



Town of Arnprior

Regular Meeting of Council Agenda

Date: Monday, November 24, 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 – November 10, 2025** (Page 1-11)
- 8. Awards / Delegations / Presentations**
- 9. Public Meetings**
 - a) **Request for Noise By-law Exemption (Downtown Filming)** (Page 12)
- 10. Matters Tabled / Deferred / Unfinished Business**
- 11. Notice of Motion(s)**
- 12. Staff Reports**
 - a) **City of Ottawa Automatic Aid Agreement**, Rick Desarmia, Fire Chief (Page 13-15)
 - b) **RFP FD-2025-01 – Award of Fire Dispatch and Communication Services**, Rick Desarmia, Fire Chief (Page 16-18)
 - c) **Planning Applications Update**, Alix Jolicoeur, Manager of Community Services/ Planner (Page 19-36)
 - d) **Biannual Financial Update – Q3 2025**, Jennifer Morawiec, General Manager, Client Services/Treasurer (Page 37-45)

- e) [Council/ Committee 2026 Meeting Calendar](#), Kaitlyn Wendland, Deputy Clerk & Kaila Zamojski, Town Clerk (Page 46-49)

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-NOV-20
 - ii) Correspondence Package A-25-NOV-12

15. By-laws & Resolutions

- a) By-laws
 - i) [By-law Number 7638-25](#) – Noise By-law Exemption (Downtown Filming) (Page 50)
 - ii) [By-law Number 7639-25](#) – Automatic Aid Agreement – City of Ottawa for Fire Protection Services (Page 51-64)
- b) Resolutions
 - i) [Municipal Grant Request \(In Kind\) – Arnprior Cares](#) (Page 65)

16. Announcements

17. Closed Session

One (1) matter pursuant to Section 239 (2)(b) of the Municipal Act 2001, as amended, to discuss a personal matter about an identifiable individual, including municipal or Local Board employees (Staff Matter)

18. Confirmatory By-law

By-law No. 7641-25 to confirm the proceedings of Council

19. 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. 1818. 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 and Town Website



ARNPRIOR

**Minutes of Council Meeting
November 10th, 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 Couper

Town Staff Present:

Robin Paquette, CAO
Kaila Zamojski, Town Clerk
Kaitlyn Wendland, Deputy Clerk
Graeme Ivory, Director of Recreation
Patrick Foley, Engineering Officer

Council Members Present (Virtual):

Council Members Absent:

Councillor Chris Toner

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 Toner.

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 351-25
Moved by Lynn Cloutier
Seconded by Dan Lynch

Be It Resolved That the agenda for the Regular Meeting of Council dated Monday, November 10th, 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 352-25

Moved by Tom Burnette

Seconded by Chris Couper

That the minutes of the Regular and Special Meetings of Council listed under Item 7(a) and (b) on the Agenda be adopted (Regular Meeting of Council – October 27, 2025, and Special Meeting of Council – November 3, 2025).

Resolution Carried

8. Awards/Delegations/Presentations

Presentations

- a) Design Options for Robert Simpson Park,** Graeme Ivory, Director of Recreation, & Patrick Foley, Engineering Officer

Graeme Ivory, Director of Recreation and Patrick Foley, Engineering Officer, Facilities and Assets, provided background information on the phased approach noting the July 14th Council resolution, as well as provided Council with an overview presentation, as outlined in the Agenda Package. This presentation outlined the Design Options for Robert Simpson Park. Staff responded to questions.

The Public Engagement Survey will go live tonight and will be open until November 23rd for the community to provide their feedback. The public open house will be on November 13th from 6-8 pm at the Nick Smith Centre.

Mayor McGee and Council thanked staff for their presentation.

9. Public Meetings

None

10. Matter Tabled/ Deferred/ Unfinished Business

None

11. Notice of Motion(s)

None

12. Staff Reports

None

13. Committee Reports and Minutes

a. Mayor's Report

Mayor McGee reported the following:

- Report from Police Services Board Meeting:
 - Discussed Police Services Board and Budget.
 - Received a presentation from a local police officer. This will be a regular event at the meetings, and the intention is that an individual police officer will attend and make a presentation about their scope.
 - Soon the community will be able to see the meetings as they will be livestreamed.
 - Received an update from the detachment commander.
 - Discussed the need to hire an administrative support person for the chair of the Board.
 - Recently there have been efforts, in collaboration with the Clerk's Office, to increase safety around the schools in Town during morning drop off and afternoon pick up.
 - There are still two vacant provincial seats on the board. One member of the community has put their name forward and someone else in the detachment area will also join.
 - Welcomed Councillor Jill Campbell from McNab/Braeside to the board.
- Had the pleasure of visiting MPP Denault at the Grand Opening of his Constituency Office in Pembroke last weekend. Many other members of Council attended as well.
- Had the pleasure to bring greetings on behalf of Council and Staff to the Renfrew County Clerks and Treasurers Association (RCCTA) Meeting at the Nick Smith Centre. From Arnprior, the Town Clerk, Deputy Clerk, Treasurer, Acting Manager of Finance and CAO were all in attendance. Attendees were invited to tour the revitalized arenas and spent the day learning, collaborating and networking.
- Continues to participate in Budget Working Group Sessions lead by the General Manager Client Services/Treasurer over the last two weeks. These have included the Museum, Waste Management, and the Corporation Taxation.

b. County Councillor's Report

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

- Taste of the Valley is on December 13th and will be the holiday edition at the Knights of Columbus Hall, 170 Ellis Avenue, Pembroke.
- Last Wednesday, a Special Corporate Services Committee was held that dealt with Council Salary, Warden Salary, Chair Premium, Ad Hoc Stipend, Benefits, Conference Expenses, and the Deputy Warden Position. A number of policy decisions were made which staff will implement for January 2027. One topic being researched by staff is an allowance for caregivers of Council members.

c. Committee Reports and Minutes

None

14. Correspondence & Petitions

a) Correspondence

i. Correspondence Package No. I-25-NOV-19

Resolution Number 353-25

Moved by Dan Lynch

Seconded by Lynn Cloutier

That Correspondence Package Number I-25-NOV-19 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch made the following comments:

- Page 15: The Ontario Government is investing \$43.9 million over three years to continue the province's After School Program. Regretfully the closest After School Program is located in Ottawa.
- Page 40: Good news for first time home buyers, the Ontario government is proposing to rebate the full 8% provincial portion of the HST for first time home buyers on new homes valued up to \$1 million.
- Page 48: To protect Ontario families during respiratory season, everyone six months and older can now receive their flu and COVID-19 vaccines.
- Page 84: The Ontario Government has made amendments to Ontario Regulation 406/19 and Ontario Regulation 153/04 to enable greater beneficial use of excess soil and remove barriers to redeveloping brownfield properties. Asked the CAO if these amendments have been beneficial to brownfield sites in Town.
 - The CAO noted that this legislation change is too recent to affect any properties that may be designated a brownfield site but will likely be beneficial in future redevelopment.
- Page 85: The Co-Operators Resilience Acceleration Lab is inviting municipalities to apply for funding to develop projects that reduce physical risks. Selected proposals may receive up to \$150,000 and expert guidance to prepare for private capital financing. Projects will be reviewed until January 30, 2026. Asked the CAO if the Town has considered applying for this funding.
 - The CAO noted that staff are reviewing this opportunity.

Councillor Chris Couper made the following comment:

- Page 53: Ontario is investing \$7 million to support the literary arts and publishers. Have spoken quite a bit about the economic impact of culture. This investment is really three different programs: Ontario Creates - \$5.1 million investment; Ontario Arts Council - \$1.9 million; and Experience Ontario 2025. Arts and Culture Tourism have significant economic impact here in Ontario. It benefits communities by attracting visitors and having visitors stay longer using local businesses. Encouraging to see investments in the literary sector and culture that support opportunities for entrepreneurship.

ii. **Correspondence Package No. A-25-NOV-11**

Resolution Number 354-25
Moved by Chris Couper
Seconded by Ted Strike

That Correspondence Package Number A-25-NOV-11 be received and the recommendations be brought forward for Council's consideration.

Resolution Carried

15. By-laws & Resolutions

a) By-laws

Resolution Number 355-25
Moved by Lynn Cloutier
Seconded by Dan Lynch

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

- i. By-law No. 7634-25 – Purchase and Sale Agreement (74 John Street N)
- ii. By-law No. 7635-25 – Sentinel Well Agreement (Boeing Canada)

Resolution Carried

Mayor McGee noted the purchase and sale of the parking lot at 74 John Street North, noting this was a great asset to move the Town forward. There is no intention or plan to have a special levy at this time, and this purchase is going to be funded from the reserves. She thanked the CAO and other staff involved for getting this done so quickly.

b) Resolutions

i. One Year Extension to the Draft Approval of the Marshall's Bay Meadows Subdivision

Resolution Number 356-25
Moved by Lynn Cloutier
Seconded by Dan Lynch

Whereas Council approved the recommendation for the plan of subdivision proposed by T. Anas Holding Inc. in September of 2014 and indicated to the approval authority, the County of Renfrew, that the proposed draft plan of subdivision was not premature, that it met the intent of the Provincial Policy Statements and requesting the conditions of draft approval as outlined in the staff report; and

Whereas draft approval was given by the County of Renfrew on August 5, 2015, with revised conditions issued on December 11, 2018, which had a lapsing date of December 11, 2023, however, the County has granted extensions to December 11, 2025; and

Whereas the applicant, Madawaska Regional Inc., has requested that Council provide a resolution in support of a request for extension, as the development is proceeding in a phased approach with Phases 1, 2, 3 and 4A registered, and the developer actively working on finalizing Phases 4B and 5.

Therefore Be It Resolved That Council supports the request by Madawaska Regional Inc. for a further one-year extension to the draft approval of the Marshall's Bay Meadows Draft Plan of Subdivision (47-T-14002) to December 11, 2026 and that this resolution be forwarded to the County of Renfrew for consideration of approval.

Resolution Carried

ii. Resolution of Support – Ontario Community Infrastructure Fund

Resolution Number 357-25

Moved by Chris Couper

Seconded by Ted Strike

Whereas the Town of Arnprior acknowledges that municipal infrastructure – roads, bridges, water and wastewater systems – underpin public safety, economic vitality and quality of life in Ontario's rural and small urban communities; and

Whereas the Ontario Community Infrastructure Fund (OCIF) was created in 2015 to assist small and rural municipalities facing infrastructure deficits that exceed their local revenue capacities; and

Whereas in 2022 the Government of Ontario committed to increase the annual OCIF envelope from \$100 million to \$400 million over a five-year term, with that commitment scheduled to expire at the end of fiscal 2026; and

Whereas fixed funding levels amid rising labour, materials and climate resilience costs have eroded the purchasing power of the \$400 million envelope, jeopardizing municipalities' ability to deliver and sustain essential services without incurring unsustainable debt; and

Whereas predictable, multi-year funding indexed to real-world cost drivers is critical for municipalities to develop, finance and execute long-term asset management plans, reduce emergency repairs and leverage complementary federal and private infrastructure funding; and

Whereas the Town of Arnprior requires a steadfast provincial partner to extend and enhance OCIF beyond 2026, ensuring infrastructure resilience, fiscal sustainability and equitable access for all small and rural municipalities.

