443,636	-	-	-	-	-	-	-	-	-	-	-	-
Design: Victoria Street Reconstruction	22,856	-	-	-	-	-	-	-	-	-	-	-	-
WFP Filter Media	250,000	-	-	-	-	-	-	-	-	-	-	-	-
Design: Daniel St Sewer Upsizing / Albert Reconstruction	-	7,000	7,000	-	-	-	-	-	-	-	-	-	-
Construction: Edey St Reconstruction / MacDonald	-	558,000	558,000	-	-	-	-	-	-	-	-	-	-
WFP Filter Media (Filter #1 and #3)	450,797	-	-	-	-	-	-	-	-	-	-	-	-
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	-	16,000	-	203,000	-	-	-	-	-	-	-
Hugh St. N. from McGonigal to Saint Johns Way; Full reconstruction, WM, sewer seperation, sidewalk one side only.	-	274,000	-	21,000	-	253,000	-	-	-	-	-	-	-
Daniel St Sewer Upsizing / Albert Reconstruction	-	96,000	-	96,000	-	-	-	-	-	-	-	-	-
Victoria (John to Elgin) - Full reconstruction and Upsize Watermain 300mm	-	998,000	-	-	492,000	506,000	-	-	-	-	-	-	-
McLachlin St S Full Reconstruction - Caruso to Elgin & Sullivan Crescent Full Reconstruction	-	1,195,000	-	-	-	-	-	36,000	-	-	-	-	1,159,000
River Crossing Phase II - WM replacement to Decosta	-	1,669,000	-	-	-	-	-	101,000	1,568,000	-	-	-	-
Full Reconstruction w/ sewer separation - Claude St, Elgin St E, McGonigal St E	-	663,000	-	-	-	-	-	35,000	-	628,000	-	-	-
Madawaska Blvd (Bridge to Decosta), WM replacement, streetlights, pathways	-	1,693,000	-	-	-	70,000	1,623,000	-	-	-	-	-	-
Full Reconstruction w/ sewer separation - Rock Lane East & Russell St N	-	737,000	-	-	-	-	-	-	45,000	692,000	-	-	-
Caruso (Division to Ida) Watermain Loop, Norma (Alicia to Caruso), Charlotte (Alicia to Caruso)	-	716,000	-	-	-	-	-	-	-	34,000	682,000	-	-
Full Reconstruction w/ Sewer Separation - James Street	-	516,000	-	-	-	-	-	-	-	-	32,000	484,000	-
Full Reconstruction William St W from Edward to Daniel St	-	797,000	-	-	-	-	-	-	-	31,000	766,000	-	-
Full Reconstruction McCartney - Design	-	47,000	-	-	-	-	-	-	-	-	-	-	47,000
Full reconstruction - Charlotte, Norma, Ida (William to Alicia) and Vancourtland (William to Caruso)	-	936,000	-	-	-	-	-	-	-	-	36,000	900,000	-
Full Reconstruction McNab St from Madawaska to Seventh - Design	-	34,000	-	-	-	-	-	-	-	-	-	-	34,000
Full Reconstruction w/ Sewer Sep Sullivan Cres & Vancourtland from Caruso to Elgin	-	619,000	-	-	-	-	-	-	-	-	32,000	587,000	-
McLean Ave and Chats Cr - Watermain and Road Grade Raise (Flooding mitigation)	-	474,000	-	-	-	-	-	-	-	31,000	443,000	-	-
Full Reconstruction w/ Sewer Sep Edward Street from Edey to Elgin Street	-	1,002,000	-	-	-	-	-	-	-	-	-	33,000	969,000
Full Reconstruction Riverview Drive from Fourth Avenue to Second Avenue Sanitary Upsizing	-	307,000	-	-	-	-	-	-	-	307,000	-	-	-
Clearwell Replacement	-	1,030,000	-	1,030,000	-	-	-	-	-	-	-	-	-
Roof Replacement (Phase 2) (2010)	-	114,000	-	-	-	-	-	-	-	114,000	-	-	-
WFP Lower Roof	-	146,000	-	-	-	-	-	-	-	-	146,000	-	-
WFP Upgrade - Clearwell Expansion	-	1,676,000	-	-	-	-	-	-	-	-	1,676,000	-	-
WFP Upgrade - High Lift Pump Upgrade	-	587,000	-	-	-	-	-	-	-	-	-	-	587,000



Table A-1 (con't)
Town of Arnprior
Water Service
Capital Budget Forecast
Inflated \$

