



ARNPRIOR

Town of Arnprior

Regular Meeting of Council Agenda

Date: Monday, April 27, 2026

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 – April 13, 2026** (Page 1-14)
 - b) **Special Meeting of Council – April 15, 2026** (Page 15-17)
8. **Awards / Delegations / Presentations**
9. **Public Meetings**
10. **Matters Tabled / Deferred / Unfinished Business**

Unfinished Business

 - a) **Council Remuneration**, General Manager of Client Services/Treasurer (Page 18-29)
11. **Notice of Motion(s)**
 - a) **Winter Sidewalk Maintenance Service Level Review**, Councillor Chris Couper (Page 30)
12. **Staff Reports**
 - a) **Award Proposal 26014 Professional Engineering Services for Design and Tender Third Avenue Reconstruction**, Engineering Officer (Page 31-32)

- b) **Award Proposal 25-1209B Meehan Street, Tierney Street N, St. Johns Way and Hugh Street N Design**, Engineering Officer (Page 33-34)
- c) **Fleet Electrification**, Engineering Officer (Page 35-74)
- d) **Ontario Permitting “Bring-Your-Own” Alcoholic Beverages (BYOB) at Outdoor Public Events**, Director of Recreation (Page 75-78)
- e) **Annual Statement of Development Charges - 2025**, General Manager, Client Services/ Treasurer (Page 79-102)
- f) **Proclamation – Museum Month (May 2026)**, Town Clerk (Page 103-105)
- g) **Proclamation – First Responders Day**, Town Clerk (Page 106-108)
- h) **Proclamation – Sexual Assault Awareness Month (May 2026)**, Town Clerk (Page 109-113)

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-26-APR-08

15. By-laws & Resolutions

- a) **By-laws**
 - i) **By-law No. 7667-26 – Council Remuneration** (Page 114-115)
 - ii) **By-law No. 7668-26 – Award Design Proposal for Third Avenue Reconstruction Design** (Page 116)
 - iii) **By-law No. 7669-26 – Award Design Proposal for Meehan Street, Tierney Street N., St. Johns Way and Hugh Street N.** (Page 117)

16. Announcements

17. Closed Session

One (1) matter pursuant to Section 239 (2)(k) of the Municipal Act 2001, as amended, a position, plan, procedure, 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 (Public Access to Private Lands).

One (1) matter pursuant to Section 239 (2)(b) and (d) of the Municipal Act 2001, as amended, personal matters about an identifiable individual, including municipal or local board employees and labour relations or employee negotiations (Organization Review).

18. Confirmatory By-law

By-law No. 7670-26 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. 1817. 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
April 13th, 2026, 6:30 PM**

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

Council and Staff Attendance

Council Members Present:

Mayor Lisa McGee
County Councillor Dan Lynch (6:35 PM)
Councillor Ted Strike
Councillor Tom Burnette
Councillor Lynn Cloutier
Councillor Chris Toner
Councillor Chris Couper

Town Staff Present:

Robin Paquette, CAO
Kaila Zamojski, Town Clerk
Jennifer Morawiec, GM Client Services/Treasurer
Kaitlyn Wendland, Deputy Clerk
Kelly Vieira, Client Services Coordinator
Emily Stovel, Manager of Culture/Curator
Rick Desarmia, Fire Chief

Council Members Absent:

1. Call to Order

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

2. Roll Call

The roll was called, with all Members of Council being present except County Councillor Dan Lynch.

3. Land Acknowledgement

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.

4. Adoption of the Agenda (Additions/Deletions)

Resolution Number 089-26
Moved by Lynn Cloutier
Seconded by Chris Couper

Be it Resolved That the agenda for the Regular Meeting of Council dated Monday, April 13th, 2026, be adopted.

Resolution Carried

5. Disclosures of Pecuniary Interest

None

6. Question Period

None

7. Adoption of Minutes of Previous Meeting(s)

Resolution Number 090-26

Moved by Tom Burnette

Seconded by Ted Strike

That the minutes of the Regular Meeting of Council listed under Item 7(a) on the agenda be adopted (Regular Meeting of Council – March 23, 2026).

Resolution Carried

8. Awards/Delegations/Presentations

a) Delegations

i. Just Good Compost

Will Affleck of Just Good Compost provided an overview presentation to Council, attached as Appendix A and forming part of these minutes, and responded to questions.

Mayor McGee and Members of Council agreed to promote this company on the Town's website as requested and thanked Mr. Affleck for the information and his presentation.

County Councillor Lynch joined the meeting at 6:35 PM.

b) Presentations

i. Fire Department Update, Fire Chief

Fire Chief, Rick Desarmia, provided Council with an overview of the presentation included in the agenda package and responded to questions.

ii. Museum Draft Strategic Plan, Manager of Culture/Curator

Manager of Culture/Curator, Emily Stovel, provided Council with an overview presentation of the materials included in the agenda package and responded to questions.

9. Public Meetings

None

10. Matters Tabled/Deferred/Unfinished Business

None

11. Notice of Motion(s)

a) Winter Sidewalk Maintenance Service Level Review, Councillor Chris Couper

Councillor Chris Couper provided notice of the following motion:

Whereas the Town of Arnprior previously conducted a comprehensive review of winter sidewalk maintenance in June 2019, which resulted in an updated priority route and a transition from contracted to internal service delivery; and

Whereas the 2019 report identified that factors such as the intensity of winters, an increased hourly rate for external equipment, and an increased number of assets contribute to rising winter control costs; and

Whereas the Town has continued to experience the addition of new infrastructure since the last review, which impacts current operational resources and service levels; and

Whereas the Town's Strategic Plan and provincial mandates emphasize finding efficiencies within municipal operations and ensuring effective service delivery; and

Whereas an updated analysis is required to evaluate sidewalk priority routes; and

Therefore Be It Resolved that Council direct staff to provide a comprehensive Winter Sidewalk Maintenance Service Level Review report; and

Be It Further Resolved That this report specifically take into consideration:

- Town Growth: The impact of new sidewalks and subdivisions added to the municipal inventory since 2019.
- Cost and Staffing Analysis: A current financial comparison of labour, equipment, and supply costs associated with winter control.
- Service Level Opportunities: Potential adjustments to the priority sidewalk route and maintenance schedules to balance community safety with operational efficiency.

It was noted that this motion will be up for consideration and discussion at the next Regular Meeting.

12. Staff Reports

a) **Council Remuneration**, Jennifer Morawiec, GM Client Services/Treasurer

Resolution Number 091-26

Moved by Chris Toner

Seconded by Dan Lynch

That Council receive report 26-04-13-01 as information; and

That Council provide direction to set the remuneration for the 2026-2030 term of Council.

Resolution Carried

Discussion ensued among Members of Council with providing direction to the General Manager, Client Services Treasurer to bring back at the next Regular Council Meeting, the full Council Remuneration by-law for consideration as well as further information on compensation options for the new Deputy Mayor position.

b) **Election Information Report**, Kaila Zamojski, Town Clerk

Resolution Number 092-26

Moved by Chris Couper

Seconded by Ted Strike

That Council receive the 2026 Municipal Election Report as information.

Resolution Carried

c) **Proclamation – Earth Day**, Kaitlyn Wendland, Deputy Clerk

Resolution Number 093-26

Moved by Chris Toner

Seconded by Dan Lynch

That Council proclaim April 22, 2026, as Earth Day in the Town of Arnprior.

Resolution Carried

The Deputy Clerk read the proclamation:

Whereas Earth Day is celebrated on April 22nd each year, and is a key time to unite our community and make a positive impact on the environment; and

Whereas Earth Day is known as the movement to change the business climate, political climate, and how we take action on climate change; and

Whereas the theme for Earth Day 2026 is “Our Power, Our Planet,” focusing on mobilizing individual and collective action to drive systemic change; and

Whereas climate change is being observed and experienced at an increasingly local level and needs to be taken seriously; and

Whereas local levels of government are finding themselves at the frontline of the battle against climate change; and

Whereas the mounting environmental challenges that we are facing will require our towns and cities to take a leading role in the fight for a more sustainable world; and

Whereas the Town of Arnprior's Environmental Advisory Committee will be sharing information to help residents learn about ways to make a positive impact on the environment; and

Whereas the community, along with members of our Environmental Advisory Committee, will be hosting "The Great Arnprior Trash Hunt" on May 2nd, 2026, from 9am to 12pm starting at the Arnprior and District Museum; and

Whereas the Town of Arnprior will be providing free park clean-up kits to local residents, that can be picked up at the Nick Smith Centre beginning on April 22, 2026, while supplies last, to use in local parks during the week of April 27th to May 3rd, 2026 (Pitch-In Canada Week); and

Now Therefore, I, Lisa McGee, Mayor of Arnprior, do hereby proclaim April 22nd, 2026, as Earth Day in the Town of Arnprior, and encourage all residents to participate in the Earth Day activities being provided, learn more and understand their role in assisting to combat climate change, as well as make a positive impact on the environment on Earth Day and every day.

d) Proclamation – Community Living Month, Kaitlyn Wendland, Deputy Clerk

Resolution Number 094-26

Moved by Chris Couper

Seconded by Tom Burnette

That Council proclaim May 2026 as Community Living Month in the Town of Arnprior.

Resolution Carried

The Deputy Clerk read the proclamation:

Whereas Community Living Month is a province-wide annual awareness campaign created to promote authentic inclusion with people who have an intellectual disability and their families; and

Whereas there are 52,000 adults with developmental disabilities across Ontario without services, such as housing, employment and community connections, to name a few; and

Whereas Community Living Renfrew County South has been providing exceptional services and support to people with developmental disabilities and their families in Arnprior and the surrounding area; and

Whereas as part of the celebrations this year, Community Living Ontario is hosting their annual *Shine a Light on Community Living* campaign on Friday, May 1st, 2026; and

Whereas the Community Living Flag will be raised on May 1st through May 31st, 2026, at Town Hall and the Arnprior and District Museum's clock tower will be lit up with the colours of blue and green on May 1st through May 31st, 2026, to show our support.

Now Therefore, I, Lisa McGee, Mayor of the Town of Arnprior, do hereby proclaim May 2026 as Community Living Month in the Town of Arnprior, encourage all residents to recognize and celebrate the accomplishments of Community Living Renfrew County South.

13. Committee Reports and Minutes

a) Mayor's Report

Mayor Lisa McGee reported the following:

- Mayor McGee attended the Renfrew Police Services Board Meeting. There will be a posting coming soon for an administrative position to support the Board's work. The Detachment Commander also provided a detailed list of outreach and engagement efforts including foot patrol, RIDE, and targeted traffic. The Board requested additional information about these efforts to get a better understanding of service levels in each community.
- Mayor McGee met with members of the community regarding the upcoming fundraiser for the Prior ChestNuts Dragonboat team.
- Mayor McGee attended a few grade 4/5 classes at John XXIII in the past few weeks.
- Mayor McGee attended a fundraiser for Seniors at Home.
- Together with Councillor Toner and County Councillor Lynch, they handed out medals to everyone who crossed the finish line at the Bunny Run. Congratulations and many thanks to Lucas and his team for a great event.
- Last week, with many Town Staff Members and Councillor Toner and Councillor Burnette, Mayor McGee attended an Indigenous Relations Training Exercise.

- Together with the CAO and Councillor Couper, Mayor McGee attended an online session hosted by ROMA on the Better Rural Data for Better Municipal Decisions project.
- Mayor McGee had a catch up with the Chief Librarian.

b) County Councillor’s Report

County Councillor Dan Lynch reported the following:

- Sales Activities:

	Sales		Average Price	
	2026	2025	2026	2025
February	10	9	\$387,249	\$513,400
Yearly	16	16	\$481,718	\$503,263

- The 2026 Taste of the Valley dates and locations include:
 - August 8 – Barry’s Bay Railway Station, Madawaska Valley
 - August 22 – Douglas Recreation Centre, Admaston/Bromley
 - September 19 – Civic Centre, Petawawa
 - October 17 – Cobden Fairgrounds, Whitewater Region
 - December 12 – Renfrew Armouries, Renfrew
- County Council will be requesting that local municipalities support the following resolution about the Ottawa Valley Trade Corridor Improvement Project:
 - **That** the Operations Committee recommends that County Council endorse the advancement of the Ottawa Valley Trade Corridor Improvement Project and direct staff to work with federal, provincial, and regional partners to pursue funding through the Government of Canada's Trade Diversification Corridors Fund (TDCF) for improvements to the Highway 17 corridor between Meath Hill and Deep River; and **That** staff be directed to prepare and submit the necessary expressions of interest, project documentation, and funding applications required to position the project for federal investment; and **That** Council reaffirm its support for strategic investments in the Highway 17 corridor as a critical component of Canada's national transportation and trade network.

c) Committee Reports and Minutes

Councillor Couper reported the following from the Culture & Diversity Advisory Committee:

- The Committee recommended that the draft Land Acknowledgement Statement be presented to Council.
- Received an overview of the Draft Museum Strategic Plan, which was also presented to Council this evening. Committee Members supported the focus on collaboration with Recreation, the Museum, and the Library. There was discussion on the reestablishment of the Friends of the Museum and how that would function with CDAC. Discussion regarding pursuing more grants to support the Museum, though capacity is a continued issue. Committee Members also indicated that they would like to see benefits from the Organizational Review coming forward.
- Leonard Spinks turned 100 this year and the Manager of Culture/Curator noted that she intends to record him for an interview as he has stories that the community would like to keep.

Councillor Chris Toner reported the following from the Environmental Advisory Committee:

- The Committee has had discussions about tree cutting bylaws at both the November 17th, 2025, and the March 30th, 2026, meetings. The Committee feels very strongly that the Town should investigate a tree cutting bylaw.

Discussion ensued, resulting in the following motion:

Resolution Number 095-26

Moved by Chris Toner

Seconded by Dan Lynch

That Council direct staff to investigate the potential of a tree cutting by-law for both Town owned and privately owned lands within the Town of Arnprior.

Resolution Carried

Councillor Chris Toner reported the following from the Arnprior McNab Braeside Archives (AMBA):

- AMBA president Sara, along with acting archivist Laurie Dougherty and Town of Arnprior, Manager of Culture/Curator, Emily Stovel made a presentation to the Lanark Genealogical Society.
- Sara attended Heritage Day at the City of Ottawa and attended the relaunch meeting of the Renfrew County Museum Network. This is important work as the archives look for collaboration partners and future grant opportunities.
- The archives will be on Valley Heritage Radio on a regular basis with prerecorded and live segment discussion on the exciting and wonderful work that happens behind the vault in the archives.
- To celebrate Archives Awareness Week in Ontario, the AMBA is posting its Archives A to Z in April. Today's post, April 13th was the letter M for Madawaska. It shown a pic of the Madawaska River taken by Charles

Macnamara took in July 1908. Check out their Facebook page for the rest of their posts and look back at letters A to L, very interesting pictures.

- Also on Facebook is a post asking others to ask the archives before you share, modify, alter or recolour images taken from our website collection. There have been a few posts where pictures from the collection were altered, and watermarks removed without giving credit to the archives collection.
- Plans are also in motion with the Town Hall regarding disposal of documents and transfer of boxes to the archives.
- The move of items in storage from Kenwood to the Diefenbunker is complete. This move will save the archives approximately \$700 annually.
- The AGM of the AMBA is scheduled for Thursday, April 23rd. Long time volunteer Doug Collins will be recognized and thanked for his years of service on April 16th for national volunteer week (April 19-26). Doug will be moving to Carleton Place at the end of month. The archives have also attracted several new volunteers from the ongoing outreach efforts.
- There is exciting news to share regarding the AMBA that will be shared shortly.

Resolution Number 096-26

Moved by Lynn Cloutier

Seconded by Chris Toner

That Council receive the minutes of the Advisory Committees as listed under item 13 (c) on the agenda for information (Council Remuneration Ad-hoc Committee – May 14, 2025; Council Remuneration Ad-hoc Committee – October 22, 2025; Environmental Advisory Committee – November 17, 2025; Environmental Advisory Committee – December 17, 2025; Accessibility & Age Friendly Advisory Committee – November 19, 2025; Culture & Diversity Advisory Committee – March 2, 2026) for information.

Resolution Carried

14. Correspondence & Petitions

a) Correspondence

i. Correspondence Package No. I-26-APR-07

Resolution Number 097-26

Moved by Ted Strike

Seconded by Tom Burnette

That Correspondence Package Number I-26-APR-07 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch made the following comments:

- Page 7: The Ontario government is investing \$2.25 million in the second round of the Enhancing Access to Space for Everyone grant. Applications are now open until May 7, 2026. A webinar is scheduled for April 23, 2026, at 11 AM. County Councillor Lynch asked the CAO if the Town has considered applying for this grant and if any staff will be attending the webinar.
 - The CAO noted that yes, staff are investigating this opportunity and staff will be attending the webinar.
- Page 25: The Ontario government is advancing road enhancement projects and cracking down on dangerous driving on highways 17 and 11.
- Page 56: Ontario is investing \$300 million in the Community Sport and Recreation Infrastructure Fund to build and upgrade sport and recreation facilities.
- Page 64: Effective October 1, 2026, minimum wage will increase from \$17.60 to \$17.95.
- Page 70: The Ontario government is increasing the Ontario Transit Fund from \$5 million to \$10 million to assist communities with safe transit systems. County Councillor Lynch asked the CAO if the Town has considered a transit system.
 - The CAO noted that the Town did a transit feasibility study several years ago that did not recommend a transit system at that time.
- Page 70: The Ontario Government has signed a 2024-2028 Physician Services Agreement that will connect everyone in the province with a family doctor or primary care provider by 2029.
- Page 78: The Business Corporate Tax is being cut from 3.2% to 2.2% over the next three years. This could mean up to \$5,000 in tax relief.

ii. Correspondence Package No. A-26-APR-05

Resolution Number 098-26

Moved by Lynn Cloutier

Seconded by Dan Lynch

That Correspondence Package Number A-26-APR-05 be received and the recommendations be brought forward for Council's consideration.

Resolution Carried

15. By-laws & Resolutions

a) By-laws

Resolution Number 099-26

Moved by Chris Couper

Seconded by Ted Strike

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

- i. By-law No. 7663-26 – Repeal Acting Deputy Treasurer (K. Eastman)
- ii. By-law No. 7664-26 – Dedicated Gas Tax Funds for Public Transportation Agreement

Resolution Carried

b) Resolutions

i. Amend 2026 Calendar of Meetings – Inaugural Meeting Date November 16, 2026

Resolution Number 100-26

Moved by Chris Couper

Seconded by Tom Burnette

That Council amend the 2026 Calendar of Meetings, originally adopted through staff report 25-11-24-05, to move the Inaugural Meeting of Council to occur on November 16, 2026, instead of November 23, 2026.

Resolution Carried

Councillor Chris Couper declared a pecuniary interest on item 15(b)(ii) as his son elected school board trustee.