Therefore, Be It Resolved That

- The Town of Arnprior calls upon the Government of Ontario to extend the annual OCIF envelope at not less than \$400 million beyond its current five-year term ending in 2026, with no reductions in subsequent provincial budgets; and
- The Province be requested to index the total annual OCIF envelope – and each individual municipal allocation – to the Ontario Consumer Price Index, calculated on a calendar-year basis and disbursed in the first quarter of each fiscal year; and
- The Ministry of Infrastructure establish a new five-year OCIF funding framework that guarantees annual envelopes and allocation percentages by municipality, enabling long-term capital planning and stable cash-flow management; and

- The Province undertakes a formal review of the OCIF allocation formula at least once every four years, incorporating current municipal asset management data, demographic projections, climate resilience metrics and rural equity considerations; and
- A dedicated contingency reserve equal to 5 percent of the annual OCIF envelope be created within the fund to address extraordinary cost escalations, emergency repairs or project overruns without reallocating core funding; and
- The Ministry of Infrastructure publish an annual OCIF performance report – including program disbursements, allocation adjustments and reserve expenditures – in a transparent, publicly accessible online dashboard; and
- The Clerk of the Town of Arnprior forward this resolution to:
 - The Honourable Doug Ford, Premier of Ontario
 - The Honourable Kinga Surma, Minister of Infrastructure
 - The Honourable Rob Flack, Minister of Municipal Affairs and Housing
 - The Honourable Francois-Phillipe Champagne, Minister of Finance
 - The County of Renfrew
 - The Township of Edwardsburgh Cardinal

Resolution Carried

iii. Resolution of Support – Support for a Nation-Building 2+1 Highway Program on Highways 17 & 11, Phased Implementation, and Federal-Provincial Partnership under the Building Canada Act

Resolution Number 358-25

Moved by Tom Burnette

Seconded by Ted Strike

Whereas Canada's east–west trade and national mobility rely on the Trans-Canada Highway system, including Highways 17 and 11 across Northern and Eastern Ontario, which carry significant freight volumes but remain predominantly two-lane corridors; and

Whereas four-laning the entirety of Highway 17 is the ultimate goal of the communities along the corridor; and

Whereas the proven "2+1" highway design - alternating passing lanes with a continuous median barrier - delivers safety outcomes comparable to full twinning at substantially lower cost, land, and environmental impact, and can be scaled or converted to four lanes (2+2) as volumes grow; and

Whereas the Government of Ontario has announced a 2+1 pilot between North Bay and Temagami and a further extension toward Cochrane, creating a near-term implementation pathway; and

Whereas modernizing Highways 17 and 11 will improve safety, reduce closures, strengthen supply-chain reliability for mining, forestry, agriculture, tourism and manufacturing, and enhance national resilience and emergency response capacity; and

Whereas a phased 2+1 build - prioritizing Highway 11 (North Bay → Cochrane, then Cochrane → Nipigon) and key sections of Highway 17 (western border of County of Renfrew → Sudbury; Sault Ste. Marie → Sudbury; Thunder Bay → Kenora) - aligns with nation-building criteria, supports economic reconciliation with Indigenous partners, and enables integrated EV charging and low-carbon construction practices.

Whereas analysis summarized by the Federation of Northern Ontario Municipalities, (FONOM) demonstrates high freight demand on these routes and strong safety/economic rationale for a 2+1 program;

Therefore, Be It Resolved That the Council of the Town of Arnprior supports the County of Renfrew formally endorsing the adoption and phased implementation of a 2+1 highway program on Highways 17 and 11 as a nation-building project; and

That the Government of Canada be urged to designate this initiative as a project of national interest under the *Building Canada Act* and to partner with Ontario to co-fund and accelerate planning, design, procurement, and construction; and

That the Government of Ontario be urged to expand the announced pilot to a corridor-wide program, sequencing works as follows (subject to readiness and safety benefit):

- Phase 1: Highway 11 (North Bay → Cochrane) and Highway 17 (western border of County of Renfrew → Sudbury);
- Phase 2: Highway 11 (Cochrane → Nipigon) and Highway 17 (Thunder Bay → Kenora; Sault Ste. Marie → Sudbury); and

That the Government of Ontario prioritize these projects into the Ministry of Transportation's Major Projects Division; and

That both governments ensure early, ongoing, and capacity-supported engagement with affected Indigenous Nations, with opportunities for Indigenous training, contracting, and equity participation; and

That the program incorporates corridor-wide safety features (barrier-separated 2+1 cross-sections, controlled passing frequency, wildlife considerations), resilience measures (closure mitigation, climate adaptation), and clean-growth elements (EV charging readiness, recycled aggregates, lower-carbon materials); and

That this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, the Minister of Transport (Canada), the Minister of Infrastructure (Canada), the Ontario Minister of Transportation, local MPs and MPPs, Federation of Northern Ontario Municipalities (FONOM), Northwestern Ontario Municipal Association (NOMA), Association of Municipalities of Ontario (AMO), Federation of Canadian Municipalities (FCM), Rural Ontario Municipal Association (ROMA), Eastern Ontario Wardens' Caucus (EOWC) for support, and the County of Renfrew for information.

Resolution Carried

iv. Municipal Grant Request (In Kind) – Arnprior Braeside McNab Seniors at Home Program

Resolution Number 359-25

Moved by Lynn Cloutier

Seconded by Dan Lynch

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior Braeside McNab Seniors at Home Program; and

Whereas the Arnprior Braeside McNab Seniors at Home Program is an eligible organization under the Municipal Grants Policy and supports the community in providing practical home support services, transportation, and socializing opportunities to encourage independent living and enhance the quality of life of seniors and adults with disabilities.

Therefore, Be It Resolved That Council approves the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$365.00 plus HST) for the Arnprior Braeside McNab Seniors at Home Christmas Craft Fair to be held on December 6th, 2025; and

Further That the Arnprior Braeside McNab Seniors at Home Program 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

v. Municipal Grant Request (In Kind) – Renfrew County 55+ Summer Games 2026

Resolution Number 360-25

Moved by Chris Couper

Seconded by Tom Burnette

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Renfrew County 55+ Summer Games 2026; and

Whereas the Renfrew County 55+ Summer Games 2026 is an eligible organization under the Municipal Grants Policy and supports adults 55+ in the community by providing opportunities to increase social interaction, promoting physical and mental wellbeing, and promoting active living.

Therefore, Be It Resolved That Council approves the request for waiving the Nick Smith Centre arena rental fees (value of approximately \$1,300.00 plus HST) for the Renfrew County 55+ Summer Games 2026 to be held on June 9th and 10th, 2026; and

Further That the Renfrew County 55+ Summer Games 2026 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

vi. Municipal Grant Request (In Kind) – Arnprior Optimistic Women's Club

Resolution Number 361-25

Moved by Tom Burnette

Seconded by Ted Strike

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 supports the community by bringing people, families, and friends together to give back to the community.

Therefore, Be It Resolved That Council approves the request for waiving the Nick Smith Centre arena rental fees (value of approximately \$145.00 plus HST) for the Arnprior Optimistic Women's Club's Give Back Disco Skate to be held on December 21st, 2025; and

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

16. Announcements

Councillor Couper made the following announcements:

- Had the pleasure of attending the Museum on Friday night for Lisa Webber's performance. She put on an evening of stories and songs, and the theme was Songs of Peace and Remembrance. It featured lots of local connections, stories, and local talent. It was a nice event. MPP Denault attended as well, and it was a full house. Lisa Webber was grateful to the Manager of Culture/Curator who helped put the event together.
- Attended MPP Denault's Constituency Office Grand Opening in Pembroke. Thanked MPP Denault for his generosity with the leftover refreshments that he provided to be shared with the ringette players and parents.

County Councillor Dan Lynch made the following announcement:

- The Manager of Culture/Curator has coordinated the installation of mannequins with different military uniforms of people from Arnprior. At this Nick Smith Centre there is one from Nick Smith who was in the Air Force. At Town Hall there is one from Edna Veitch who was the first woman to join the army from Arnprior. Take the time to remember who our veterans are, and that they were the ones that gave the ultimate sacrifice.

17. Closed Session

Resolution Number 362-25 (7:38 PM)

Moved by Chris Couper

Seconded by Dan Lynch

That Council move into Closed Session to regarding one (1) matter pursuant to Section 239(2) (k) of the Municipal Act, 2001, as amended to discuss a position, plan, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (By-Law Enforcement).

Resolution Carried

Resolution Number 363-25 (7:58 PM)

Moved by Dan Lynch

Seconded by Lynn Cloutier

That Council resume to Open Session at 7:58 PM.

Resolution Carried

Resolution Number 364-25

Moved by Lynn Cloutier

Seconded by Chris Couper

That Council authorizes the CAO to enter into a 2-year extension, to the current agreement, with Municipal Law Enforcement Services (MLES) for the provision of By-law Enforcement Services, at an increased hourly rate, as discussed in closed session.

Resolution Carried

18. Confirmatory By-Law

Resolution Number 365-25

Moved by Dan Lynch

Seconded by Ted Strike

That By-law No. 7636-25, being a By-law to confirm the proceedings of the Regular Meeting of Council held on November 10th, 2025, be and is hereby approved.

Resolution Carried

19. Adjournment

Resolution Number 366-25

Moved by Lynn Cloutier

Seconded by Tom Burnette

That this meeting of Council be adjourned at 7:59 PM.

Resolution Carried

Signatures

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



Notice of Public meeting for a noise by-law exemption

Take Notice that there will be a public meeting held by the Council of the Town of Arnprior regarding a request for a noise by-law exemption as outlined below.

Public Meeting: Monday, November 24th, 2025, 6:30 PM in the Council Chambers, Town Hall, 105 Elgin St. West, Arnprior (In-person)

Details of the request:

The applicant, 1D LINTA Productions Inc., will be filming a portion of “Love Is Not The Answer” an independent film production in Downtown Arnprior on December 1st, and 2nd, 2025.

The filming schedule, as proposed, includes:

- filming between on John St. N. and Rock Ln. E. on Monday, December 1st, from 4:00 pm - 10:00 pm, with equipment removal until 11:00 pm. The Town has received a request for an exemption to the noise by-law for the area of John St. N. between 133 John St. N. and 153 John St. N. and Rock Ln. E. between John St. N. and Daniel St. N. for Monday, December 1st, 2025 allowing noise until 11:00 pm
- filming near 24 Elgin St. W. on Tuesday, December 2nd, 2025 from 4:30 pm until 11:30 pm, with equipment removal until 12:30 am. The Town has received a request for an exemption to the noise by-law for the area of Elgin St. E. between John St. N. and Daniel St. N. for Tuesday, December 2nd, 2025, allowing noise until 12:30 am.

The Town of Arnprior noise by-law, by-law 6764-17, does not permit this type of noise after 9:00 pm Sunday to Thursday.

A public meeting is being held for the purpose of hearing any comments or concerns from residents or businesses.

Description of film

Jean, a mother and an actor, unexpectedly finds herself the center of Ingo's world. She makes friends along the way, learns a lot about herself, her adult son and finds out that love is not always the answer to all of life's problems.

Additional Public Meeting Information

For more information about the public meeting or to provide comment prior to the meeting, contact the Town of Arnprior by email at planning@arnprior.ca, by phone 613-623-4231 ext. 1816, or by mail at 105 Elgin Street West, Arnprior ON, K7S 0A8.

Additional Production information

For more detailed information about the production please reach out to:
Matt Cassidy - Matt@1Department.com - 613-462-8800



Town of Arnprior Staff Report

Subject: City of Ottawa Automatic Aid Agreement

Report Number: 25-11-24-01

Report Author and Position Title: Rick Desarmia, Fire Chief

Department: Fire Department

Meeting Date: November 24, 2025

Recommendations:

That Council repeal By-Law 7091-20 Automatic Aid Agreement and authorize by By-law a new automatic aid agreement with the City of Ottawa.

Background:

In 1994 the Town of Arnprior entered into an agreement with the Township of West Carleton to provide fire services to an agreed upon portion of the township of West Carleton for a yearly fee. Fire services as defined in the agreement included fire protection, suppression and extrication.

Under By-Law 6365-14 Establish and Regulate (E&R) Fire Department, as amended, section 6.3 c) establishes that it is the authority of the Fire Chief for arranging and implementing of mutual aid and other negotiated fire protection and emergency service agreements within the Corporation's borders and/or within the municipal borders of adjoining municipalities.

The 2018-2028 Arnprior Fire Master plan identified that Automatic Aid and Mutual Aid agreements are either not in place or existing agreements are out-of-date. The Master Plan indicated that modernization of agreements and filling in gaps where new agreements are required operationally, should be a priority for the Fire Department to improve service delivery, reduce risk and ensure accountability.

In 2018, a new automatic aid agreement was agreed to with the Town of Arnprior providing City of Ottawa with fire protection for a defined area of the City of Ottawa. The services provided by the Town to the City were initial fire department responses to both structure fires and motor vehicle related incidents within the designated response area. In this agreement, the Town would annually invoice the City for a fee of \$10,000.00.

Discussion:

The City of Ottawa Fire Chief and Arnprior's Chief have been in discussions with respect to renewing the Agreement. Both parties wish to enter into an Automatic Aid Agreement, to provide for the provision of certain Specialized Rescue Services by Ottawa to Arnprior. "Specialized Rescue Services" means technical rescues such as technical rope rescue, confined space rescue, water/ice rescue, trench rescue, grain bin/silo rescue, and machinery rescue. In addition, under the proposed new agreement, Arnprior will provide an initial fire department responses to structure fires to Ottawa, all in accordance with the terms of the Agreement. The reciprocation of these services will be at no additional cost to either municipality.