Description	Budget 2024	Total	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Fluoride Room Reconfiguration & Renewal	-	331,000	-	80,000	251,000	-	-	-	-	-	-	-
Sodium Bisulphite Room Repairs	-	106,000	-	106,000	-	-	-	-	-	-	-	-
Raw Water Pumping Station Refurbishment (incl. roof replacement)	-	535,000	-	-	-	-	-	-	535,000	-	-	-
Separated Water Valve Replacement	-	87,000	-	-	87,000	-	-	-	-	-	-	-
Backwash Equipment Replacement	-	1,058,000	-	-	-	1,058,000	-	-	-	-	-	-
Actiflo #1 Rebuild (Mixers, components, valves etc.)	-	151,000	-	-	-	-	151,000	-	-	-	-	-
Actiflo #2 Rebuild (Mixers, components, valves etc.)	-	175,000	-	-	-	-	-	-	-	-	-	175,000
High Lift Pump #1 Replacement	-	556,000	-	-	-	-	556,000	-	-	-	-	-
High Lift Pump #2 Replacement	-	522,000	-	-	-	-	-	-	-	-	522,000	-
High Lift Pump #3 Replacement	-	424,000	-	424,000	-	-	-	-	-	-	-	-
Low Lift Pumping Station	-	243,000	-	-	-	-	243,000	-	-	-	-	-
Filter Appurtenance Rebuild (Valves, Gates, Air Scour Blower)	-	1,537,000	-	-	-	-	-	-	1,537,000	-	-	-
WFP Chemical Systems	-	160,000	-	-	-	-	-	-	160,000	-	-	-
Distribution Watermain Twinning (at WFP)	-	308,000	-	-	27,000	281,000	-	-	-	-	-	-
Process Electrical - Water Tower	-	33,000	-	-	-	-	-	-	-	-	33,000	-
Process Instrumental - Water Tower	-	16,000	-	-	-	-	-	-	16,000	-	-	-
Building Services - Water Tower	-	16,000	-	-	-	-	-	-	16,000	-	-	-
Building and Process Structure (Exterior Coating)	-	253,000	-	-	-	-	-	-	-	253,000	-	-
Robotic Cleaning of Water Tower	-	61,000	-	-	-	-	-	-	61,000	-	-	-
Water Meter Reading Equipment	-	8,000	-	-	8,000	-	-	-	-	-	-	-
Rolling Water Meter Replacement	-	177,000	-	-	-	-	87,000	90,000	-	-	-	-
Valve Exerciser	-	75,000	-	-	-	-	75,000	-	-	-	-	-
Waterworks Maintenance Software Implementation	-	212,000	-	212,000	-	-	-	-	-	-	-	-
#07 Meter vehicle (2018)	-	12,000	-	-	-	-	12,000	-	-	-	-	-
Ford F150 1/2 Ton 4x4 (2022)	-	36,000	-	-	-	-	-	-	-	-	36,000	-
#10-22 Water Plant Van (2022)	-	27,000	-	-	-	-	-	-	-	-	-	27,000
#71 Water Works Van (2018)	-	43,000	-	-	-	-	43,000	-	-	-	-	-
Water & Wastewater Master Plan	-	40,000	-	-	-	-	-	-	-	40,000	-	-
Water and Wastewater Rate Study	17,500	44,000	-	-	-	-	20,000	-	-	-	-	24,000
Total Capital Expenditures	1,789,497	25,727,000	1,936,000	1,985,000	865,000	2,371,000	2,845,000	272,000	5,730,000	4,106,000	2,595,000	3,022,000
Capital Financing												
Provincial/Federal Grants		-										
Non-Growth Related Debenture Requirements	-	-	-	-	-	-	-	-	-	-	-	-
Water Reserve	1,789,497	25,727,000	1,936,000	1,985,000	865,000	2,371,000	2,845,000	272,000	5,730,000	4,106,000	2,595,000	3,022,000
Total Capital Financing	1,789,497	25,727,000	1,936,000	1,985,000	865,000	2,371,000	2,845,000	272,000	5,730,000	4,106,000	2,595,000	3,022,000



Table A-2
Town of Arnprior
Water Service
Water Debt Forecast
Inflated \$

Debtenture Year	2024	Principal (Inflated)	Forecast										
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
2025		-		-	-	-	-	-	-	-	-	-	-
2026		-			-	-	-	-	-	-	-	-	-
2027		-				-	-	-	-	-	-	-	-
2028		-					-	-	-	-	-	-	-
2029		-						-	-	-	-	-	-
2030		-							-	-	-	-	-
2031		-								-	-	-	-
2032		-									-	-	-
2033		-										-	-
2034		-											-
Total Annual Debt Charges	-	-	-	-	-	-	-	-	-	-	-	-	-

Table A-3
Town of Arnprior
Water Service
Water Capital Reserve Continuity
Inflated \$

Description	2024		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	2,131,088		1,666,086	1,192,624	943,030	2,130,909	1,995,038	1,567,894	3,969,166	1,081,986	212,283	1,125,781
Transfer from Operating	1,291,826		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
Transfer to Capital	1,789,497		1,936,000	1,985,000	865,000	2,371,000	2,845,000	272,000	5,730,000	4,106,000	2,595,000	3,022,000
Transfer to Operating	-		-	-	-	-	-	-	-	-	-	-
Closing Balance	1,633,418		1,169,239	924,540	2,089,126	1,955,920	1,537,151	3,891,339	1,060,771	208,120	1,103,706	1,866,241
Interest	32,668		23,385	18,491	41,783	39,118	30,743	77,827	21,215	4,162	22,074	37,325



