



ARNPRIOR

**Minutes of Council Meeting  
March 24<sup>th</sup>, 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 Ted Strike  
Councillor Lynn Cloutier  
Councillor Chris Toner  
Councillor Chris Couper

**Council Members Present (Electronic):**

Councillor Tom Burnette

**Council Members Absent:**

**Town Staff Present:**

Robin Paquette, CAO  
Jennifer Morawiec, General Manager,  
Client Services / Treasurer  
Kaila Zamojski, Town Clerk  
Graeme Ivory, Director of Recreation  
Alix Jolicoeur, Manager of Community  
Services / Planner  
John Steckly, General Manager, Operations  
Patrick Foley, Engineering Officer  
Ryan Wall, Engineering Officer  
Jessica Schultz, A/Environmental  
Engineering Officer  
Scott Matthews, Waterworks Supervisor  
Kaitlyn Wendland, Client Services  
Coordinator

**1. Call to Order**

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

**2. Roll Call**

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

**3. Land Acknowledgement Statement**

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

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

**4. Adoption of Agenda**

Resolution Number 105-25  
Moved by Chris Couper  
Seconded by Lynn Cloutier

**Be It Resolved That** the agenda for the Regular Meeting of Council dated Monday, March 24<sup>th</sup>, 2025 be adopted.

Resolution Carried

**5. Disclosures of Pecuniary Interest**

None

**6. Question Period**

None

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

Resolution Number 106-25  
Moved by Dan Lynch  
Seconded by Lynn Cloutier

**That** the minutes of the Special and Regular Meetings of Council listed under Item 7 (a) and (b) on the Agenda be adopted (Special and Regular Meetings of Council – March 10<sup>th</sup>, 2025).

Resolution Carried

**8. Awards/Delegations/Presentations**

None

**9. Public Meetings**

None

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

None

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

None

## 12. Staff Reports

**a) Awarding of Tender PW-2025-02 (Edey, MacDonald, Vancourtland Reconstruction and Inspection and Baskin PXO) – Engineering Officer**

Resolution Number 107-25  
Moved by Chris Couper  
Seconded by Ted Strike

**That** Council award Tender PW-2025-02 to Tarstone Canada Ltd. for \$3,039,900.87 (Incl HST); and

**Further That** Council award the contract for Contract Administration and Inspection of project PW-2025-02, under standing offer agreement, to JP2G Consultants Inc. for \$203,874.60 (Incl HST)

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

Resolution Carried

**b) Request for Award – PW-2025-04 – Public Works Garage Roof Replacement – Engineering Officer**

Resolution Number 108-25  
Moved by Chris Toner  
Seconded by Lynn Cloutier

**That** Council enact a by-law to:

- a. Award the Arnprior Public Works Garage Roof Replacement Tender No. PW-2025-04 to Simluc Contractors, for a total of \$125,148.00 (plus HST); and
- b. Award quality assurance and contract administration services to Rimkus for a total of \$5,785.00 (plus HST); and
- c. Authorize the General Manager, Operations to spend additional contingency expenses up to \$12,735.06 (including net HST) which constitutes 10% of the total Contract value.
- d. Fund the shortfall of \$15,972.48 from the Capital Expenditure Reserve Fund; and
- e. Authorize the CAO to execute the agreements, and related documents with Simluc Contractors to implement the defined scope of work.

Resolution Carried

**c) Skatepark Procurement Strategy – Engineering Officer and Director of Recreation**

Resolution Number 109-25  
Moved by Chris Couper  
Seconded by Ted Strike

**That** Council approve the location of the new skatepark at 77 James Street on the vacant land adjacent to the entrance; and

**That** Council approve pre-committing the 2026 budget construction value of \$250,000 in addition to the already committed \$25,000 design budget, allowing for the procurement process (design-build) to proceed in 2025, with planned construction in 2026.

Resolution Carried

**d) 2024 DWQMS Audits and Management Review Results – A/Environmental Engineering Officer**

Resolution Number 110-25  
Moved by Dan Lynch  
Seconded Lynn Cloutier

**That** Council receive Report Number 25-03-24-04 for information, which summarizes the 2024 Drinking Water Quality Management System (DWQMS) activities.

**That** Council authorize the Chief Administrative Officer (CAO) and the General Manager, Operations on behalf of Top Management, and the Mayor, on behalf of Council, to endorse the QMS Commitment and Endorsement Policy, to meet the requirements of the Town of Arnprior Drinking Water Quality Management System Operational Plan.