As per previous agreements, response from either department to an emergency under this Agreement is subject to the availability of the requested resources, recognizing that Arnprior's service relies upon volunteer fire fighters.

Options:

Council could determine that it is not advantageous to enter into the proposed agreement, however, staff are of the opinion that this agreement is of value to each party.

Council could require the terms of the agreement continue to include a fee for service, however, again, as the agreement is of value to both parties, a fee would not be recommended at this time.

Policy Considerations:

As outlined within the background to this report.

Financial Considerations:

The new agreement would reduce the revenues of the Town's operating budget by \$10,000 annually, however, Special Rescue Services provided to the Town by the City when required would be at no cost to the Town.

Meeting Dates:

N/A

Consultation:

- CAO
- Insurance Co.

Documents:

Draft Mutual Aid Agreement

Signatures

Reviewed by Department Head: Rick Desarmia

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: RFP FD-2025-01 - Award of Fire Dispatch and Communication Services

Report Number: 25-11-24-02

Report Author and Position Title: Rick Desarmia, Fire Chief

Department: Fire Department

Meeting Date: November 24, 2025

Recommendations:

That Council award the Request for Proposal FD-2025-01 for Dispatch and Communication Services to the City of Brockville Fire Department; and

That the Mayor and Clerk be authorized to execute a contract with Brockville Fire Department for dispatch and communication services for the period of January 1, 2026, to December 31, 2028, with the option to extend for a two-year period.

Background:

Emergency Communications:

The expedient and accurate handling of fire alarms or calls for help are significant factors in the successful outcome of any incident. History has proven time and time again that failure to quickly communicate the need for help can result in large and tragic losses. Fire department communications play a critical role in the successful outcome of an incident. This is why it is critical to obtain a professional and expeditious communication service which meets or exceeds the established standards.

Emergency communications include:

- Receiving the phone call of a resident, by 911 or other sources;
- Determining which department covers the concerned area;
- Choosing the required units according to the type of call;
- Directing the call by pager;
- Making sure the department responds within the required time;
- Providing information to the responding firefighters;
- Maintaining constant communication with the scene;

- Providing the required support units (mutual aid, police, ambulance...); and
- Completing reports.

Current dispatch services for the Town of Arnprior Fire Department are provided by Brockville Fire Department under agreement which expires on December 31, 2025.

Discussion:

The Request for Proposal was advertised on the Town's website and on MERX. There were nine firms that obtained a copy of the proposal documents and addendums, however only two submissions were received.

Staff reviewed the proposal submissions from City of Brockville Fire Department and City of Orillia Fire Department and completed an evaluation process as set out in the Proposal documents. The proposals were found to either meet or exceeded the minimum technical requirements as set out in the proposal.

The financial portion of the proposal, as well as final scoring, were as follows:

Considering All 5 Years				Considering First 3 Years		
	Orillia	Brockville			Orillia	Brockville
Setup	\$38,691.20	\$0.00		Setup	\$38,691.20	\$0.00
Year 1	\$40,150.04	\$50,164.70		Year 1	\$40,150.04	\$50,164.70
Year 2	\$42,870.23	\$51,368.70		Year 2	\$42,870.23	\$51,368.70
Year 3	\$45,916.85	\$52,601.50		Year 3	\$45,916.85	\$52,601.50
Year 4	\$49,181.08	\$53,863.90				
Year 5	\$52,662.93	\$55,156.60				
TOTAL	\$269,472.33	\$263,155.40		TOTAL	\$167,628.32	\$154,134.90

RFP Scoring	Considering All 5 Years		Considering First 3 Years	
	Orillia	Brockville	Orillia	Brockville
Financial Score	48.8	50.0	46.0	50.0
Technical Score	38.0	50.0	38.0	50.0
TOTAL	86.8	100.0	84.0	100.0

The RFP asked for a three-year term with optional two-year extension.

Staff recommends that Council award the contract for fire dispatching services to Brockville Fire Department for a three-year term with an optional two-year extension.

Options:

Council could choose not to proceed with the Brockville Fire Department proposal. This option is not recommended as the proposal meets the qualifications and is the lower bid and the Department has provided exceptional service for the past five years.

Policy Considerations:

This service was tendered in accordance with *Section 6.4 Request for Proposals* of the Town of Arnprior's Procurement Policy. While only two submissions were received, the proposal were obtained through a competitive process and are representative of current market costs.

Financial Considerations:

The financial costs of the proposal are outlined above. Funding for the services is included in the annual Operating budget for fire services and will be reflected in the 2026 Budget.

Meeting Dates:

N/A

Consultation:

- CAO
- GM, Client Services/Treasurer

Documents:

N/A

Signatures

Reviewed by Department Head:

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: Planning Applications Update

Report Number: 25-11-24-03

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

Department: Community Services Branch

Meeting Date: November 10, 2025

Recommendations:

That Council receives Report Number 25-11-24-03 Planning Applications Update as information.

Background:

Given the volume of new development applications and planning inquiries the Town of Arnprior is seeing staff want to bring Council more regular updates on open applications. The intention is to bring an update report to Council quarterly moving forward. This report is intended to provide Council with some information on the Planning work completed or currently underway.

Discussion:

Applications

The Planning Department has had a busy 2025 to date with 48 applications received. This number is below the final number of applications for 2024 but above the total for 2023.

Table 1 below breaks down the types of planning application received by type for 2023, 2024 and 2025 to date.

Table 1: 2023 to 2025 (to date) Planning Applications received by type

Type of Application	2023	2024	2025 (to date)
Official Plan Amendments	3	1	2
Zoning By-law Amendments	7	6	10 (including 2 that were incomplete applications in 2024)
Minor Variances	1	14	6
Site Plan Control Application	2	10	3
Consent Applications	1	6	8 (including 3 that were incomplete applications in 2024)
Part Lot Control Applications	7	13	1
Zoning compliance requests	9	9	18
Total	30	59	48

The attachments 1 through 8 describe the types of applications in more detail and provide more information regarding current and recent applications for Official Plan amendments (attachment 1), Zoning By-law amendments (attachment 2), minor variances applications (attachment 3), site plan control applications (attachment 4), and consent applications (attachment 5).

Table 1 does not include subdivision applications as these applications are submitted to the County of Renfrew with the County as the approval authority. They also often span multiple years. The current active subdivision applications are summarized in attachment 6.

Staff have also provided responses to over 240 planning inquiries between January and October 2025, averaging 24 inquiries per month. For a detailed breakdown on inquiries per month see attachment 7.

Policy Work

In addition to processing and reviewing applications for development the Planning Department is working on some policy initiatives including a Private Roads OPA/ZBLA and a new Site Plan Control by-law reflective of changes to the Planning Act over the last several years. The site plan control approval by-law being drafted would complement the Parkland Conveyance by-law passed in 2024.

The Planning Department has also been working hard to keep informed on and make changes to processes and reviews based on changes to the Planning Act and

Development Charges Act which includes two passed Bills and another posted for comments.

Staffing

The Community Services Department was without a market student or Marketing and Economic Development Officer at the end of this summer and early fall (mid-August to the start of October). This left the Manager of Community Services working closely with the Clerk's office to organize the Arnprior Sunday market weekly, including coordinating vendors, finalizing weekly vendor layouts, filling spaces for cancellations, staffing the market on Sundays and dealing with issues that arose. This had a significant impact on the ability of the department to process and review planning applications and respond to inquiries.

Options:

This report is provided for information purposes.

Policy Considerations:

N/A

Financial Considerations:

N/A

Meeting Dates:

N/A

Consultation:

- Chief Administrative Officer (CAO)

Documents:

Attachment 1 – Official Plan amendment applications

Attachment 2 – Zoning By-law amendment applications

Attachment 3 – Minor Variance applications

Attachment 4 – Site Plan Control applications

Attachment 5 – Consent applications

Attachment 6 – Subdivision applications

Attachment 7 – Inquiries

Attachment 8 – Description of Zoning Compliance and Part Lot Control applications

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

Attachment 1 – Official Plan amendment applications

Official Plan amendment (OPA) applications are required when a proposed development or redevelopment does not meet applicable policies of the Town's Official Plan. When a complete application for an Official Plan Amendment is received staff circulate notice of the application and public meeting as required under the Planning Act. A public meeting is held to hear comments from the public and other agencies. Staff review the application, considering the Planning Act, Provincial Planning Statement, County Official Plan and Town of Arnprior Official Plan, as well as any comments received, before making a recommendation to Council on the application. The review may include supporting studies or plans. If an OPA is approved by Town Council, it is sent to the County for approval. Review of technical/engineering plans and studies may be conducted externally.

Table 2: Status of active or recently closed official plan amendments

Project Name or address	File number	Summary of development proposed	Status
Campbellbrook Phase 4 Subdivision, 400 Division St.	OPA 10	Reduce setback from a watercourse for development from 30 m to 25 m to support a proposed subdivision development	Application recently deemed complete
Lepine Subdivision, Baskin Drive E	OPA 11	Relocate the Environmental Protection Designation and watercourse to support a proposed subdivision development	Determination of complete application underway

Attachment 2 – Zoning By-law amendment applications

Zoning By-law amendment (ZBLA) applications are required when a proposed development or redevelopment does not meet applicable provisions of the zoning by-law but does meet the policies of the Town's Official Plan. When a complete application for a ZBLA is received staff circulate notice of the application and public meeting as required under the Planning Act. A public meeting is held to hear comments from the public and other agencies. Staff review the application, considering the Planning Act, Provincial Planning Statement, and Town of Arnprior Official Plan, as well as any comments received, before making a recommendation to Council on the application. The review may include supporting studies or plans. Review of technical/engineering plans and studies may be conducted externally.

Table 3: Status of active or recently closed zoning by-law amendment applications

Project Name or address	File number	Summary of development proposed	Status
Grace St. Andrews United Church, 24 Ottawa St	ZBA 4-24	Zoning amendment to support severance applications for residential lots	Complete - approved June 26, 2025
Sawmill Flats Phase 3, Jack Cres.	ZBA 7-24	Reduce setback to a watercourse and minimum parking, increase maximum height and permit balconies to encroach into the front yard to allow a 5-storey 57-unit apartment building with underground parking	Complete - approved May 29, 2025
151 McNab St	ZBA 1-25	Permit a parking area in the front yard, increase in the maximum height, permit an accessory building closer to the front lot line than the main building; and permit an increase in the maximum number of accessory buildings to allow construction of a 4-storey apartment building with 203 dwelling units	Complete - approved March 10, 2025
87 Claude St	ZBA 2-25	Change zoning from R2 to R1 to allow a single detached dwelling	Complete - approved April 14, 2025
131 Edward St	ZBA 3-25	Rezoning to support a site plan application	Application withdrawn
Marshall's Bay Meadows Phase 5	ZBA 4-25	Reduce the minimum required lot frontage for a single-detached dwelling from 12 m to 10 m.	Complete - Approved May 29, 2025

Lepine Development, Madawaska Blvd.	ZBA 5-25	Increase the maximum height, reduce the required planting strip along Madawaska Blvd., and permit balconies to encroach into the rear yard to support development of a four-story 185-unit apartment with some first-floor non-residential uses	Complete - approved June 26, 2025
10 William St. W.	ZBA 6-25	To permit a wider variety of non-residential uses and remove the maximum floor area for non-residential uses.	Complete - approved July 17, 2025
Corb Stewart Court	ZBA 7-25	Removal of holding	Complete - approved May 29, 2025
Lepine Subdivision, Baskin Drive E.	ZBA 8-28	Relocate the Environmental Protection zone and watercourse	Determination of complete application underway

Attachment 3 – Minor Variance applications

Minor Variance applications are required when a proposed development or redevelopment does not meet applicable provisions of the zoning by-law but does meet the policies of the Town's Official Plan and where the variance required from the by-law meets the four tests for a minor variance. The four tests for a minor variance are:

- Does the application conform to the general intent and purpose of the Official Plan?
- Does the application conform to the general intent and purpose of the Zoning By-law?
- Is the application desirable for the appropriate development of the lands in question?
- Is the application minor?