Councillor Couper left his seat at 9:17 PM.

ii. Resolution of Support – Renfrew County District School Board – Protecting Local Voice in Public Education

Resolution Number 101-26

Moved by Dan Lynch

Seconded by Lynn Cloutier

Whereas locally elected school board trustees provide essential community representation; and

Whereas rural communities rely on trustees to reflect local priorities, ensure accountability, and advocate for students; and

Whereas proposed changes may reduce or eliminate locally elected trustees.

Therefore Be It Resolved That Council affirms support for maintaining elected trustees; and

Further That the Mayor and Clerk send a joint letter to the Minister of Education and the Premier expressing the municipalities support for

maintaining elected trustees, with copies to ROMA, AMO and local MPP Billy Denault.

Resolution Carried

Councillor Couper resumed his seat at 9:19 PM

iii. Municipal Grant Request (In-Kind) – Arnprior & Area Physician Recruitment Committee

Resolution Number 102-26

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 & Area Physician Recruitment Committee; and

Whereas the Arnprior & Area Physician Recruitment Committee is an eligible organization under the Municipal Grants Policy as they support the community by working to ensure that every current and future resident has access to a local family physician.

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees on April 23rd, 2026, (value of approximately \$470 plus HST) for their Doctors Dining Duel event; and

Further That the Arnprior & Area Physician Recruitment Committee 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 and is responsible for any security related costs for the event.

Resolution Carried

16. Announcements

Councillor Cloutier made the following announcement:

- Doctor's Dining Dual is on Thursday, April 23rd, 2026. Councillor Cloutier is part of the committee this year and indicated that there are less than 10 tickets left for the event.

Councillor Chris Toner made the following announcements:

- Last Saturday after the Bunny Run, Councillor Toner participated in the Persian New Year Egg Painting. The event was lots of fun and the Museum staff did a great job.

Councillor Chris Couper made the following announcements:

- The Arnprior McNab Ringette Association had four teams attend the U12 Provincial Championships in Markham this past weekend. They returned with two silvers and one gold medal. With ten teams in one of the tiers, the top two teams were both from Arnprior. There will be new banners going up at the Nick Smith Centre.
- The Arnprior McNab Ringette Association will be hosting their AGM on April 14th at 7pm at the Masonic Hall in Arnprior. There are opportunities for new members to join the executive.

Councillor Dan made the following announcements:

- “So You Want to Run for Council” are free sessions that are being offered to support residents interested in running for Council. There are sessions in three municipalities in Renfrew County.
- Leonard Spinks is local resident and an airborne soldier from WWII who celebrated his 100th birthday recently. Thanks to the Fire Department for all the bells and whistles that certainly made his day.
- The community lost a bus driver, Santa Claus, and a real good guy, Bernie Lynn. His funeral was this evening.
- The community also lost Reverend Leo Hughes, the patron of Arnprior, and his funeral is on Wednesday at 6:45pm. He will be missed.

17. Closed Session

None

18. Confirmatory By-law

Resolution Number 103-26

Moved by Tom Burnette

Seconded by Chris Couper

That By-law No. 7665-26, being a By-law to confirm the proceedings of the Regular Meeting of Council held on April 13th, 2026, be and is hereby approved.

Resolution Carried

19. Adjournment

Resolution Number 104-26

Moved by Lynn Cloutier

Seconded by Chris Couper

That this meeting of Council be adjourned at 9:25 PM.

Resolution Carried

Signatures

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



ARNPRIOR

**Minutes of the Special Council Meeting
April 15th, 2026, 5:00 PM
Town Hall, Council Chambers – 105 Elgin St. W. Arnprior, ON.**

Council and Staff Attendance

Council Members Present:

Mayor Lisa McGee
County Councillor Dan Lynch
Councillor Ted Strike
Councillor Tom Burnette
Councillor Lynn Cloutier (virtual)
Councillor Chris Toner
Councillor Chris Couper

Town Staff Present:

Robin Paquette, CAO
Gwen Dombroski, Manager of
Legislative Services/Clerk, County of
Renfrew (Delegated Town Clerk)

Council Members Absent:

1. Call to Order

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

2. Roll Call

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

3. Land Acknowledgement

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.

4. Adoption of the Agenda (Additions/Deletions)

Resolution Number 105-26
Moved by Chris Couper
Seconded by Tom Burnette

Be it Resolved That the agenda for the Special Meeting of Council dated Wednesday, April 15th, 2026, be adopted.

Resolution Carried

5. Disclosures of Pecuniary Interest

None

6. Staff Reports

None

7. Closed Session

Resolution Number 106-26 (5:02 PM)

Moved by Lynn Cloutier

Seconded by Dan Lynch

That Council move into Closed Session to discuss one (1) matter pursuant to Section 239 (2)(b) of the Municipal Act, 2001, as amended, personal matters about an identifiable individual, including municipal or local board employees (Organization Review).

Resolution Carried

Resolution Number 107-26 (7:31PM)

Moved by Chris Couper

Seconded by Lynn Cloutier

That Council resume to Open Session.

Resolution Carried

8. Confirmatory By-law

Resolution Number 108-26

Moved by Tom Burnette

Seconded by Ted Strike

That By-law No. 7666-26, being a By-law to confirm the proceedings of the Special Meeting of Council held on April 15th, 2026, be and is hereby approved.

Resolution Carried

9. Adjournment

Resolution Number 109-26

Moved by Lynn Cloutier

Seconded by Dan Lynch

That this meeting of Council be adjourned at 7:32 PM.

Resolution Carried

Signatures

Lisa McGee, Mayor

Gwen Dombroski, Manager of
Legislative Services/Clerk, County of
Renfrew (Delegated Town Clerk)



ARNPRIOR
• WHERE THE RIVERS MEET •

Council Remuneration: Deputy Mayor

J. Morawiec
GM Client Services / Treasurer

Deputy Mayor

- The Deputy Mayor role includes covering for the Mayor for short or long-term absences over the four-year term of Council. Options for how to compensate the new position of Deputy Mayor could include:
 - Option A – Increased Base Salary
 - Option B – Acting Pay for Coverages
 - Option B1 – Town Acting Pay Model
 - Option B2 – County of Renfrew Model
 - Option C – Increased Base Salary & Acting Pay for Coverages

Option A: Increased Base Salary

- Compensation model followed by most municipalities with a Deputy Mayor Position
 - 32 of 33 municipalities reviewed (97%) did utilize a different salary for Deputy Mayor over Council member to compensate for the additional responsibilities that could come with the role.
 - The median difference between a Deputy Mayor salary and a Councillor salary was 12%.
 - Budget Impact: By having a set salary base increase, this will allow for accurate annual budgeting.



Option A: Increased Base Salary

- With median base salary increase at 12%, the chart below shows 6%, 12% and 18% as comparison.

% Increase over Councillor	Deputy Mayor Salary	Increase
0% Increase	\$21,572	\$0
6% increase	\$22,866	\$1,294
12% increase	\$24,160	\$2,588
18% increase	\$25,454	\$3,882



Option B: Acting Pay for Coverages

- Option B1: Town Acting Pay Model
 - The Town's Acting Pay Policy for non-union employees provides for acting pay for employees who are temporarily designated to perform the majority of responsibilities of a higher paying position for a minimum of fifteen working days.
 - The employee is paid at the salary level of the higher paying position and acting pay is paid after the elapse of fifteen working days (continuous) but retroactive to the date the employee first assumed the duties of the higher paying position.



Option B: Acting Pay for Coverages

- Option B1: Town Acting Pay Model
 - Council could adopt a similar compensation model for Deputy Mayor where after the elapse of 15 working days in the Mayor's position, they would be paid at the Mayor's salary level retroactive to the beginning of the 15 days.
 - Budget Impact: Costs climb with increased length of acting period. Difficult to forecast how many acting days to budget for. Would most likely be over or under budget each year.



Option B: Acting Pay for Coverages

- Option B1: Town Acting Pay Model

Acting Period	Deputy Mayor Compensation	Acting Pay	Mayor Compensation
1-14 Days	\$21,572	\$0	\$53,930
15 Days	\$23,788	\$2,216	\$53,930
30 Days	\$26,004	\$4,432	\$53,930
45 Days	\$28,221	\$6,649	\$53,930
60 Days	\$30,437	\$8,865	\$53,930
90 Days	\$34,870	\$13,298	\$53,930

Option B: Acting Pay for Coverage

- Option B2: County of Renfrew (CoR) Model
 - The CoR compensation plan for the new term of Council is for when an alternate is appointed, they would receive 40% of the Councillor's base pay with the regular member receiving 60% pay.
 - For CoR, this pay model triggers after one month.
 - Budget Impact: No impact to annual budget as the Deputy Mayor salary increase is offset by Mayor salary decrease.



Option B: Acting Pay for Coverage

- Option B2: County of Renfrew (CoR) Model

	Deputy Mayor Compensation	Acting Pay	Mayor Compensation
Under 1 Month	\$21,572	\$0	\$53,930
1 Month	\$23,370	\$1,798	\$52,132
2 Months	\$25,168	\$3,596	\$50,334
3 Months	\$26,966	\$5,394	\$48,536



Option C: Combination

- Deputy Mayor compensation could be provided in two pieces:
 - Increased base salary
 - Acting pay for extended coverages
 - Can be in addition to Mayor salary (Town EE model) or offset by reduction in Mayor salary (CoR model)

Next Steps

- Current By-law includes the Deputy Mayor Salary at \$24,160 which is Option A: Base Salary increase at 12% (median difference of municipalities reviewed).
 - Council could choose to amend the by-law for a difference compensation model.

Questions?



• WHERE THE RIVERS MEET •

Notice of Motion: Winter Sidewalk Maintenance Service Level Review

WHEREAS the Town of Arnprior previously conducted a comprehensive review of winter sidewalk maintenance in June 2019, which resulted in an updated priority route and a transition from contracted to internal service delivery;

WHEREAS the 2019 report identified that factors such as the intensity of winters, an increased hourly rate for external equipment, and an increased number of assets contribute to rising winter control costs;

WHEREAS the Town has continued to experience the addition of new infrastructure since the last review, which impacts current operational resources and service levels;

WHEREAS the Town's Strategic Plan and provincial mandates emphasize finding efficiencies within municipal operations and ensuring effective service delivery;

WHEREAS an updated analysis is required to evaluate sidewalk priority routes;

THEREFORE BE IT RESOLVED that Council direct staff to provide a comprehensive **Winter Sidewalk Maintenance Service Level Review** report; and

BE IT FURTHER RESOLVED that this report specifically take into consideration:

- **Town Growth:** The impact of new sidewalks and subdivisions added to the municipal inventory since 2019.
- **Cost and Staffing Analysis:** A current financial comparison of labour, equipment, and supply costs associated with winter control.
- **Service Level Opportunities:** Potential adjustments to the priority sidewalk route and maintenance schedules to balance community safety with operational efficiency.



Town of Arnprior Staff Report

Subject: Award Proposal 26014 Professional Engineering Services for Design and Tender Third Avenue Reconstruction

Report Number: 26-04-27-01

Report Author and Position Title: Ryan Wall, Engineering Officer

Department: Operations

Meeting Date: April 27, 2026

Recommendations:

That Council award design proposal 26014 Professional Engineering Services for Design and Tender Third Avenue Reconstruction to Novatech Engineering Consultants Ltd, in the amount of \$156,070 plus HST; and

That Council passes a bylaw authorizing the CAO to execute the agreements and related documents with Novatech Engineering Consultants Ltd.

Background:

The 2026 Capital Budget, as adopted by Council on February 2, 2026, included capital budget of \$175,000.00 for Design: Third Avenue Reconstruction.

Following the passing of the Capital Budget, Staff requested a design proposal from Novatech Engineering Consultants Ltd, to be provided under standing offer agreement.

The scope of work includes replacement of the watermain, sanitary main, road base, road surface, curbs and sidewalk on Third Avenue from Riverview Drive to McNab street.

Discussion:

On April 17, 2026 staff received design proposal 26014 from Novatech Engineering Consultants Ltd for the design of Third Avenue Reconstruction. The proposal was provided under standing offer agreement. The value of the proposal is \$156,070 plus HST.

Options:

Council could choose not to award the project; however, this is not recommended as the project is in line with the Town’s Asset Management strategies.

Policy Considerations:

This proposal was evaluated to ensure it is in accordance with the Town’s Procurement Policy Bylaw. No math errors or irregularities were found in the submissions.

Financial Considerations:

The financial impacts of proposal 26014 when accounted for NET HST are as follows:

Vendor	Cost Including HST	Cost adjusted for NET HST
Novatech	\$176,359.10	\$158,816.83

The 2026 Capital budget includes \$175,000.00 for the Third Avenue Reconstruction Design. The cost of the proposal is under budget by \$16,183.17 when accounting for NET HST rebate.

Meeting Dates:

N/A

Consultation:

- Jennifer Moraweic, General Manager, Client Services/ Treasurer
- John Steckly, General Manager, Operations

Documents:

N/A

Signatures

Reviewed by Department Head: John Steckly

Reviewed by General Manager of Client Services/Treasurer:

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



Town of Arnprior Staff Report

Subject: Award Proposal 25-1209B Meehan Street, Tierney Street N, St. Johns Way and Hugh Street N Design

Report Number: 26-04-27-02

Report Author and Position Title: Ryan Wall, Engineering Officer

Department: Operations

Meeting Date: April 27, 2026

Recommendations:

THAT Council award design proposal 25-1209B Meehan Street, Tierney Street N, St. Johns Way and Hugh Street N to Jp2g Consultants Inc, in the amount of \$155,670 plus HST; and

THAT Council passes a bylaw authorizing the CAO to execute the agreements and related documents with Jp2g Consultants Inc.

Background:

The 2026 Capital Budget, as approved by Council on February 2, 2026, included a Capital Budget of \$180,000.00 for Design: Hugh St, St. John's Way, Tierney St N, and Meehan St.

Following the passing of the Capital Budget, Staff requested a design proposal from Jp2g Consultants Inc, to be provided under standing offer agreement.

The scope of work includes:

- Resurfacing Meehan Street from Hugh Street North to John Street
- Full depth reconstruction of Tierney Street North from St. Johns Way to McGonigal Street including watermain replacement and separation of combined sewers
- Full depth reconstruction of St. Johns Way including watermain extension
- Full depth reconstruction of Hugh Street North from St. Johns Way to McGonigal Street including watermain replacement and separation of combined sewers
- Resurfacing of the Stanley Tourangeau Fire/Police Services building parking lot at 67 Meehan Street

Discussion:

On March 20, 2026, staff received design proposal 25-1209B from Jp2g Consultants Inc for the Design of Meehan Street, Tierney Street N, St. Johns Way and Hugh Street N Reconstruction. The proposal was provided under standing offer agreement. The value of the proposal is \$155,670 plus HST.

Options:

Council could choose not to award the project; however, this is not recommended as the project is in line with the Town’s Asset Management strategies.

Policy Considerations:

This proposal was evaluated to ensure it is in accordance with the Town’s Procurement Policy Bylaw. No math errors or irregularities were found in the submissions.

Financial Considerations:

The financial impacts of proposal 25-1209B when accounting for NET HST are as follows:

Vendor	Cost Including HST	Cost adjusted for NET HST
Jp2g	\$175,907.10	\$158,409.79

The 2026 Capital Budget includes \$180,000 for the Meehan Street, Tierney Street N, St. Johns Way and Hugh Street N design. The cost of the proposal is under budget by \$21,590.21 when accounting for NET HST rebate.

Meeting Dates:

N/A

Consultation:

- Jennifer Moraweic, General Manager, Client Services/ Treasurer
- John Steckly, General Manager, Operations

Documents:

N/A

Signatures

Reviewed by Department Head: John Steckly

Reviewed by General Manager of Client Services/Treasurer:

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



Amended

Town of Arnprior Staff Report

Subject: Electric Vehicle Feasibility Report and Implementation

Report Number: 26-04-27-03

Report Author and Position Title: Patrick Foley, Engineering Officer

Department: Operations

Meeting Date: April 27th, 2026

Recommendations:

That Council accept the Electric Vehicle Feasibility Report as prepared by Cascadia Partners as information, and;

That Council direct Staff to take this report into consideration for future budgeting and asset management planning, and;

That Council direct staff to procure electric vehicles for the three fleet expansion vehicles budgeted in 2026.

Background:

In 2025, Town staff applied to the Green Municipal Fund (GMF) grant program established by the Federation of Canadian Municipalities for funds to carry out a fleet electrification feasibility study. Cascadia Partners, a firm specializing in Electric Vehicle (EV) adoption within mid-sized and larger organizations was proposed as a consultant for this scope of work.

Early in 2026, staff entered into the funding agreement to receive \$36,650 (80%) of the \$40,000 assignment. The remainder was funded from operating budgets and internal staff time.

The project team met with representatives of every fleet user group (Transportation, Recreation, Waterworks, General Government and Fire) to discuss operational needs and limitations associated with electric vehicle adoption.

Discussion:

Attached to this staff report is the Draft Electric Vehicle Feasibility Study as prepared by Cascadia Partners.

The Town of Arnprior is a more ideal candidate for electrification than many other organizations largely due to the smaller geographic area. Though vehicles are in motion between sites all day, they typically are driving 40km/hour or slower and often do not leave the 13 square kilometres that encompass the Town limits. Many comparison organizations would have a larger region in which services are offered and may have decentralized fleet locations.

From both a risk and cost perspective, not all vehicles in the Town fleet can practically be electrified with current technology. Snow removal vehicles must remain in operation for extended periods and offer critical services. Similarly, Fire vehicles work on unpredictable schedules as emergencies arise and sometimes for extended periods of time. Vehicles in these categories were not feasible to electrify at this time. As the organization changes and technology evolves, it is possible that some vehicles may be reassessed in the future.

The vehicles presented as candidates for electrification within this report will be reevaluated prior to their replacement as to whether an EV is the most appropriate choice at the time. Factors that will impact whether an EV will be selected would include:

- Criticality
- Operational Requirements (size of bed, towing requirements etc.)
- Market Conditions
- Changing Technology
- Charging factors
- Procurement restrictions

There are 3 vehicles listed as fleet expansions in 2026 that were reviewed to consider their fit for an EV. The 3 vehicles are:

1. Transportation – Half Ton, Crew Cab Truck, Short Box
2. Recreation – Half Ton, Crew Cab Truck, Short Box
3. Engineering – SUV

While a majority of the Town's passenger fleet are trucks with eight-foot boxes, this configuration is not currently available in EV form. The vehicles budgeted for procurement in 2026 however, coincidentally, are good candidates for electrification in both format and use.

Options:

Based on the evaluation presented in the attached third-party report, it is recommended that Council direct staff to procure 3 electric vehicles for the 2026 fleet expansions along with charging infrastructure.

Council may also choose to direct Staff to procure 1, 2 or no electric vehicles in 2026, opting for traditional gasoline combustion engine vehicles for the non-electric selections.

