



## ARNPRIOR

### Minutes of Council Meeting December 8<sup>th</sup>, 2025, 6:30 PM

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

#### Council and Staff Attendance

##### Council Members Present (In-Person):

Acting Deputy Mayor Ted Strike  
County Councillor Dan Lynch  
Councillor Lynn Cloutier  
Councillor Chris Toner

##### Council Members Present (Virtual):

##### Council Members Absent:

Mayor Lisa McGee  
Councillor Tom Burnette  
Councillor Chris Couper

##### Town Staff Present:

Robin Paquette, CAO  
Kaila Zamojski, Town Clerk  
Jennifer Morawiec, GM Client  
Services/Treasurer  
Kaitlyn Wendland, Deputy Clerk  
Graeme Ivory, Director of Recreation  
Lucas Power, Program & Events  
Supervisor  
John Steckly, GM Operations  
Ryan Wall, Engineering Officer

#### 1. Call to Order

Acting Deputy Mayor Ted Strike 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 Mayor Lisa McGee, Councillor Tom Burnette and Councillor Chris Couper.

#### 3. Land Acknowledgement Statement

Acting Deputy Mayor Ted Strike 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 389-25  
Moved by Dan Lynch  
Seconded by Chris Toner

**Be It Resolved That** the agenda for the Regular Meeting of Council dated Monday, December 8<sup>th</sup>, 2025 be adopted.

Resolution Carried

#### 5. Disclosures of Pecuniary Interest

None

#### 6. Question Period

None

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

Resolution Number 390-25  
Moved by Lynn Cloutier  
Seconded by Chris Toner

**That** the minutes of the Regular Meeting of Council listed under Item 7(a) on the Agenda be adopted (Regular Meeting of Council – November 24, 2025).

Resolution Carried

#### 8. Awards/Delegations/Presentations

##### Delegations

##### a) Crime Stoppers Renfrew County

President/ Chair, Bennett Blackwell from Crime Stoppers Renfrew County provided Council with an overview of the presentation included in the agenda package.

Discussion ensued, with the following being a summary:

- Crime Stoppers has submitted a Municipal Grant Request that will be brought forward to Council at a future meeting for consideration.
- Staff offered to connect Crime Stoppers with the Police Services Board.
- Crime Stoppers has an annual operating budget of between \$20,000 and \$30,000.

##### Presentations

##### a) Winter Program Update, Lucas Power, Program & Events Supervisor

Lucas Power, Program & Events Supervisor, provided Council with an overview of the presentation included in the agenda package.

**9. Public Meetings**

None

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

None

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

None

**12. Staff Reports**

**a) Standing Offer – Engineering Services, Ryan Wall, Engineering Officer**

Resolution Number 391-25

Moved by Dan Lynch

Seconded by Lynn Cloutier

**That** Council award the following five engineering firms a place on the Town's Standing Offer List for Professional Engineering Services for the period from January 1, 2026 to December 31, 2030.

1. JL Richards & Associates Ltd.
2. Jp2g Consultants Inc.
3. Novatech Engineering Consultants Ltd.
4. Stantec Consulting Ltd.
5. WSP Canada Inc.

**And Further that** upon the CAO's approval of the final form of the documents, Council authorize the CAO to enter into an agreement with each of the five firms, using modified MEA/CEO Client/Consultant Agreement.

Resolution Carried

**b) Accessibility Status Report, Kaitlyn Wendland, Deputy Clerk, Kaila Zamojski, Town Clerk**

Resolution Number 392-25

Moved by Lynn Cloutier

Seconded by Chris Toner

**That** Council approve the Town of Arnprior's 2025 Accessibility Status Report as presented; and

**Further That** the 2025 Accessibility Status Report be posted on the Town website.

Resolution Carried

**13. Committee Reports and Minutes**

**a. Mayor's Report**

None

**b. County Councillor's Report**

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

- Taste the Valley will be on December 13<sup>th</sup> for the Holiday Edition at the Knights of Columbus, 170 Ellis Avenue, Pembroke.
- Delegation from November 26<sup>th</sup>, 2025: Steve Boland representing the Association of Ontario Road Supervisors who are hosting a Public Trade Show at the Civic Centre in Petawawa on June 3<sup>rd</sup> and 4<sup>th</sup>, 2026. Upon request, Steve is available to give this presentation to the Town of Arnprior's Council.
- The 2025 Warden's Community Service Awards, honouring not-for-profit organizations were held on November 26<sup>th</sup>, with two Arnprior organizations being recognized for their accomplishments. They were the Arnprior Hospital Auxiliary and the Men's Shed.
- This Wednesday, the election for the Warden is being held. The candidates are Michael Donahue and Jennifer Murphy.