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	Yes
Councillor Ted Strike	Yes
Councillor Chris Toner	Yes
Mayor Lisa McGee	Yes

Resolution Carried

**e) 2024 Annual Report - Arnprior Water Pollution Control Centre and Arnprior Drinking Water System – Waterworks Supervisor**

Resolution Number 111-25

Moved by Chris Couper

Seconded by Ted Strike

**That** Council receive this report for information and receive the following additional reports for information:

1. Arnprior Water Pollution Control Centre Summary Report 2024.
2. Town of Arnprior Waterworks, Annual Report 2024.
3. Arnprior Water Filtration Plant Summary Report 2024.
4. MECP Arnprior DWS 2024-25 Inspection Report # 1-382703310, dated January 16, 2025

**Further That** a copy of the above noted reports be made available to the Public for review in hard copy format at the Town Hall and in electronic format on the Town's website.

Resolution Carried

**f) Zoning By-law Amendment 2/25 (87 Claude Street) – Manager of Community Services/Planner**

Resolution Number 112-25

Moved by Lynn Cloutier

Seconded by Chris Toner

**That** Council receives an application for an amendment to Zoning By-law 6875-18 for 87 Claude St, to amend the zoning of the subject property from Residential Two (R2) to Residential One (R1) in order to allow development of a single detached dwelling.

**Further That** pursuant to Section 34(12) of the Planning Act, Council holds a public meeting on April 14, 2025, regarding the proposed amendment, to allow for public review and comment.

Resolution Carried

**g) Variance Request to Sign By-law 5209-04 for 12 Thomas Street S. Apartments – CAO**

Resolution Number 113-25  
Moved by Chris Couper  
Seconded by Dan Lynch

**That Council** approve variances from the provisions of the Sign and Merchandise Display By-law No. 5209-04 to permit a ground mounted off-site development sign located within the municipal road allowance (exemption from Sec 5.5) of William Street and within 100m of a Residential Zone (exemption from Sec 6.11 a), as requested by the owner of 12 Thomas Street South;

**And Further That Council** require the developer to enter into a lease agreement, the content of which be subject the satisfaction of the CAO and Town Solicitor, to permit the developer to locate a sign on the William Street road allowance.

Resolution Carried

**h) That Council proclaim April 13<sup>th</sup> to 19<sup>th</sup>, 2025 as 911 Dispatcher Appreciation Week in the Town of Arnprior – Town Clerk**

Resolution Number 114-25  
Moved by Lynn Cloutier  
Seconded by Chris Toner

**That Council** proclaim April 13<sup>th</sup> to 19<sup>th</sup>, 2025 as 911 Dispatcher Appreciation Week in the Town of Arnprior.

Resolution Carried

The Town Clerk read the proclamation:

**Whereas** emergencies can strike without warning, necessitating immediate action and the involvement of well-prepared emergency services; and

**Whereas** the 911 Dispatchers of the Renfrew Central Ambulance Communications Centre, Ontario Provincial Police, and the Brockville Fire Department serve as the unsung heroes and vital first point of contact in these critical moments, acting with speed, precision, and empathy; and

**Whereas** 911 Dispatchers skillfully dispatch paramedic services, fire departments and police services, coordinating essential resources and personnel to manage crises effectively and efficiently; and

**Whereas** their expertise and calm demeanor under pressure ensure the efficient coordination of life-saving services, bridging the gap between the community in distress and the swift response of emergency services; and

**Whereas** through their diligent efforts, 911 Dispatchers uphold the highest standards of public safety, contributing significantly to the protection of life and property; and

**Whereas** their role as the cornerstone of the emergency response system is characterized by a remarkable commitment to providing care and ensuring the safety of both the public and emergency responders; and

**Whereas** the professionalism, skill, and compassion exhibited by these dedicated individuals not only save lives but also provide reassurance and hope to those in urgent need; and,

**Now Therefore**, the Town of Arnprior, does hereby proclaim April 13<sup>th</sup> to 19<sup>th</sup>, 2025 as 911 Dispatcher Appreciation Week in the Town of Arnprior and encourage all residents to acknowledge and celebrate the exceptional service and commitment of our local 911 Dispatchers whose work is essential in maintaining the safety and well-being of our community.

**i) Proclamation for World Autism Day (April 2<sup>nd</sup>, 2025) – Town Clerk**

Resolution Number 115-25

Moved by Lynn Cloutier

Seconded by Dan Lynch

**That** Council proclaim April 2<sup>nd</sup>, 2025 as World Autism Day in the Town of Arnprior.

Resolution Carried

The Town Clerk read the proclamation:

**Whereas** World Autism day is recognized on April 2<sup>nd</sup>, 2025, in Canada; and

**Whereas** Autism Ontario is one of the largest collective voices representing the autism community, and the work they do helps all autistic individuals and the families of these individuals have access to meaningful support, information, and connections everyday throughout the year; and

**Whereas** Autism impacts more than 135,000 individuals in Ontario, representing 1 in every 50 Canadian children and youth. It not only influences the lives of autistic individuals but also their friends, families, and communities; and

**Whereas** Autism is a diverse spectrum that varies widely among individuals. Each person's experience with autism can change over time. This evolving journey highlights the uniqueness of every autistic individual, emphasizing the need for understanding and support tailored to their specific needs; and

**Whereas** Autism Ontario is the leading source of information and referral on autism, and since 1973, has been providing support, information, and opportunities for thousands of families and individuals across the province; and

**Whereas** it is crucial for us to raise awareness, acceptance, provide support and promote a more inclusive society; and

**Whereas** this year Autism Ontario is encouraging individuals to “Celebrate the Spectrum” by creating your own Tie-Dye shirt, as the tie-dye concept symbolizes the individuality of all autistic individuals, just as each shirt is one-of-a-kind, so too is every person on the autism spectrum.