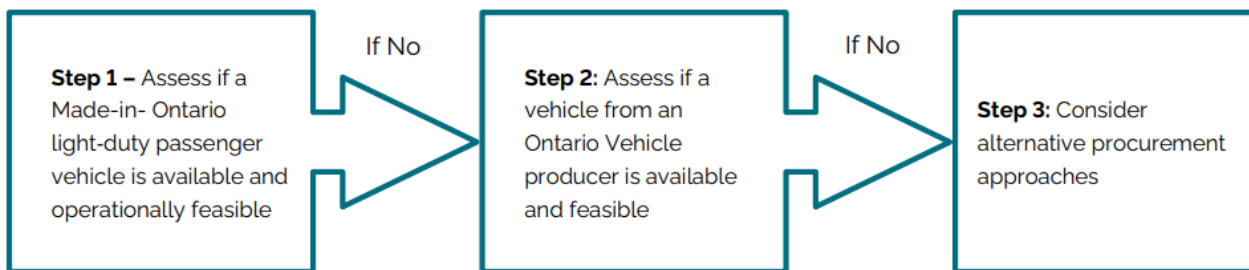
Policy Considerations:

This project is in line with the Town Strategic Plan in that it forwards an environmentally responsible effort.

On April 13, 2026, the Buy Ontario Act was implemented governing municipal vehicle procurements. The objective of the Act is to support the domestic automotive industry and jobs in the province by leveraging the significant purchasing power of the public sector.

This act stipulates that Municipalities are to purchase “Made-in-Ontario” vehicles when available or from an “Ontario Vehicle Producer”. This applies to all new procurements of new light-duty passenger fleet vehicles with a Gross Vehicle Weight Rating (GVWR) at or less than 4,500 kg.

The Municipal Buy Ontario Procurement Directive applies for the procurement of these light-duty vehicles whether they are traditional gasoline combustion engines or electric vehicles. Municipalities are now required to follow the procurement process:



Financial Considerations:

The table below outlines vehicle options for the upcoming procurement of 3 vehicles listed as fleet expansions in 2026. The list is limited to the models below based on the Buy Ontario Act for combustion engine vehicles and by market availability for the EVs.

Vehicle	MSRP	Net HST	Total
Combustion Engine Vehicles (manufactured in Ontario)			
Chevrolet Silverado (Gas)	68,732.50	1,209.69	69,942.19
Honda CRV	42,921.00	755.41	43,676.41
Honda CRV Hybrid	50,441.00	887.76	51,328.76
Lexus RX	64,281.92	1,131.36	65,413.28
Lexus NX	58,476.92	1,029.19	59,506.11
Toyota Rav 4 Hybrid	40,621.92	714.95	41,336.87
Electric Vehicles From Ontario Producers			
Chevrolet Silverado (EV)	68,337.50	1,202.74	69,540.24
Chevrolet Blazer	58,000.00	1,020.80	59,020.80
Chevrolet Equinox	48,000.00	844.80	48,844.80
Ford Mustang Mach-E	47,390.00	834.06	48,224.06
Kia EV5	47,000.00	827.20	47,827.20
Suburu Solterra	55,000.00	968.00	55,968.00
Toyota bZ4X	49,000.00	862.40	49,862.40
Volkswagon ID.4	46,342.00	815.62	47,157.62

The table below illustrates the two vehicle procurement scenarios:

Vehicle	Combustion	EV	Variance
Chevrolet Silverado (2)	139,884.38	139,080.48	- 803.90
SUV (Rav4 vs Ford Mach-E)	41,336.87	48,224.06	6,887.20
Fit Up (Radio, Lights etc.)	2,000.00	2,000.00	-
Total	183,221.25	189,304.54	6,083.29

The cost difference between the vehicles amounts to a projected increase in cost of \$6,083.29, however markets are still volatile to an extent, and open procurement is dependent on bidders. The combustion and EV truck prices are almost identical, however SUV prices differ. In this example the Rav4 has been listed as the lowest MSRP cost SUV allowable per the Buy Ontario Act. Toyota dealers have not bid on previous tenders from the Town of Arnprior. In the short-term it is expected that with all public sector entities implementing the Buy Ontario Act the impact on supply and demand will impact pricing.

A charger would also be required for EV options at an approximate cost of \$15,000. The charger for the two EV trucks would be located at the Public Works Garage (73 James Street). The trucks are likely to only be plugged in overnight and both would be able to be recharged fully each night. Further, given that the trucks are not likely to have empty batteries at the end of a typical workday, they would likely both achieve full charge within a few hours of being plugged in. If after-hours work was required, these vehicles would likely be fully charged and available.

At Town Hall, the Engineering vehicle would likely be plugged in at various points during the workday as well as overnight. The vehicle is also stored in a heated garage. A more basic charger would be acceptable in this setting, more akin to one used on a residential property.

Total Costs for the proposed procurement are as follows:

Vehicle Procurements	\$ 189,304.54
Town Hall Charger	\$ 1,000.00
Public Works Charger	<u>\$ 15,000.00</u>
Total	\$ 214,304.54
Budget	<u>\$(190,000.00)</u>
Total Projected Shortfall	\$ 15,304.54

The vehicle procurements fit within the allotted budget, whether gas or electric, based on advertised MSRPs. The charging infrastructure was not budgeted for in the capital budget as the fleet expansions were anticipated to be combustion engine vehicles though the shortfall value is anticipated to be covered by vehicle, equipment or minor capital operating budget lines.

Consultation:

- Cascadia Partners

Documents:

- Draft Electric Vehicle Feasibility Study by Cascadia Partners
- [Municipal Buy Ontario Procurement Directive](#)
- [Fleet Vehicle policy: A Guide for Public Sector Buyers](#)

Signatures

Reviewed by Department Head: John Steckly

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



ARNPRIOR

Town of Arnprior Electric Vehicle Feasibility Study

Last Updated:
April 2026

Prepared by: Chris Snow, Partner



Confident Decisions.
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1. Executive Summary

The Town of Arnprior recognizes the global momentum towards electrification. Cascadia Partners supported Arnprior in undertaking a comprehensive feasibility study to examine the practicality, costs, and operational impacts of transitioning its fleet to electric vehicles (EVs).

Arnprior's fleet, comprising 25 vehicles distributed across Transportation, Fire, Recreation, Environmental, and General Government departments, is typical of a small Ontario municipality. The study's analysis revealed that half of these vehicles are light-duty, a segment where the EV market is most mature and cost-competitive. These vehicles, particularly those in the Recreation and Transportation departments, see the highest annual usage and thus present the strongest case for electrification. In contrast, heavy-duty vehicles, such as fire engines and plow trucks, are excluded from consideration due to high costs and limited model availability.

Financial modelling was central to the study, weighing the higher upfront investment required for EVs against the anticipated savings in fuel and maintenance. The analysis concluded that between 6 and 10 light-duty assets, each averaging over 6,150 kilometres per year, would deliver a positive business case for electrification. However, Arnprior's existing policy of a ten-year replacement cycle means that these recommendations will be implemented gradually, as vehicles reach the end of their service life.

Departmental interviews provided valuable qualitative insights. Transportation and Recreation managers expressed cautious optimism, highlighting operational concerns such as charging speed, maintenance logistics, and towing capacity. The Waterworks department, with its lower vehicle usage, was identified as an ideal candidate for piloting vehicle sharing or pool policies, which could further optimize fleet utilization.

Infrastructure emerged as a key consideration. The report recommends installing charging stations at Town Hall when rebuilt and leveraging a Level 1 charger in the interim. It also recommends chargers at the Public Works Garage and Nick Smith Centre, ensuring accessibility for vehicles based across town. It should be noted that the Public Works Garage may be at capacity, which could require load balancing or leveraging of existing infrastructure (e.g., 240v outlets for welders or other equipment), especially if a decision is taken to charge vehicles from Nick Smith Centre there due to the number of public users at the recreation site. Policy recommendations include exploring renewal triggers based on mileage, piloting vehicle sharing programs, and clarifying guidelines for take-home vehicles.

Throughout the study, stakeholder sentiment was carefully documented. Concerns ranged from the risks associated with being early adopters and the reliability of charging infrastructure, to the long-term cost-effectiveness, serviceability, and safety of EVs. The successful implementation will require ongoing engagement with fleet managers and transparent communication about the benefits and challenges of electrification.

In summary, Arnprior is well-positioned to begin a phased transition towards electric vehicles, focusing on high-usage light-duty assets. By investing in infrastructure and adopting adaptive policies, the Town can realize both operational savings and environmental benefits, while maintaining the reliability and service standards its residents expect. Cascadia Partners recommends a measured, data-driven approach, with regular review as technology and market conditions evolve.

2. Introduction

Fleet electrification has already been adopted by many municipalities worldwide and across Canada to varying degrees. When conducting a feasibility study for electrification, it's crucial to understand the different vehicles within the fleet and their use cases, determine which model best suits each purpose, assess the financial implications or business case for the vehicles, and consider the environmental impact.

This feasibility study will analyze the Town of Arnprior, a relatively small Ontario municipality covering 13 km², which owns 25 vehicles primarily used for firefighting, Transportation, Parks & Recreation, and Waterworks services.

Arnprior is interested in evaluating the practicality and feasibility of fleet electrification, focusing on questions such as what percentage of the fleet should be electrified and what infrastructure will support this transition. The current report will address these questions from a quantitative perspective by analyzing usage (km/year), fuel consumption, and emissions. Additionally, it will incorporate qualitative insights from interviews with fleet managers who shared their familiarity with EVs, their support, observations, and concerns, particularly regarding how EVs could impact or disrupt their daily operations.

Finally, after recommending which vehicles to electrify, the report will also include fleet management best practices and policy recommendations.



3. Current State Assessment

To develop an EV Transition plan, a current assessment of the fleet is necessary. As part of Cascadia's framework for municipal fleet electrification projects, the current state assessment analyzes multiple data points to understand the specific needs of Arnprior. The assessment has two components.

First, a quantitative assessment involves analyzing fleet information such as vehicle age, usage (km/year), vehicle type, and other factors. Understanding the state of the fleet is essential for identifying electrification opportunities and determining which vehicles are not well-suited for electrification.

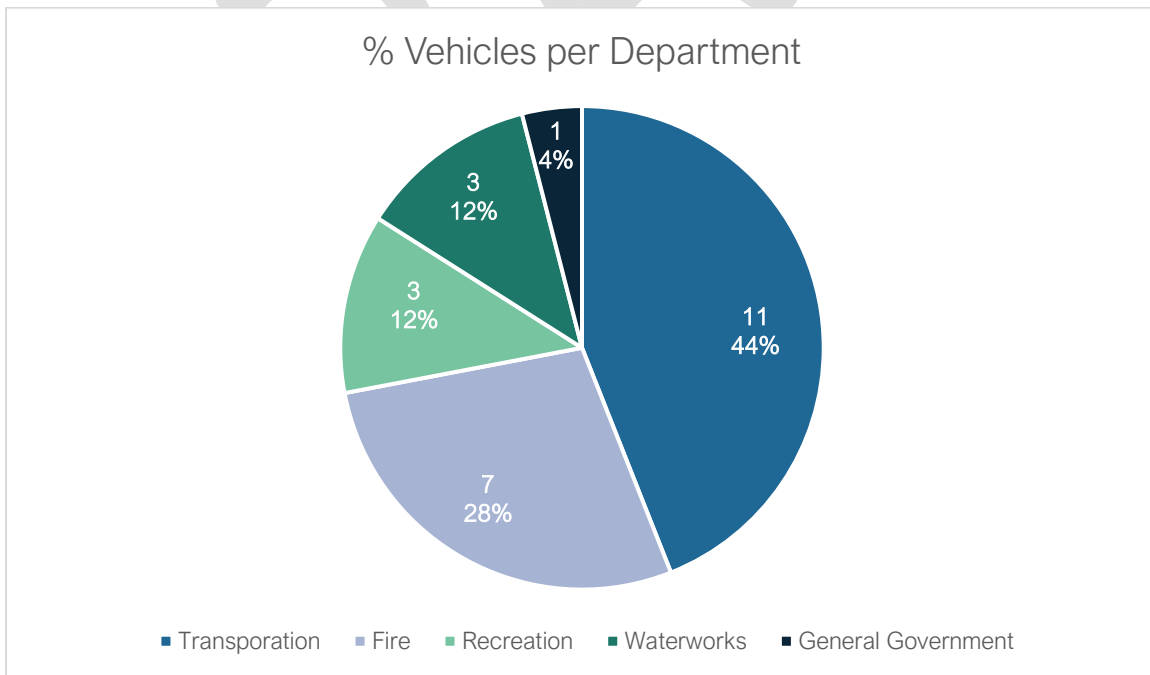
Second, a qualitative assessment involves interviews with fleet managers and users; the people who operate the vehicles may be detractors of the EV transition if they perceive it will complicate or disrupt their day-to-day operations. Gaining personnel buy-in is essential for the success of any electrification project.

Insights from each inform the electrification strategy or roadmap.

3.1 QUANTITATIVE ASSESSMENT

Department Composition

The Town of Arnprior currently owns 25 vehicles, which are distributed across 5 different areas, following the distribution below:

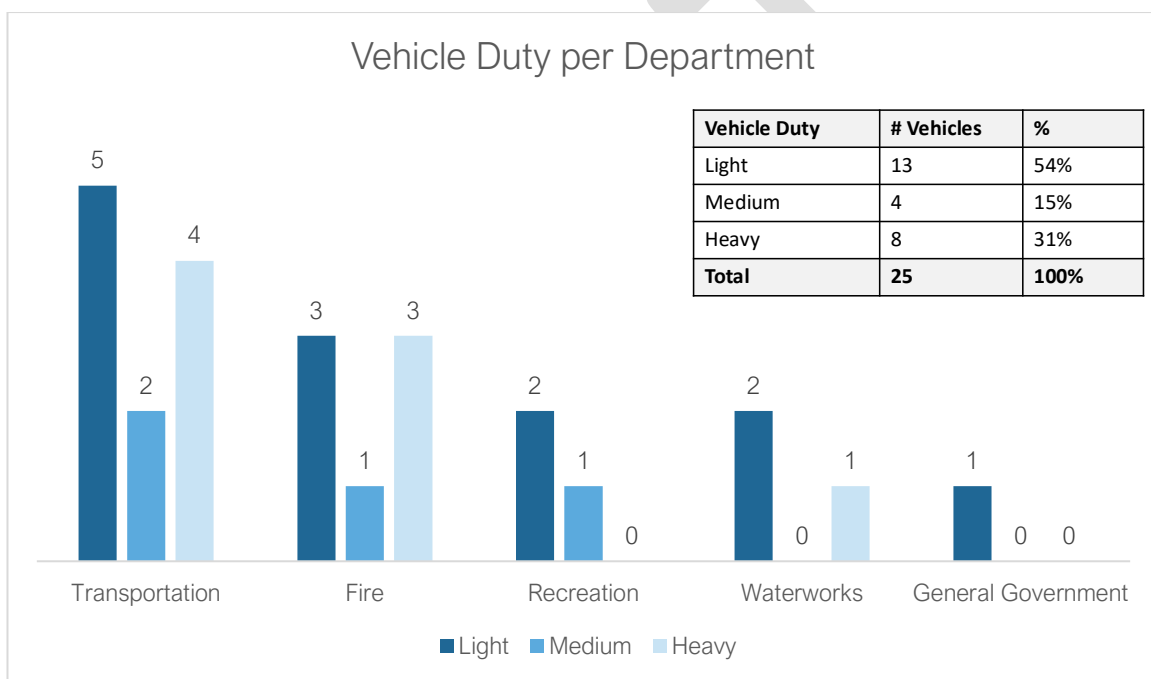


Graph No. 1: Count and Share of Vehicles per Division

Approximately 69% of the vehicles are used by the Transportation and Fire departments. The former focuses on road maintenance, water and sewer repairs, snow removal, and general public works; the latter is mainly composed of firefighting vehicles. Regarding the other divisions, Recreation, Waterworks, and General Government, their functions involve transporting people or equipment. The requirements of each department are documented in the qualitative assessment.

A crucial factor to consider when electrifying a municipal fleet is that the capital investment / upfront cost for an EV is often higher than for an internal combustion engine (ICE) vehicle. To justify the increased upfront spend, operating costs need to be reduced, generally through fuel and maintenance cost avoidance. As these costs are directly correlated to usage, vehicles with high utilization or annual mileage are preferred candidates for electrification to offset the initial higher cost, often referred to as the “EV Premium.”

Vehicle Duty Composition



Graph No. 2: Vehicle Duty per Fleet Department

Department	Light	Medium	Heavy	Total
Transportation	5	2	4	11
Fire	3	1	3	7
Recreation	2	1	0	4
Waterworks	2	0	1	3
General Government	1	0	0	1
Total	13	4	8	25

Table No. 1: Vehicles per Division

This assessment will mainly focus on light-duty vehicles, where the electric vehicle market is the most mature and cost-competitive. In this segment, manufacturers such as Chevrolet, Ford, Toyota, and Tesla have achieved scale economies that significantly reduce price premiums compared to ICE vehicles, making electrification both operationally feasible and financially attractive.

Medium-duty vehicles are considered on a case-by-case basis, as their suitability for electrification depends heavily on utilization intensity and their outfitting requirements.

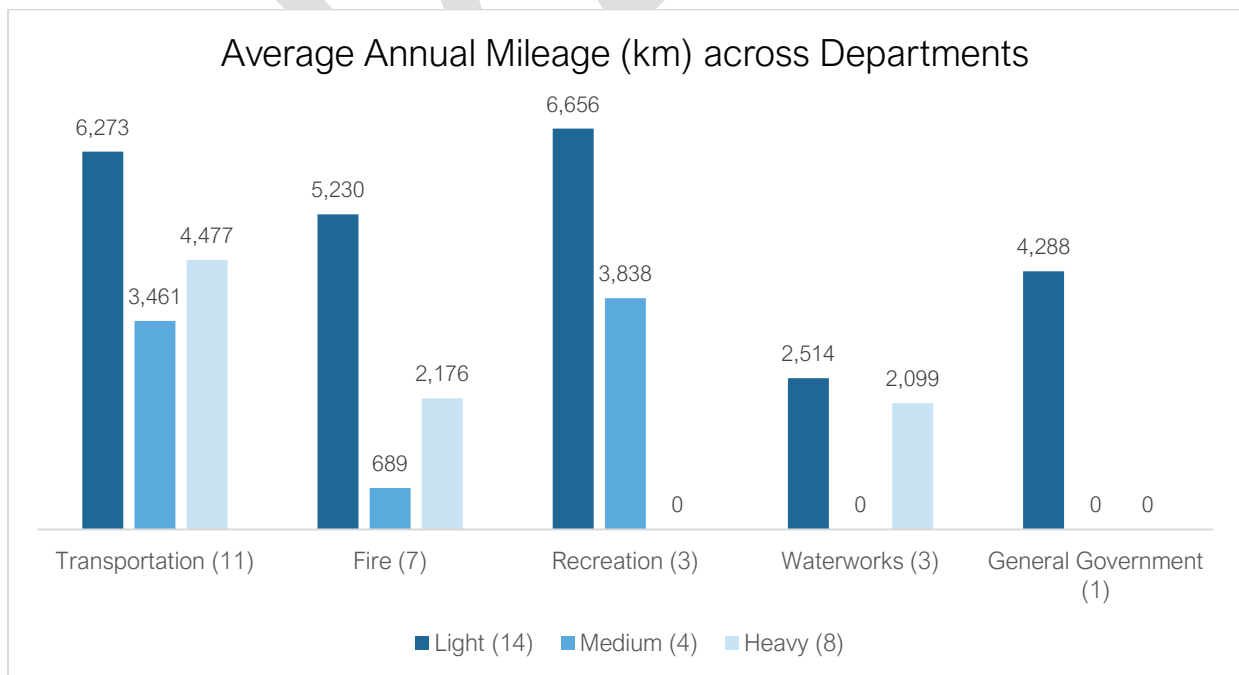
Lastly, heavy-duty vehicles are characterized by high capital cost premiums in EV form, often exceeding \$200,000 compared to ICE vehicles, often due to limited model availability. They also commonly suffer from restricted service and support networks outside major urban centers. For a municipality like Arnprior, with its small size and the highly mission-critical nature of its heavy-duty vehicles, which are frequently relied upon during emergencies or peak operational times, this study intentionally excludes heavy-duty vehicles from electrification.