When a complete application for a minor variance is received staff circulate notice of the application and public meeting as required under the Planning Act. A public meeting is held to hear comments from the public and other agencies. Staff review the application, considering the Planning Act, Provincial Planning Statement, and Town of Arnprior Official Plan and Zoning By-law, as well as any comments received, before making a recommendation to the Committee of Adjustment on the application. The review may include supporting studies or plans. Review of technical/engineering plans and studies may be conducted externally.

Table 4: Status of active or recently closed minor variance applications

Project Name or address	File number	Summary of development proposed	Status
63 Leo Moskos St.	A01-25	To increase the maximum driveway width from "50% of the frontage of the lot up to a maximum of 7.0 meters" to "50% of the frontage of the lot up to a maximum of 9.0 meters"	Complete - Approved July 22, 2025
59 Leo Moskos St.	A02-25	To increase the maximum driveway width from "50% of the frontage of the lot up to a maximum of 7.0 meters" to "50% of the frontage of the lot up to a maximum of 9.0 meters"	Complete - Approved July 22, 2025
55 Leo Moskos St.	A03-25	To increase the maximum driveway width from "50% of the frontage of the lot up to a maximum of 7.0 meters" to "50% of the frontage of the lot up to a maximum of 9.0 meters"	Complete - Approved July 22, 2025
27 Leo Moskos St.	A04-25	To reduce the required setback to watercourse from 30 m to 27.0 m	Complete - Approved July 22, 2025

23 Leo Moskos St.	A05-25	To reduce the required setback to watercourse from 30 m to 24.4 m	Complete - Approved July 22, 2025
63 Victoria St	A06-25	To reduce the required minimum front yard setback from 6 m to 3.5 m for a second storey addition to support a 9th residential unit	Application withdrawn
17 Ottawa St	A07-25	To reduce the minimum setback from the front lot line for a porch from 3.0 m to 1.5 m, and to reduce the minimum setback from the centerline of a road from 10.0 m to 9.8 m for construction of a front porch facing Ottawa St.	Public meeting and hearing of the application by the Committee of Adjustment is scheduled for November 26, 2025

Attachment 4 – Site Plan Control applications

Site plan control approval applies to development or redevelopment that includes multi-unit residential buildings such as apartment buildings and non-residential development such as retail buildings. Once a complete application is received the application is circulated for review. The review will include a review of the stormwater management, water and wastewater servicing, erosion, and sediment control, geotechnical, traffic impacts and environmental impacts, and compliance with applicable zoning by-law and official plan provisions. Once the review is complete comments will be provided to the applicant. The applicant will resubmit revised plans and studies addressing comments. Rounds of revision and review will continue until all comment are addressed. Review of technical/engineering plans and studies may be conducted externally. Once finalized, the applicant enters into a Site Plan Agreement, approved by the CAO under delegated authority, posts securities and registers the Agreement on title.

Table 5: Status of active or recent closed site plan applications

Project Name or address	File number	Summary of development proposed	Status
375 Daniel St. S.	SPC 2-22	New non-residential building with drive-through on the existing mall property (2038 sq. ft.)	Site plan agreement drafted - waiting on applicant to sign since December 4, 2023
Antrim Truck Stop building addition, 580 White Lake Road	SPC 4-22	Additions to existing buildings including 600 sq. ft. cooler addition and a 2,100 sq. ft. shop addition	Waiting on resubmission - comments sent June 14, 2024
Antrim self-storage, 580 White Lake Road	SPC 5-22	6 self-storage buildings totaling 1816 sq. m. of self-storage space	Waiting on a resubmission - Comments sent August 14, 2025
Antrim car wash, 580 White Lake Road	SPC 6-22	Drive-through car wash	Waiting on resubmission - comments sent June 14, 2023
Marshall's Bay Block 46, Madawaska Blvd.	SPC 7-22	2 1-storey non-residential buildings with a total of 20,000 sq. ft. of floor area	Site plan reviews completed - applicant submitted a revised site plan. File on hold based on information from the applicant
24 Sheffield St	SPC 10-22	37-unit multi-unit residential building	Site plan agreement drafted - waiting on applicant to sign it since May 2024

30 Daniel St. N.	SPC 2-23	4-storey apartment building with 46 units	Site plan agreement drafted - waiting on applicant to sign since March 7, 2025
Block 139 – Pegasus, Desmond Trudeau Dr.	SPC 1-24	45 single detached dwellings, 8 semi-detached dwellings, 10 townhouses (63 units total) on private roads and infrastructure	Waiting for resubmission - comments sent September 23, 2024
245 Daniel St. N. Site Plan amendment 1	SPC 2-24	Amending the site plan for a new building design and revised parking and loading	Site Plan agreement signed June 5, 2024 - building permit issued
16 Baskin Dr. W. - Site Plan amendment	SPC 3-24	Add a by-pass to the existing McDonalds Drive through	Site Plan agreement signed April 16, 2024
62 McLachlin St	SPC 4-24	3-storey – 14-unit apartment building addition	Waiting on resubmission - Comments on the second submission sent March 24, 2025
449 Hartney St	SPC 5-24	Two 595 sq. m. (6,400 sq. ft.) mixed non-residential uses buildings (total 12,800 sq. ft.)	Site Plan agreement signed April 22, 2025 - building permit issued
150 Staye Court Drive	SPC 6-24	Self-storage shipping containers	Waiting on a resubmission – Second submission deemed incomplete December 2, 2024
Sawmill Flats Phase 3, Jack Crescent	SPC 7-24	5-storey – 57-unit apartment building	Site Plan agreement signed September 24, 2025 - commence work issued, building permit under review
151 McNab Street	SPC 8-24	4-storey apartment buildings with 203 dwelling units in 2 phases	Site Plan agreement signed October 10, 2025 - building permit issued
134 McDonald St	SPC 9-24	4-storey 57-unit apartment building with underground parking	Waiting on a resubmission - comments on the second submission sent October 14, 2025

Lepine Apt, Madawaska Blvd.	SPC 10-24	4 storey 185-unit apartment development with 268 sq. m. (2,884 sq. ft.) of first-floor commercial space.	Second submission currently under review - comments to be sent by December 9, 2025
130 Staye Court	SPC 1-25	7,032 sq. ft - 4-unit warehouse with supplemental offices	Waiting on resubmission - Comments on first submission sent July 9, 2025
245 Daniel St. N. - site plan amendment 2	SPC 2-25	Amendment to reflect changes in building and drive-through for the Starbucks building	Site Plan agreement signed April 4, 2025 - building permit issued
7 Vanjumar - site plan amendment	SPC 3-25	Change to drive-through alignment	Site Plan agreement signed August 19, 2025 - building permit issued

Attachment 5 – Consent applications

Consent applications are used when creating 5 or fewer lots on an existing street, for lot line adjustments or to create an easement or lease lasting more than 21 years. When a complete application for a consent is received staff circulate notice of the application and public meeting as required under the Planning Act. A public meeting is held to hear comments from the public and other agencies. Staff review the application, considering the Planning Act, Provincial Planning Statement, and Town of Arnprior Official Plan and Zoning By-law, as well as any comments received, before making a recommendation to the Committee of Adjustment on the application. The review may include supporting studies or plans. Review of technical/engineering plans and studies may be conducted externally. Once conditionally approved by the Committee, the applicant has two years to fulfill any conditions and finalize the consent.

Table 6: Status of active or recently closed consent applications

Project Name or address	File number	Summary of development proposed	Status
258 Albert St.	B5-24	Sever a parcel of land for the creation of a new lot containing the existing single-detached dwelling at 258 Albert Street.	Conditionally approved May 21, 2025
Albert St. lots	B6-24	Sever two parcels of land for the creation of two new vacant lots with frontage on Albert Street.	Conditionally approved May 21, 2025
24 Ottawa St.	B7-24	Sever a parcel of land for the creation of a new lot containing the existing single-detached dwelling at 24 Ottawa Street	Complete - Conditionally approved May 21, 2025 - conditions fulfilled
398 John St. N.	B8-24	Sever a parcel of land for the creation of a new lot (severed lands) for future development.	Complete - conditionally approved February 27, 2025 - conditions fulfilled
8 Gardner St	B1-25	Creation of a new lot to sever an existing semi-detached into two lots	Complete - conditionally approved May 21, 2025 - conditions fulfilled
43 Leo Moskos St	B2-25	Lot line adjustment for new unit type	Conditionally approved August 12, 2025
51 Leo Moskos St	B3-25	Lot line adjustment for new unit type	Conditionally approved August 12, 2025

55 Leo Moskos St	B4-25	Lot line adjustment for new unit type	Conditionally approved August 12, 2025
51 Leo Moskos St	B5-25	Lot line adjustment for new unit type	Conditionally approved August 12, 2025

Attachment 6 – Subdivision applications

Subdivision approval applies to development or redevelopment where 5 or more lots are being created or where the development includes creation of a new street or extension of municipal water and/or sewer services. Subdivision applications are submitted to the County of Renfrew as the approval authority. County staff circulate complete applications for draft plan approval to commenting agencies including the Town of Arnprior. Review of the application for draft plan approval includes the stormwater management, water, and wastewater servicing, geotechnical, traffic impacts and environmental impacts, and compliance with applicable Zoning By-law and Official Plan provisions. This review is high level and focuses on establishing whether the development can meet applicable standards and what conditions must be fulfilled for the Town to be satisfied that the development will meet applicable standards. If staff have comments, questions or concerns that need to be addressed these are provided the County and the applicant can provide a revised submission. Rounds of review continue until staff are satisfied that the development is feasible. Town staff bring recommended draft plan conditions to Council for approval, which are then provided to the County for approval. Once the County has granted draft plan approval the applicant proceeds with submitting plans and studies as per the draft plan conditions for detailed design. Rounds of resubmission and review continue until comments and concerns have been addressed. Review of technical/engineering plans and studies may be conducted externally. Staff bring a subdivision agreement to Council for consideration. The applicant enters into the subdivision agreement with the Town, which is a condition of the draft approval. Staff provide a clearance letter to the County indicating how the applicant has met draft conditions and the County can then issue final approval of the subdivision plan for registration.

Table 7: Status of active or recent closed subdivision applications

Project Name or address	File number	Status
Marshall's Bay Meadows	47T14002	Phases 1 through 3 have been built out with the exception of non-residential/medium density residential blocks along Madawaska Blvd. Phase 4A has been approved and is currently under construction. Phase 4B has a signed subdivision agreement, the developer chose to change the lot layout, revised plans have been reviewed and accepted and new subdivision agreement for Phase 4B re-lotting is in the process of being signed. Phase 5A plans have been reviewed with comments sent waiting for a resubmission.
Mackie Homes, Ida St	47T22002	Draft plan approval granted. Second submission of detailed design is currently under review.
Van Dussen Dr	47T22003	Application for draft plan approval received and under review
White Lake Rd	47T21001	Application for draft plan approval received and under review

Campbellbrook, 400 Division St	47T240005	Application for draft plan approval reviewed and comments provided. OPA required. OPA application received. Waiting on resubmission.
Westhaven Gate, Fourth Ave	47T21004	Application for draft plan approval received. Fourth submission for draft plan approval reviewed and comments sent. Waiting on resubmission
Lepine, Baskin Drive E.	47T25002	Application for draft plan approval received. First submission under review. Comments anticipated to be sent in January based on the technical review timeline.

Attachment 7 – Inquiries

Inquiries are planning related questions received which are not applications. These can vary from simple requests for property dimensions to complex requests about how many units a multi-unit residential property may be able to accommodate, the potential for re-zoning or re-designating a property to allow a different type of development and the process for multiple planning approvals. Inquiries can take anywhere from 10 minutes to several hours depending on the number and complexity of questions and whether information or coordination of a response with another department is required.

Table 8: Planning inquiries by month

Month	Number of inquiries responded to
January	12
February	22
March	17
April	15
May	39
June	20
July	25
August	35
September	20
October	37
November	
December	
Total to end of October	242
Average per month	24

Attachment 8 – Description of Zoning Compliance and Part Lot Control applications

Zoning Compliance Request

Zoning compliance requests are requests for confirmation of information on a specific property. These requests are usually used when a property is being purchased to confirm the zoning, official plan designation, whether there are any local improvements fees applicable, and whether there are any building or planning violations or inspections outstanding.