**Now Therefore**, the Town of Arnprior, does hereby proclaim April 2<sup>nd</sup>, 2025 as World Autism Day in the Town of Arnprior and encourages all residents to learn more about Autism, create a tie-dye shirt, and help promote awareness, acceptance and inclusivity in our community.

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

#### **a) Mayor’s Report**

Mayor Lisa McGee reported the following:

- I had the pleasure and privilege to go to Queen’s Park last Tuesday where I celebrated former Arnprior Town Councillor Billy Denault’s swearing in ceremony. Outgoing MPP John Yakabuski attended, as did members of Billy’s family who are as proud of him as we are. Those of us who were there were treated to an insiders tour of Queen’s Park and had the pleasure of speaking with several MPPs, among them Minister Sylvia Jones, Minister of Health. Minister Jones was one of the first ones to reach out to Billy and congratulate him and she openly shared her commitment to helping him navigate his early days at Queen’s Park as he gets comfortable in his new role.

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

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

- As a result of the contract with the Pembroke Hospital in 2026, the paramedics will be moving to a newly purchased location, 330 Boundary Road East, as well as the adjacent property that will permit vehicles to enter the station from International Drive.
- The County Council meeting scheduled for the 11<sup>th</sup> of June has been moved to the 12<sup>th</sup> of June to accommodate the AMO Rural Healthy Democracy Forum being held in the Municipality of Mississippi Mills.

### **c) Committee Reports and Minutes**

Resolution Number 116-25

Moved by Lynn Cloutier

Seconded by Chris Toner

**That** Council receive the Advisory Committee Minutes listed under item 13 (c) (i) and (ii) as information (Accessibility and Age Friendly Advisory Committee – November 5, 2024 and Environmental Advisory Committee – November 18, 2024).

Resolution Carried

Councillor Chris Toner provided the following updates from the Seniors Active Living Centre Advisory Committee:

- The centre had nearly 700 sign-ins this past month.
- The results of the latest survey (126 respondents) pointed out that the current centre space is inadequate, the centre needs to be opened more outside the posted hours (with 3-5 being the majority choice for the extended hours) and that more crafts, bus trips, card games, social coffee hour and tai chi were the programs most respondents mentioned.
- There was also a question regarding volunteering at the SALC to see if there were interested members willing to operate the centre during the 3-5 timeslot. There was a positive response. The SALC also included extended hours for one day a week in the ministry application – waiting on approval.
- There are staffing gaps currently at the SALC. The Program Coordinator is still on extended leave and the Program Assistant worked her last day on Wednesday, March 19th. The advisory committee thanked her for doing an excellent job during the Coordinator's absence and wish her success in her new role at L'arche in Arnprior. A new program assistant interview process is underway, and a new staff person will be hired soon. There is a plan to use the current budgeted payroll savings to keep the centre open later this fall and winter.
- The centre is still looking to enhance programming for male members as well as veterans. Two new sound bath sessions will be added, as both filled up quickly and the advisory committee were happy to move our next two scheduled meetings to accommodate this popular program.

### **14. Correspondence & Petitions**

#### **a) Correspondence Package No. I-25-MAR-06**

Resolution Number 117-25

Moved by Chris Couper

Seconded by Lynn Cloutier

**That** Correspondence Package Number I-25-MAR-06 be received as information and filed accordingly.

Resolution Carried

County Councillor Dan Lynch noted the following items

- Page 13: The AMO Rural Healthy Democracy Forum is being held in the neighbouring Municipality of Mississippi Mills June 11, 2025. The registration fee for the event is \$50. More information on registration is forthcoming. I will be attending this forum.
  - The CAO noted that if any other member of Council would like to attend to advise her.
- Page 13: Municipalities must report their 2024 energy consumption by July 1 under O.Reg 25/23. Are we experiencing any issues with this Energy Report?
  - The General Manager, Client Services/Treasurer indicated that the Operations department submits their annual report to the Ministry by the July 1 deadline each year as per O.Reg 25/23. The five-year Energy Conservation and Demand Management Plan is included on the Town website and was approved by Council in 2024.
- Page 14: The Ontario Business Improvement Area Association has released a toolkit to promote a national “Shop Main Street Canada, Support Local” initiative. Is this toolkit of any value to the Town?
  - The CAO noted that staff are looking at it and are sure it will be of assistance as we continue to support shopping local with the relaunch of the “Live Love Local” campaign as “Shop Arnprior”, with more promotion coming shortly.
- Page 24: On April 6, the Arnprior Regional Hospital Foundation is holding a “Fire Truck Pull” in the Rona Parking Lot. Has the Town submitted a team?
  - The CAO noted that the Town does have a team participating with members of the Fire Department stepping up to represent the Town.

