



ARNPRIOR

**Minutes of Council Meeting  
August 25<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 Tom Burnette  
Councillor Chris Toner  
Councillor Chris Couper

**Town Staff Present:**

Robin Paquette, CAO  
Kaila Zamojski, Town Clerk  
Jennifer Morawiec, GM Client  
Services/Treasurer  
Kaitlyn Wendland, Deputy Clerk  
Graeme Ivory, Director of Recreation  
John Steckly, General Manager Operations

**Council Members Present (Virtual):**

**Council Members Absent:**

**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 254-25  
Moved by Chris Couper  
Seconded by Tom Burnette

**Be It Resolved That** the amended agenda for the Regular Meeting of Council dated Monday, August 25<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 255-25  
Moved by Dan Lynch  
Seconded by Chris Toner

**That** the minutes of the Regular Meeting of Council and Special Meeting of Council listed under Items 7 (a) and 7 (b) on the Agenda be adopted (Regular Meeting of Council – July 14, 2025 and Special Meeting of Council – August 7, 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) Integrity Commissioner Report, Kaila Zamojski, Town Clerk & Tony Flemming, Integrity Commissioner**

Resolution Number 256-25  
Moved by Ted Strike  
Seconded by Chris Couper

**Whereas** the Integrity Commissioner has submitted a report dated July 18, 2025, regarding complaints respecting Councillor Cloutier's conduct, under the Town of Arnprior's Code of Conduct; and

**Whereas** Section 223.6(3) of the Municipal Act, 2001, requires that such reports be made public to ensure transparency and accountability.

**Therefore be it resolved** that the report of the Integrity Commissioner regarding Councillor Cloutier be received for information; and

**Further that** the report will be made available to the public by posting it on the Town's website, in accordance with the provisions of the Municipal Act, 2001.

Resolution Carried

Resolution Number 257-25  
Moved by Ted Strike  
Seconded by Dan Lynch

That Council accepts the Integrity Commissioner's report as presented, with the sanction that Councillor Cloutier be removed from the Accessibility and Age Friendly Advisory Committee for a period of six (6) months.

Resolution Carried

**b) 2024-2025 Winter Parking Overview, Kaila Zamojski, Town Clerk**

Resolution Number 258-25  
Moved by Chris Couper  
Seconded by Tom Burnette

**That** Council receive report number 25-08-25-02 for information.

Resolution Carried

**c) Municipal Grant Application (2025 Support Funding Request) – Arnprior & District NeighbourLink Fountain, Kaila Zamojski, Town Clerk**

Resolution Number 259-25  
Moved by Lynn Cloutier  
Seconded by Chris Toner

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

**Further That** Council approves the in-kind support (single) request to waive the landfill voucher fees for 15 landfill vouchers (approximate value of \$500.00) for the Arnprior & District NeighbourLink Fountain.

Resolution Carried

**d) Municipal Grant Application – 2360 Royal Canadian Army Cadets, Graeme Ivory, Director of Recreation**

Resolution Number 260-25  
Moved by Lynn Cloutier  
Seconded by Dan Lynch

**That** Council waive 50% of the user fees and charges for the 2360 Royal Canadian Army Cadets municipal grant request for the use of the Nick Smith Centre Community

Hall on Thursday evenings (from 6:00 p.m. to 9:30 p.m.) on 38 dates, four (4) Saturday rentals for the period of September 4, 2025 – June 25, 2026; and the use of the Nick Smith Centre arena slab on Saturday, June 13, 2026 for the Annual Ceremonial Review (a total value \$3,964.37); and

**Further that** the 2360 Royal Canadian Army Cadets be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured.

Resolution Amended

Resolution Number 261-25  
Moved by Dan Lynch  
Seconded Tom Burnette

**That** Council amend the motion to waive 100% of the user fees (a total value of \$7,928.74).

Resolution Carried

Resolution Number 262-25  
Moved by Dan Lynch  
Seconded by Tom Burnette

**That** Council waive 100% of the user fees and charges for the 2360 Royal Canadian Army Cadets municipal grant request for the use of the Nick Smith Centre Community Hall on Thursday evenings (from 6:00 p.m. to 9:30 p.m.) on 38 dates, four (4) Saturday rentals for the period of September 4, 2025 – June 25, 2026; and the use of the Nick Smith Centre arena slab on Saturday, June 13, 2026 for the Annual Ceremonial Review (a total value \$7,928.74); and

**Further that** the 2360 Royal Canadian Army Cadets be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured.

Resolution Carried as Amended

**e) Lease Agreement – 2360 Royal Canadian Army Cadets, Graeme Ivory, Director of Recreation**

Resolution Number 263-25  
Moved by Lynn Cloutier  
Seconded by Chris Couper

**That** Council authorize the Mayor and Clerk to execute the Lease Agreement for a three-year term with 2360 Royal Canadian Army Cadets for the placement of one trailer (10ft by 36ft) and one sea container (8ft by 20ft) for purposes of an office and storage to be located in the public parking lot of the Nick Smith Centre.