Part Lot Control Application

Part lot control regulates further division of lots within a subdivision, requiring approval for transfers or sales. Approval of a part lot control exemption can be used to divide semi-detached dwellings and townhouse dwellings within an approved subdivision following construction.



Town of Arnprior Staff Report

Subject: Bi-annual Financial Update – Q3 2025

Report Number: 25-11-24-04

Report Author and Position Title: Jennifer Morawiec, GM Client Services / Treasurer

Department: Client Services

Meeting Date: November 24, 2025

Recommendations:

That Council receive report number 25-11-24-04 as information.

Background:

As per Section 14 of the Procedural By-Law 6922-19, the General Manager, Client Services / Treasurer will provide Council with bi-annual Financial Reports, with the first report being in May/June and with the second report being October/November. The intent of the report is to provide Council with a clear picture of the Town's financial status, identify any financial matters of concern and update Council on progress and improvements made to date on finance related initiatives.

Discussion:

2025 Operating Budget Analysis

As of October 31, 2025, 94% of budgeted revenues have been received (96%, 2024) and 87% of budgeted expenses have been expended (85%, 2024).

Comparison YTD Oct 31 to Budget	2024	2025
Revenues	96%	94%
Expenses	85%	87%

A detailed breakdown by service group of year-to-date (YTD) figures to October 31, 2025, compared to the 2025 operating budget, is included in Table 2 for Revenues and Table 3 for Expenses.

Table 2 – Operating Revenues – Comparison of YTD (Oct) to Budgeted

Account Description	Revenues			
	Year to Date - Oct 31	2025 Budget	Variance (\$)	Variance (%)
Taxation				
Revenue from Taxation	12,929,626	\$ 13,141,741	212,115	98%
Payments in Lieu of Taxation	121,214	130,000	8,786	93%
General Government				
Council	-	-	-	-
Clerk	48,877	59,850	10,973	82%
Corporate Management	455,930	502,250	46,320	91%
Human Resources	-	-	-	-
Information Systems	8,000	8,000	-	100%
Protection to Persons & Property				
Fire Services	187,176	172,212	(14,964)	109%
Police Services	16,378	16,378	-	100%
Animal Services & By-Law	35,280	35,000	(280)	101%
Crossing Guards	-	5,300	5,300	0%
Public Works				
Public Works	40,438	81,100	40,662	50%
Vehicles and Equipment	538,569	590,100	51,531	91%
Cemetery	102,249	129,500	27,251	79%
Environmental Services				
Waterworks	3,613,564	3,997,239	383,675	90%
Wastewater	2,688,570	2,956,830	268,260	91%
Waste Management	1,170,485	1,165,150	(5,335)	100%
Parks and Recreation				
Parks	9,609	11,000	1,391	87%
Marina	88,882	95,400	6,518	93%
Programs	329,612	229,800	(99,812)	143%
Nick Smith Centre - Programs	567,630	837,500	269,870	68%
Nick Smith Centre - Building	-	-	-	-
Buildings	-	-	-	-
Community Services				
Museum	44,152	49,780	5,628	89%
Building Services	402,903	338,600	(64,303)	119%
Planning and Zoning	54,950	40,000	(14,950)	137%
Marketing & Economic Development	6,279	6,500	221	97%
Grants and Subsidies	2,189,982	2,627,978	437,996	83%
To Reserves / Reserve Funds*	-	-	-	
Total Operating Budget	25,650,355	27,227,208	1,576,853	94%

Operating Budget Notes – Revenues (Table 2):

- Supplemental taxation revenues from new properties are currently \$200K less than budgeted due to the slowdown in growth. Additional supplemental revenues are anticipated for November however they will not be sufficient to cover the current revenue gap.
- Clerks Office revenues are less than budgeted due to a lower volume of lottery licensing revenues in 2025.
- Fire Department revenues are higher than anticipated due to additional grant funds and insurance recovery revenues (Fire Marque).
- Water and Wastewater revenues are on trend to reach 100% by year-end.
- Recreation event revenues are higher than budgeted. This is due to the subsequent revenues from the 2024 World Junior hockey games.
- NSC Recreation Program revenues are low due to the facility revitalization project however will record some additional revenue prior to year end for Q4 ice rentals.
- Building Services building permit fees are 30% higher than anticipated mainly due to permit fees received for the McNab Street apartment complex.
- Planning and Zoning revenues are higher than anticipated due to the high volume of planning and development related applications.
- Grants and Subsidies are represented at 10/12 allocation of their totals. 100% will be received by year end. These are grant revenues from OMPF, OCIF and CCBF.

Table 3 – Operating Expenses – Comparison of YTD (Oct) to Budgeted

Account Description	Expenses			
	Year to Date - Oct 31	2025 Budget	Variance (\$)	Variance (%)
General Government				
Council	185,018	237,500	52,482	78%
Clerk	348,611	433,900	85,289	80%
Corporate Management	965,067	1,145,650	180,583	84%
Human Resources	148,796	202,100	53,304	74%
Information Systems	277,120	347,800	70,680	80%
Protection to Persons & Property				
Fire Services	677,541	993,638	316,097	68%
Police Services	1,374,267	1,863,238	488,971	74%
Animal Services & By-Law	85,457	106,200	20,743	80%
Crossing Guards	34,555	45,600	11,045	76%
Public Works				
Public Works	1,800,498	2,104,891	304,393	86%
Vehicles and Equipment	142,756	270,000	127,244	53%
Cemetery	117,738	123,800	6,062	95%
Environmental Services				
Waterworks	2,277,116	2,675,493	398,377	85%
Wastewater	1,768,024	2,128,136	360,112	83%
Waste Management	866,142	1,118,200	252,058	77%
Parks and Recreation				
Parks	505,094	472,900	(32,194)	107%
Marina	70,287	95,400	25,113	74%
Programs	456,125	458,650	2,525	99%
Nick Smith Centre - Programs	718,017	915,300	197,283	78%
Nick Smith Centre - Building	1,063,144	1,552,700	489,556	68%
Buildings	400,672	433,450	32,778	92%
Community Services				
Museum	275,705	326,650	50,945	84%
Building Services	285,310	338,600	53,290	84%
Planning and Zoning	116,509	156,550	40,041	74%
Marketing & Economic Development	165,581	230,000	64,419	72%
Grants and Subsidies	395,597	404,813	9,216	98%
To Reserves / Reserve Funds*	8,046,049	8,046,049	-	100%
Total Operating Budget	23,566,794	\$27,227,208	3,660,414	87%

Operating Budget Notes – Expenses (Table 3):

- Human resources expenses are trending slightly lower due to timing for the start of the Health & Safety Officer position during 2025.
- While Fire Department expenses look low, this is due to wages for the volunteer firefighters are paid once per year in November / December.
- Public Works Vehicle expenses are lower due to a lighter year with respect to repairs and maintenance expenses on the fleet.
- As of end of October, the budget for winter control (contained within Public Works line) is 88% expended.
- Due to the wet summer, additional lawn maintenance and mowing was required at the cemeteries and in parks, resulting in higher labour & equipment expenses.
- Nick Smith Centre building expenses are lower due to less use of the facility during the construction project and due to the budget including 5 months of estimated debenture costs while the debenture was completed later in the year.
- Contributions to reserves are represented at 100% for this chart however are adjusted at year end, depending upon any surplus / deficit.

Financial Considerations

(a) Property Tax Arrears

In 2025, 12 properties were in the Tax Sale process, four (4) properties from 2024 and eight (8) properties from 2025. All 2024 properties have been brought into good standing and removed from the tax sale process. Eight (8) properties remain registered with Tax Arrears Certificates and will continue through the process until they are brought into good standing through payment or become eligible for tax sale.

(b) Development Charges

Current Changes: Amendments to the *Development Charges Act, 1997* (DCA) were made by Bill 17, the *Protect Ontario by Building Faster and Smarter Act, 2025*, that went into effect November 3, 2025. Changes from the Bill:

- Amended the DCA to provide for payment of development charges (DCs) for non-rental residential developments to be made in full at the earlier of the date an occupancy permit is issued and the date a development is first occupied.
- Removed authority for municipalities to charge interest on any legislated DC deferral amounts, except to the extent such interest has accrued prior to these changes coming into force.

The province is amending the Building Code to require that all non-rental residential buildings subject to a deferred development charge will now require an occupancy permit, which can only be issued once these deferred development charges have been paid.

Additional changes: Further changes are being proposed by the Province under the Bill 60, *Fighting Delays, Building Faster Act, 2025*. Schedule 3 of the Bill would make amendments to the *Development Charges Act, 1997*.

Land Acquisition Costs:

A new subsection 7 (3.1) of the *Development Charges Act, 1997* would require development charge-eligible land acquisition costs to be part of a class in a development charge by-law consisting only of those costs. Land acquisition costs would, pursuant to a new section 5.3, be exempted from the historic service level cap, and these costs, for certain services, would be limited to those that relate to the ten-year period after the background study.

A new subsection 35 (1.1) of the Act would provide that money in an existing reserve fund established to pay for growth-related capital costs of eligible services can continue to be used for growth-related land acquisition costs of the applicable service, so long as those costs are not being paid from the reserve fund for the land acquisition class.

Requiring Local Service Policies

A new subsection 59 (2.2) of the Act would require municipalities that levy development charges to establish local service policies for each service to which the by-law relates and for which a part of the service would be provided as a local service.

The local service policy must identify the works or classes of works that are intended to be for the provision of local services. It could also identify works or classes of works that are not intended to be for the provision of local services (e.g. works that would be funded through development charges) or works or classes of works that would only partially be intended to be for the provision of local services.

A municipality could not require a work for the provision of local service to be paid for or constructed as a condition of land division if it is not identified as being intended to be so provided in the local service policy. This rule applies on the earlier of 18 months after Royal Assent or the day on which the local service policy is established.

The municipality would need to send a copy of the local service policy to the Minister of Municipal Affairs and Housing on request, by the date specified in the request.

If a local service policy has been established, it must be reviewed and a resolution passed by council at the same time as a development charge by-law is passed, indicating whether revisions would be needed.

Requiring Treasurer's Statements to be Submitted by a Specific Date

Subsection 43 (1) of the Act is amended to require the municipal treasurer to give council a development charges financial statement (commonly referred to as the treasurer's statement) on or before June 30 annually. Subsection 43 (3) of the Act is amended to require the treasurer to give a copy of the financial statement to the Minister of Municipal Affairs and Housing no later than July 15 of the year in which the statement is provided to council.

(c) 2026 Budget:

Currently working through process outlined in Mayoral Decision MDE-2025-01. Possible budget pressures include:

- Low growth impacts on lower supplement taxation growth revenues.
- Significant pressures on the Water Reserve Fund due to large infrastructure projects including the River Crossing watermain and Clearwell replacement.
- Awaiting receipt of the 2026 OPP annual service bill. September 2026 letter from the province indicated an 11% cap not including growth (new properties). Increases could be equivalent to 2-3% Municipal Tax Rate Increase.
- 2026 Budget Public Consultations are set for the evening of Wednesday, December 3, 2025 at 6:30pm.

2025 Capital Project Highlights

The 2025 capital program includes over 49 projects (20 current, 24 WIP, 5 new) and over \$33M in funding. While projects vary on their current stage of completion, significant progress is being made on the capital program. 2025 capital highlights include:

Linear Infrastructure	
River Crossing Phase I	Awarded, in progress
Daniel / Albert Reconstruction	Awarded, in progress
Edey / MacDonald Reconstruction	Completed
Rolling Road Rehab	Completed
Pedestrian Crossing - Baskin	Completed

Facilities	
NSC Arena Slab Replacement	Significant progress, nearing completion
NSC Roof Access Ladders	Completed
PW Garage Flat Roof	Completed
Town Hall Asbestos Abatement	Completed
DA Gillies Fire Escape	Design in progress, tender in Q1 2026
WPCC Filter Media Replacement	Completed
WPCC Digester Clean Out	Design in progress
WPCC Headworks Screen	In progress
Vehicles / Equipment	
Council Chambers Audio/ Visual	Completed, installed
Downtown Holiday Décor	Ordered, received, installation pending
Backhoe	Completed, received
Fire Duty SUV	Completed, received
Studies	
Integrated Waste Mgmt Plan	Awarded, in progress
Road Surface Evaluation	Completed
Culture Plan	In progress

Procurements Under Delegated Authority

As per the Procurement policy, the following table outlines procurements made under delegated authority for the reporting period.