Table A-4
Town of Arnprior
Water Service
Operating Budget Forecast
Inflated \$

Description	Budget 2024	Forecast										
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Expenditures												
Operating Costs												
Water Administration												
1-5-4300-1110 WATER ADMIN - SALARIES	123,800	127,500	131,300	135,200	139,300	143,500	147,800	152,200	156,800	161,500	166,300	
1-5-4300-1180 WATER ADMIN - LABOUR	13,500	13,900	14,300	14,700	15,100	15,600	16,100	16,600	17,100	17,600	18,100	
1-5-4300-2210 WATER ADMIN - BENEFITS	41,750	43,000	44,300	45,600	47,000	48,400	49,900	51,400	52,900	54,500	56,100	
1-5-4300-4000 WATER ADMIN - OFFICE SUPPLIE	2,500	2,600	2,700	2,800	2,900	3,000	3,100	3,200	3,300	3,400	3,500	
1-5-4300-4060 WATER ADMIN - OPERATING SUP	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	3,000	
1-5-4300-5020 WATER ADMIN - POSTAGE, FREIG	6,500	6,700	6,900	7,100	7,300	7,500	7,700	7,900	8,100	8,300	8,500	
1-5-4300-5102 WATER ADMIN - AUDIT FEES	1,700	1,800	1,900	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	
1-5-4300-5240 WATER ADMIN - TRAINING & TRA	5,500	5,700	5,900	6,100	6,300	6,500	6,700	6,900	7,100	7,300	7,500	
1-5-4300-5360 WATER ADMIN - EQUIPMENT REN	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	
1-5-4300-5800 WATER ADMIN - MEMBERSHIPS -	500	500	500	500	500	500	500	500	500	500	500	
1-5-4300-6330 WATER ADMIN - WRITE OFF	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	
WFP & Elevated Tower												
1-5-4310-1110 WFP - SALARIES	294,000	302,800	311,900	321,300	330,900	340,800	351,000	361,500	372,300	383,500	395,000	
1-5-4310-2210 WFP - BENEFITS	84,550	87,100	89,700	92,400	95,200	98,100	101,000	104,000	107,100	110,300	113,600	
1-5-4310-3200 WFP - GRANT IN LIEU OF TAXES	20,300	20,900	21,500	22,100	22,800	23,500	24,200	24,900	25,600	26,400	27,200	
1-5-4310-4060 WFP - OPERATING SUPPLIES	17,000	17,500	18,000	18,500	19,100	19,700	20,300	20,900	21,500	22,100	22,800	
1-5-4310-4065 WFP - CHEMICALS	235,000	249,100	264,000	279,800	296,600	314,400	333,300	353,300	374,500	397,000	420,800	
1-5-4310-4100 WFP - LIGHT, HEAT, POWER	189,000	200,300	212,300	225,000	238,500	252,800	268,000	284,100	301,100	319,200	338,400	
1-5-4310-4410 WFP - LICENCES	6,800	7,000	7,200	7,400	7,600	7,800	8,000	8,200	8,400	8,700	9,000	
1-5-4310-4820 WFP - UNIFORMS - CLOTHING	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	5,200	5,400	5,600	
1-5-4310-5020 WFP - POSTAGE, FREIGHT, EXPR	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	3,000	
1-5-4310-5025 WFP - TELEPHONE	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	6,600	6,800	7,000	
1-5-4310-5240 WFP - TRAINING EXPENSES	7,500	7,700	7,900	8,100	8,300	8,500	8,800	9,100	9,400	9,700	10,000	
1-5-4310-5380 WFP - EQUIPMENT MAINTENANC	35,000	36,100	37,200	38,300	39,400	40,600	41,800	43,100	44,400	45,700	47,100	
1-5-4310-5400 WFP - BUILDING REPAIRS & MTN	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	12,600	13,000	13,400	
1-5-4310-5520 WFP - VEHICLES & EQUIP MAINT	3,000	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	4,000	
1-5-4310-5566 WFP - LAB SERVICES	20,000	20,600	21,200	21,800	22,500	23,200	23,900	24,600	25,300	26,100	26,900	
1-5-4310-5660 WFP - CONTRACTED SERVICES	9,000	9,300	9,600	9,900	10,200	10,500	10,800	11,100	11,400	11,700	12,100	
1-5-4310-5920 WFP - INSURANCE (BUILDING ET	50,050	51,600	53,100	54,700	56,300	58,000	59,700	61,500	63,300	65,200	67,200	
1-5-4310-7200 WFP - MINOR CAPITAL	25,000	25,800	26,600	27,400	28,200	29,000	29,900	30,800	31,700	32,700	33,700	
Water Distribution												
1-5-4320-1180 WD - LABOUR	27,600	28,400	29,300	30,200	31,100	32,000	33,000	34,000	35,000	36,100	37,200	
1-5-4320-2210 WD - BENEFITS	9,000	9,300	9,600	9,900	10,200	10,500	10,800	11,100	11,400	11,700	12,100	
1-5-4320-4060 WD - OPERATING SUPPLIES	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	12,600	13,000	13,400	
1-5-4320-4820 WD - UNIFORMS - CLOTHING	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	3,000	
1-5-4320-5360 WD - EQUIPMENT RENTAL INTER	31,300	32,200	33,200	34,200	35,200	36,300	37,400	38,500	39,700	40,900	42,100	
1-5-4320-5660 WD - CONTRACTED SERVICES	15,000	15,500	16,000	16,500	17,000	17,500	18,000	18,500	19,100	19,700	20,300	
Service Connections												
1-5-4340-1180 WNS - LABOUR	4,700	4,800	4,900	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	
1-5-4340-2210 WNS - BENEFITS	1,550	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	
1-5-4340-4060 WNS - OPERATING SUPPLIES	3,000	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	4,000	
1-5-4340-5360 WNS - EQUIPMENT RENTAL INTE	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	
1-5-4340-5660 WNS - CONTRACTED SERVICES	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	



Table A-4 (con't)
Town of Arnprior
Water Service
Operating Budget Forecast
Inflated \$

Description	Budget 2024	Forecast										
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Thawing Water												
1-5-4350-1180 WTW - LABOUR	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
1-5-4350-2210 WTW - BENEFITS	300	300	300	300	300	300	300	300	300	300	300	300
1-5-4350-4060 WTW - OPERATING SUPPLIES	300	300	300	300	300	300	300	300	300	300	300	300
1-5-4350-5360 WTW - EQUIPMENT RENTAL INTE	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
1-5-4350-5660 WTW - CONTRACTED SERVICES	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	2,900	3,000
Hydrants												
1-5-4360-1180 HYD - LABOUR	14,200	14,600	15,000	15,500	16,000	16,500	17,000	17,500	18,000	18,500	18,500	19,100
1-5-4360-2210 HYD - BENEFITS	4,750	4,900	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	6,400	6,600
1-5-4360-4060 HYD - OPERATING SUPPLIES	20,000	20,600	21,200	21,800	22,500	23,200	23,900	24,600	25,300	26,100	26,100	26,900
1-5-4360-5360 HYD - EQUIPMENT RENTAL INTE	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	12,600	13,000	13,000	13,400
Mains and Valves												
1-5-4370-1180 M&V - LABOUR	26,500	27,300	28,100	28,900	29,800	30,700	31,600	32,500	33,500	34,500	34,500	35,500
1-5-4370-2210 M&V - BENEFITS	8,800	9,100	9,400	9,700	10,000	10,300	10,600	10,900	11,200	11,500	11,500	11,800
1-5-4370-4060 M&V - OPERATING SUPPLIES	34,000	35,000	36,100	37,200	38,300	39,400	40,600	41,800	43,100	44,400	44,400	45,700
1-5-4370-5360 M&V - EQUIPMENT RENTAL INTE	20,000	20,600	21,200	21,800	22,500	23,200	23,900	24,600	25,300	26,100	26,100	26,900
1-5-4370-5660 M&V - CONTRACTED SERVICES	15,000	15,500	16,000	16,500	17,000	17,500	18,000	18,500	19,100	19,700	19,700	20,300
1-5-4370-7310 M&V - TRANSFERS TO WATER/W	36,400	37,500	38,600	39,800	41,000	42,200	43,500	44,800	46,100	47,500	47,500	48,900
Locates												
1-5-4375-1180 LOC - LABOUR	57,900	59,600	61,400	63,200	65,100	67,100	69,100	71,200	73,300	75,500	75,500	77,800
1-5-4375-2210 LOC - BENEFITS	18,250	18,800	19,400	20,000	20,600	21,200	21,800	22,500	23,200	23,900	23,900	24,600
1-5-4375-4060 LOC - OPERATING SUPPLIES	3,000	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	3,900	4,000
1-5-4375-5360 LOC - EQUIPMENT RENTAL INTER	27,000	27,800	28,600	29,500	30,400	31,300	32,200	33,200	34,200	35,200	35,200	36,300
1-5-4375-5660 LOC - CONTRACTED SERVICES	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Water Meters - New												
1-5-4380-1180 WM - LABOUR	11,700	12,100	12,500	12,900	13,300	13,700	14,100	14,500	14,900	15,300	15,300	15,800
1-5-4380-2210 WM - BENEFITS	3,900	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,800	4,900
1-5-4380-4060 WM - OPERATING SUPPLIES	50,000	51,500	53,000	54,600	56,200	57,900	59,600	61,400	63,200	65,100	65,100	67,100
1-5-4380-5360 WM - EQUIPMENT RENTAL INTER	3,850	4,000	4,100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,800	4,900
1-5-4380-5660 WM - CONTRACTED SERVICES	150	200	200	200	200	200	200	200	200	200	200	200
Water Meters - Replacement												
1-5-4385-1180 WM - LABOUR	12,200	12,600	13,000	13,400	13,800	14,200	14,600	15,000	15,500	16,000	16,000	16,500
1-5-4385-2210 WM - BENEFITS	4,050	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	5,000	5,200
1-5-4385-4060 WM - OPERATING SUPPLIES	65,000	67,000	69,000	71,100	73,200	75,400	77,700	80,000	82,400	84,900	84,900	87,400
1-5-4385-5360 WM - EQUIPMENT RENTAL INTER	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	6,600	6,800	6,800	7,000
1-5-4385-5660 WM - CONTRACTED SERVICES	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
1-5-4385-7310 WM - TRANSFER TO WWW	(43,825)	(45,000)	(46,350)	(47,750)	(49,150)	(50,600)	(52,100)	(53,600)	(55,200)	(56,850)	(56,850)	(58,550)
		-	-	-	-	-	-	-	-	-	-	-
Sub Total Operating	1,749,825	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	2,444,250	2,538,950