Resolution Carried

### 13. Committee Reports and Minutes

#### a. Mayor's Report

Mayor McGee reported the following:

- It has been a busy summer filled with wonderful opportunities to connect with residents and businesses in Town.
- Last week, at the Association of Municipalities of Ontario (AMO) Conference, the Mayor had a couple of great delegations including one to discuss funding opportunities for the Waterfront Master Plan and upper Robert Simpson Park project with Councillor Couper and CAO Paquette meeting with MPP Denault and Minister Cho. Thanked staff for their hard work in preparing for that day. The second delegation was with Parliamentary Assistant Rae, Municipal Affairs and Housing. Had great a discussion about growth and opportunities and received some helpful guidance.
- Mayor McGee and the CAO met with a proponent interested in undertaking a project at the local airport. Great meeting and great first step in understanding where things go from here. There will be more on this development coming forward.
- Met with Pat Tate, the Executive Director at the Food Bank and Jeremy Stevenson from Arnprior Regional Hospital. Both meetings were a touch base and to share their updates coming forward.

#### b. County Councillor's Report

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

- There were three delegations at the last County Council meeting:
  - Presentation regarding the Warden's Golf Tournament.
  - Scott Nichol, Superintendent of Education and Bill Murray, Manager of Facilities, Renfrew County District School Board, presented on the Re-Nature Foundation Outdoor Learning Project for micro-forests and outdoor learning spaces.
  - Deacon Adrien Chaput and Dave Henderson, The Grind Board of Directors, presented regarding The Grind and their partnerships with local agencies as well as their request for funding.
- The Ontario Government is investing \$89 million to protect seniors by making the Community Paramedicine for Long-Term Care program permanent and expanding services offered in First Nations Communities. This program provides 24/7 access to non-emergency medical supports, such as routine diagnostic procedures, at-home treatments and remote monitoring to ensure more seniors can age safely in their own homes.
- Following the Ministry of Education's Canada-Wide Early Learning and Child Care space recalibration, the County of Renfrew was awarded 261 new childcare spaces. The Arnprior and District Childcare Services (Leaps and Bounds) was awarded 26 of those spaces.
- Taste the Valley upcoming dates are:
  - Saturday, September 20<sup>th</sup> at Calabogie Community Hall

- Saturday, October 18<sup>th</sup> at the Cobden Fairgrounds
- Saturday, December 14<sup>th</sup> at the Pembroke Knights of Columbus Hall
- The County of Renfrew Economic Development Division and Renfrew County Agriculture Economic Development Committee are inviting local elected officials on an Agricultural Tour on Friday, September 12, 2025. The bus will depart the County of Renfrew's Administration building in Pembroke at 8:30 AM and return at approximately 4:00 PM. A sit-down lunch will be provided at one of the tour stops. Municipalities are asked to send their list of elected officials attending no later than Wednesday, September 3, 2025, to Scott Hamilton at [shamilton@countyofrenfrew.on.ca](mailto:shamilton@countyofrenfrew.on.ca).
- The Renfrew County District School Board is seeking a Resolution by Council for their Outdoor Learning Space grant to be approved for the Growing Canada's Community Canopies fund. The lifetime value of the Growing Canada's Community Canopies is \$10 million per municipality, and the Renfrew County District School Board is asking to access \$50,000 for each school site in Arnprior (A.J. Charbonneau and Walter Zadow Public Schools). There is no cost to the municipality.

### c. Committee Reports and Minutes

County Councillor Lynch reported the following from Arnprior Airport Commission:

- Last met on August 14<sup>th</sup>, 2025, at 1:00 PM.
- KPMG has yet to provide audits for the last couple of years and thus the Commission has passed a motion that a letter be sent to KPMG asking for the audit results to be presented by September 15, 2025, and failing that, that KPMG refund the \$9,000 or the Commission will continue on with legal action.
- Replaced the hoses on both 100LL jet.
- Had a number of exercises that happened in the last two weeks.
- Due to the potential growth of private hangers at the Arnprior Airport, the Commission is investigating a new subdivision.
- The truck that was purchased from the fire hall a number of years ago is running out of steam, and the Commission passed a motion to sell the truck.
- The military exercises, pilot training, and businesses at the airport continue to support the Town of Arnprior's economic marketplace by means of accommodation, food, and gas. Between Parachute Ottawa and Chapman Aviation there have been a total of seven new employees who have now moved to Arnprior and taken up permanent residence here.