## 15. By-laws & Resolutions

### a) By-laws

Resolution Number 118-25

Moved by Tom Burnette

Seconded by Dan Lynch

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

- i. By-Law No. No. 7574-25 – Appoint A / Deputy Treasurer – K. Eastman
- ii. By-law No. 7575-25 – Award Contract for Tender PW-2025-02 - Edey, MacDonald, Vancourtland Reconstruction and Baskin PXO to Tarstone Canada Ltd.
- iii. By-law No. 7576-25 – Award Contract for Tender PW-2025-04 - Public Works Garage Roof Replacement to Simluc Contractors
- iv. By-law No. 7577-25 – Release of Watermain Easement (Hyor Holdings)
- v. By-Law No. 7578-25 - Appointments to Council Remuneration Ad Hoc Committee

- vi. By-Law No. 7579-25 – Appointment to Committee of Adjustment and Property Standards Committee (Councillor Ted Strike)
- vii. By-Law No. 7580-25 – Amend By-law No. 7467-24 – Appoint New Council Member to Environmental Advisory Committee (Councillor Ted Strike)

Resolution Carried

#### b) Resolutions

None

#### 16. Announcements

Councillor Lynn Cloutier made the following announcement:

- I wanted to take a moment to say congratulations to our new MPP Billy Denault, and to recognize and thank John Yakabuski for his many years of service. He was a champion for the Ottawa Valley. I am confident in Billy moving forward. I would ask that the Town to send a letter to express our gratitude to former MPP John Yakabuski for his service on behalf of Council.

County Councillor Dan Lynch made the following announcements:

- I was remised at not recognizing another Arnprior resident, Glenn Wallace, a teacher at ADHS, who received His Majesty King Charles III Coronation Medal for his exceptional contributions in the classroom and his commitment to helping youth excel academically and in extracurricular activities.
- Feel like being a chef? April 6<sup>th</sup> from 2 to 6 at the Christian Education Centre you could be part of the volunteer group making meat pies.
- Congrats to our Recreation Team who put on a fabulous St. Patrick's Day event at the Nick Smith Centre.
- Knights Legion Euchre Challenge is over with the Legion winning.

Councillor Chris Couper made the following announcement:

- Unfortunately, on the evening of March 16<sup>th</sup>, the Arnprior and District Humane Society suffered significant flooding as a result of heavy rain, melting snow and warmer temperatures. The shelter faced at least \$30,000 in costs for clean up and repairs. The good news is, the nearly 80 cats inside were unharmed. The bad news is the insurance will not cover the damage as ground water flooding was excluded from their policy. The Arnprior and District Humane Society is asking for support for the aftermath of this uninsured damage that they received. I would ask what measures there are for the Town to be able to assist this vital organization.
  - The CAO responded that the Town has the Gaumond Bequest Fund that can provide funding to Animal Shelters in Arnprior for Capital Costs. The Society is encouraged to submit an application for Council consideration. Staff have reached out and the Arnprior and District Humane Society was grateful for the outreach.

- Reminder for homeowners to check with their insurance broker, because a lot of people think that flooding is naturally covered under your policy and what we are seeing is that sewer back up will be covered and you can add flooding for fresh water but it is an extra thing you have to add. Worth making sure you're covered as the melt starts happening and water starts moving around. It could save you a considerable amount of money.

**17. Media Questions**

None

**18. Closed Session**

None

**19. Confirmatory By-Law**

Resolution Number 119-25

Moved by Dan Lynch

Seconded by Chris Couper

That By-law No. 7581-25, being a By-law to confirm the proceedings of the Regular Meeting of Council held on March 24<sup>th</sup>, 2025, be and is hereby enacted and passed.

Resolution Carried

**20. Adjournment**

Resolution Number 120-25

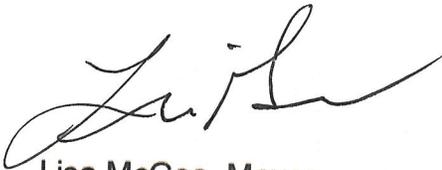
Moved by Lynn Cloutier

Seconded by Ted Strike

That this meeting of Council be adjourned at 8:10 PM.

Resolution Carried

**Signatures**



Lisa McGee, Mayor



Kaila Zamojski, Town Clerk