As shown in the first graph, 52% (13/25) of the fleet consists of light-duty vehicles, with at least one light-duty vehicle in each department. This presents an opportunity to electrify a subset of vehicles across the Town. To support this, utilization analysis was performed to review the kilometres driven by different vehicles on an annual basis. The analysis of whether vehicle usage results in fuel savings and whether those savings offset the EV premium is further discussed in the EV Feasibility Analysis section under the financials.

Usage

Arnprior provided data on kilometres driven per vehicle from 2021 to 2025. This is used to determine the Average Annual Mileage (AAM), which is the average distance driven during these years.

The graph and data table below show the Average Annual Mileage by department and vehicle duty.



Graph No. 3: Department Fleet Usage

Division	Light	Medium	Heavy	Weighted Average
Transportation	6,273	3,461	4,477	5,109
Fire	5,230	689	2,176	3,272
Recreation	6,656	3,838	-	5,952
Waterworks	2,514	-	2,099	2,376
General Government	4,288			4,288
Weighted Average	5,453	2,862	3,317	4,397

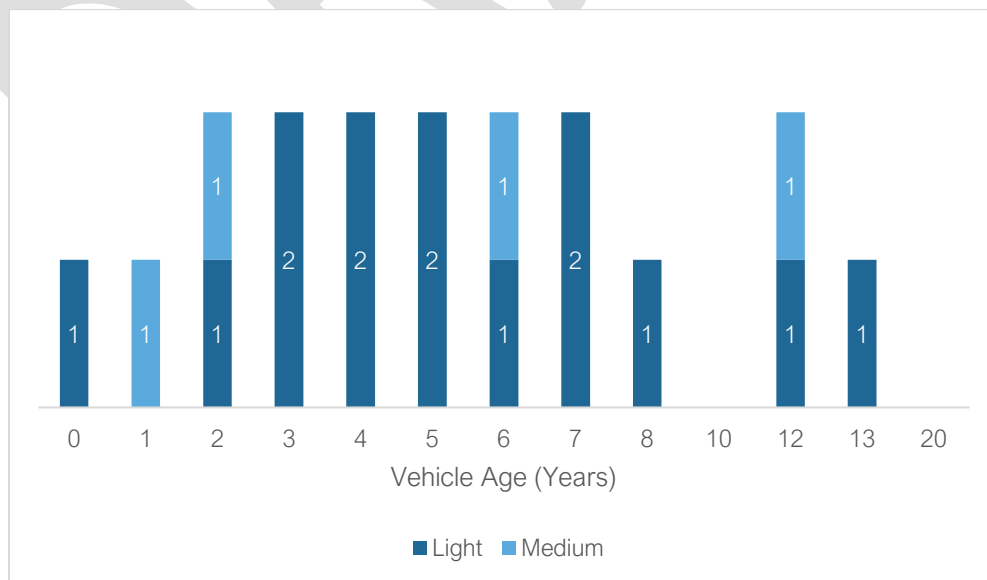
Table No. 2: Department Fleet Usage

The presented data highlighted the following conclusions:

- Transportation has the most vehicles and the second-highest average annual mileage.
- Light-duty vehicles in Recreation and Transportation have the highest average annual mileage, which is where most electrification opportunities are likely to be.
- There is a clear difference in usage among vehicle duty categories: light duty vehicles have the highest usage, followed by heavy duty, while medium duty vehicles have the lowest usage. This suggests that most electrification opportunities could come from the light-duty vehicles segment.
- The Waterworks Department (3 vehicles) has the lowest usage, with an average of 2,376 km/year. Its highest vehicle usage is in light-duty vehicles, averaging 2,514 km/year, well below the category's weighted average of 5,453 km/year.

Vehicle Age

Under the Town of Arnprior’s existing policy, vehicles are typically replaced once they reach 10 years of service. It has been noted by staff that the majority of driving occurs within the limited geographic footprint of the Town of Arnprior. As a result, engine hours are disproportionately high relative to mileage compared to vehicles operated by most other organizations. Historically, vehicles retained beyond ten years have required costly repairs and/or had to be removed from service due to safety concerns. Accordingly, vehicles at or beyond this age threshold are approaching replacement in the near to medium term and may represent early candidates for electrification, where operationally feasible.



Graph No. 4: Vehicle Age per Vehicle Size

Three light- and medium-duty vehicles are 10 or more years old, limiting the number of vehicles eligible for immediate replacement / electrification.

3.2 QUALITATIVE ASSESSMENT

Interviews with five fleet managers were conducted to understand the daily operations of different departments, vehicle usage, and the perceptions the managers have about electric vehicles. The interviews also aimed to identify any pain points or concerns they might have regarding the potential electrification of their departments' vehicles. Cascadia Partners had meetings with the following people from Arnprior:

- Public Works Supervisor
- Director of Recreation
- Waterworks Supervisor
- Chief Building Official (General Government)
- Fire Chief

Transportation

This department oversees road maintenance, water and sewer repairs, snow removal, cemeteries, and general public works.

The Roads and Services branch has the largest fleet with the most diverse composition across all departments. This includes:

- Light-Duty: Composed of five pickup trucks (three Ford F-150s, one F-250, one F-350), and one Transit Connect. Vehicles are used to transport people and small equipment. These vehicles are used year-round, and the pickup trucks have the highest usage in the Arnprior fleet.
- Medium-Duty: Composed of one large utility van (Transit) and two trucks (one each of an F-250 and F-350), the latter vehicles are used for winter road maintenance, including sanding and salting to improve traction and roadway safety.
- Heavy-Duty: This vehicle group is composed of one street sweeper and three plow trucks, supporting year-round road maintenance and winter operations.

Electrification Opportunities

The following vehicles have been identified as suitable candidates for electrification based on current vehicle usage and the availability of cost-comparable electric alternatives:

Unit No.	Type	Vehicle Location	Model Year	Replacement Year	Model	Vehicle Description	Annual KM
TBD	Pickup Trucks	PW Garage	2026	2026	TBD	Half Ton Crew Cab Truck (2026 Procurement)	-
9871	Pickup Trucks	PW Garage	2020	2030	Ford F-150	#72 – 2020 Ford F150, XLT crew cab, 6.5-ft box; (Roads Supervisor Truck)	5,380
9966	Pickup Trucks	PW Garage	2021	2031	Ford F-150	#80 – 2021 Ford F150, XL, regular cab, 8-ft box	9,200
10204	Pickup Trucks	PW Garage	2022	2032	Ford F-150	#3-22 – 2022 Ford F150, regular cab, 8 ft. box; Roads COF	9,077

Table No. 3: Transportation Department opportunities

The department’s Ford F-250 (9734) is an option to be explored if the Silverado EV can meet the required specifications. Currently, there are no existing or planned EV alternatives that match the payload and hauling capacity of the F-250, so they have been removed from our recommendations. In future F-250 or larger truck replacements, a reassessment of market alternatives should be considered. This could be done as part of the procurement process.

The 2026 procurement is being considered as an EV candidate. Due to the discontinuation of the F-150 Lightning, a Silverado EV could be considered. This assumes the new vehicle will be driven as much as the average pickup truck in Transportation.

Recreation

This department is responsible for the daily maintenance of parks and facilities (Town Hall, Museum, Library, Fire/Police Station, Nick Smith Centre).

The Recreation fleet has four vehicles:

- Light-Duty: Composed of three pickup trucks. Vehicles are used to transport people and pull trailers to move parts, materials, and equipment.
- Medium Duty: Composed of 1 pickup truck; this F-250 is used for plowing parks and the Nick Smith Centre during the winter months and used similarly to the light-duty vehicles in the summer months.

Electrification Opportunities

The following vehicles have been identified as suitable candidates for electrification based on current vehicle usage and the availability of cost-comparable electric alternatives:

Unit No.	Type	Vehicle Location	Model Year	Replacement Year	Model	Vehicle Description	Annual KM
TBD	Pickup Trucks	Nick Smith Centre	2026	2026	TBD	Half Ton Crew Cab Truck (2026 Procurement)	-
9867	Pickup Trucks	Nick Smith Centre	2020	2030	Ford F-150	#73 – 2020 Ford F150, XLT crew cab, 5.5-ft box; Parks Supervisor	9,429
10203	Pickup Trucks	Nick Smith Centre	2019	2029	Ford F-150	#68 – 2019 Ford F150, single cab, 8 ft. box (WFP 2019 COF)	6,580

Table No. 4: Recreation Department opportunities

Waterworks

The Waterworks Branch is responsible for water and wastewater treatment, including all maintenance activities relating to the Water Filtration Plant, Water Pollution Control Centre, sewage pump stations and water tower.

The Waterworks fleet has four vehicles:

- Light-Duty: Composed of two vehicles, one pickup truck (Ford F-150) and one Ford Transit Connect. Vehicles are used to transport people and small equipment. Both vehicles may also be used for emergency callouts.
- Heavy-Duty: Composed of one Ford F550 truck with a custom dump box. This “Cake Truck” is used for transporting waste from the Water Pollution Control Center to the landfill for disposal.

Electrification Opportunities

The following vehicles have been identified as suitable candidates for electrification based on current vehicle usage and the availability of cost-comparable electric alternatives:

Unit No.	Type	Vehicle Location	Model Year	Replacement Year	Model	Vehicle Description	Annual KM
10202	Pickup Trucks	Water Filtration	2022	2032	Ford F-150	#81 – 2022 Ford F150, regular cab, 8-ft box	3,333

Table No. 5: Waterworks Department opportunities

General Government

This department is accountable for building permit-related inspection and enforcement.

This department operates with one vehicle, a Ford Focus, driven approximately 4,300 km per year. The vehicle is used from 8:30 am to 4:30 pm, Monday to Friday, primarily for building inspections and occasional out-of-town conferences and meetings.

The department's activities have increased in the last few years and are expected to grow further, as the municipality experiences rising permit volumes and inspection needs. Arnprior is evaluating whether to purchase an additional vehicle for this department.

Electrification Opportunities

Vehicle users indicated they would support an EV in place of this Ford Focus, or as an additional vehicle added to their fleet.

Unit No.	Type	Vehicle Location	Model Year	Replacement Year	Model	Vehicle Name	Average KM
TBD	SUV	Town Hall	2026	2026	TBD	Engineering BEV or PHEV (2026 Procurement)	-
45	Sedan	Town Hall	2017	2027	Ford Focus	2017 Ford Focus (CBO Vehicle)	4,288

Table No. 6: General Government Department opportunities

The intent within the Town's current Long Range Capital Forecast is to replace the sedan (unit 45) with an SUV, which would be more suitable for uneven terrain encountered on construction sites. Unit 45 is *not* an EV candidate based on the financial business case alone, and would incur an approximate \$5,000 cost premium over a 10-year lifecycle (including the upgrade to an SUV form factor). If the vehicle travelled approximately 6,250 kilometres per year instead of its approximately 4,300 kilometres, this vehicle would represent a positive business case. At current usage, electrifying this unit could be offset by savings on other vehicles, so it is included as an optional electrification candidate.

There has been discussion of adding a vehicle for Engineering use under General Government. Depending on the anticipated use and mileage, and given the operational requirements of the vehicle (no hauling or towing, regular business hours operation, etc.), this vehicle would be an excellent asset to pilot either EV or PHEV technology. As part of the 2026 procurement, options for each should be assessed.

Fire Department

This department is responsible for emergency response, rescue operations, fire prevention, and code enforcement activities. Fleet reliability and immediate response readiness are critical, as vehicles are considered frontline assets and may be deployed at any time.

The Fire Department’s fleet is composed primarily of specialized emergency response vehicles, with a small number of passenger vehicles used for operational support:

- **Light-Duty:** Composed of three passenger vehicles, including an SUV (Chevrolet Tahoe) used primarily for inspections, fire prevention, and administrative duties, and two pickup trucks – an F-250 used to support the water rescue program and transport equipment, and a fully upfitted half-ton pickup used as a duty officer and command vehicle.
- **Heavy-Duty:** Composed of fire engines and pumpers, dedicated to frontline emergency response. These vehicles are highly specialized and operate under unpredictable duty cycles.

Electrification Opportunities

No vehicles in this department have been identified as candidates for electrification due to low annual utilization and the critical requirement for uninterrupted availability and immediate response readiness during emergencies. Two vehicles may contribute positive business cases if considered in the future, dependent on changes in technology and market conditions, and are included in the “optimistic” scenario.

Unit No.	Type	Vehicle Location	Model Year	Replacement Year	Model	Vehicle Name	Average KM
10714	Pickup Truck	Fire Station	2025	2035	Chevrolet Silverado	2025 Chevrolet Silverado, crew cab, 5.8-ft box	6,000 (est)

Table No. 7: Fire Department opportunities

The new Silverado may be a compelling candidate for electrification at the time of renewal, depending on market alternatives and operational fit. While upfitting the Silverado for emergency response may present additional challenges in an EV configuration, electrification could offer benefits such as reducing long idle times while responding to an event, which are typically harsh on internal combustion engines and result in higher maintenance costs. It is also important to consider the operational risks associated with electrifying emergency response vehicles, as these units must be immediately available and fully reliable. These factors should be carefully assessed at the time of replacement to determine whether electrification is appropriate.

Summary of Staff Feedback

Across all interviews and meetings, the following key considerations were identified:

- **Early Adopter Risk:** Staff expressed concern about being among the first municipalities to adopt EVs without sufficient proof of reliability and performance in comparable operating conditions. This concern is valid, particularly for specialized or heavy-duty vehicles. However, EV adoption is well-established in the light-duty municipal fleet segment across Ontario and Canada, reducing early-

adopter risk in certain vehicle classes. A phased implementation approach can further mitigate this risk.

- **Emergency Readiness and Reliability:** There is uncertainty that EVs will be fully charged and ready for immediate deployment during unplanned or simultaneous emergency responses. Frontline response vehicles must be ready at all times, and downtime or range limitations are not acceptable. While charging management systems and depot-based overnight charging reduce this risk for predictable-use vehicles, electrification of front-line emergency vehicles should be evaluated carefully at replacement.
- **Charging Infrastructure Capacity & Cost:** Questions were raised regarding electrical capacity and system performance when multiple vehicles are charged concurrently, given reliance on Hydro One. Concern was expressed about implementation costs of charging infrastructure in Arnprior, as no town-owned charging stations currently exist. These are legitimate planning considerations, however, infrastructure can be phased in alignment with vehicle replacement schedules, and managed charging systems can reduce peak demand impacts. Detailed electrical assessments would be required prior to large-scale deployment.
- **Operational Capability Under Heavy Use:** Concern were raised that EVs may not match ICE vehicles in towing capacity or sustained performance during heavy-duty operations. In light-duty applications, many electric models now meet or exceed comparable ICE specifications. However, for heavy-duty or specialized applications, market options remain limited and should be assessed case-by-case.
- **Winter Performance & Comfort:** Staff noted concerns about reduced battery range and efficiency in extreme cold, particularly for out-of-town travel across Ontario. Questions were also raised regarding cabin heating performance and the ability to maintain operator comfort during prolonged winter operations. That said, Arnprior's short average daily driving distances may mitigate this risk for many vehicles. Pre-conditioning and depot charging can further reduce winter performance impacts.
- **Maintenance and Warranty Clarity:** There is uncertainty around local servicing capacity, warranty coverage, and long-term battery health. EVs generally have fewer moving parts and lower routine maintenance requirements, but battery longevity and local service access should be confirmed with dealers prior to procurement.
- **Safety and New Protocols:** Lack of clarity on EV-specific safety risks, including fire response requirements and updated safety procedures. Additional concerns were raised regarding student drivers (often more inexperienced drivers) operating EVs, which accelerate faster than ICE vehicles. While EV fire risk is statistically low, concerns regarding acceleration performance for inexperienced drivers are reasonable. In both cases, training and updated procedures would be required.
- **Long-Term Cost Effectiveness:** Skepticism regarding whether EVs deliver meaningful cost savings over their full lifecycle, particularly once infrastructure costs and potential hidden expenses (e.g., battery disposal fees) are considered. While many jurisdictions have demonstrated total cost of ownership savings for light-duty EVs, these savings depend heavily on utilization, fuel costs, and charging strategy. Financial modelling should be updated at each replacement cycle.
- **Vehicle Longevity and Retention:** Questions were raised regarding whether EVs can reliably meet a 10-year service life comparable to ICE vehicles. Battery warranties typically range from 8 years / 160,000 km, and real-world evidence increasingly supports long-term durability, but continued monitoring of market data is warranted.
- **Charging Reliability and Monitoring:** Concern were expressed about vehicles failing to charge when plugged in and confidence in alerting and monitoring systems to prevent this. Operational protocols would need to be implemented to support monitoring systems and ensure reliability.

- **Cost Premium for Specialty Vehicles:** The cost premium for electric fire equipment is significant and is typically only justifiable for larger municipalities with sufficient backup units to maintain operational coverage. However, EV technology in the heavy-duty and specialty vehicle segment is rapidly evolving. At the time of replacement, available market alternatives should be reassessed, as future models may offer improved performance and greater cost competitiveness relative to comparable ICE units.

DRAFT

4. Electric Vehicles Feasibility Analysis

This section presents the results of the feasibility analysis, conducted using a modelling tool to support decision-making on the electrification of the Arnprior fleet. The model assesses each vehicle to determine whether replacing an internal combustion engine (ICE) vehicle with an electric vehicle (EV) results in a positive or negative business case. This assessment is based on a comparison of lifecycle costs and benefits, using a combination of organization-specific data and industry-standard assumptions.