Table A-4 (con't)
Town of Arnprior
Water Service
Operating Budget Forecast
Inflated \$

Description	Budget 2024	Forecast										
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Capital-Related												
Existing Debt (Principal) - Growth Related	306,912	319,844	333,320	347,364	362,001	377,253	393,149	409,714	-	-	-	-
Existing Debt (Interest) - Growth Related	115,660	102,728	89,252	75,207	60,571	45,319	29,423	12,858	-	-	-	-
New Growth Related Debt (Principal)	-	-	-	-	-	-	-	-	-	-	-	-
New Growth Related Debt (Interest)	-	-	-	-	-	-	-	-	-	-	-	-
Existing Debt (Principal) - Non-Growth Related	352,947	369,585	261,868	145,629	151,765	158,160	164,824	171,768	-	-	-	-
Existing Debt (Interest) - Non-Growth Related	74,499	57,861	40,434	31,530	25,394	18,999	12,335	5,391	-	-	-	-
New Non-Growth Related Debt (Principal)	-	-	-	-	-	-	-	-	-	-	-	-
New Non-Growth Related Debt (Interest)	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to Capital	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to Capital Reserve	1,291,826	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	-
Sub Total Capital Related	2,141,844	2,289,171	2,441,790	2,610,827	2,795,742	2,986,844	3,195,176	3,421,336	3,232,134	3,486,424	3,762,461	
Total Expenditures	3,891,669	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	
Revenues												
Base Charge	1,338,584	1,427,146	1,521,436	1,622,131	1,728,913	1,842,984	1,964,036	2,092,783	2,229,986	2,377,226	2,535,044	
1-4-4300-0412 WATER ADMIN - SALE OF WATER	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
1-4-4300-0416 WATER ADMIN - INST. NEW SERV	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
1-4-4300-0417 WATER ADMIN - INST. WATER ME	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000
1-4-4300-0423 WATER ADMIN - NSC WATER	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000
1-4-4300-0424 WATER ADMIN - RENTAL REVENU	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
1-4-4300-0425 WATER ADMIN - HYDRANT RENT	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
1-4-4300-0597 WATER ADMIN - PENALTIES	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000
Contributions from Development Charges Reserve Fund	422,572	422,572	422,572	422,572	422,572	422,572	422,572	422,572	-	-	-	-
Contributions from Reserves / Reserve Funds	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Revenue	1,913,156	2,001,717	2,096,007	2,196,703	2,303,485	2,417,556	2,538,607	2,667,355	2,381,986	2,529,226	2,687,044	
Water Billing Recovery - Total	1,978,514	2,103,053	2,229,132	2,367,973	2,519,807	2,673,487	2,840,469	3,020,981	3,203,649	3,401,447	3,614,367	

Table A-5
Town of Arnprior
Water Rate Forecast
Inflated \$

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Total Water Billing Recovery	1,978,514	2,103,053	2,229,132	2,367,973	2,519,807	2,673,487	2,840,469	3,020,981	3,203,649	3,401,447	3,614,367
Total Volume (m ³)	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
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 Percentage Change		5.6%	5.3%	5.5%	5.7%	5.4%	5.5%	5.6%	5.3%	5.4%	5.5%



Appendix B

Detailed Wastewater Rate Calculations



Appendix B: Detailed Wastewater Rate Calculations

Table B-1
Town of Arnprior
Wastewater Service
Capital Budget Forecast
Inflated \$