Vendor Name	Goods/Services	Value Awarded (pre HST)	Funding Source
Dekra-Lite	Winter Banners	\$41,864	Capital Budget
Fast Eddie's	Landfill Grinding	\$23,600	Operating Budget
EXP	Integrated Waste Mgmt Plan	\$72,383	Capital Budget
Excel Landscaping	Fairview Park Fencing	\$20,400	Capital Budget
Francis HVAC	Pool Condenser Install	\$44,720	Capital Budget
Solution D'air	Asbestos Abatement	\$23,944	Capital Budget
Kilmarnock	Digester Centrifugal Pump Repair	\$27,860	Operating Budget
Continental Carbon	Odour Control Media Supply	\$49,848	Capital Budget
Audio Hi End Services	Arena Sound System	\$33,617	Capital Budget

Investments

All investment related activities are and will continue to be executed in accordance with the Investment Policy By-Law and the Delegation of Authority By-Law.

Options:

N/A

Policy Considerations:

This report has been completed in accordance with the Town's Procedure By-law and meets the Town's Strategic Plan vision for embracing a Sustainable Financial Model.

Financial Considerations:

As outlined in this report.

Meeting Dates:

N/A

Consultation:

Senior Management Team

Documents:

N/A

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 Staff Report

Subject: 2026 Calendar of Meetings

Report Number: 25-11-24-05

Report Author and Position Title: Kaitlyn Wendland, Deputy Clerk & Kaila Zamojski, Town Clerk

Department: Clerk's Office

Meeting Date: November 24th, 2025

Recommendations:

That Council approve the attached 2026 Calendar of Council and Committee Meetings.

Background:

Council Meeting dates are defined in advance to provide notice to the public of when their elected representatives will be making decisions on their behalf, demonstrating the municipality's commitment to conducting its business in an open and transparent manner.

As outlined in the [Procedure By-Law](#), Regular Meetings of Council are generally held on the second and fourth Mondays of each month at 6:30 PM, with the exception of July, August, and December when meetings are held once per month. If the regularly scheduled date falls on a holiday, the meeting automatically takes place on the next business day at the same time (6:30 PM). Advisory Committee Meetings are scheduled as per the Advisory Committee Terms of Reference By-Law No. 7453-24.

All Council and Advisory Committee meetings are open to the public except for matters considered in closed session in accordance with Section 239 of the *Municipal Act, 2001*, S.O. 2001, c. P. 25, as amended.

Discussion:

Each year, in accordance with the Town's Procedure By-law, the Clerk's Office provides Council with a report setting out the proposed calendar of meetings for the upcoming year as well as any proposed exceptions to the regularly scheduled Council and Advisory Committee Meetings that staff are recommending.

The proposed 2026 Calendar of Council Meetings allows the municipality to conduct its business in an open and transparent manner, while ensuring that there is an

appropriate level of public notice for meetings. The proposed Calendar of Council Meetings includes the meeting dates for all Regular and planned Special Meetings of Council known at the time of publication. This proposed calendar has been drafted pursuant to the Town's Procedure By-law.

Advisory Committee Meetings

As amended by Council, By-Law No. 7453-24 (Advisory Committee Terms of Reference) established the mandate, frequency and procedures for all Advisory Committees. It outlined that all Advisory Committees would meet monthly between March and November of each year (except July and August). Where meetings would normally occur on a statutory or observed holiday, the meeting would shift to the next business day.

It is recommended that the Advisory Committees continue to follow the general meeting schedule that was implemented for 2024 as outlined in the table below. Note, it is recommended that Advisory Committee meetings not be scheduled for September to November 2026 due to the Municipal Election on October 26th, 2026.

Table 1: Advisory Committee Schedule

Advisory Committee	Meeting Date and Time
Accessibility and Age Friendly Advisory Committee	First Wednesday of each month
Culture and Diversity Advisory Committee	First Monday of each month
Environmental Advisory Committee	Third Monday of each month

Note: The Committee of Adjustment and Property Standards Committee meets as needed and at the call of the Chair.

Proposed Exception(s)

Due to the 2026 Municipal Election scheduled for October 26th, 2026, there will be no Council Meetings scheduled for the fourth Monday of October and the second Monday of November. The fourth Monday of November will be the Inaugural Meeting of the newly elected Council through the 2026 Municipal Election process.

The proposed 2026 Calendar of Meetings does not propose any exceptions due to municipal conferences as they do not conflict with the regularly scheduled meeting dates as outlined. For reference, below is a listing of the municipal conference dates for 2025:

- Rural Ontario Municipal Association (ROMA) – January 18th to 20th, 2026
- Ontario Small Urban Municipalities (OSUM) – April 29th to May 1st, 2026
- Federation of Canadian Municipalities (FCM) – June 4th to 7th, 2026
- Association of Municipalities of Ontario (AMO) – August 16th to 19th, 2026
- Ontario East Municipal Conference (OEMC) – September 9th to 11th, 2026

Upon approval by Council, the 2026 Meeting Calendar will be posted on the municipal website. Extenuating circumstances may cause meeting dates, times and/or locations to change; however, the [website events calendar](#) is kept up to date and linked into the Arnprior App. In addition to the events calendar, agendas for Council and Committee meetings are posted on the website prior to the meeting date.

Options:

Council could consider adopting an alternative schedule for Council and Advisory Committee Meetings, but any changes would need to follow the Town's Procedure By-law and Advisory Committee Terms of Reference, without amendments being made to these by-laws.

Policy Considerations:

As outlined herein, Council has adopted Procedure By-law No. 7364-23 to govern the proceedings of Council and its advisory committees as well as the Advisory Committee Terms of Reference By-Law No. 7453-24.

Financial Considerations:

None

Meeting Dates:

None

Consultation:

- Robin Paquette, CAO

Documents:

1. Document 1 – 2026 Calendar of Meetings

Signatures

Reviewed by Department Head: Kaila Zamojski

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski

2026 Calendar of Meetings

January						
S	M	T	W	T	F	S
				4	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
S	M	T	W	T	F	S
			4	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

May						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

September						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Legend						
Regular Council Meeting						
Special Council Meetings						
Accessibility and Age Friendly Advisory Committee						
Culture and Diversity Advisory Committee						
Environmental Advisory Committee						
Inaugural Meeting of Council						
Election Day						
Holidays						

Council Meetings are open to the public except for matters considered in closed session in accordance with Section 239 of the Municipal Act, 2001. Meetings are generally held at 6:30 PM in Council Chambers and meetings are livestreamed to the Town's YouTube page at www.arnprior.ca/youtube. You can also find the meeting materials on the Town's website at www.arnprior.ca/meetings.

**The Corporation of the
Town of Arnprior**

By-Law Number 7638-25

A by-law to grant temporary exemption to By-law Number 6764-17, as amended, being a by-law to regulate noise within the Town of Arnprior.

Whereas the Municipal Act S.O. 2001, Chapter 25, as amended, provides that by-laws may be passed by the Councils of local municipalities for prohibiting or regulating within the municipality, noises likely to disturb the inhabitants; and

Whereas Council at its meeting on November 27, 2017 passed By-law No. 6764-17, being a by-law to prohibit and regulate noise within the Town of Arnprior; and

Whereas a specific request for an exemption to the Noise By-law was made by 1D LINTA Productions Inc., in support of their filming activities Downtown Arnprior on December 1st and 2nd, 2025; and

Whereas Council deems it appropriate to grant an exemption to 1D LINTA Productions Inc. for their filming activities in Downtown Arnprior.

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

1. **That** 1D LINTA Productions Inc. be granted a temporary exemption to By-law No. 6764-17, as amended on December 1st and 2nd, 2025 from the areas of Downtown Arnprior and for the hours as follows:
 - a. filming between on John St. N. and Rock Ln. E. on Monday, December 1st, from 4:00 pm - 10:00 pm, with equipment removal until 11:00 pm; and
 - b. filming near 24 Elgin St. W. on Tuesday, December 2nd, 2025 from 4:30 pm until 11:30 pm, with equipment removal until 12:30 am.
2. **That** this by-law shall come into full force and effect on the day of its adoption

Passed in Open Council this 24th day of November, 2025.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

This by-law is deemed to be adopted on _____, 2025.

**The Corporation of the
Town of Arnprior**

By-law No. 7639-25

A by-law to repeal By-Law Number 7091-20 and authorize the Mayor and Clerk to execute an Automatic Aid Agreement with the City of Ottawa for Fire Protection Services.

Whereas the Council of the Corporation of the Town of Arnprior passed By-law No. 7091-20 authorizing the execution of an automatic aid agreement with the City of Ottawa for fire protection services in 2020; and

Whereas the Town of Arnprior and the City of Ottawa wish to enter into a new Automatic Aid Agreement for the provision of initial Fire Protection Services for identified properties in the City of Ottawa in exchange for Specialized Rescue Services being provided to the Town when required.

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

1. **That** the Mayor and Clerk are hereby authorized on behalf of the Corporation of the Town of Arnprior to execute the attached Automatic Aid Agreement with the City of Ottawa.
2. **That** By-law Number 7091-20 and any other by-law or resolution or part of by-law or resolution options thereof which are inconsistent with the provisions herein, are hereby repealed.
3. **That** this By-law shall come into full force and take effect upon the date of its adoption, at which time all by-laws and/or resolutions that are inconsistent with the provisions of this By-law and the same are hereby repealed or rescinded insofar as it is necessary to give effect to the provisions of this By-law.
4. **That** this By-law shall come into full force and effect on the day of its adoption.

Passed in Open Council this 24th day of November, 2025.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

This by-law is deemed to be adopted on _____, 2025.

AUTOMATIC AID AGREEMENT

(the “**Agreement**”)

THIS AGREEMENT is made this ____ day of _____, 202__ (the “**Effective Date**”).

BETWEEN:

THE TOWN OF ARNPRIOR, a municipal corporation having an office at:

105 Elgin Street West,
Arnprior, Ontario K7S 0A8
(hereinafter called “**Arnprior**”)

– and –

CITY OF OTTAWA, a municipal corporation having an office at:

100 Constellation Drive,
Ottawa, Ontario K2G 6J8
(hereinafter called “**Ottawa**”)

WHEREAS Ottawa and Arnprior wish to enter into an Automatic Aid Agreement, to provide for the provision of certain Specialized Rescue Services by Ottawa to Arnprior. In addition, under this agreement Arnprior will provide an initial fire response service to structure fires to Ottawa, all in accordance with the terms of this Agreement;

NOW THEREFORE in consideration of the mutual promises and covenants contained herein, the parties hereto agree as follows:

PURPOSE

1. **Purpose** – Subject to the terms and conditions of this Agreement, the parties hereto agree to enter into an Automatic Aid Agreement pursuant to which Ottawa will provide Specialized Rescue Services for Arnprior, and Arnprior will provide initial fire response for structure fires in the defined fire response area. The reciprocation of these services will be at no additional cost to either municipality.
2. **Definitions** – In addition to any terms defined within this Agreement, the following terms shall have their respective meanings indicated below.
 - 2.1. “**Automatic Aid Agreement**” means an agreement pursuant to which Ottawa will provide Specialized Rescue Services within the Town of Arnprior, and Arnprior will provide an initial response to reported structure fires within a defined **Fire Response Area** within the City of Ottawa.
 - 2.2. “**Communication Centre**” means a party’s radio dispatch and communication center.
 - 2.3. “**Compensation**” the reciprocation of defined services between two fire services at no additional costs to either municipality.
 - 2.4. “**Fire Chief**” means either Arnprior Fire Chief or designate, or Ottawa Fire Chief or designate, as the case may be.