Vehicle Replacement Table											Capital Cost Premium		Veh. Mid-L. Premium		Capital Cost and Salvage Cost Premium		Annual Emissions Reduction		Total	
Unit No.	Division	Vehicle Location	Year	Make	Model	Age	Average Annual Kms	Estimated Fuel	Ex. Veh. Class	Repl. Veh. Type	Capital Cost Premium	Veh. Mid-L. Premium	Capital Cost and Salvage Cost Premium	Lifetime Ops Savings	Annual GHG Reduction (Tonnes)	EV Lifecycle Cost	Scenario 1 (Positive BC)	Scenario 2 (Realistic)		
9735	Transportation	PW Garage	2018	Ford	Transit Connect	7	2,163	226	Van, Light	Replace with Ford E-Transit or similar	-\$ 12,089	-\$ 972	-\$ 13,061	\$ 6,198	0.72	-\$ 6,863	No	Yes		
10041	Environmental	WPCC	2020	Ford	F550	5	2,099	600	Truck, Heavy, Dump	Replace with BYD 6R or similar	-\$ 193,445	-\$ 3,186	-\$ 196,631	\$ 10,218	1.90	-\$ 186,413	No	No		
10202	Environmental	WFP	2022	Ford	F150	3	3,333	440	Truck, Light	Replace with Chevrolet Silverado EV	-\$ 6,727	-\$ 2,214	-\$ 8,941	\$ 11,140	1.41	-\$ 2,199	Yes	Yes		
10246	Environmental	PW Garage	2023	Ford	Transit Connect	2	1,695	177	Van, Light	Replace with Ford E-Transit or similar	-\$ 9,354	-\$ 972	-\$ 10,326	\$ 4,858	0.57	-\$ 5,468	No	Yes		
46	Protection	Fire Hall	2013	Chevrolet	Tahoe	12	6,728	962	Car, SUV	Replace with Hyundai Kona or similar	-\$ 16,382	-\$ 691	-\$ 17,073	\$ 23,843	3.09	-\$ 6,770	No	No		
65	Protection	Fire Hall	2005	International	7400 DT570	20	660	283	Truck, Heavy, Fire Fighting	Replace with BYD 8TT, Rosenbauer RT.	-\$ 285,000	-\$ 4,698	-\$ 289,698	\$ 4,954	0.91	-\$ 284,744	No	No		
66	Protection	Fire Hall	2013	International	Terra Star	12	689	227	Truck, Medium 2, Dump	Replace with BYD 6R or similar	-\$ 237,500	-\$ 3,186	-\$ 240,686	\$ 3,816	0.72	-\$ 236,870	No	No		
67	Protection	Fire Hall	2015	Spartan	Pumper	10	2,156	1,186	Truck, Heavy, Fire Fighting	Replace with BYD 8TT, Rosenbauer RT.	-\$ 285,000	-\$ 4,698	-\$ 289,698	\$ 20,157	3.80	-\$ 269,541	No	No		
9740	Protection	Fire Hall	2018	Pierce	Impel	7	3,712	2,246	Truck, Heavy, Fire Fighting	Replace with BYD 8TT, Rosenbauer RT.	-\$ 257,213	-\$ 4,698	-\$ 261,911	\$ 261,911	7.20	-\$ 224,100	No	No		
9967	Protection	Fire Station	2021	Ford	F250	4	2,963	489	Truck, Light	Replace with Chevrolet Silverado EV	-\$ 7,081	-\$ 2,214	-\$ 9,295	\$ 11,390	1.57	-\$ 2,095	Yes	Yes		
CMD1	Protection	Fire Station	2025	Chevrolet	Silverado	0	6,000	858	Truck, Light	Replace with Chevrolet Silverado EV	-\$ 5,768	-\$ 2,214	-\$ 7,982	\$ 21,058	2.75	-\$ 13,076	Yes	Yes		
45	General Government	Town Hall	2017	Ford	Focus	8	4,288	354	Car, Sedan	Replace with Hyundai Kona or similar	-\$ 15,563	-\$ 691	-\$ 16,254	\$ 11,252	1.13	-\$ 5,002	No	Yes		
57	Recreation	Nick Smith Centre	2012	GMC	Sierra	13	3,959	1,525	Truck, Light	Replace with Chevrolet Silverado EV	-\$ 9,151	-\$ 2,214	-\$ 11,365	\$ 28,470	4.90	-\$ 17,104	Yes	Yes		
9867	Recreation	Nick Smith Centre	2020	Ford	F150	5	9,429	1,245	Truck, Light	Replace with Chevrolet Silverado EV	-\$ 7,454	-\$ 2,214	-\$ 9,668	\$ 31,514	3.99	-\$ 21,846	Yes	Yes		
9871	Transportation	PW Garage	2020	Ford	F150	5	5,380	710	Truck, Light	Replace with Chevrolet Silverado EV	-\$ 7,454	-\$ 2,214	-\$ 9,668	\$ 17,981	2.28	-\$ 8,313	Yes	Yes		
10203	Recreation	Nick Smith Centre	2019	Ford	F150	6	6,580	2,150	Truck, Light	Replace with Chevrolet Silverado EV	-\$ 7,846	-\$ 2,214	-\$ 10,060	\$ 41,470	6.91	-\$ 31,410	Yes	Yes		
10249	Recreation	Nick Smith Centre	2023	Ford	F250	2	3,838	1,500	Truck, Medium 2, Dump	Replace with BYD 6R or similar	-\$ 165,855	-\$ 3,186	-\$ 169,041	\$ 24,796	4.77	-\$ 144,245	No	No		
9079	Transportation	PW Garage	2015	Elgin	Nissan Elgin (Street Sweeper)	10	378	187	Truck, Heavy, Refuse, Rear Loader	Replace with BYD 8TT, Mack LR Electric	-\$ 285,000	-\$ 4,698	-\$ 289,698	\$ 3,218	0.60	-\$ 286,480	No	No		
9734	Transportation	PW Garage	2018	Ford	F250	7	5,548	1,200	Truck, Light	Replace with Chevrolet Silverado EV	-\$ 8,259	-\$ 2,214	-\$ 10,473	\$ 25,652	3.85	-\$ 15,179	Yes	Yes		
9800	Transportation	PW Garage	2019	Ford	T350	6	3,375	2,500	Van, Medium	Replace with Motiv E450 or similar	-\$ 65,161	-\$ 1,372	-\$ 66,532	\$ 42,185	8.04	-\$ 24,347	No	No		
9801	Transportation	PW Garage	2019	Freightliner	Plow Truck - 108SD	6	6,045	2,793	Truck, Heavy, Dump	Replace with BYD 6R or similar	-\$ 203,627	-\$ 3,186	-\$ 206,813	\$ 45,594	8.90	-\$ 161,219	No	No		
9966	Transportation	PW Garage	2021	Ford	F150	4	9,200	1,214	Truck, Light	Replace with Chevrolet Silverado EV	-\$ 7,081	-\$ 2,214	-\$ 9,295	\$ 30,750	3.89	-\$ 21,455	Yes	Yes		
10247	Transportation	PW Garage	2023	Freightliner	Plow Truck - 108SD	2	6,506	3,006	Truck, Heavy, Dump	Replace with BYD 6R or similar	-\$ 165,855	-\$ 3,186	-\$ 169,041	\$ 49,071	9.58	-\$ 119,970	No	No		
10379	Transportation	PW Garage	2023	Freightliner	Plow Truck - 108SD	2	4,978	2,300	Truck, Heavy, Dump	Replace with BYD 6R or similar	-\$ 165,855	-\$ 3,186	-\$ 169,041	\$ 37,546	7.33	-\$ 131,495	No	No		
10386	Transportation	PW Garage	2024	Ford	F350	1	3,546	702	Truck, Medium 2, Dump	Replace with BYD 6R or similar	-\$ 157,562	-\$ 3,186	-\$ 160,748	\$ 12,516	2.21	-\$ 148,232	No	No		
10204	Transportation	PW Garage	2022	Ford	F150	3	9,077	1,198	Truck, Light	Replace with Chevrolet Silverado EV	-\$ 6,727	-\$ 2,214	-\$ 8,941	\$ 30,339	3.84	-\$ 21,398	Yes	Yes		

Table No. 8: Modelling of Arnprior Fleet (see Appendix 1)

Positive Business Cases

Focusing on positive business cases, 10 vehicles are identified as electrification candidates between 2026 and 2035. This includes four vehicles for Transportation, two vehicles for Recreation, three for Fire, and one for Waterworks. Adding to this, the three net new vehicles being considered for procurement increase the total EV candidates to 13. Focusing on the 10 existing vehicles, this would represent a capital cost premium (upfront spend) of approximately \$80,779, which would result in combined lifetime savings of approximately \$143,000 and annual GHG emissions reductions of 33.6 tonnes (tCO_{2e}). These savings could easily fund the infrastructure investments required to charge these vehicles at their various sites.

Funding Net-Negative Business Cases

Building on the above, there is a second scenario where vehicles that are close to break-even are considered for electrification as well. This increases the number of EVs to 16, including the three procurements in 2026. This would represent a capital cost premium (upfront spend) of approximately \$203,710, reducing the combined lifecycle savings to approximately \$76,200. Annual GHG emissions reductions would be approximately 44 tonnes (tCO_{2e}).

4.1 VEHICLE-BY-VEHICLE ANALYSIS

Each row in the table above represents an individual vehicle in the fleet. For each vehicle, the model calculates a detailed lifecycle cost comparison between retaining a conventional internal combustion engine vehicle and transitioning to an EV. The analysis includes:

- Capital costs (purchase price, replacement cycles, and any EV premium)
- Operating costs (fuel and maintenance)
- Lifecycle savings (including anticipated reductions in fuel and maintenance)
- Waterworks benefits (GHG emissions reductions and carbon price savings)
- Business case outcome (whether the switch to EV is financially positive or negative)

4.2 INPUTS AND ASSUMPTIONS

The model is supported by an “Inputs and Assumptions” worksheet, which consolidates all key variables and reference data, including:

- Vehicle class specifications (e.g., battery size, energy consumption, replacement costs)
- Fuel and electricity prices, inflation rates, and carbon pricing
- Maintenance cost assumptions and expected savings for EVs
- Emission factors for different fuel types

Most calculation cells in the “Arnprior Scenario” sheet are linked directly to these inputs, ensuring that updates to assumptions automatically flow through the model and update the analysis.

4.3 SCENARIO MODELLING

The modelling tool supports scenario analysis by allowing users to adjust key parameters (such as fuel prices, carbon costs, or EV premiums) and immediately see the impact on the business case for each vehicle. This flexibility enables users to test different policies or market conditions and assess their effect on fleet electrification outcomes.

5. Electric Vehicle Study Findings

5.1 POTENTIAL FOR ELECTRIFICATION

Based on the annual mileage and anticipated savings in fuel and maintenance, the following depicts an electrification timeline for between 6 and 10 existing assets. The following section explores these opportunities for each department. Note that “TBD” indicates a pending vehicle procurement.

Baseline Replacements

Department	2026	2027	2028	2029	2030	2031	2032	2033	2035	Dept Total
General Gov	TBD									1
Waterworks							10202			1
Fire										0
Recreation	TBD			10203	9867					3
Transportation	TBD				9871	9966	10204			4
Annual Total	3	0	0	1	2	1	2	0	0	9

Table No. 9: Baseline Electrification Opportunities Summary

Optimistic Replacements

Department	2026	2027	2028	2029	2030	2031	2032	2033	2035	Dept Total
General Gov	TBD									1
Waterworks							10202			1
Fire									10714	1
Recreation	TBD			10203	9867					3
Transportation	TBD				9871	9966	10204			4
Annual Total	3	0	0	1	2	1	2	0	1	10

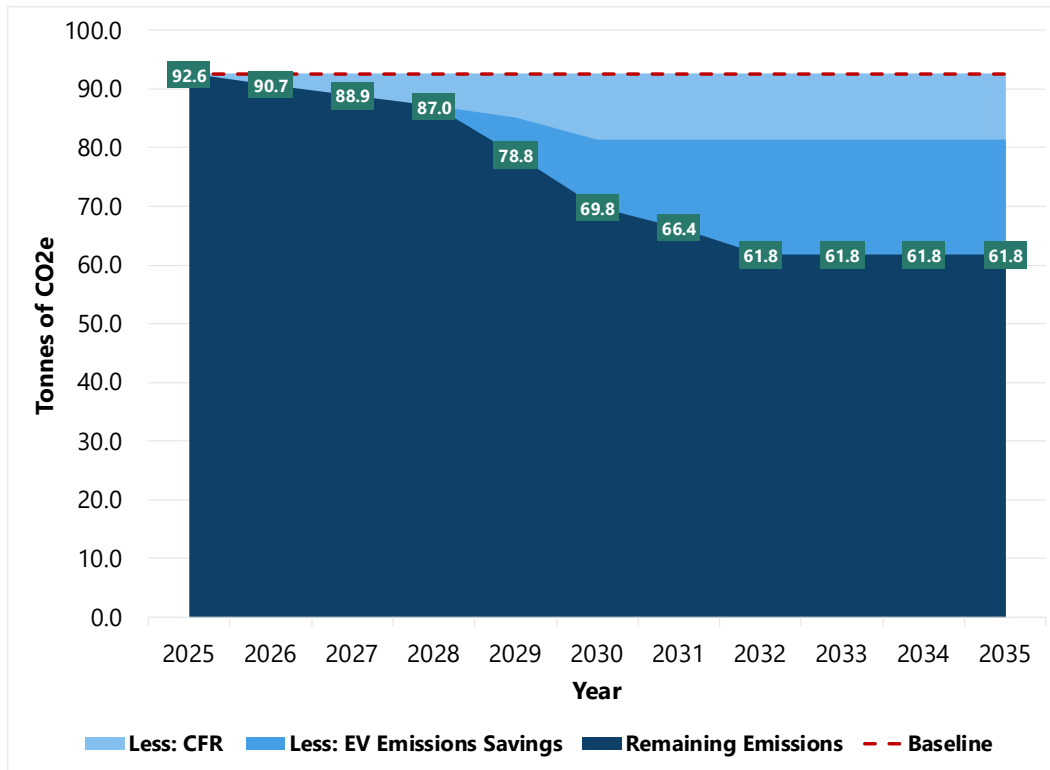
Table No. 10: Optimistic Electrification Opportunities Summary

In addition to average annual mileage and vehicle age, other factors – such as the cost of the replacement electric vehicle and the results of the fuel analysis, which is incorporated into the financial analysis – will inform the final recommendation on which vehicles are suitable candidates for electrification.

5.2 EMISSIONS IMPLICATIONS

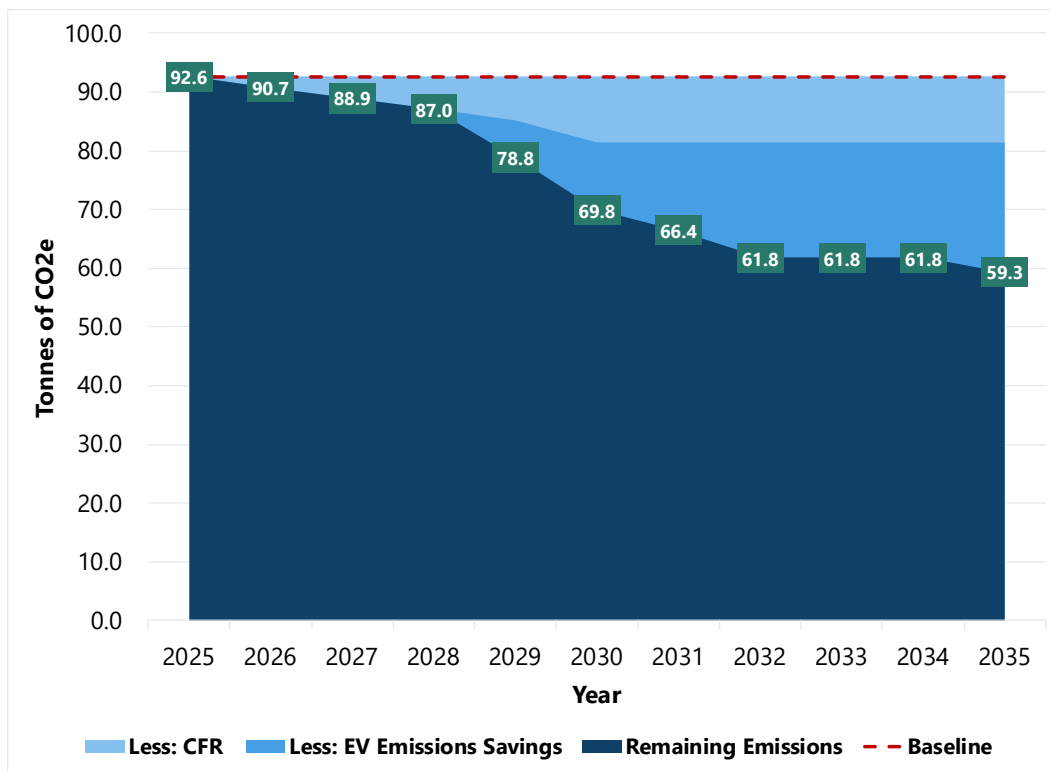
Combining the above analysis with odometer and refueling data, we can identify an emissions baseline and forecast based on the Federal Clean Fuel Regulations (CFR). The 2025 baseline emission factors (kgCO₂e/L) are consistent with average lifecycle carbon intensities of gasoline and diesel in the early years of the federal Clean Fuel Regulations. In forecast years, emission factors are adjusted downward to reflect declining average fuel carbon intensity under the CFR, even where fuel consumption volumes remain constant.

The following projection assumes the **Baseline Replacements** schedule above, electrifying 6 existing vehicles between now and 2032.



Graph No. 5: Baseline Replacements and Forecasted Emissions

The following projection assumes the **Optimistic Replacements** schedule above, electrifying 9 existing vehicles between now and 2032.