Description	Budget 2024	Total	Forecast										
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Capital Expenditures													
Construction: MacDonald St Reconstruction	443,636	-	-	-	-	-	-	-	-	-	-	-	-
Design: Victoria Street Reconstruction	22,856	-	-	-	-	-	-	-	-	-	-	-	-
WPCC Scada 3 PLC Processors	250,000	-	-	-	-	-	-	-	-	-	-	-	-
WPCC Roof Replacements	125,000	-	-	-	-	-	-	-	-	-	-	-	-
Wastewater Facilities Anchor Points	30,000	-	-	-	-	-	-	-	-	-	-	-	-
Design: Daniel St Sewer Upsizing / Albert Reconstruction	-	7,000	7,000	-	-	-	-	-	-	-	-	-	-
Construction: Edey St Reconstruction / MacDonald	-	558,000	558,000	-	-	-	-	-	-	-	-	-	-
WPCC - Filter Media Replacement - Odour Control	-	82,000	82,000	-	-	-	-	-	-	-	-	-	-
WPCC Digester Cleanout Design/Engineering	-	103,000	103,000	-	-	-	-	-	-	-	-	-	-
WPCC - Headworks Screen Safety Upgrades	-	52,000	52,000	-	-	-	-	-	-	-	-	-	-
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	-	16,000	-	203,000	-	-	-	-	-	-	-
Hugh St. N. from McGonigal to Saint Johns Way; Full reconstruction, WM, sewer separation, sidewalk one side only.	-	274,000	-	21,000	-	253,000	-	-	-	-	-	-	-
Daniel St Sewer Upsizing / Albert Reconstruction	-	96,000	-	96,000	-	-	-	-	-	-	-	-	-
Atkinson St Culvert - Atkinson Full Reconstruction w/ sewer separation	-	563,000	-	-	-	25,000	538,000	-	-	-	-	-	-
Victoria (John to Elgin) - Full reconstruction and Upsize Watermain 300mm	-	1,664,000	-	-	820,000	844,000	-	-	-	-	-	-	-
McLachlin St S Full Reconstruction - Caruso to Elgin & Sullivan Crescent Full Reconstruction	-	1,195,000	-	-	-	-	-	36,000	-	-	-	-	1,159,000
Full Reconstruction w/ sewer separation - Claude St, Elgin St E, McGonigal St E	-	663,000	-	-	-	-	35,000	-	628,000	-	-	-	-
Full Reconstruction w/ sewer separation - Rock Lane East & Russell St N	-	737,000	-	-	-	-	-	45,000	692,000	-	-	-	-
Caruso (Division to Ida) Watermain Loop, Norma (Alicia to Caruso), Charlotte (Alicia to Caruso)	-	684,000	-	-	-	-	-	-	32,000	652,000	-	-	-
Full Reconstruction w/ Sewer Separation - James Street	-	516,000	-	-	-	-	-	-	-	32,000	484,000	-	-
Full Reconstruction William St W from Edward to Daniel St	-	797,000	-	-	-	-	-	-	31,000	766,000	-	-	-
Full Reconstruction McCartney - Design	-	47,000	-	-	-	-	-	-	-	-	-	-	47,000
Full reconstruction - Charlotte, Norma, Ida (William to Alicia) and Vancourtland (William to Caruso)	-	896,000	-	-	-	-	-	-	-	35,000	861,000	-	-
Full Reconstruction McNab St from Madawaska to Seventh - Design	-	34,000	-	-	-	-	-	-	-	-	-	-	34,000
Full Reconstruction w/ Sewer Sep Sullivan Cres & Vancourtland from Caruso to Elgin	-	619,000	-	-	-	-	-	-	-	32,000	587,000	-	-
McLean Ave and Chats Cr - Watermain and Road Grade Raise (Flooding mitigation)	-	474,000	-	-	-	-	-	-	31,000	443,000	-	-	-
Full Reconstruction w/ Sewer Sep Edward Street from Edey to Elgin Street	-	1,002,000	-	-	-	-	-	-	-	-	33,000	969,000	-



Table B-1 (con't)
Town of Arnprior
Wastewater Service
Capital Budget Forecast
Inflated \$

Description	Budget 2024	Total	Forecast										
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Full Reconstruction Riverview Drive from Fourth Avenue to Second Avenue Sanitary Upsizing	-	307,000	-	-	-	-	-	-	-	307,000	-	-	-
Dewatering Room & Garage Roof	-	48,000	-	-	-	-	-	-	-	48,000	-	-	-
Digester Facility Roofs (2010)	-	541,000	-	-	-	-	-	-	-	541,000	-	-	-
Chemical Building Roof (2012)	-	57,000	-	-	-	-	-	-	-	-	-	57,000	-
Filter Building Expansion Roof (2010)	-	27,000	-	-	-	-	-	-	-	27,000	-	-	-
Centrifuge (Replace & Rebuild old unit for redundancy)	-	2,043,000	-	-	-	-	-	1,391,000	-	-	-	652,000	-
Process Equipment - Digester Cleanout	-	424,000	-	424,000	-	-	-	-	-	-	-	-	-
Building Services (Generator)	-	239,000	-	-	-	-	-	-	239,000	-	-	-	-
Primary Clarifier Collector Spares	-	191,000	-	191,000	-	-	-	-	-	-	-	-	-
Secondary Clarifier Collector Spares	-	197,000	-	-	197,000	-	-	-	-	-	-	-	-
Primary Sedimentation	-	106,000	-	106,000	-	-	-	-	-	-	-	-	-
Grit Classifier and Conveyor Replacement	-	443,000	-	-	-	-	-	-	-	443,000	-	-	-
Secondary Clarifier Weir and Gate Replacements	-	393,000	-	-	393,000	-	-	-	-	-	-	-	-
2028 PLC Replacements	-	475,000	-	-	-	-	-	475,000	-	-	-	-	-
Mechanical Screen #1 Replacement	-	405,000	-	-	-	405,000	-	-	-	-	-	-	-
Grit Screw #1 Replacement	-	287,000	-	-	-	-	-	-	287,000	-	-	-	-
Grit Screw #2 Replacement	-	295,000	-	-	-	-	-	-	-	295,000	-	-	-
Building Mechanical	-	135,000	-	-	-	-	-	-	-	135,000	-	-	-
Roof Replacements for Headworks Building and Pump Room #2	-	184,000	-	-	-	-	-	-	-	184,000	-	-	-
Aeration Diffuser Replacement	-	1,747,000	-	-	-	-	-	-	-	-	-	-	1,747,000
Sludge Handling	-	975,000	-	-	-	-	-	-	-	-	975,000	-	-
Control Building Air Handling Unit	-	261,000	-	-	-	-	-	-	-	-	-	261,000	-
Mechanical Screen #2 Replacement	-	484,000	-	-	-	-	-	-	-	-	-	-	484,000
Process Equipment	-	15,000	-	-	-	-	-	-	-	15,000	-	-	-
Process Instrumental	-	43,000	-	-	-	-	-	-	-	43,000	-	-	-
Building and Architectural	-	52,000	-	-	-	-	-	-	-	52,000	-	-	-
Building Services	-	80,000	-	-	-	-	-	-	-	80,000	-	-	-
Process Equipment (Generator)	-	152,000	-	-	-	-	-	-	-	-	152,000	-	-
Process Equipment (Incl. Generator)	-	487,000	-	-	-	-	-	-	-	-	-	487,000	-
Trench Box	-	18,000	-	18,000	-	-	-	-	-	-	-	-	-
Water Meter Reading Equipment	-	8,000	-	-	8,000	-	-	-	-	-	-	-	-
Rolling Water Meter Replacement	-	177,000	-	-	-	-	-	87,000	90,000	-	-	-	-
Sewer Camera	-	18,000	-	-	-	-	-	-	18,000	-	-	-	-
#07 Meter vehicle (2018)	-	12,000	-	-	-	-	-	12,000	-	-	-	-	-
Ford F150 1/2 Ton 4x4 (2022)	-	36,000	-	-	-	-	-	-	-	-	-	36,000	-
#10-22 Water Plant Van (2022)	-	27,000	-	-	-	-	-	-	-	-	-	-	27,000
Ford F550 w/ Dump Box Sewage Truck (2021)	-	101,000	-	-	-	-	-	-	-	-	101,000	-	-
#71 Water Works Van (2018)	-	43,000	-	-	-	-	-	43,000	-	-	-	-	-
Water & Wastewater Master Plan	-	40,000	-	-	-	-	-	-	-	-	40,000	-	-
Pump Stn #3 - Inflow & Infiltration Investigation	-	55,000	-	-	55,000	-	-	-	-	-	-	-	-
Stormwater Master Plan	-	21,000	-	-	-	21,000	-	-	-	-	-	-	-
WPCC PPCP, Characterization Study, and Spill Prevention Plan	-	106,000	-	106,000	-	-	-	-	-	-	-	-	-
Water and Wastewater Rate Study	17,500	44,000	-	-	-	-	-	20,000	-	-	-	-	24,000
Total Capital Expenditures	888,992	23,081,000	802,000	978,000	1,473,000	1,751,000	2,601,000	715,000	3,584,000	3,228,000	3,458,000	3,458,000	4,491,000
Capital Financing													
Provincial/Federal Grants	-	-	-	-	-	-	-	-	-	-	-	-	-
Non-Growth Related Debenture Requirements	-	-	-	-	-	-	-	-	-	-	-	-	-
Wastewater Reserve	888,992	23,081,000	802,000	978,000	1,473,000	1,751,000	2,601,000	715,000	3,584,000	3,228,000	3,458,000	3,458,000	4,491,000
Total Capital Financing	888,992	23,081,000	802,000	978,000	1,473,000	1,751,000	2,601,000	715,000	3,584,000	3,228,000	3,458,000	3,458,000	4,491,000