- 2.5. **“Fire Response Area”** means the fire area(s) of Ottawa as described in Schedule A attached hereto.
 - 2.6. **“Ottawa or Arnprior Emergency”** means an emergency incident within either Ottawa or Arnprior to which the Fire Service is requested to respond, including and which requires Specialized Rescue Services from Ottawa or initial response to reported structure fires for Arnprior.
 - 2.7. **“OFS”** means Ottawa Fire Services.
 - 2.8. **“AFD”** means Arnprior Fire Department.
 - 2.9. **“Specialized Rescue Services”** means technical rescues such as technical rope rescue, confined space rescue, water/ice rescue, trench rescue, grain bin/silo rescue, and machinery rescue. The Specialized Rescue Services provided under this Agreement are listed in Schedule B hereto, and include the provision of fire trucks, fire fighters, associated specialized apparatus and equipment used to respond to the above noted types of incidents.
 - 2.10. Each Schedule or Appendix hereto may contain a set of definitions which are definitions solely intended for use and interpretation in such Schedule or Appendix. In the event of any inconsistency or conflict between the terms defined in this Section and the terms defined in a Schedule or Appendix, the terms defined in accordance with this Section shall prevail.
3. **Rules of Interpretation** - Unless the context otherwise requires or it is otherwise stated, the following rules shall apply to the interpretation of this Agreement:
- 3.1 the insertion of headings into the Agreement is for convenience only and shall not affect its interpretation;
 - 3.2 the Agreement has been negotiated by each party with the benefit of legal representation, and any rule of construction to the effect that any ambiguities are to be resolved against the drafting party does not apply to the construction or interpretation of the Agreement;
 - 3.3 references to a specified Section, Subsection, Schedule or Appendix shall be construed as references to that specified Section, Subsection, Schedule or Appendix of this Agreement;
 - 3.4 words importing the singular number include the plural and vice versa and words importing gender include all genders;
 - 3.5 the word “person” includes an individual, partnership, association, body corporate, trustee, executor, administrator, government, regulatory body or any other legally recognized entity or representative.
 - 3.6 the word “dollar” and the “\$” sign refer to Canadian currency;
 - 3.7 words and abbreviations which have well known technical or trade meanings are used in the Agreement in accordance with such recognized meanings;
 - 3.8 any reference in this Agreement to all or any part of any statute, regulation, by-law or rule shall be construed as a reference to that statute, regulation, by-law or rule or the relevant part thereof, as amended, replaced or re-enacted from time to time;
 - 3.9 grammatical variations of any terms defined in this Agreement shall have similar meanings to such defined terms;

- 3.10 the words “including” and “include” shall each mean “including without limitation”, and shall not be construed as limiting any general statement which they follow to the specific or similar items or matters immediately following such words; and
- 3.11 any reference to “Ottawa” or “Arnprior” in this Agreement, includes where necessary the respective municipalities’ directors, employees, agents and subcontractors and authorized users.
- 4. **Time of the Essence** – Time shall be of the essence of the Agreement and of every part hereof and no extension or variation of this Agreement shall operate as a waiver of this provision.
- 5. **General** – The intent of the Agreement is to include within its scope the provision by Ottawa or Arnprior of the labour, vehicles, services, equipment and material necessary for the performance of Specialized Rescue Services or initial response to reported structure fires in accordance with the Agreement. It is not intended, however, that Ottawa or Arnprior shall supply work not consistent with, not covered by, or not properly inferable from the Agreement.
- 6. **Schedules and Appendices** – The following are the Schedules and Appendices attached to and forming part of this Agreement (the “**Schedules**”). To the extent of any inconsistency or conflict among the provisions of the main body of this Agreement and the provisions of the Schedules or Appendices, the main body of this Agreement shall govern. To the extent of any inconsistency or conflict among the provisions of any Schedules and/or Appendices, the inconsistency or conflict shall be resolved in favor of the document which appears first on the list:
 - 6.1 Schedule A – Fire Response Area
 - 6.2 Schedule B – Response Obligations

TERM

- 7. **Term** – Unless otherwise terminated in accordance with the provisions of this Agreement and subject to any provisions stated to survive the termination or expiration hereof, the term of the Agreement shall commence on the Effective Date and shall continue for three (3) years (the “**Initial Term**”), and shall automatically renew on the same terms and conditions (a “**Renewal Term**”) unless one party delivers notice to the other within 30 calendar days of the expiry of the Term that it intends to withdraw from the Agreement. The Initial Term and any Renewal Term shall comprise the term of this Agreement (the “**Term**”).

OBLIGATIONS OF THE PARTIES

- 8. When called upon by AFD Fire Chief and subject to the conditions below, the OFS will respond to Arnprior Emergencies and will provide the appropriate Specialized Rescue Services, all in accordance with **Schedule B**.
- 9. When called upon by OFS Fire Chief and subject to the conditions below, the AFD will respond to Ottawa Emergencies and will provide the appropriate resources and equipment for an initial response to reported structure fires within the Fire Response Area, all in accordance with **Schedule B**.
- 10. Upon receipt of an emergency call regarding an Emergency, OFS or AFD Communication Centre provider will activate the Automatic Aid Agreement. A radio patch with between the

two services will be established to coordinate their response.

11. The Fire Chief of the fire service first arriving at the scene of Ottawa or Arnprior Emergency will establish incident command and shall direct the appropriate resources. As soon as practicable, incident command shall be transferred to the home Fire Chief or designate to which the emergency occurred.
12. Subject to the availability of resources, OFS or AFD shall respond to Emergencies with the normal and customary resources assigned to similar incidents within their jurisdiction.
13. OFS and AFD shall be responsible for their own direct or indirect expenses and costs incurred in responding to a call under this Agreement.
14. Ottawa or Arnprior will be responsible for requesting any other assistance from an outside agency, police force, or contractor that may be required to attend their Emergency. The fire service having jurisdiction shall be responsible for the costs of requesting that assistance.

COMPENSATION

15. **The OFS and AFD agree to** reciprocity defined services at no additional costs to either municipality.

INDEMNIFICATION AND RELEASE

16. Each party (the “**Indemnifying Party**”) hereto agrees to indemnify, defend and hold harmless the other party and its directors, officers, employees and agents (the “**Indemnified Parties**”) from and against any and all loss, injury, costs or damages arising out of or resulting from any claim, demand, suit, action allegation or proceeding brought by a third party, which arises as a result of the negligence of, or breach of this Agreement by the Indemnifying Party. Provided that the Indemnified Parties shall have the right to approve the Indemnifying Party's choice of legal counsel, and the Indemnifying Party shall not settle any claim without the prior written consent of the Indemnified Parties.
17. Both parties on behalf of their employees, agents, contractors, successors, and assigns, hereby remises, releases and forever discharges each other and their respective employees, agents, contractors, successors, and assigns of and from any and all actions, causes of action, claims and demands whatsoever that they or any of its employees, agents, contractors, successors, and assigns had, now has, can, shall or may hereafter have against the other party arising out of, related to or connected with the other party's obligations under this Agreement, save and except for the obligation to defend and indemnify third party claims set out in Section 16 of this Agreement.

INSURANCE

18. Both parties shall each obtain and maintain insurance coverage for themselves, at their sole expense, during the Term of the Agreement.
19. The following insurance coverage to be maintained by both parties shall be underwritten by insurers licensed to conduct business in the province of Ontario:
 - 19.1 **Municipal Liability Insurance** covering bodily injury, death, and property damage including loss of use thereof. Coverage must have a limit of not less than twenty million dollars (\$20,000,000) per occurrence and shall include but not be limited to:

cross liability and severability of interest clauses, contractual liability, and personal injury liability. Each party's policy will be endorsed to include the other party as an additional insured with respect to the Automatic Aid Agreement.

19.2 **Broad Form Property Insurance** covering loss or damage to any kind of owned, rented or leased equipment or property that is being used or could be used to provide Specialized Rescue Services pursuant to this Agreement.

19.3 **Automobile Liability Insurance** covering third party property damage and bodily injury and all statutory coverages as may be required by applicable laws arising out of any licensed vehicle operated in connection with the Agreement with limits of not less than ten million dollars (\$10,000,000) per occurrence.

19.4 **Incidental Medical Malpractice Insurance** with a limit of not less than five million dollars (\$5,000,000.00) any one claim.

20. Each party may satisfy the limit requirements using primary and excess policies.

21. Each party may elect to self-insure their owned or leased property assets.

22. Each party will provide to the other party a certificate of insurance evidencing coverage as outlined above within ten (10) days of the execution of this Agreement and within ten (10) days of any anniversary date thereof.

CONFIDENTIALITY

23. The parties acknowledge that by reason of their relationship hereunder, they may from time to time disclose information to each other that is confidential. "**Confidential Information**" means all information that is of a proprietary or confidential nature regardless of whether it is identified as proprietary or confidential or not including, without limitation, any personal information regarding the parties' employees or residents and includes any such information that a reasonable person would determine to be confidential. Confidential Information shall not include information that:

23.1 Is or becomes generally available to the public without fault or breach on the part of the receiving party hereunder, including, without limitation, breach of any duty of confidentiality owed but only after that information becomes generally available to the public;

23.2 The receiving party can demonstrate was rightfully obtained by it, without any obligation of confidence of any kind, from a third party who had the right to transfer or disclose it to the receiving party free of any obligation of confidence;

23.3 The receiving party can demonstrate was rightfully known to or in the possession of it at the time of disclosure by the disclosing party, free of any obligation of confidence; and

23.4 Is independently developed by the receiving party without the use of any Confidential Information.

24. Each party agrees that it will keep the Confidential Information disclosed to it strictly confidential and will not use it in any way for its own account or the account of any third party, nor disclose to any third party. Further each party agrees it will not use such Confidential Information for any purpose other than as may be reasonably necessary for the performance of its duties pursuant to the Agreement, provided, however, that the receiving party may disclose the Confidential Information, or any portion thereof, to its directors, officers, employees, legal and financial advisors, controlling persons and entities who need to know such information to perform such

party's obligations under the Agreement and who agree to treat the Confidential Information in accordance with the confidential obligations in the Agreement.

25. Each party shall use the same degree of care, which in no event shall be less than a reasonable degree of care, to avoid disclosure or use of the other party's Confidential Information, as it employs with respect to its own Confidential Information of like importance and represents that it has adequate procedures to protect such Confidential Information.
26. In the event that either party receives a request to disclose all or any part of the Confidential Information of the other party under the terms of a court order, subpoena, document request, or other legal or regulatory proceeding, such party receiving the request agrees to notify the other party within forty-eight (48) hours after receipt of such legal request, and the party receiving such request agrees to cooperate with the notified party in any attempt to obtain a protective order.
27. Without limiting the foregoing, each party must keep confidential all information provided to it by the other party in connection with this Agreement, including any information that is confidential or proprietary to third parties, and all information conceived, developed or produced as part of the Agreement. The receiving party must not disclose any such information without the written permission of the disclosing party.
28. Both parties are subject to the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, as amended ("**MFIPPA**") with respect to, and protection of, information under its custody and control. Accordingly, all documents or information exchanged pursuant to this Agreement may be available to the public. Any release of documents or information pursuant to MFIPPA shall not be construed to be a breach of the Agreement.
29. The confidentiality obligations set out herein shall survive the expiry or termination of this Agreement.

DISPUTE RESOLUTION

30. Except as otherwise provided in the Agreement any dispute between the parties in respect of the performance of the Agreement (a "**Dispute**") will be resolved as follows:
 - 30.1 The parties shall make all reasonable efforts to promptly resolve any Dispute, controversy or claim by negotiations, which shall be initiated by either of them giving to the other written notice (the "**Dispute Notice**") containing details of the Dispute and the other shall provide its written reply thereto within ten (10) business days;
 - 30.2 If, for any reason, the Dispute has not been resolved as aforesaid within a further ten (10) business days after receipt of the reply to the Dispute Notice, then the Dispute shall be elevated to the position of Ottawa Fire Chief and Arnprior Fire Chief for resolution. These individuals shall have a period of a further twenty (20) business days to attempt to resolve the Dispute;
 - 30.3 If, after the aforementioned twenty (20) business day period has expired, the Dispute remains unresolved, then the parties shall proceed to attempt to resolve the Dispute by way of attending a mediation in Ottawa. Either party may initiate the mediation by providing a written notice to the other party to schedule the mediation (the "**Mediation Notice**"). The Mediation Notice will include the name of the proposed mediator. Provided the parties agree on the name of a mediator and subject to the availability of the mediator, such mediator and the parties shall hold the mediation within thirty (30) business days of the mediator's appointment. If the parties cannot agree on the mediator to be appointed within three (3) business days of receipt of the Mediation

Notice, either may apply to the Ontario Superior Court of Justice, to have such a mediator appointed. The mediator's fees, costs and expenses shall be borne equally by the parties;

30.4 Should the parties not be able to resolve the Dispute at a mediation, the parties may take any other legal steps within their rights to resolve the matter; and

30.5 The time limits referred to in this Section may be abridged or extended by mutual agreement of the parties.

31. The parties shall continue to fulfill their obligations in respect of the Agreement during any Dispute. It is understood by the parties that such action will not jeopardize any Dispute, either party might have. Unless the Agreement has been terminated, after providing notice of a Dispute, the parties shall continue to provide their respective services and obligations under the Agreement.