Graph No. 6: Optimistic Replacements and Forecasted Emissions

5.3 RECOMMENDED ELECTRIFICATION APPROACH

This section summarizes the results of the electrification feasibility analysis. The table below identifies which vehicles are recommended for electrification (“Positive Business Case”) based on lifecycle costs and savings:

Unit No.	Dept	Vehicle Location	Model Year	Replacement Year	Model	Vehicle Description	Annual KM
TBD	Transportation	PW Garage	2026	2026	TBD	Half Ton Crew Cab Truck (2026 Procurement)	-
9871		PW Garage	2020	2030	Ford F-150	#72 – 2020 Ford F150, XLT crew cab, 69.5-ft box; Roads Supervisor Truck	5,380
9966		PW Garage	2021	2031	Ford F-150	#80 – 2021 Ford F150, XL, regular cab, 8-ft box	9,200
10204		PW Garage	2022	2032	Ford F-150	#3-22 – 2022 Ford F150, single cab, 8 ft. box; Roads COF	9,077
TBD	General Government	Town Hall	2026	2026	TBD	Engineering BEV or PHEV (2026 Procurement)	-
TBD	Recreation	Nick Smith Centre	2026	2026	TBD	Half Ton Crew Cab Truck (2026 Procurement)	-
9867		Nick Smith Centre	2019	2029	Ford F-150	#73 – 2020 Ford F150, XLT crew cab, 5.5-ft box; Parks Supervisor	6,580
10203		Nick Smith Centre	2020	2030	Ford F-150	#68 – 2019 Ford F150, single cab, 8 ft. box; WFP 2019 COF	9,429
10202	Waterworks	Water Filtration	2022	2032	Ford F-150	#81 – 2022 Ford F150, regular cab, 8-ft box	3,333

Table No. 11: Recommendation for electrification of the Arnprior fleet

Notes and observations about the 6 vehicles identified as candidates for electrification:

- All vehicles identified for replacement are Light-Duty Pickup Trucks. As noted earlier, this category is well-suited for electrification because purchase prices tend to be more competitive than other duty classes, due to economies of scale achieved by major manufacturers (e.g., Chevrolet).
- Average annual utilization of identified vehicles is 6,150 km/year, which is nearly 40% higher than the overall Arnprior fleet. Higher utilization improves the business case by reducing fuel and maintenance costs over the vehicle lifecycle.
- Given the variety of vehicle ages identified, there is a consistent level of electrification proposed between now and 2035, nicely aligning with the existing 10-year lifecycle targeted by Arnprior.
- This assumes that the existing Chevrolet Silverado EV can meet the operational requirements of the listed vehicle. As the box size is limited to 5 feet and 11 inches, any 8-foot box configurations may not be suitable. They should be reviewed on a case-by-case basis, particularly as OEM offerings will change and evolve over time.

The table below identifies vehicles that demonstrate a positive business case for electrification based on analysis; however, operational considerations currently make them unsuitable candidates for transition. At the time of replacement, these vehicles can be reassessed, taking into account updated market options and operational requirements to determine whether electrification would be feasible and appropriate.

Unit No.	Dept	Vehicle Location	Model Year	Replacement Year	Model	Vehicle Description	Annual KM
10714	Fire	Fire Station	2025	2035	Chevrolet Silverado	2025 Chevrolet Silverado, crew cab, 5.8-ft box	6,000 (est)

Table No. 12: Additional electrification candidates in the Arnprior fleet

- Additional candidates for replacement may be considered on a case-by-case basis. Those vehicles are identified as net-negative assets that could be funded by the lifecycle savings of the positive business cases. These should be assessed individually to determine whether an EV replacement is acceptable to the group. Arnprior may choose to subsidize the additional cost to support broader electrification objectives. For example, the Ford Focus from the General Government Department's fleet has been used for 8 years and was identified during interviews as a potential near-term replacement.
- One Waterworks vehicle may be an electrification candidate in 2033: a Transit Connect (10246). With slightly negative business cases at the time of writing, increased use or improved technology may warrant electrification when it is due for replacement.

5.4 OPERATING SAVINGS ANALYSIS

Operating EVs in place of traditional ICE vehicles offers operational cost savings through reduced fuel use and maintenance. The table below summarizes annual operating cost savings for each of the electrification scenarios.

Scenario	EVs Adopted	Maintenance Costs	Maintenance Savings	Fuel & Electricity Costs	Fuel & Electricity Savings
Status Quo	0	\$36,584 (see note)	\$0	\$46,023 (see note)	\$0
Optimistic	8	\$29,102	\$7,056	\$32,336	\$13,687
Baseline	6	\$30,392	\$6,192	\$33,577	\$12,446

Table No. 13: Annual Operating Savings Summary

Note on Maintenance Costs

Out of the 27 vehicles included in the fleet inventory, we received maintenance spend for 11, which totalled approximately \$23,000 per annum. Extrapolating to include other vehicles without reported maintenance spend would indicate approximately \$56,000 in maintenance spend.

In place of complete data, we assumed approximately \$0.32 per kilometre for a maintenance budget. This figure is higher than the best practice of approximately \$0.20 per kilometre, due to the relatively low mileage of your fleet. Using the latter rate would indicate maintenance across the full fleet is less than what was reported in 2025 for 11 of the 27 fleet vehicles. Note that maintenance savings are achieved by offsetting existing costs; newly procured vehicles represent a cost avoidance of approximately \$0.14 per kilometre.

Note on Fuel Costs

Fuel was forecast at a point-in-time price of \$1.52 per litre of gasoline based on Canadian spot prices. This could go up (increasing savings) or go down. We forecasted fuel consumption based on the year, make, model, and associated fuel efficiency of those assets.

5.6 ANTICIPATED CAPITAL RECOVERY TIMELINE

Included as part of the EV model in Appendix 1, an anticipated capital recovery / payback period is provided for each vehicle. Each scenario is summarized below, with and without infrastructure costs incorporated as part of the payback. Note that the two scenarios include the capital cost premium associated with the proposed 2026 fleet expansions, but to be conservative, they do not include any operating savings from those units.

Scenario	EVs Adopted	Capital Premium	Payback Period	Infrastructure	Payback Period
Optimistic	10	\$69,824	3.78 years	\$78,000	8.02 years
Baseline	9	\$64,056	3.92 years	\$50,000	6.99 years

Table No. 14: Scenario Capital Recovery Timelines

Because vehicles are procured in different years, each vehicle included in the two scenarios is detailed below. Infrastructure is assumed at the full \$78,000 rate across the 10 listed vehicles.

Unit No.	Dept	Replacement Year	Model	Vehicle Description	Base Payback	Payback inc. Infrastructure
TBD	Transportation	2026	TBD	Half Ton Crew Cab Truck (2026 Procurement)	TBD	TBD
9871		2030	Ford F-150	#72 – 2020 Ford F150, XLT crew cab, 69.5-ft box; Roads Supervisor Truck	5.4 years	9.7 years
9966		2031	Ford F-150	#80 – 2021 Ford F150, XL, regular cab, 8-ft box	3.0 years	5.6 years
10204		2032	Ford F-150	#3-22 – 2022 Ford F150, single cab, 8 ft. box; Roads COF	2.9 years	5.5 years
TBD	General Government	2026	TBD	Engineering BEV or PHEV (2026 Procurement)	TBD	TBD
TBD	Recreation	2026	TBD	Half Ton Crew Cab Truck (2026 Procurement)	TBD	TBD
9867		2029	Ford F-150	#73 – 2020 Ford F150, XLT crew cab, 5.5-ft box; Parks Supervisor	3.1 years	5.5 years
10203		2030	Ford F-150	#68 – 2019 Ford F150, single cab, 8 ft. box; WFP 2019 COF	2.4 years	4.3 years
10202	Waterworks	2026	Ford F-150	#81 – 2022 Ford F150, regular cab, 8-ft box	8.0 years	15.0 years ¹
10714	Fire	2035	Chevrolet Silverado	2025 Chevrolet Silverado, crew cab, 5.8-ft box	3.8 years	7.5 years

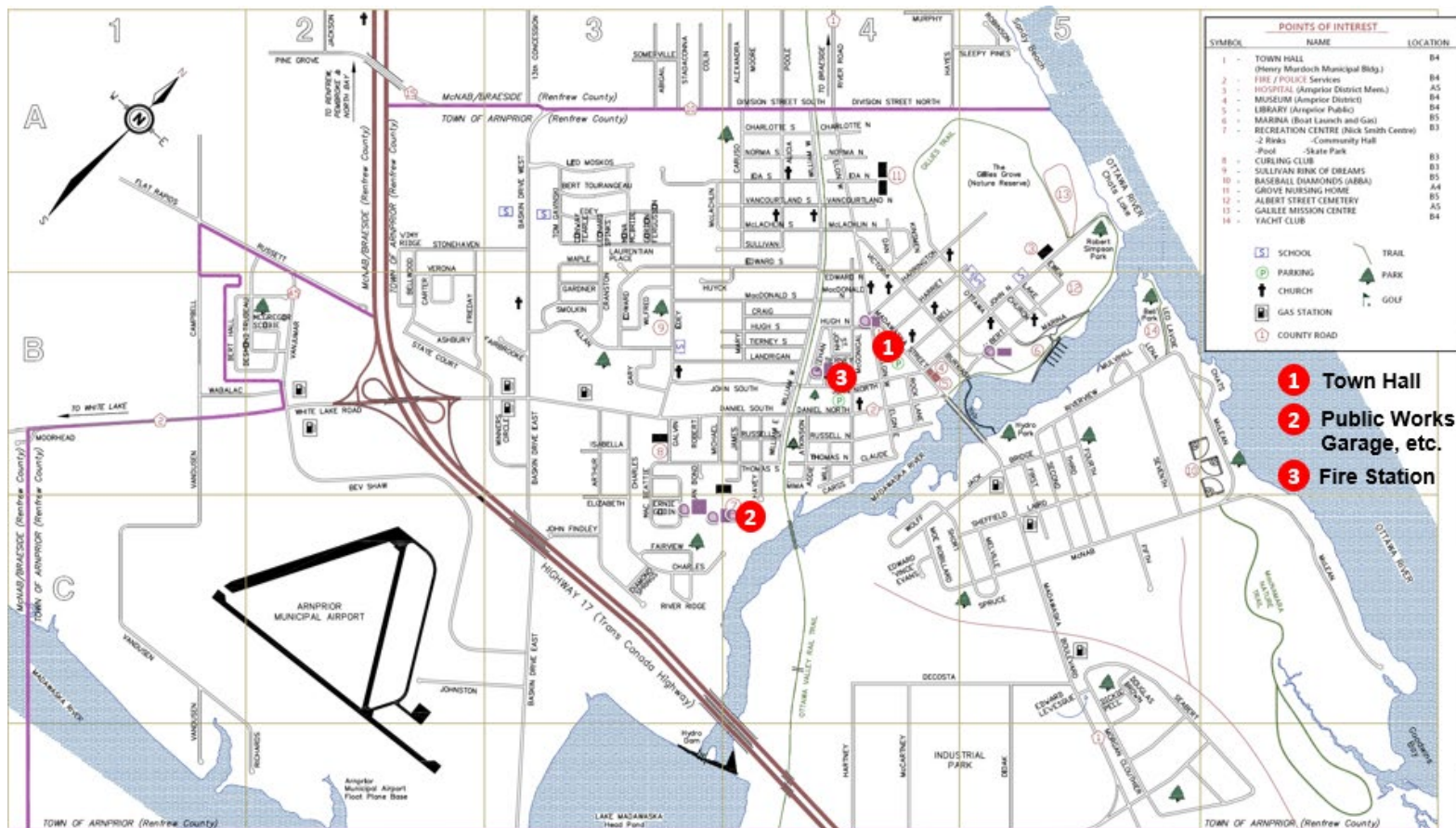
Table No. 15: Vehicle Capital Recovery Timelines

¹ 5 years of this payback period would shift into the replacement asset, although in reality the cost would be offset by savings on other vehicles as per Table 14.

6. Infrastructure Investment Strategy

6.1 VEHICLE LOCATION

The recommended vehicles belong to Transportation, Recreation, and General Government. These vehicles are stationed in three different locations, including the Public Works Garage (73 James Street), Nick Smith Recreation Centre (77 James Street), and the Town Hall (105 Elgin Street West). Town Hall is at location 1 on the map. Location 2 includes the Public Works Garage, Recreation Centre, and Water Filtration Plant. Chargers are also contemplated later in the plan in 2031 at the Fire Station (Location 3 below).



6.2 INFRASTRUCTURE PLAN

A successful transition to EVs requires careful planning of charging infrastructure to ensure vehicles can reliably meet operational demands. There are three primary levels of EV charging:

Type	Description	Charge Time	Cost
Level 1 (120V)	Provides slow charging and is typically suitable for light-duty vehicles with low daily mileage and long overnight dwell times.	+20 hours for full charge	None (if existing) or ~\$500 - \$2,000 per outlet
Level 2 (208V – 240V)	The most common fleet charging solution, offering moderate charging speeds appropriate for overnight depot charging of light- and medium-duty vehicles.	4-8 hours for full charge	~\$2,000 - \$15,000 per charger
DC Fast Charging (Level 3)	Provides rapid charging and is typically used where vehicles require quick turnaround times, higher utilization, or limited dwell periods.	30-60 minutes for 80% charge	~\$75,000 - \$250,000+ per charger

Table No. 16: EV Infrastructure Summary

Charging infrastructure is being proposed for three primary locations initially: Town Hall, the Public Works Garage, and Nick Smith Centre. This aligns with the parking locations of the proposed EVs. It should be noted that there could be limited parking at Nick Smith Centre, so they could instead charge at the Public Works location. Town Hall will leverage existing Level 1 alternatives until it is redeveloped. A phased approach to deploying EV charging stations is recommended. Based on fleet orders and evolving needs, this plan may be confirmed on an annual basis.

The Waterworks Ford F-150 mentioned in the previous section (10202) is located at the Water Filtration Plant. There is an opportunity to consolidate charging between these three sites to save on infrastructure costs and capitalize on existing capacity at the Water Filtration Plant, particularly due to their co-location.

Proposed Chargers

Year	Location	Type	Amperage	Projected Costs	Notes
2026	Townhall	1x Wall Outlet	15A	None.	Standard Level 1 charger on a 120v / 15A outlet.
2026	PW Garage	1x Dual Port Chargers	40A each (shared) Site Total: 40A (peak)	\$15,000	One dual-port charger would share a 40A circuit, load balancing between the two vehicles based on charging needs.
2028	Nick Smith Centre	1x Dual Port Chargers	40A each (shared) Site Total: 40A (peak)	\$30,000 (includes fencing costs)	One dual-port charger would share a 40A circuit, load balancing between the two vehicles based on charging needs. Requires fencing.
2030	PW Garage	Add: 1x Dual Port Chargers	40A each (shared)	\$9,000	Add a second dual-port charger, which would share a 40A circuit, load

			Site Total: 80A (peak)		balancing between the two vehicles based on charging needs.
2032	PW Garage	Add: 1x Dual Port Chargers	40A each (shared) Site Total: 120A (peak)	\$9,000	Add a third dual-port charger, which would share a 40A circuit, load balancing between the two vehicles based on charging needs.
2032	Townhall	1x Dual Port	40A each (shared)	\$15,000	Upgrading to a Level 2 charger (ideally dual port) based on needs.

Table No. 17: EV Infrastructure Scenario for Arnprior

Energy Management

Early indications suggest that the Public Works Garage has limited capacity to add EV chargers without a service or panel upgrade, which can be expensive. Given the limited number of electric vehicles proposed and the relative lead time for growth, a few cost-effective options exist in the near term. A technical solution exists in energy management systems that offer two primary alternatives:

1. **Load Balancing:** Using a specialized circuit device, energy can be balanced across two circuits to provide prioritization. A household example would be an EV charger and clothes dryer sharing a circuit, whereby the EV charger is paused when the dryer is in use. The same approach can be used for equipment within the Public Works Garage.
2. **Time of Day Charging:** The EV charging stations could be set to be operational after hours only, when the traditional demand on the facility is at its lowest. As an example, EV chargers could activate and begin charging at 10 PM, which would provide ample time to top up batteries before staff return in the morning.

Alternatively, locating EV chargers where there is additional capacity, such as at the Water Filtration Plant at 71 James Street, could surely be a suitable option given its relative proximity.

Funding

Based on the electrification scenario pursued, lifecycle savings could be used to justify investments in electric vehicle charging stations. There are between \$80,000 and \$100,000 of lifecycle savings depending on the extent of electrification pursued. The below is conservative by incorporating the capital cost premiums associated with the electrification of the 2026 fleet expansions without any of the forecasted savings.

Scenario	EVs Adopted	Annual GHG Savings	Lifecycle Cost Savings
Optimistic	7 (+3 expansion)	25.08 tCO ₂ e	\$119,698
Baseline	6 (+3 expansion)	22.33 tCO ₂ e	\$106,622

Table No. 18: Lifecycle GHG and Cost Savings

A detailed analysis of the associated lifecycle GHG and cost savings are included in Appendix 1 – Arnprior EV Model.

A single, non-connected level 2 EV charger can be purchased for \$1,000, plus installation (often less)². This would be a suitable option for Town Hall, or where vehicles are parked in restricted areas (e.g., inside the Public Works Compound, or parked inside).

A dual-port charger, as recommended for the Public Works Garage and Nick Smith Centre, with incorporated access controls and WiFi or 5G connectivity, ranges from \$8,000 to \$10,000, plus installation³. The preference would be to leverage existing WiFi connectivity at your facilities, but connectivity is not required if they are installed in private lots. Subscription fees for a solution such as ChargePoint can range in price; typically \$300 USD per annum per port⁴. This is dependent on the reseller, with some Canadian companies providing pricing at time of quotation. This would provide power management and reporting capabilities.

Assuming the 2026 EV charger investments are made as per Table 17, there’s a total approximate cost of \$78,000 with installation for the optimistic scenario, and approximately \$50,000 for the realistic scenario.

² [Dewalt EV Connected Level 2 Charger](#) (Hardwired or NEMA 14-50)

³ [ChargePoint CPF50 Pedestal Dual-Port Charger](#)

⁴ [ChargePoint Cloud Services](#)

Each of these is dependent on the location of the chargers relative to the electrical supply. This would represent an additional capital cost premium associated with the vehicles in each scenario.

This report incorporates operational considerations into the business case to reflect the full, real-world costs of fleet ownership to provide actual costs. For example, the costs of maintaining an on-site gasoline or diesel fueling system are not included in the purchase price of an internal combustion engine (ICE) vehicle, but are operational expenses that materially affect the total lifecycle cost of ICE ownership.

Considerations & Next Steps

1. To continue with site planning, a third-party electrician should confirm any remaining electrical capacity from a service and panel perspective.
2. Mapping the location of panels and electrical supply relative to parking spaces available for EV charging will help determine costs.
3. There may be an opportunity to leverage a shared location between Nick Smith Centre and the PW Garage, where all vehicles would charge, particularly if the garage is lacking capacity. The Town could reduce to 3x dual-port chargers rather than a total of four.
 - a. Overnight charging with a suitable energy management system or load balancing system could allow for EV charging off-peak without requiring electrical system upgrades.
4. Given an immediate adoption of one EV per site, an initial test of EV adoption could be completed with a single charger and a NEMA 14-50 (“Dryer Plug”) outlet or similar (e.g., NEMA 6-20) at each. This is particularly appealing if there are existing outlets in place for other equipment.

7. Management Considerations

7.1 VEHICLE PROCUREMENT AND MANAGEMENT CONSIDERATIONS

Electric Drivetrain First

With a few notable exceptions (fire trucks, fuel trucks, vehicles with limited to no downtime), every replacement vehicle should first consider electrification if there is budget available and it meets operational requirements. When reviewing operational requirements, the needs of the end user should be re-evaluated with right-sizing the fleet in mind. There are likely to be vehicles throughout Arnprior whose use requirements have changed since originally acquired, and the vehicle type has not been updated accordingly.