Councillor Toner reported the following from the Arnprior McNab/Braeside Archives:

- Archivist has been selected to present on the global stage this fall in Barcelona, Spain at a conference. This is a significant honour as the selection process is worldwide and highly competitive amongst professionals and academics in the archives field. It is a once in a lifetime opportunity, not just for the Archivist, but for outreach and promotion of our successful community archives.
- Every four years the International Council on the Archives holds its international congress. This year's congress will be held October 27 to 30 in Barcelona, Spain. This year's theme is Knowing Pasts and Creating Futures.

- Earlier this year, proposals to present at the international congress were accepted from archivists, records professionals, community archivists, students, and other professionals. Our archivist submitted a proposal about community archives and the role of small community archives in preserving and celebrating local identities, ensuring that rich stories of our communities are accessible, remembered and valued.
- In total, there were 1,361 proposals from participants in 106 countries and of those 457 submissions were selected from 97 countries, including the Arnprior McNab/Braeside Archives.
- The board canvassed the community and local businesses to cover the \$3,000 cost for the trip and were successful in raising it.

Councillor Toner reported the following from the Environmental Advisory Committee:

- Committee Members have proposed a site for a Native Pollinator Garden. A grant was submitted with the Canadian Wildlife Federation with work from Town Staff. Site has been selected near the Marina. Canadian Wildlife Federation informed the group last week that they would like to move ahead with this proposal and are meeting with representatives on Friday.
- Received a call from Just Good Compost, who presented at the last Environmental Advisory Committee Meeting, that they have been approved to pick up organic waste from residents in Arnprior to bring to their composting facility in Perth. Hoping that the Environmental Advisory Committee, with support from staff, can spread the word to residents who would like to participate in this program.

## 14. Correspondence & Petitions

### a) Correspondence

#### i. Correspondence Package No. I-25-AUG-14

Resolution Number 264-25

Moved by Chris Couper

Seconded by Dan Lynch

**That** Correspondence Package Number I-25-AUG-14 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch made the following comments:

- Page 23: The Ontario government is investing more than \$45 million through the Ontario Trillium Foundation to support 140 non-profit organizations, Indigenous communities, and small municipalities across the province in expanding and improving their programs and services. The grant application period is October 8, 2025, to November 5, 2025, at 5:00 PM. Asked the CAO is there are any programs/services the Town could apply for through this grant. The CAO noted that the Town was unsuccessful with its Trillium Grant application from the spring intake for the Skateboard Park, but staff will pursue this opportunity further in this next intake period and look at other eligible projects.

- Page 26: For businesses in town, the Skills Development Fund (SDF) Training Stream will provide \$260 million for projects that address challenges to hiring, training, or retaining workers, including apprentices, to drive Ontario's economic growth. The SDF has two streams: the Training stream supports hiring, training, and upskilling programs for job seekers, apprentices, and workers; and the Capital stream supports upgrades or construction of training centres to train people for emerging and in-demand jobs in critical sectors of Ontario's economy. Applications must be received by October 1, 2025. Asked the CAO if the Town has ever considered creating a fire/emergency training facility as there are no training facilities in the County for fire/emergency training. The CAO noted, that the implementation of a standalone fire/emergency training facility to accommodate firefighter training for NFPA certifications standards would be a great asset to our municipal fire department and many other municipalities within our region. However, the Town does not currently own any appropriate land to accommodate such a facility. As well, the creation of such a facility would take planning to construct the proper infrastructure and adapt an appropriate qualified staffing model. Additionally, if the intent of creating such a facility was to provide training to other municipalities, a commitment from the Ontario Fire College to add the facility as a Regional Training Centre to their current list within the provinces, and a commitment from area municipalities to attend the facility would be recommended.
- Page 42: The Ontario government is making almost \$3 million available to community groups and other non-profit organizations for innovative projects to build cleaner, healthier communities such as shoreline cleanups, habitat restoration and tree planting. Eligible projects must demonstrate a direct environmental benefit and be located in a region where funding is available. Municipalities are encouraged to apply. Asked the CAO if staff have investigated this funding opportunity for shoreline cleanups given the amount of shoreline in Arnprior. The CAO noted that the Eastern Region, where Arnprior is located, does not have any funding available.
- Page 54: Thanks to the Town's CIP program, the County of Renfrew is now accepting applications from local municipalities for its regional incentive program – HYPE (Helping Your Place Excel) – which provides matching grant funding, up to 50%, to stimulate private sector investment, attract and retain businesses, and improve business and community appeal. Aligned with the County's strategic priorities, the HYPE program drives economic development by offering financial incentives that support local municipal Community Improvement Plans.
- Page 56: Starter Company Plus Spring 2025 Grant Recipients includes Davis Scheel, Ottawa Valley Sharpening (shear and knife sharpening) from the Town of Arnprior, and can be contacted at (613) 314-1108.
- Page 71: The Ministry of Rural Affairs is accepting applications to the modernized Rural Ontario Development Program. Applications are being accepted through four intakes with the first one open until September 24, 2025. Asked the CAO if the Town has any projects that would be eligible for this funding. The CAO noted that staff are looking at the Robert Simpson Park Revitalization Project for this funding opportunity.
- Page 89: Municipalities can unlock streamlined and cost-effective procurement with Supply Ontario's Enterprise-wide VOR program. Ontario municipalities have access to pre-qualified vendors for cost-effective goods and services under