**c. Committee Reports and Minutes**

Resolution Number 393-25

Moved by Dan Lynch

Seconded by Lynn Cloutier

**That** Council receive the Advisory Committee Minutes listed under item 13 (c) (i)-(iii) as information (Accessibility & Age Friendly Advisory Committee – September 3<sup>rd</sup>, 2025, Culture & Diversity Advisory Committee – October 6<sup>th</sup>, 2025, Environmental Advisory Committee – September 15<sup>th</sup>, 2025).

Resolution Carried

**14. Correspondence & Petitions**

**a) Correspondence**

**i. Correspondence Package No. I-25-DEC-21**

Resolution Number 394-25

Moved by Lynn Cloutier

Seconded by Chris Toner

**That** Correspondence Package Number I-25-DEC-21 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch made the following comments:

- Page 14: A warning if you do not want to have to attend court. A new policy is coming that an accused person or their surety will have to provide a cash security deposit in the full amount that will be ordered by the court.
- Page 19: This holiday season you do not want to be picked up for impaired driving. New measures are cracking down on dangerous drivers including a lifetime ban on driving and roadside licence suspension.

- Page 30: Attention students graduating in 2026. The Ontario Government is investing \$2.6 million in two additional “Skill Trucks” for trade and tech that will enable students the opportunity to learn a trade.
- Page 35: The Ontario Trillium Fund is investing \$17.5 million to support small municipalities and not-for-profit organizations to promote active lifestyles, protect arts, culture and heritage. No deadline for applications has been given. Asked the CAO if the Town has applied to the Ontario Trillium Fund.
  - The CAO noted that this news release is an announcement of funding recipients. The Town of Arnprior unfortunately was not successful in the grant application for the skateboard park.
- Page 52: Municipalities with 50 or fewer full-time employees can apply for wage subsidies for youth aged 15-30 years old. Applications close December 11<sup>th</sup>, 2025. Asked the CAO if the Town is eligible to apply.
  - The CAO noted that this is referencing the Canada Summer Jobs grant which the Town has applied for and has been successful to varying degrees every year.
- Page 65: AMO is building a public affairs campaign that will feature stories of municipal workers who keep our communities safe, clean, connected and welcoming to our Town. Asked the CAO if the Town has considered any employee that could contribute to this public affairs campaign.
  - The CAO noted that they had not, but they will look into what is involved.
- Page 67: The LAS Energy Workshop & Treasure Hunt is offering staff training that is critical to energy savings opportunities and reducing costs in your buildings. Asked the CAO if the Town has considered any staff members to take part in this training.
  - The CAO noted that staff take advantage of lots of information opportunities such as this and the CAO has made staff aware of this one.
- Page 157: If residents are Enbridge natural gas customers, there will be a one-time cash windfall on July 1<sup>st</sup>, 2026 in the amount of \$15.42.

ii. **Correspondence Package No. A-25-DEC-13**

Resolution Number 395-25

Moved by Lynn Cloutier

Seconded by Dan Lynch

**That** Correspondence Package Number A-25-DEC-13 be received and the recommendations be brought forward for Council’s consideration.

Resolution Carried

**15. By-laws & Resolutions**

a) **By-laws**

Resolution Number 396-25

Moved by Lynn Cloutier

Seconded by Chris Toner

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

- i. By-law No. 7642-25 – Standing Offer – Engineering Services

- ii. By-law No. 7643-25 – Procedure By-law Amendments with Sunrise Clause following election
- iii. By-law No. 7644-25 – Health and Safety Statement

Resolution Carried

**b) Resolutions**

**i. Emergency Management Program Committee**

Resolution Number 397-25

Moved by Lynn Cloutier

Seconded by Dan Lynch

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

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

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

**Whereas** the Emergency Management Program Committee at their meeting held on November 26, 2025, has reviewed the Emergency Management Program for the Town of Arnprior, and has verified compliance with the Emergency Management and Civil Protection Act and O.Reg 380/04,

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

Resolution Carried

**ii. Municipal Grant Request (In Kind) – Canadian Blood Services**

Resolution Number 398-25

Moved by Lynn Cloutier

Seconded by Chris Toner

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from Canadian Blood Services; and

**Whereas** Canadian Blood Services is an eligible organization under the Municipal Grants Policy and supports the community by supporting Canada's Lifeline and

connecting with donors in communities who volunteer their time and blood to help support patients who require blood donations.