Vehicles identified for electrification should be replaced by EVs following the proposed schedule. Vehicles for non-EV replacement should still consider electrification when it is a positive business case. Our recommendation is that procurement of replacement vehicles must be electric for all commercially available classes. Alternatives should only be considered when operational requirements justify traditional fuel or lifecycle costs create a considerable negative business case. Risks include operating an old fleet; however, other options to improve reliability, as electrification is adopted, include shuffling of vehicles and leasing.

Vehicle Right-Sizing & Standardization

In most fleets, existing assets are replaced in a like-for-like fashion by departments, even as services and operational requirements change over time. While operational needs often generate vehicle upsizing, rarely do departments identify opportunities to downsize the asset to a more efficient solution. From the assessment completed for Arnprior, there are processes in place to review and approve each fleet vehicle at replacement. As part of the replacement process, it is recommended that Arnprior continue to validate operational requirements and adjust as needed (e.g., hauling requirements, cab and box sizes, etc.).

Similarly, there is a benefit to standardizing each vehicle class or use to a single make and model. This creates efficiencies throughout the vehicle lifecycle, starting at procurement, allowing for economies of scale and negotiating power in purchasing. Throughout the vehicle lifecycle, parts management and preventative maintenance requirements are consistent and consolidated. Similarly, data collection through the telematics solution or onboard computers for analysis, particularly when considering ICE vehicles for electrification, will be consistent, as will be the use cases and capabilities of the vehicles, allowing for the natural standardization of EV replacements.

There is an opportunity to review the operational requirements of these vehicles for replacement to confirm that an alternative approach is not preferable in order to achieve our right-sizing and electrification objectives. Vehicle standardization considerations can be completed in parallel or as a standalone initiative as several municipalities have done.

Renewable Fuels

During the transition to an electrified fleet, there will still be considerable fossil fuel consumption. Arnprior can consider accessing renewable fuels to reduce the carbon intensity and GHG emissions associated with the operation of these vehicles.

It can be difficult to source renewable fuels for the fleet, depending on local suppliers. Renewable fuel pricing is becoming more competitive and can be an efficient way to reduce total GHG emissions. This EV plan as written, does not assume any renewable fuel purchases, so any renewable fuels can be used to offset shortcomings in fleet electrification or other emission reduction initiatives. The premiums associated with renewable fuels are outweighed by meeting or exceeding emissions targets as quickly as possible. As climate change accelerates and organizations stretch to do all that they can, renewable fuels should be leveraged wherever possible to reduce Arnprior's carbon footprint.

If a renewable diesel contract can be secured, there is an opportunity to use this drop-in fuel with heavy-duty trucks and equipment. Assuming an 80-cent (\$0.80) premium on renewable diesel and a capital cost premium of \$200,000 for a heavy-duty electric truck over a diesel equivalent, the asset would need to directly consume 25,000 litres of diesel in each year of a 10-year lifecycle before a battery electric alternative achieves a break-even point on a fueling basis alone. While renewable diesel is not a suitable solution long-term for reasons mentioned previously, it can be a powerful alternative while waiting for these vehicles to be commercially available.

Standard diesel has a carbon intensity of between 3.5 and 3.7 kgCO₂e per litre, whereas renewable diesel has a reduction of between 2.3 and 2.7 kgCO₂e per litre, depending on the source. This can represent a 65% – 80% avoidance of carbon emissions for diesel use.

Anti-Idle Devices & Reporting

Where possible, installing anti-idle devices or reminding drivers through in-vehicle alerts to reduce idling should be considered. If alerts or devices are not used, reporting and tracking idling should be completed to identify vehicles with high-idle factors. These vehicles are often prime candidates for electrification, even if they require specialized outfitting, because of the fuel savings associated with a reduction in daily idle time of a few hours per unit.

It is important to acknowledge, however, that some vehicles in the Arnprior fleet are intentionally left idling to charge tools or to serve as warming or cooling spaces for workers in harsh weather conditions. These operational realities should be factored into any idling reduction strategy.

Standardized Charging Infrastructure

There are several benefits in standardizing charging equipment, including having a single service contact, consistent warranties, increased buying power, a single platform for reporting / data analysis, and effective load-balancing across the system. All chargers installed should be connected to smart chargers, to allow for usage data, load balancing, and service interruption alerts. Using multiple providers creates challenges in each of these areas, which results in more downtime, increased spares inventory, less knowledge sharing, and reduced buy-in from users. ChargePoint and Flo are reliable service vendors, but a competitive procurement would be beneficial to ensure value for Arnprior.

7.2 POLICY REVIEW

During interviews with Town of Arnprior staff, existing fleet management policies were also discussed. The Town's primary policy is a 10-year vehicle replacement policy, which is generally consistent with renewal timelines used by other municipalities.

From a broader policy perspective, Arnprior may consider establishing the following additional fleet policies, similar to those adopted by other municipalities, including:

- Vehicle Replacement Policy based on Kilometres Driven
- Pool Vehicles and Vehicle Sharing Policy

Vehicle Replacement Policy (KMs Driven)

Some organizations establish vehicle replacement thresholds based on kilometres driven, either as a standalone trigger or in combination with vehicle age. However, this approach may be less effective in Arnprior's context, where vehicles often accumulate high engine hours relative to kilometers driven due to the Town's small geographic size and operational profile. The Town previously applied a kilometre-based replacement policy and, in practice, found that certain vehicles became unroadworthy despite not reaching kilometre thresholds, resulting in the need to rent replacement vehicles.

Pool Vehicles and Vehicle Sharing Policy

Under a pool vehicle approach, vehicles are assigned to a department or location rather than to individual drivers, allowing multiple users to share the same asset. The Town of Arnprior currently does not assign vehicles to individuals, but rather operates a decentralized pool model, with vehicles shared within each facility or branch.

Benefits

- Improves overall vehicle utilization.
- Reduces the total number of vehicles required.
- Supports electrification by centralizing parking and charging locations.

Considerations

- Requires booking protocols and access rules.
- May conflict with operational preferences for dedicated vehicles.
- Less suitable for emergency response or highly specialized units.
- Uses general Arnprior branding without identifying the specific department.

Some departments currently lend out their vehicles to others as required, creating a vehicle sharing culture that could be capitalized on through the addition of a dedicated "pool" or "shared" vehicle.

7.3 USAGE MEASURES

Four usage metrics are particularly helpful for fleet decision-making, as well as for annual performance management and benefits tracking at the individual vehicle level:

1. **Days Used:** The number of days per year in which a vehicle is operated (i.e., moved at least once). This metric helps identify underutilized vehicles and those that may be strong candidates for pooling or sharing programs.
2. **Average Kilometers per Day Used:** The average distance travelled on days when the vehicle is used. This metric supports pooling and right-sizing decisions by identifying vehicles that are used frequently.

but travel only short distances. For example, a vehicle used 150 days per year with an average of 3 km per day may be better suited to alternative transportation options or a shared vehicle model. Take home vehicles may affect this metric and should be monitored closely.

3. **Annual Fuel Usage:** Where available through telematics or fuel tracking systems, annual fuel consumption is the most direct indicator of operating cost and the primary driver of electrification savings. Fuel costs for an EV should be compared against the fuel costs of the replaced ICE vehicle and tracked to demonstrate ongoing savings and payback against the capital investment.

Where fuel usage data is not available, two proxy measures can be used to estimate operational savings:

- **Annual Mileage:** For both assigned and shared vehicles, annual EV kilometers can be used as a proxy for avoided fuel consumption / fuel savings based on the asset(s) it replaced. The baseline should be the higher of the annual mileage for the vehicle it replaced in the two final full years of service.
- **Annual Hours:** For vehicles with a high idling time or equipment without a traditional odometer, annual operating hours are a more appropriate utilization measure than kilometres travelled.

8. EV Alternatives

This section outlines EV alternatives that Arnprior may consider for future fleet vehicle replacements, including battery electric vehicles (BEVs), hybrid electric vehicles (HEVs), and plug-in hybrid electric vehicles (PHEVs).

8.1 BATTERY ELECTRIC VEHICLES (BEV)

Battery electric vehicles operate entirely on electricity and require charging infrastructure. As the most advanced form of vehicle electrification, BEVs offer the greatest potential for reducing fuel consumption, greenhouse gas emissions, and long-term operating costs. Their suitability within the Town's fleet will depend on vehicle duty cycles, utilization patterns, parking arrangements, and charging availability.

Advantages:

- Low operating cost per kilometre
- No tailpipe emissions
- Reduced maintenance (fewer moving parts, no oil changes)
- Strong suitability for high-idle vehicles

Considerations:

- High upfront purchase cost
- Charging infrastructure investment required
- Operational risk for high-utilization or emergency-response vehicles
- Reduced winter range (typically 15% - 30%)

BEVs are generally best suited for vehicles with predictable routes, centralized parking, and overnight dwell time. A high-level market scan was conducted to identify commercially available EV options across key vehicle classes, including SUVs, sedans, and pickup trucks.

The market scan focused on vehicles offered by established, legacy automakers with extensive dealer and service networks in Ontario, a demonstrated track record of reliability, and sufficient driving range for typical municipal operations (generally targeting approximately 400 km or greater on a full charge). Consideration was also given to relative purchase cost and vehicle suitability for municipal use.

Higher-end or premium EV brands (e.g., Tesla, BMW, Mercedes-Benz, Audi, and Volvo / Polestar) were excluded from this analysis due to their higher purchase prices and potential perceptions associated with luxury vehicles in a municipal fleet context. Similarly, Chinese competitors contemplating an entry to the Canadian market (e.g., BYD, Cherry) were excluded as they are not currently available and suffer from limited service networks. The resulting list represents a practical and conservative set of EV alternatives that align with municipal operational requirements, cost sensitivity, and public expectations.

The table below summarizes representative EV models by vehicle type, including indicative driving range and approximate purchase cost, to support comparative assessment and future replacement planning. The following vehicles have been adopted in other municipal or corporate fleets with success, and are recommended as contenders for any EV procurements. As the market continues to evolve, additional alternatives will be offered; it is recommended that they are assessed for appropriateness (e.g., business continuity, service network, etc.) before accepting them based on cost or features alone.

Type	Make	Model	Range (km)	Cost
SUV	Chevrolet	Blazer EV	538	\$58K
		Bolt EUV	397	\$44K
		Equinox EV	513	\$48K
	Ford	Mustang Mach-E	515	\$46K
	Hyundai	Kona EV	420	\$47K
	Kia	Niro	407	\$49K
		EV5	460	\$47K
	Subaru	Solterra	446	\$55K
	Toyota	bZ4X	380	\$49K
Volkswagen	ID.4	468	\$46K	
Sedan	Hyundai	Ioniq 5 / 6	504	\$58K
	Kia	EV4	552	\$42K
		EV6	513	\$52K
Pickup Truck	Chevrolet	Silverado EV	792	\$68K
	GMC	Sierra EV	769	\$84K
	Ford	F-150 Lightning ⁵	515	\$63K

Table No. 19: Electric Vehicle Alternatives

8.2 HYBRID AND PLUG-IN HYBRID ALTERNATIVES

In addition to full battery electric vehicles, hybrid electric vehicles (HEVs) and plug-in hybrid electric vehicles (PHEVs) may serve as transitional or complementary options within the Town’s fleet strategy. These technologies can reduce fuel consumption and emissions while minimizing operational and infrastructure risk.

Hybrid Electric Vehicles (HEVs)

Hybrid vehicles combine a gasoline engine with an electric motor but do not require external charging. The battery is charged through regenerative braking and engine operation.

Advantages:

- Improved fuel economy (typically 20-40% better than comparable internal combustion vehicles)
- No charging infrastructure required
- Lower upfront cost relative to BEVs
- No range limitations

Considerations:

- Continued reliance on gasoline
- Smaller emissions reductions compared to BEVs
- Fuel savings depend on utilization patterns

HEVs may be particularly suitable for vehicles with unpredictable duty cycles, regular out-of-town travel, or limited access to charging infrastructure. They can serve as a lower-risk step toward electrification while still reducing operating costs and emissions.

⁵ This vehicle is not currently available, but may be reintroduced in the future.

Plug-in Hybrid Electric Vehicles (PHEVs)

Plug-in hybrid vehicles combine a gasoline engine with a larger battery that can be externally charged. Most PHEVs offer approximately 40-80km of electric-only driving range before operating in hybrid mode.

Advantages:

- Electric-only operation for short daily trips
- No range anxiety for longer travel
- Reduced fuel consumption when charging is used consistently
- Lower infrastructure requirements compared to a full BEV fleet

Considerations:

- Fuel and emissions benefits depend on consistent charging behaviour
- More complex drivetrain
- Partial reliance on gasoline

PHEVs may be well suited for low- to moderate-kilometre vehicles that return to a central facility overnight but may occasionally require extended range.

9. Electric Equipment Analysis

In addition to on-road fleet vehicles, Arnprior operates a range of equipment that supports public works, winter maintenance, and parks and facilities operations. This section examines the current state of electric and low-emissions equipment that may be relevant for future replacement of select municipal assets.

A scan of the electric equipment market was undertaken to understand what options are currently available and suitable for municipal use. The review focused on equipment categories commonly used by small municipalities, including snow and sidewalk maintenance equipment, compact and utility loaders, backhoes and compact excavators, and grounds maintenance equipment such as tractor mowers.

The review prioritized equipment from manufacturers with an established presence in the municipal, construction, and agricultural sectors, as well as access to local dealer support and maintenance services. Operational considerations such as power output, run-time or operating hours, charging or refuelling requirements, and performance in winter conditions were key factors in assessing applicability.

Electric equipment availability varies significantly by category. In some cases, such as grounds maintenance equipment, commercially available electric models are already in use by municipalities. In other areas, including heavier equipment used for winter maintenance and material handling, electric options remain limited, emerging, or best suited for targeted or pilot applications. It is also important to consider that niche or specialized electric equipment often has more limited service and parts networks. As a result, downtime may be longer and maintenance costs higher compared to conventional equipment, which should be factored into procurement and lifecycle planning decisions.

Overall, the equipment alternatives identified in this section are intended to provide a practical overview of where electrification is currently most feasible within Arnprior's equipment fleet, and where continued monitoring of the market may be more appropriate. The table below presents representative electric or low-emissions equipment by category to support longer-term capital planning and phased electrification decision-making.

Description	Year	Make	Model	Historical Cost	Replacement Cost	EV Alternative	Replacement Cost Premium
Trackless MT7 Sidewalk Plow	2019	Trackless	MT7	\$ 160,410.91	\$ 163,205.00	N/A	N/A
Case Backhoe	2025	CASE	Backhoe		\$ 231,809.28	Case Electric Backhoe	\$ 100,000+
John Deere 524L Loader	2020	John Deere	524L	\$ 257,544.22	\$ 260,142.00	N/A	N/A
John Deere 204L Loader	2021	John Deere	204L	\$ 73,776.05	\$ 109,392.00	N/A	N/A
Hyundai Wheeled Loader W/ Plow & Wing	2022	Hyundai	HL940AXT	\$ 308,749.00	\$ 308,749.00	N/A	N/A
Case Skid Steer Loader	2023	CASE	Skid Steer Loader	\$ 130,558.17	\$ 130,558.00	Bobcat S7X	\$ 90,000 - \$ 100,000
Kubota F2690 Tractor Mower	2021	Kubota	F2690	\$ 21,878.42	\$ 25,597.73	Mean Green	\$ 6,500 - \$ 40,000
Kubota F2690 Tractor Mower	2024	Kubota	F2690	\$ 32,439.57	\$ 32,440.00	Mean Green	\$ 6,500 - \$ 40,000
Olympia Ice Machine (Zamboni)	2009	Olympia		\$89,025.00	\$109,774.00	Olympia Millenium E	\$ 100,000 +
Zamboni Ice Machine	2021	Zamboni	526	\$100,938.20	\$100,938.00	Zamboni 552AC	\$ 100,000 +

Table No. 20: Electric or Low-Emissions Equipment Alternatives

About Cascadia

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Town of Arnprior Staff Report

Subject: Ontario Permitting “Bring-Your-Own” Alcoholic Beverages (BYOB) at Outdoor Public Events

Report Number: 26-04-27-04

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

Department: Recreation Services

Meeting Date: April 27, 2026

Recommendations:

That Council receive report 26-04-27-04 as information: and

That Council direct staff not to proceed with permitting “bring your own” alcoholic beverages (BYOB) at outdoor public events within the Town of Arnprior at this time.

Background:

On March 17, 2026, the Provincial government announced regulatory changes under the Liquor Licence and Control Act, 2019 that would permit “bring-your-own” alcoholic beverage (BYOB) consumption at certain public events, effective April 30, 2026.

The expanded permit will allow people who attend municipally-designated cultural or community outdoor public events to bring their own alcohol for consumption in designated areas.

The regulation defines a “bring-your-own event” as an outdoor public event where attendees may possess and consume alcohol, they have brought themselves, provided the event is either tied to a sporting event or designated by a municipal council as a cultural or community event. Municipal participation is optional, and a municipal designation is typically required before a permit can be issued.

For a bring-your-own permit to be issued, municipalities must have passed a bylaw authorizing the use of alcohol in public (if they do not already have one). A municipality must also designate the public event as a cultural or community event. Event organizers can then apply for a bring-your-own permit through the Alcohol and Gaming Commission of Ontario (AGCO).

To support BOYB at public events, a designated area for the consumption of alcohol is required where only individuals 19 years of age and older will be allowed to bring alcohol, like the fenced area provided for beer gardens at Town events currently. In addition, the licence holder is required to meet the permit requirements as outlined by the AGCO in their Special Occasion Permit (SOP) which includes notification letters to the Clerk, Chief Building Official, Fire Chief, OPP and Public Health.

Discussion:

Staff have reviewed the new provincial legislation through the following factors for consideration:

- 1) Town of Arnprior Municipal Alcohol Policy (MAP)
 - a. The purpose of the Town's MAP is to provide direction to sponsors of functions held in Town facilities or on municipally owned property to ensure that responsible alcohol management practices are followed. The policy standards facilitate the reduction or avoidance of alcohol-related problems which could result in litigation involving the Corporation of the Town of Arnprior, its staff, community organizations, volunteers, participants and organizing groups.
 - b. The current MAP (By-Law No. 6033-11) was last updated in November 2011 and is scheduled to be reviewed and updated as part of the 2026 work plan. In order to permit BYOB events, immediate amendments to the existing MAP would be required which could have unintended and/or unplanned consequences.
 - c. The current MAP lists eligible facilities where a Special Occasion Permit (SOP) would be eligible, with Robert Simpson Park, Hydro Park and the Ball Diamonds as the only outdoor locations in the current policy.
- 2) Roles and Responsibilities of the Municipality
 - a. While enabled provincially, BYOB events rely on municipal participation. As such, the municipality then becomes responsible for:
 - i. Designating events that are BYOB eligible
 - ii. Administration of applications
 - iii. Use / permitting use of Municipal lands
 - iv. Public education / public awareness
 - v. Public health and safety considerations
 - vi. Further policies, procedures and Town guidelines

3) Operational Capacity

- a. The roles and responsibilities of the municipality may impose resourcing impacts with additional administrative and operational support required.
- b. The Town of Arnprior does not have dedicated enforcement staff for alcohol compliance. BYOB events would require monitoring for compliance and potential on-site presence during events.
- c. Depending on location, there are limited services that would support events of this nature (i.e. access to public washrooms).