TERMINATION AND SUSPENSION

32. Notwithstanding anything contained in the Agreement, either party may, at any time prior to the completion of the Term, by giving three (3) months written notice, terminate the Agreement. The termination notice shall set out the termination date of the Agreement. Neither party shall have any claim for loss, injury, damages, compensation, loss of use, allowance or otherwise by reason of, or directly or indirectly arising out of, any action taken or termination notice given under this Section.

33. The rights contained in this Section are in addition to any other right either party may have under the Agreement or at law or in equity.

GENERAL

34. **Compliance with laws** – Each party shall comply with all laws applicable to their performance of the Agreement.

35. **Occupational Health and Safety Act** – Each party hereto shall take responsibility for any health and safety violation or charge under the *Occupational Health and Safety Act*, R.S.O. 1990, c. O.1, that may occur, which was caused by their own employees.

36. **Workers Safety and Insurance Act** – Each party hereto shall ensure that they have paid all appropriate assessments and levies owing to the Workplace Safety and Insurance Board of Ontario for their own employees.

37. **Other steps** - The parties shall with reasonable diligence do all such things and provide all such reasonable assurances as may be required to carry out this Agreement and each party shall provide such further documents or instruments required by the other party as may be reasonably necessary to affect the purpose of this Agreement and carry out its provisions.

38. **No Agency or employment relationship** - Nothing contained in this Agreement creates a relationship of principal and agent, partnership, joint venture or business enterprise between the parties or gives either party any power or authority to bind or control the other. Further, nothing in this Agreement shall be read or construed as conferring upon either party or its employees, agents or representatives, the status of employee, officer, servant or agent of the other party.

39. **Force Majeure** - If a party is delayed in completion of their obligations hereunder by reasons of fire, flood, earthquake, acts of God, terrorism, riots, sabotage or other unlawful acts and any other similar event beyond the reasonable control of a party, then the time of completion

of those obligations shall be extended for a period of time equal to the time lost due to such delays, at no cost or penalty to the party.

40. **Governing Law and Forum** – The Agreement shall be governed and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada as applicable therein. Any claims or court proceedings between the parties commenced regarding the Agreement shall be brought in the Ontario Superior Court of Justice in Ottawa.
41. **Entire Agreement** – This Agreement and any documents incorporated by reference herein or to be delivered pursuant to the provisions of the Agreement, constitutes the entire agreement between the parties with respect to the subject matter hereof. There are no restrictions, promises, representations, warranties, covenants or undertakings other than those expressly set forth herein and therein. The Agreement supersedes all prior negotiations, agreements and undertakings between the parties with respect to such matter. The Agreement including the Schedules and Appendices hereto may be amended only by an instrument in writing executed by both parties or their permitted assignees.
42. **Assignment** - The Agreement may not be assigned in whole or in part, by either party, by operation of law or otherwise, without the prior written consent of the other party. Any purported assignment made without that consent shall be void and of no effect.
43. **Successors and Assigns** – The Agreement shall ensure to the benefit of and shall be binding upon, the successors and permitted assigns of Ottawa and Arnprior.
44. **Notices** – Except for any dispatches to OFS or AFD by their respective Communication Centres regarding an Arnprior or Ottawa Emergency, any notice, consent, or direction required under the provisions of the Agreement shall be in writing and may be delivered by hand, courier, mail, facsimile or email. It must be sent to the party for whom it is intended at the following addresses:

if to Arnprior:

Attn: Rick Desarmia
Address: 67 Meehan Street
Arnprior, Ontario K7S 2B7
Tel: 613-623-4231, ext. 1836
Email: rdesarmia@arnprior.ca

if to Ottawa:

Attn: Paul Hutt
Address: 1445 Carling Ave.
Ottawa, ON, K1Z 7L9
Tel. No.: 613-580-2424, ext. 29455
Email: Paul.Hutt@ottawa.ca

The parties agree to maintain and regularly update each other with the primary contact information for those individuals within each of their respective organizations who have responsibility for maintaining the relationship established by this Agreement.

45. **Corporate authorization** – The parties hereto represent and warrant to each other that they are lawfully authorized to enter into and carry out their obligations under this Agreement.
46. **Waiver** – No delay or omission by either party to exercise any right or power it has under the Agreement shall impair or be construed as a waiver of such right or power. All waivers must be in writing and signed by the party waiving its rights. A waiver by any party of any breach or covenant shall not be construed to be a waiver of any succeeding breach or any other

covenant.

47. **Severability** - If any provision of the Agreement is held by a Court or an arbitrator of competent jurisdiction to be contrary to law, then the remaining provisions of the Agreement will remain in full force and effect.
48. **Survival** - Any provision of the Agreement that by the nature of the rights or obligations set out therein, might reasonably be expected to be intended to survive, shall survive the expiry or termination of the Agreement.
49. **Rights and Remedies** – Unless specifically stated herein, all rights and remedies provided under the Agreement are cumulative and are in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. For greater certainty and without limiting the foregoing, the legal and equitable remedies of set off are preserved.
50. **Counterparts** – The Agreement may be executed simultaneously in any number of counterparts, each of which shall be deemed an original but all of which together constitute one and the same Agreement notwithstanding their date of actual execution. It is further agreed that such executed copies of this Agreement may be executed and exchanged electronically and that said electronic copies shall be deemed as authoritative as an original signed copy.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties have caused the Agreement to be executed as of the date first above written.

SIGNED, SEALED AND DELIVERED

CITY OF OTTAWA

By: _____

Name: Paul Hutt

Title: Fire Chief

I have authority to bind the City of Ottawa

TOWN OF ARNPRIOR

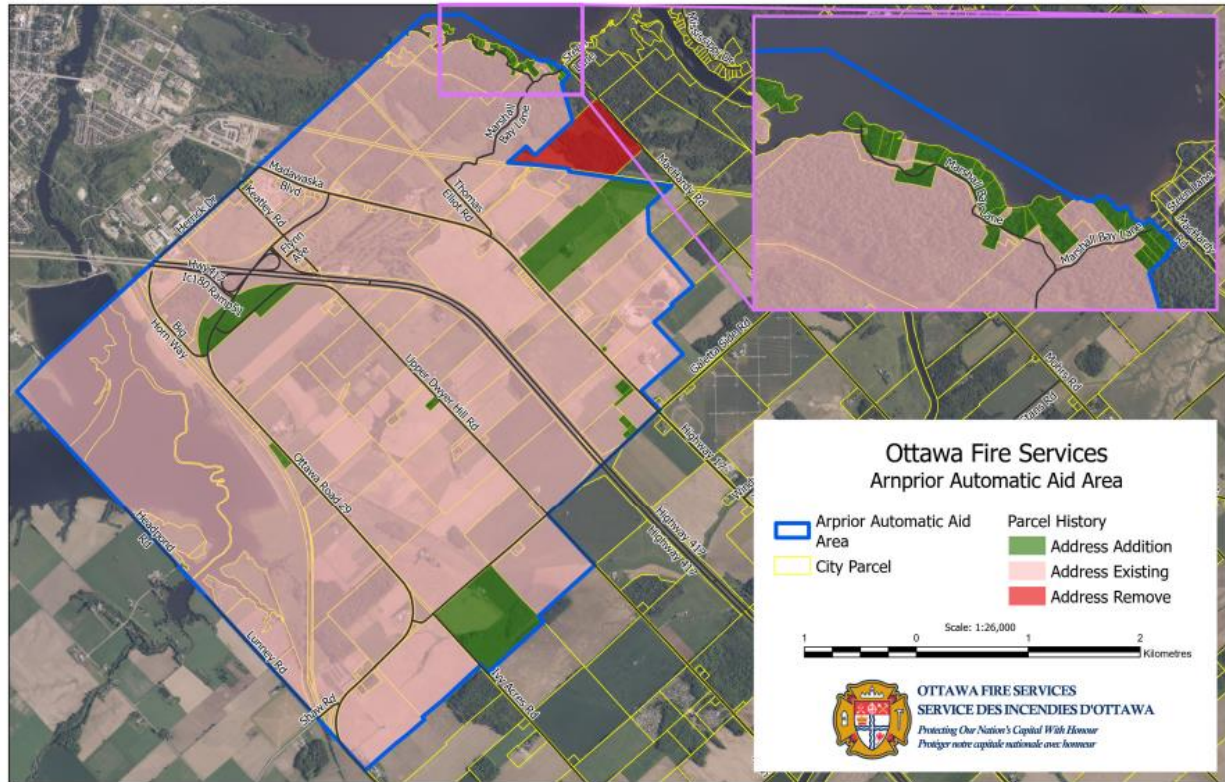
By: _____

Name:

Title:

I have the authority to bind the Town of Arnprior

SCHEDULE A **Fire Response Area**



SCHEDULE B

RESPONSE OBLIGATIONS

OTTAWA FIRE SERVICES (“OFS”)

Response of OFS specialized rescue services to an emergency under this Agreement is subject to the availability of the requested resources and in-service at the time of the request.

OFS may experience a delayed response to allow the callback of additional resources to supply the requested specialized rescue services to an emergency if the OFS personnel, apparatus, or equipment are already committed within the City of Ottawa or under another agreement. Similarly, if the OFS is responding to an emergency outside of Ottawa and a call is received that requires OFS to respond within Ottawa, the Ottawa Fire Chief may order the return of such personnel, apparatus, or equipment that is responding to or is at the scene of an emergency outside of Ottawa.

In the event it is necessary for OFS to exercise their rights under this Agreement, the Ottawa Fire Chief will immediately notify the incident command via the Ottawa Communication Centre or face to face with incident command that they are not responding or that they are leaving the scene.

OFS has a number of built-in redundancies and a robust continuity of operation plan in place therefore the application of the two paragraphs above would only be under extraordinary circumstances.

Specialized Rescue Services covered by this Agreement are as follows:

- Technical Rope Rescue
- Confined Space Rescue
- Water/Ice Rescue
- Trench Rescue
- Grain Bin/Silo Rescue
- Machinery Rescue

Specialized Rescue Services **not** covered by this Agreement but accessible through the Provincial Emergency Operations Centre and OFS are as follows:

- Structural Collapse Rescue
- USAR (Urban Search and Rescue) Responses
- Hazardous Materials/CBRNE Incidents

Note: Accessing provincially covered resources is done through your local Fire Coordinator and the PEOC (1-866-314-0472).

SCHEDULE B CON'T

RESPONSE OBLIGATIONS

ARNPRIOR FIRE DEPARTMENT (“AFD”)

Response of AFD suppression services to an emergency under this Agreement is subject to the availability of the requested resources. In consideration of the reliance by AFD on the response of volunteer firefighters, whose deployment to emergencies in sufficient numbers cannot in all instances be guaranteed, adverse climate conditions, or other extraordinary circumstances which may impede the delivery of fire suppression activities set out in this agreement.

AFD may experience a delayed response to an emergency if AFD personnel, apparatus, or equipment are already committed within the Municipality or under another agreement. Similarly, if the AFD is responding to an emergency outside of Arnprior and a call is received that requires AFD to respond within Arnprior, the AFD Fire Chief may order the return of such personnel, apparatus, or equipment that is responding to or is at the scene of an emergency outside of Arnprior.

In the event it is necessary for AFD to exercise their rights under this Agreement, the AFD Fire Chief will immediately notify the incident command via the Ottawa Communication Centre or face to face with incident command that they are not responding or that they are leaving the scene.

Services covered by this Agreement are as follows:

AFD will offer an initial response within the Fire Response Area (“Schedule A”) for reported structure fire call types. AFD shall respond to Emergencies with the normal and customary resource assignment to similar incidents within their jurisdiction.



Municipal Grant Request (In Kind) – Arnprior Cares

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

Whereas Arnprior Cares is an eligible organization under the Municipal Grants Policy and supports the community by sponsoring refugees, providing financial and practical support to refugee families, and facilitating integration of newcomers into the local community.

Therefore Be It Resolved That Council approve the request for waiving the Museum rental fees (value of approximately \$150.00 plus HST) for the Arnprior Cares Holiday Event to be held on November 25th, 2025; and

Further That Arnprior Cares 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.