Table B-2
Town of Arnprior
Wastewater Service
Wastewater Debt Forecast
Inflated \$

Debenture Year	2024	Principal (Inflated)	Forecast									
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
2025		-		-	-	-	-	-	-	-	-	-
2026		-			-	-	-	-	-	-	-	-
2027		-				-	-	-	-	-	-	-
2028		-					-	-	-	-	-	-
2029		-						-	-	-	-	-
2030		-							-	-	-	-
2031		-								-	-	-
2032		-									-	-
2033		-										-
2034		-										
Total Annual Debt Charges	-	-	-	-	-	-	-	-	-	-	-	-

Table B-3
Town of Arnprior
Wastewater Service
Wastewater Capital Reserve Continuity
Inflated \$

Description	2024		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Opening Balance	743,351		547,045	697,497	903,944	864,431	789,077	130,250	1,693,035	711,778	582,235	642,944
Transfer from Operating	681,960		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
Transfer to Capital	888,992		802,000	978,000	1,473,000	1,751,000	2,601,000	715,000	3,584,000	3,228,000	3,458,000	4,491,000
Transfer to Operating	-		-	-	-	-	-	-	-	-	-	-
Closing Balance	536,319		683,821	886,219	847,481	773,605	127,696	1,659,838	697,822	570,818	630,337	124,580
Interest	10,726		13,676	17,724	16,950	15,472	2,554	33,197	13,956	11,416	12,607	2,492



Table B-4
Town of Arnprior
Wastewater Service
Operating Budget Forecast
Inflated \$

Description	Budget 2024	Forecast										
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Expenditures												
<u>Operating Costs</u>												
Wastewater Administration		-	-	-	-	-	-	-	-	-	-	-
1-5-4100-1110 WW - SALARIES	129,200	133,100	137,100	141,200	145,400	149,800	154,300	158,900	163,700	168,600	173,700	
1-5-4100-1180 WW - LABOUR	6,200	6,400	6,600	6,800	7,000	7,200	7,400	7,600	7,800	8,000	8,200	
1-5-4100-2210 WW - BENEFITS	41,000	42,200	43,500	44,800	46,100	47,500	48,900	50,400	51,900	53,500	55,100	
1-5-4100-4000 WW - OFFICE SUPPLIES	2,500	2,600	2,700	2,800	2,900	3,000	3,100	3,200	3,300	3,400	3,500	
1-5-4100-5020 WW - POSTAGE, FREIGHT & DEL	6,000	6,200	6,400	6,600	6,800	7,000	7,200	7,400	7,600	7,800	8,000	
1-5-4100-5102 WW - AUDIT FEES	1,700	1,800	1,900	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	
1-5-4100-5240 WW - TRAINING & TRAVEL	3,500	3,600	3,700	3,800	3,900	4,000	4,100	4,200	4,300	4,400	4,500	
1-5-4100-7310 WW - TRANSFER TO WWW	43,825	45,000	46,350	47,750	49,150	50,600	52,100	53,600	55,200	56,850	58,550	
Pumping Station		-	-	-	-	-	-	-	-	-	-	
1-5-4110-1180 WWPS - LABOUR	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	4,000	4,100	
1-5-4110-2210 WWPS - BENEFITS	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
1-5-4110-4060 WWPS - OPERATING SUPPLIES	45,000	46,400	47,800	49,200	50,700	52,200	53,800	55,400	57,100	58,800	60,600	
1-5-4110-4100 WWPS - LIGHT, HEAT, POWER	34,500	36,600	38,800	41,100	43,600	46,200	49,000	51,900	55,000	58,300	61,800	
1-5-4110-5360 WWPS - EQUIPMENT RENTAL-INT	500	500	500	500	500	500	500	500	500	500	500	
1-5-4110-5380 WWPS - EQUIPMENT MAINTENAN	7,500	7,700	7,900	8,100	8,300	8,500	8,800	9,100	9,400	9,700	10,000	
1-5-4110-5660 WWPS - CONTRACTED SERVICE	6,500	6,700	6,900	7,100	7,300	7,500	7,700	7,900	8,100	8,300	8,500	
Sanitary Sewer		-	-	-	-	-	-	-	-	-	-	
1-5-4120-1180 WWSS - LABOUR	8,900	9,200	9,500	9,800	10,100	10,400	10,700	11,000	11,300	11,600	11,900	
1-5-4120-2210 WWSS - BENEFITS	2,900	3,000	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	
1-5-4120-4060 WWSS - OPERATING SUPPLIES	1,950	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	
1-5-4120-4820 WWSS - UNIFORMS - CLOTHING	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	3,000	
1-5-4120-5360 WWSS - EQUIPMENT RENTAL INT	8,200	8,400	8,700	9,000	9,300	9,600	9,900	10,200	10,500	10,800	11,100	
1-5-4120-5660 WWSS - CONTRACTED SERVICE	9,100	9,400	9,700	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	
1-5-4120-5670 WWSS - CLEAN AND TV	35,000	36,100	37,200	38,300	39,400	40,600	41,800	43,100	44,400	45,700	47,100	
1-5-4120-7310 WWSS - TRANSFERS TO WWW	36,400	37,500	38,600	39,800	41,000	42,200	43,500	44,800	46,100	47,500	48,900	
Combined Sewer		-	-	-	-	-	-	-	-	-	-	
1-5-4140-1180 WWCS - LABOUR	4,700	4,800	4,900	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	
1-5-4140-2210 WWCS - BENEFITS	1,550	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	
1-5-4140-4060 WWCS - OPERATING SUPPLIES	2,000	2,100	2,200	2,300	2,400	2,500	2,600	2,700	2,800	2,900	3,000	
1-5-4140-5360 WWCS - EQUIPMENT RENTAL INT	2,500	2,600	2,700	2,800	2,900	3,000	3,100	3,200	3,300	3,400	3,500	
1-5-4140-5660 WWCS - CONTRACTED SERVICE	5,800	6,000	6,200	6,400	6,600	6,800	7,000	7,200	7,400	7,600	7,800	