**Therefore Be It Resolved That** Council approve the request for waiving the Nick Smith Centre Community Hall rental fees for four dates (value of approximately \$1,460 plus HST) for Community Blood Drives to be held on March 31<sup>st</sup>, 2026, May 26<sup>th</sup>, 2026, August 25<sup>th</sup>, 2026, and December 29<sup>th</sup>, 2026; and

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

Resolution Carried

### **iii. Municipal Grant Request (In Kind) – Arnprior Community Choir/Valley Concert Band**

Resolution Number 399-25

Moved by Dan Lynch

Seconded by Lynn Cloutier

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from Arnprior Community Choir/Valley Concert Band; and

**Whereas** Arnprior Community Choir/Valley Concert Band is an eligible organization under the Municipal Grants Policy and supports the community by providing entertainment to local residents, hiring young emerging soloists from the Ottawa Valley and by providing space for its members to learn and sing.

**Therefore Be It Resolved That** Council approve the request for waiving the Nick Smith Centre Community Hall rental fees for the “Music! Music! Music!” Concert (value of approximately \$365 plus HST) to be held on March 7<sup>th</sup>, 2026; and

**Further That** Arnprior Community Choir/Valley Concert Band be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.

Resolution Carried

### **iv. Municipal Grant Request (In Kind) – ontrac Employment Resource Services**

Resolution Number 400-25

Moved by Chris Toner

Seconded by Lynn Cloutier

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

**Whereas** ontrac Employment Resource Services is an eligible organization under the Municipal Grants Policy and supports the community by delivering employment services on behalf of Employment Ontario to job seekers and employers in Arnprior and the surrounding communities.

**Therefore Be It Resolved That** Council approve the request for waiving the Nick Smith Centre Community Hall rental fees for ontrac Employment Resource Services' job fair (value of approximately \$365 plus HST) to be held on March 12<sup>th</sup>, 2026; and

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

Resolution Carried

## 16. Announcements

County Councillor Dan Lynch made the following announcement:

- Thank you to Public Works employee Dave Henderson who ensured that the sidewalks from Robert Simpson Park to Downtown were clear of snow and ice for the walkers participating in the 8<sup>th</sup> Annual Penny Stashick Ugly Sweater Walk to remain safe.
- This March, the place to be will be at the Arnprior Curling Club. The Special Olympics are hosting the Eastern Ontario qualifying tournament for the winning teams to move onto the provincial level which is held in North Bay in 2027. The winners at the provincial level will move onto the Canadian National Games and then the winners go to the World Games. Last time the World Games were hosted in Berlin.
- On behalf of Council and his family, County Councillor Lynch wished residents the very best this Christmas and a healthy, prosperous 2026.

Councillor Chris Toner made the following announcement:

- The 8<sup>th</sup> Annual Penny Stashick Ugly Sweater Walk was a successful day raising around \$24,000.00, with a total over the years of approximately \$235,000 for the Arnprior Regional Health Foundation. A job well done.

## 17. Closed Session

None

## 18. Confirmatory By-Law

Resolution Number 401-25  
Moved by Dan Lynch  
Seconded by Lynn Cloutier

**That** By-law No. 7645-25, being a By-law to confirm the proceedings of the Regular Meeting of Council held on December 8<sup>th</sup>, 2025, be and is hereby approved.

Resolution Carried

## 19. Adjournment

Resolution Number 402-25  
Moved by Dan Lynch  
Seconded by Lynn Cloutier

That this meeting of Council be adjourned at 7:21 PM.

Resolution Carried

**Signatures**

A handwritten signature in blue ink, appearing to read "Ted Strike".

Ted Strike, Acting Deputy Mayor

A handwritten signature in black ink, appearing to read "Kaila Zamojski".

Kaila Zamojski, Town Clerk