standardized terms, conditions, and pricing. Asked the Treasurer if the Town has taken advantage of the VOR program. The Treasurer noted that yes, the Town does utilize the government's VOR program and recently used it for the cellular phone pricing plan.

- Page 181: As a Veteran of the Canadian Armed Forces, County Councillor Lynch thanked the Town of Aylmer for their resolution which formally calls on the Government of Canada and all federal parties to increase the eligibility threshold for the Income Replacement Benefit program from \$20,000 to no less than \$40,000 annually for a single-person household for Canadian Veterans.

**ii. Correspondence Package No. A-25-AUG-08**

Resolution Number 265-25  
Moved by Lynn Cloutier  
Seconded by Dan Lynch

**That** Correspondence Package Number A-25-AUG-08 be received and the recommendations be brought forward for Council consideration.

Resolution Carried

**15. By-laws & Resolutions**

**a) By-laws**

Resolution Number 266-25  
Moved by Tom Burnette  
Seconded by Dan Lynch

**That** the following by-law be and are hereby passed:

- i. By-law No. 7615-25 – Cadets Lease Agreement

Resolution Carried

**b) Resolutions**

**i. Municipal Grant Request (In Kind Support) – Grace St. Andrew's United Church Women**

Resolution Number 267-25  
Moved by Chris Couper  
Seconded by Ted Strike

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from Grace St. Andrew's United Church Women; and

**Whereas** the Grace St. Andrew's United Church Women is an eligible organization under the Municipal Grants Policy and supports residents in our community through worship, study groups, community activities and charity work.

**Therefore Be It Resolved That** Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$365.00 plus HST) for the Christmas Craft Sale to be held on November 1<sup>st</sup>, 2025; and

**Further That** Grace St. Andrew's United Church Women 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. Municipal Grant Request (In Kind Support) – Two Rivers Musical Productions**

Resolution Number 268-25  
Moved by Chris Toner  
Seconded by Lynn Cloutier

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from Two Rivers Musical Productions; and

**Whereas** Two Rivers Musical Productions is an eligible organization under the Municipal Grants Policy and supports residents in our community by bringing entertainment and joy, and helping the arts flourish in Arnprior.

**Therefore Be It Resolved That** Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$365.00 plus HST) for the Two Rivers Musical Productions' Annual Fundraiser to be held on September 20<sup>th</sup>, 2025; and

**Further That** Two Rivers Musical Productions 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

**iii. Municipal Grant Request (In Kind Support) – L'Arche Arnprior**

Resolution Number 269-25  
Moved by Chris Toner  
Seconded by Dan Lynch

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from L'Arche Arnprior; and

**Whereas** L'Arche Arnprior is an eligible organization under the Municipal Grants Policy and supports residents in our community by bringing to life the vision of people with and without disabilities sharing life in community with a wide circle of family, friends, and neighbours.

**Therefore Be It Resolved That** Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$471.00 plus HST) for the L'Arche Arnprior 50<sup>th</sup> anniversary Hootenanny to be held on September 14<sup>th</sup>, 2025; and

**Further That** L'Arche Arnprior be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.

Resolution Carried

**iv. Growing Canada's Community Canopies Grant Support – Renfrew County District School Board**

Resolution Number 270-25

Moved by Dan Lynch

Seconded by Tom Burnette

**Whereas**, the Town of Arnprior has the following interest: Improving our schoolyards by creating outdoor learning spaces and tree canopy environments.