Table B-4 (con't)
Town of Arnprior
Wastewater Service
Operating Budget Forecast
Inflated \$

Description	Budget 2024	Forecast										
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Water Pollution Control Plant		-	-	-	-	-	-	-	-	-	-	-
1-5-4200-1110 WPCC - SALARIES	288,600	297,300	306,200	315,400	324,900	334,600	344,600	354,900	365,500	376,500	387,800	
1-5-4200-2210 WPCC - BENEFITS	82,950	85,400	88,000	90,600	93,300	96,100	99,000	102,000	105,100	108,300	111,500	
1-5-4200-3200 WPCC - GRANT-IN-LIEU	34,500	35,500	36,600	37,700	38,800	40,000	41,200	42,400	43,700	45,000	46,400	
1-5-4200-4060 WPCC - OPERATING SUPPLIES	7,000	7,200	7,400	7,600	7,800	8,000	8,200	8,400	8,700	9,000	9,300	
1-5-4200-4065 WPCC - CHEMICALS	110,000	116,600	123,600	131,000	138,900	147,200	156,000	165,400	175,300	185,800	196,900	
1-5-4200-4066 WPCC - LAB SUPPLIES	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	6,600	6,800	7,000	
1-5-4200-4100 WPCC - LIGHT, HEAT & POWER	200,000	212,000	224,700	238,200	252,500	267,700	283,800	300,800	318,800	337,900	358,200	
1-5-4200-4390 WPCC - GAS, OIL & LUBRICANTS	3,250	3,400	3,600	3,800	4,000	4,200	4,500	4,800	5,100	5,400	5,700	
1-5-4200-4410 WPCC - LICENCES	7,200	7,400	7,600	7,800	8,000	8,200	8,400	8,700	9,000	9,300	9,600	
1-5-4200-4820 WPCC - UNIFORMS - CLOTHING	4,700	4,800	4,900	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	
1-5-4200-5020 WPCC - POSTAGE, FREIGHT & D	3,500	3,600	3,700	3,800	3,900	4,000	4,100	4,200	4,300	4,400	4,500	
1-5-4200-5025 WPCC - TELEPHONE	3,000	3,100	3,200	3,300	3,400	3,500	3,600	3,700	3,800	3,900	4,000	
1-5-4200-5104 WPCC - CONSULTANT FEES	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	12,600	13,000	13,400	
1-5-4200-5240 WPCC - TRAIN & TRAVEL -TREAT	5,000	5,200	5,400	5,600	5,800	6,000	6,200	6,400	6,600	6,800	7,000	
1-5-4200-5380 WPCC - EQUIPMENT MAINTENAN	90,000	92,700	95,500	98,400	101,400	104,400	107,500	110,700	114,000	117,400	120,900	
1-5-4200-5400 WPCC - BUILDING REPAIR & MAI	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,200	12,600	13,000	13,400	
1-5-4200-5520 WPCC - VEHICLES & EQUIP MAIN	2,500	2,600	2,700	2,800	2,900	3,000	3,100	3,200	3,300	3,400	3,500	
1-5-4200-5566 WPCC - LAB SERVICES	20,000	20,600	21,200	21,800	22,500	23,200	23,900	24,600	25,300	26,100	26,900	
1-5-4200-5660 WPCC - CONTRACTED SERVICE	14,500	14,900	15,300	15,800	16,300	16,800	17,300	17,800	18,300	18,800	19,400	
1-5-4200-5920 WPCC - INSURANCE - BUILDING	55,400	57,100	58,800	60,600	62,400	64,300	66,200	68,200	70,200	72,300	74,500	
1-5-4200-7200 WPCC - MINOR CAPITAL	25,000	25,800	26,600	27,400	28,200	29,000	29,900	30,800	31,700	32,700	33,700	
Sub Total Operating	1,435,125	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												
Existing Debt (Principal) - Growth Related	329,196	343,066	357,521	372,585	388,284	404,644	421,694	439,462	-	-	-	
Existing Debt (Interest) - Growth Related	124,058	110,187	95,732	80,668	64,969	48,609	31,559	13,791	-	-	-	
New Growth Related Debt (Principal)	-	-	-	-	-	-	-	-	-	-	-	
New Growth Related Debt (Interest)	-	-	-	-	-	-	-	-	-	-	-	
Existing Debt (Principal) - Non-Growth Related	220,462	149,660	127,047	102,546	106,866	111,369	116,062	120,952	-	-	-	
Existing Debt (Interest) - Non-Growth Related	41,860	33,797	27,056	22,202	17,881	13,379	8,686	3,796	-	-	-	
New Non-Growth Related Debt (Principal)	-	-	-	-	-	-	-	-	-	-	-	
New Non-Growth Related Debt (Interest)	-	-	-	-	-	-	-	-	-	-	-	
Transfer to Capital	-	-	-	-	-	-	-	-	-	-	-	
Transfer to Capital Reserve	681,960	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	
Sub Total Capital Related	1,397,535	1,575,486	1,774,078	1,994,538	2,238,175	2,517,620	2,822,589	3,166,788	3,087,040	3,506,103	3,972,636	
Total Expenditures	2,832,660	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	
Revenues												
Base Charge	993,176	1,094,545	1,206,086	1,328,671	1,463,726	1,612,221	1,775,168	1,954,657	2,151,815	2,370,233	2,611,575	
1-4-4100-0412 WW - SEWER DISCHARGE AGRE	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	
1-4-4100-0423 WW - NSC WATER	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	
1-4-4100-0597 WW - PENALTIES	14,500	14,500	14,500	14,500	14,500	14,500	14,500	14,500	14,500	14,500	14,500	
Contributions from Development Charges Reserve Fund	453,253	453,253	453,253	453,253	453,253	453,253	453,253	453,253	-	-	-	
Contributions from Reserves / Reserve Funds	-	-	-	-	-	-	-	-	-	-	-	
Total Operating Revenue	1,481,429	1,582,798	1,694,339	1,816,924	1,951,979	2,100,474	2,263,421	2,442,911	2,186,815	2,405,233	2,646,575	
Wastewater Billing Recovery - Total	1,351,231	1,481,488	1,624,489	1,780,464	1,949,646	2,143,546	2,351,268	2,584,478	2,832,125	3,107,219	3,410,111	