**Whereas**, The Re-Nature Foundation is undertaking The Canadian Re-Nature School Program, which will be building outdoor learning spaces and planting trees at the elementary schools in Renfrew County District School Board.

**Be it resolved that** Council of the Town of Arnprior acknowledges that The Re-Nature Foundation is applying for a funding opportunity from the Federation of Canadian Municipalities' "Growing Canada's Community Canopies" initiative for The Canadian Re-Nature School Program, which will be building learning spaces and planting trees at the elementary schools in Renfrew County District School Board, in partnership with the Renfrew County District School Board.

**Further be it resolved that** Council also recognizes that the lifetime contribution from the "Growing Canada's Community Canopies" initiative will not exceed \$10 million for tree planting within our municipality, inclusive of a maximum contribution of \$1 million for infrastructure activity costs, and that if approved this project will be counted towards that limit.

Resolution Carried

## **16. Announcements**

Mayor Lisa McGee made the following announcement:

- Offered congratulations to Nev's Heating and Cooling on 20 successful years in business. She had the privilege of attending their event and it is always a pleasure to see businesses who are thriving and surviving in Town.

Councillor Couper made the following announcements:

- Attended AMO for the first time. Attended delegation with MPP Denault, Minister Cho, and Mayor McGee regarding Robert Simpson Park. Attended many great seminars including Building a Culture of Human Connection Where People and Communities Thrive, Arts and Culture in Local Economic Development, and Libraries for Community Impact and Childhood Development. Attended a caucus lunch where they discussed Alto, a new high-speed rail planned for Toronto to Montreal. Visited the tradeshow to speak with many different booths about their

products and services and discussed sponsorship opportunities at the Nick Smith Centre.

- Delivered greetings at the Cultural Night Market on behalf of Council and staff to kick off the festivities. Councillor Cloutier, County Councillor Lynch and Councillor Toner were present along with Jo Ann Pecaskie and Leslie Anne Hook from the Culture and Diversity Advisory Committee. It was a fantastic event that was very well attended. Looking forward to what staff bring back to Council to report on the event.

Councillor Toner made the following announcement:

- Dominoes Pizza will be donating \$5 from every large pepperoni or cheese pizza to the Friends of the Arnprior and District Museum on Tuesday, September 2<sup>nd</sup>, 2025.

County Councillor Lynch made the following announcements:

- Received a number of thanks from residents who have visited the Malloch Road Cemetery regarding the replacement of the saviour statue. Thanked staff for efforts.
- The cemeteries were in first class condition for Decoration Sunday this past weekend.
- September 2<sup>nd</sup>, 2025, at 11:00 AM there will be a celebration of the signing of the end of World War II at the Cenotaph.
- On behalf of the Valley Agricultural Festival, who held a bull riding competition between local politicians, presented Mayor McGee with a trophy for her champion placement with a ride lasting 45 seconds.

## 17. Closed Session

Resolution Number 271-25 (7:38 PM)

Moved by Tom Burnette

Seconded by Ted Strike

**That** Council move into Closed Session to discuss:

- One (1) matter pursuant to Section 239 (2)(b) and (f) of the Municipal Act, 2001, as amended, to discuss a personal matter about an identifiable individual, including municipal or Local Board employees and concerning advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Airport); and
- One (1) matter pursuant to Section 239 (2)(d) and (f) of the Municipal Act, 2001, as amended, to discuss labour relations or employee negotiations and advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Staffing Matter).

Resolution Carried

Resolution Number 272-25 (9:06 PM)

Moved by Ted Strike

Seconded by Tom Burnette

**That** Council resume to Open Session.

Resolution Carried

Resolution Number 273-25  
Moved by Dan Lynch  
Seconded by Chris Couper

**That** Council receive the information presented in Closed Session and direct staff to proceed as directed in Closed Session.

Resolution Carried

### **18. Confirmatory By-Law**

Resolution Number 274-25  
Moved by Tom Burnette  
Seconded by Ted Strike

**That** By-law No. 7616-25, being a By-law to confirm the proceedings of the Regular Meeting of Council held on August 25<sup>th</sup>, 2025, be and is hereby approved.

Resolution Carried

### **19. Adjournment**

Resolution Number 275-25  
Moved by Lynn Cloutier  
Seconded by Chris Couper

**That** this meeting of Council be adjourned at 9:07 PM.

Resolution Carried

### **Signatures**



Lisa McGee, Mayor



Kaitlyn Wendland, Deputy Clerk