Table B-5
Town of Arnprior
Wastewater Rate Forecast
Inflated \$

Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Total Wastewater Billing Recovery	1,351,231	1,481,488	1,624,489	1,780,464	1,949,646	2,143,546	2,351,268	2,584,478	2,832,125	3,107,219	3,410,111
Total Volume (m ³)	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
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 Percentage Change		9%	9%	9%	9%	9%	9%	9%	9%	9%	9%

The Corporation of the Town of Arnprior

By-law Number 7562-25

Being a By-law to appoint a Member of Council to the Committee of Adjustment / Property Standards Committee of the Town of Arnprior for 2025.

Whereas as provided in Section 44 (1) of the *Planning Act, R.S.O. 1990, Chapter P.13*, the Council of the Municipality may by by-law constitute and appoint a committee of adjustment for the municipality composed of such persons not fewer than three, as Council considers advisable; and

Whereas as provided in Section 44(3) of the *Planning Act, R.S.O. 1990, Chapter P.13*, the members of the committee who are not members of a Municipal Council shall hold office for the term of the Council that appointed them and the members of the committee who are members of a Municipal Council shall be appointed annually; and

Whereas the Council of the Corporation of the Town of Arnprior, as provided in Section 54(2) of the *Planning Act, R.S.O. 1990, Chapter P.13*, delegated this authority to the Town's Committee of Adjustment by By-law No. 3226-83; and

Whereas as provided in Section 54(1) of the *Planning Act, R.S.O. 1990, Chapter P.13* the County of Renfrew did, with the approval of the Minister of Municipal Affairs & housing, delegate to the Town of Arnprior the authority to grant consents under Section 53 of the Act; and

Whereas Section 15.6(1) of the Building Code Act, 1992, S.O. 1992, c.23 provides that a by-law prescribing the standards of the maintenance and occupancy of property within the municipality passed under section 15.1 shall provide for the establishment of a committee composed of such persons, not fewer than three, as the council considers advisable to hold office for such term and on such conditions as the by-law may establish; and

Whereas By-law No. 6602-16, as amended was enacted and passed by Council of the Corporation of the Town of Arnprior, being a by-law for prescribing standards for the maintenance and occupancy of property within the Town of Arnprior and to establish a Property Standards Committee; and

Whereas the Council of the Corporation of the Town of Arnprior deems it expedient to appoint a Member of Council to the Committee of Adjustment / Property Standards Committee for 2025; and

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

- 1. That** County Councillor Dan Lynch is hereby appointed to the Committee of Adjustment / Property Standards Committee for 2025.
- 2. That** this by-law shall come into full force and effect upon the passing thereof at which time all by-laws, and resolutions that are inconsistent with the provisions of this by-law are hereby repealed insofar as it is necessary to give effect to the provisions of this by-law.

Enacted and **Passed** this 10th day of February, 2025.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

**The Corporation of the
Town of Arnprior**

By-law Number 7563-25

Being a By-law to appoint a Council Member to the Arnprior and Area Physician Recruitment Committee, for the remainder of the 2022-2026 Term of Council.

Whereas under Section 8 of the Municipal Act, 2001, S.O., 2001 c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act.; and

Whereas Council, at their meeting held on December 4, 2024 received request from the Arnprior and Area Physician Recruitment Committee to have a Member of Council sit on their Committee/Board; and

Whereas Council of the Corporation of the Town of Arnprior deems it expedient to appoint a member to the Arnprior and Area Physician Recruitment Committee; and

Whereas Council, at their meeting held on January 27, 2025 provided direction to prepare an appointment by-law.

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

- 1. That** Councillor Lynn Cloutier be appointed to the Arnprior and Area Physician Recruitment Committee for the remainder of the 2022-2026 Term of Council, and if eligible for reappointment, until such a time as a successor is appointed.
- 2. That** this by-law shall come into full force and effect upon the final passing thereof at which time all by-laws, and resolutions that are inconsistent with the provisions of this by-law are hereby repealed insofar as it is necessary to give effect to the provisions of this by-law.

Enacted and Passed this 10th day of February, 2025.

Mayor Lisa McGee

Kaila Zamojski, Town Clerk



ARNPRIOR

20 Year Long Range Capital Forecast (2026-2045)

Whereas the Long Range Capital Forecast is a snap shot in time of known future budget pressures, relies on master plan and asset management data, is subject to various changing factors and is set on a twenty-year timeframe to align with the nature and longevity of municipal infrastructure; and

Whereas the 20 Year Long Range Capital Forecast (2026-2045) was presented to Council on January 13, 2025 and further discussed on February 3, 2025;

Therefore Be It Resolved That Council approve the 20 Year Long Range Capital Forecast (2026-2045) as a financial planning tool, to be used to inform the annual budget process, as well as, other financial planning processes and documents; and

Further That staff continue to update the Long Range Capital Forecast as part of the annual budget process.



Seniors Active Living Centre (SALC) – In-Kind Contribution

Whereas Council of the Town of Arnprior, at their budget meeting of December 4, 2024 received a request for \$7,500 of in-kind support from the Seniors Active Living Centre (SALC) for 2025; and

Therefore Be It Resolved That the Council of the Corporation of the Town of Arnprior authorize \$7,500 of in-kind support for services including staff time and facility use of the Nick Smith Centre.