4) Risk and Liability

- a. The introduction of BYOB events increases the complexity related to municipal liability and public safety, including:
 - i. Reduced control over alcohol consumption levels
 - ii. Identifying and managing intoxication
 - iii. Increased risk of incidents (injury, disturbance, impaired driving)
 - iv. Unclear delineation of responsibility between event organizers and the municipality
 - v. The current MAP mitigates these risks through controlled service and trained personnel. Moving to a BYOB model would weaken these safeguards and increase exposure.

5) Strategic Considerations

- a. This new legislation does not align with the Town's existing MAP, nor is it factored into plans such as the Recreation and Parks Master Plan or the Waterfront Master Plan.
- b. Reviewing how this legislation functions in other municipalities is a responsible approach to our own risk management providing staff time to review its administrative, operational and policy impacts while also allowing the Province and its agencies (i.e. AGCO) to review and assess any early challenges.
- c. Collaboration with local businesses and event partners on potential impacts to operations and revenues streams.

It is important for the Town of Arnprior to plan a public education campaign around this legislation, regardless of the outcome, to ensure residents and event goers are aware of the guidelines in place.

Options:

Option 1: Direct staff not to proceed with permitting “bring your own” alcoholic beverages (BYOB) at outdoor public events within the Town of Arnprior at this time. Given the misalignment with the Town’s Municipal Alcohol Policy, resourcing impacts and increased liability and safety risks, Staff recommend that the Town not proceed with enabling BYOB events at this time. Staff will continue to monitor implementation across Ontario and may report back to Council if future consideration is warranted. This is the recommended option by staff.

Option 2: Move forward with adopting the legislation. This is not the recommended option as outlined in this report.

Policy Considerations:

- Municipal Alcohol Policy (By-Law No. 6033-11)
- Liquor Licence and Control Act, 2019

Financial Considerations:

There are no financial implications associated with the recommended option.

Meeting Dates:

N/A

Consultation:

N/A

Documents:

None

Signatures

Reviewed by Department Head: Graeme Ivory

Reviewed by General Manager of Client Services/Treasurer:

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



Town of Arnprior Staff Report

Subject: Annual Statement of Development Charges - 2025

Report Number: 26-04-27-05

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

Department: Client Services

Meeting Date: April 27, 2026

Recommendations:

That Council receive report number 24-04-27-05 as information; and

That this Annual Statement of Development Charges be made available to the public on the Town of Arnprior website or upon request.

Background:

Development Charges (DCs) are fees collected from new development either at the time a building permit is issued, upon occupancy or in instalment payments over six years depending on the type of development. Municipalities use these charges to help pay for the cost of infrastructure required as a result of new development, such as roads, parks, recreation, and fire, as well as water and wastewater. Most municipalities in Ontario use development charges to ensure that the cost of providing infrastructure to service new development is not borne by existing residents and businesses in the form of higher property taxes.

The development charge by-laws and associated development charge rates in place for the January to December 31, 2025 timeframe was established through the 2023 Development Charge Background Study update with a new Development Charge By-Law adopted by Council on March 13, 2023.

Section 43 of the Development Charges Act, S.O. 1997, requires the Treasurer of a municipality to each year provide council a financial statement relating to development charge by-laws and reserve funds established under Section 33. This statement must be made available to the public and may be requested to be forwarded to the Minister of Municipal Affairs and Housing.

O. Reg. 82/98 prescribes the detailed information that must be included in the annual Treasurer’s statement, including but not limited to: opening and closing balances; a description of each service and/or service category for which the reserve fund was established (Appendix A); interest earned and transactions for the year (collections, draws) including each assets capital costs to be funded from the D.C. reserve fund and the manner for funding the capital costs not funded under the D.C. by-law (Appendix B).

Amendments to O. Reg 82/98 under Bill 109 in 2022 now require the following additional information must be provided for each D.C. service being collected for during the year: a) whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law; b) if the answer to a) is no, the amount the municipality now expects to incur and a statement as to why this amount is expected; and c) if no money was spent from the reserve fund during the year, a statement as to why there was no spending during the year.

Discussion:

Annual Financial Summary:

The following table highlights a summary of the development charge reserve fund for the period January 1 to December 31, 2025, and includes DC funds collected, DC receivables, interest earned and disbursements. The DC receivable amount is reflective of DC amounts owing to the municipality from instalment payments for eligible developments under the DCA. A further breakdown of development charges by service category is included in Appendix A: Annual Statement of Development Charges Reserve Fund.

2025 Development Charges Summary	
Opening Balance, January 1, 2025	\$ 4,850,967
Development Charges Collected	445,095
Development Charges Receivable	-
Investment and Interest Income	129,888
Total	5,425,949
Disbursements	(2,424,480)
Year End Return to Source	629,681
Closing Balance, December 31, 2025	<u>\$ 3,631,150</u>

Development Charge Financed Projects:

Disbursements for development charge funded projects included but not limited to: \$770,169 for water/wastewater plant expansion financing, \$75,656 for Quint financing, \$371,157 for the River Crossing watermain replacement, \$302,543 for Edey / MacDonald St reconstruction and \$296,364 for Daniel / Albert Street sewer upsizing and reconstruction. A detailed listing of all development charge disbursements by project is included in Appendix B: Development Charge Project Activity Report.

Gross Capital Cost Expectations:

As per O. Reg 82/98, as of the end of the year, a municipality must indicate if they expect to incur the amount of capital costs that were estimated, in the relevant development charge background study, during the term of the applicable development charge by-law. The current development charges by-law was adopted in 2023 along with an updated background study in 2024 to add growth studies, and includes new estimated capital costs for a ten-year period with \$48.5M in planned expenditures and \$27.7M recoverable from development charges (Appendix C). The Town still expects to incur these capital costs, and they are included in the Town's Long Range Capital Forecast for planning purposes.

For the period 2023-2025, \$6,575,359 of development charges have been expended on capital projects which is 24% of the planned \$27,715,399 of development charges expenses planned for the 10 year period (2023-2032).

Options:

N/A

Policy Considerations:

Development Charges Act: A significant number of amendments have been made by the Province to the Development Charges Act including changes under Bill 108, 138, 197, 213 and 109. A summary of these changes are included in the [2023 Development Charges Background Study](#) and have been included in the 2023 Development Charges By-law which came into effect on March 13, 2023.

The Province continues with amendments to the Development Charges Framework including changes under Bill 98 and Bill 60. Letters from Watson & Associates Economists Ltd. summarizing the changes, proposed further amendments and the potential impacts on municipalities are attached.

Financial Considerations:

Requirement to Allocate Funds: Annually, beginning in 2023, municipalities will be required to spend or allocate at least 60% of the monies in a reserve fund at the beginning of the year for water, wastewater, and services related to a highway. Other

services may be prescribed by regulation. As growth-related projects are included in the Town's Long Range Capital Forecast, over 88% of the monies in the reserve funds are allocated to specific projects with a small portion, 12% for provisional items, not yet assigned.

Compliance Statement: The Town of Arnprior is compliant with Section 59.1(1) of the Development Charges Act, whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the Development Charges Act or another Act.

Meeting Dates:

N/A

Consultation:

N/A

Documents:

Appendix A: 2025 Annual Statement of Development Charges Reserve Fund

Appendix B: 2025 Development Charge Project Activity Report

Appendix C: Estimated Gross Capital Costs (2023-2032)

Watson & Associates Economists Ltd – Letters:

- Letter dated 10 April 2026 – Bill 98 – Changes to the DC Framework
- Letter dated 4 November 2025 – Bill 60 – Changes to the DC Framework

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

Appendix A: Treasurer's Statement - Development Charge Reserve Funds
For the period January 1, 2025 to December 31, 2025

	Services to which the Development Charge Relates								
	Services Related to a Highway	Public Works	Water	Wastewater	Fire	Parks and Recreation	Library Facility / Materials	Growth Studies	Total
Opening Balance, January 1, 2025	\$ (1,330,334)	\$ 235,438	\$ 2,454,783	\$ 4,439,700	\$ (141,884)	\$ (917,139)	\$ 91,420	\$ 18,983	\$ 4,850,967
Revenues									
Development Charge Collections	81,908	14,332	193,364	114,873	4,432	26,320	3,724	6,141	445,095
Development Charge Receivable	-	-	-	-	-	-	-	-	-
Accrued Interest	23,902	4,182	56,428	33,522	1,293	7,681	1,087	1,792	129,888
Sub-Total	\$ 105,811	\$ 18,515	\$ 249,791	\$ 148,395	\$ 5,726	\$ 34,000	\$ 4,811	\$ 7,933	\$ 574,982
Expenditures¹									
Amount Transferred to Capital (or Other) Funds	-	-	1,160,200	1,188,624	75,656	-	-	-	2,424,480
Prior Commitments (Return to Source)	13,423	-	(414,904)	(193,687)	-	(33,710)	-	(804)	(629,681)
Sub-Total	\$ 13,423	\$ -	\$ 745,296	\$ 994,937	\$ 75,656	\$ (33,710)	\$ -	\$ (804)	\$ 1,794,799
Closing Balance, December 31, 2025	\$ (1,237,947)	\$ 253,953	\$ 1,959,278	\$ 3,593,158	\$ (211,814)	\$ (849,429)	\$ 96,231	\$ 27,720	\$ 3,631,150

¹ See Appendix B for details

The Municipality is compliant with s.s. 59.1 (1) of the *Development Charges Act*, whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the *Development Charges Act* or another Act.

Town of Arnprior
Appendix B: 2025 Development Charge Project Activity Report
Amount Transferred to Capital (or Other) Funds
For the period January 1 to December 31, 2025

Service Category	Project Description	D.C. Reserve Fund Draw / (Return to Source)	Other Reserve / Reserve Fund Draws	Grants / Other Contributions	Total
Water Services	River Crossing Construction	371,157	91,332	1,449,816	1,912,305
Water Services	Past Plant Expansion - Loan	374,139	225,592	-	599,731
Wastewater Services	Past Plant Expansion - Loan	396,030	181,971	-	578,001
Wastewater Services	Daniel / Albert Sewer Project	296,364	1,865,274	3,765,650	5,927,288
Wastewater Services	Edey / MacDonald Construction	302,543	1,651,022	1,228,978	3,182,543
Fire	Quint Apparatus Loan	75,656	75,656	-	151,312
Parks and Recreation	Fairview Park	29,719	-	-	29,719
Parks and Recreation	Marshall's Bay Meadows Park	(47,292)	-	-	(47,292)
Parks and Recreation	CN Trail Park	(16,137)	(39,507)	-	(55,644)
Services Relating to a Highway	McNab Sidewalks	13,423	(1,491)	-	11,932
Growth Studies	Transportation Master Plan	(804)	-	-	(804)
TOTAL		\$ 1,794,799	\$ 4,049,848	\$ 6,444,444	\$ 12,289,091

Town of Arnprior
Appendix C: Estimated Gross Capital Costs
For the period covered by the By-Law 2023-2032

Services to which the Development Charge Relates									
For the period 2023-2032	Services Related to a Highway	Public Works	Water	Wastewater	Protection	Parks and Recreation	Library	Growth Studies	Total
<u>Background Study (Table 6-5)</u>									
Funding Source - DC Recoverable	4,913,537	1,294,000	10,804,734	7,067,196	354,300	2,148,400	367,500	765,732	27,715,399
Tax Base or Other Non-DC Source	3,276,448	1,405,000	6,285,318	483,801	651,700	8,023,000	322,500	354,950	20,802,717
Gross Capital Cost Estimates (2023-2032)	\$ 8,189,985	\$ 2,699,000	\$ 17,090,052	\$ 7,550,997	\$ 1,006,000	\$ 10,171,400	\$ 690,000	\$ 1,120,682	\$ 48,518,116
<u>Incurred Capital</u>									
Funding Source - DC Recoverable	1,446,584	-	1,779,170	2,018,063	244,468	1,087,877	-	-	6,575,359
Tax Base or Other Non-DC Source	6,222,309	-	3,305,903	9,056,837	226,968	1,956,935	-	-	20,768,951
Gross Capital Cost Incurred (2023-2032)	\$ 7,668,893	\$ -	\$ 5,085,073	\$11,074,900	\$ 471,436	\$ 3,044,812	\$ -	\$ -	\$ 27,344,311
<u>Assigned to Capital or LRCF</u>									
Allocated to Activity / Project	76%	100%	92%	87%	73%	98%	68%	100%	88%
Unallocated / Provisional	24%	0%	8%	13%	27%	2%	32%	0%	12%

April 10, 2026

To our Municipal Clients:

Re: *Bill 98, Building Homes and Improving Transportation Infrastructure Act, 2026 and Regulatory Proposal 026-0312*

In our continued efforts to keep our clients up to date on legislative changes that may impact them, we are writing to inform you of proposed legislative changes to the *Development Charges Act, 1997* (D.C.A.) and the *Planning Act* (with respect to parkland dedication requirements). The provincial government has introduced Bill 98, an Act to enact the *Fare Alignment and Seamless Transit Act, 2026* and to amend various Acts (referred to as the *Building Homes and Improving Transportation Infrastructure Act, 2026*). This Bill proposes amendments to the following legislation:

- *Building Code Act, 1992;*
- *City of Toronto Act, 2006;*
- *Development Charges Act, 1997;*
- *Metrolinx Act, 2006;*
- *Municipal Act, 2001;*
- *Planning Act;*
- *Safe Drinking Water Act, 2002; and*
- *Water and Wastewater Public Corporations Act, 2025.*

The Bill also introduces new legislation, i.e., the *Fare Alignment and Seamless Transit Act, 2026*.

In addition to the legislative amendments, the Province is also proposing changes to the *Planning Act* regulations (Ontario Regulation 509/20). The proposed changes, which are intended to standardize parkland requirements, are available for comments via the Environmental Registry of Ontario at the following link: <https://ero.ontario.ca/notice/026-0312>. The deadline to submit comments is May 14, 2026.

Comments related to changes to the D.C.A. can be made at the following link: <https://www.regulatoryregistry.gov.on.ca/proposal/53553>. The deadline to submit comments is April 29, 2026.

This letter provides a summary and preliminary analysis of the proposed changes with respect to development charges (D.C.s) and parkland dedication requirements. In addition, the provincial and federal governments recently announced a joint funding program to invest in infrastructure and reduce D.C.s (i.e., “The Canada-Ontario



Partnership to Build”). This letter also provides our preliminary analysis with respect to the funding announcement.

1. Proposed Changes to the Development Charge Framework

1.1 Proposed Changes to the *Development Charges Act, 1997*

The proposed changes to the D.C.A. are presented in Schedule 3 of Bill 98. These changes include the addition of a new section 4.5 to provide for a mandatory exemption for non-profit retirement home development and minor corrections to references under subsection 52 (3.1) of the D.C.A.

1.1.1 *New Statutory Exemption*

Non-profit Retirement Home Development is defined as: the development of a building or structure intended for use as a retirement home, as defined in subsection 2 (1) of the *Retirement Homes Act, 2010*, and developed by,

- (a) a corporation to which the *Not-for-Profit Corporations Act, 2010* applies, that is in good standing under that Act, or
- (b) a corporation without share capital to which the *Canada Not-for-profit Corporations Act* applies, that is in good standing under that Act.

This exemption does not apply to charges payable prior to the day the Bill receives Royal Assent, but does apply to any future instalment payments.

1.1.2 *Canada-Ontario Partnership to Build Funding Announcement*

On March 30, 2026, the federal and provincial governments announced a new funding partnership that would provide a combined \$8.8 billion over 10 years for infrastructure investments in Ontario, with Canada’s share of funding from the Building Communities Strong Fund’s provincial and territorial stream. The main points of the funding announcement are as follows:

- The goal of the funding is to support housing-enabling infrastructure projects.
- Funding will be prioritized for municipalities that reduce and maintain reductions on D.C.s.
- The federal and provincial government will agree on a list of priority municipalities where D.C.s are seen as cost-prohibitive and where growth is essential to support Ontario’s future.
 - Ontario would require a commitment to reduce D.C.s by 30% to 50% and maintain the reduction for at least three (3) years.



- This new funding is intended to offset the financial impact of D.C. reductions; however, municipalities are expected to support the D.C. reductions so that all three (3) levels of government are supporting increased housing supply and affordability.
- Funding will be made available for municipalities that do not levy D.C.s where infrastructure projects are prioritized by the Province.
- Municipalities will be required to identify projects for which the funding may be used, which must be ready-to-build and may include other requirements of Ontario and Canada.

To date, no additional information has been provided by the federal or provincial government. It is anticipated that further details will be provided by the Province when available.

2. Proposed Changes to the Parkland Dedication Framework

2.1 Proposed Changes to the *Planning Act*

2.1.1 *Legislative Amendments*

Type of Land Eligible for Dedication

In 2022, Bill 23 (*More Homes Built Faster Act*) introduced amendments to section 42 of the *Planning Act* that would provide that certain lands may be required to be accepted as part of parkland dedication requirements. These changes are included in subsections 42 (4.30) through 42 (4.39) but are not yet in force.

Bill 98 provides for an amendment to subsection 42 (4.32) to clarify that if a municipality intends to accept the conveyance of land or an interest in land, it is subject to the description of land included in subsection 42 (4.31). That is, that the land is:

- Part of a parcel of land that abuts one or more other parcels of land on a horizontal plane;
- Subject to an easement or other restriction; or
- Encumbered by below-grade infrastructure.

This also includes an interest in land other than the fee, where interest is sufficient to allow the land to be used for park or other public recreational purposes (4.31) (b).

Bill 98 also adds the following subsection:

(4.32.1) If the interest in land described in clause (4.31) (b) is an easement, the easement is valid whether or not the municipality owns



appurtenant land or land capable of being accommodated or benefited by the easement.

Appeal

Subsection 42 (4.35) provides that an owner of land who has received notice of refusal to accept parkland dedication may appeal within 20 days to the Ontario Land Tribunal.

Bill 98 adds the following subsection:

(4.35.1) An owner of land who has not received a notice under subsection (4.34) within 90 days of identifying land in accordance with subsection (4.30) may, at any time before receiving notice under subsection (4.34), appeal to the Tribunal the municipality's failure to make a decision as to whether to accept the conveyance by filing with the clerk of the municipality a notice of appeal accompanied by the fee charged by the Tribunal.

This additional subsection allows an owner of land to appeal where no decision has been made within 90 days of identifying the lands to be dedicated.

Order by Tribunal

Subsection 42 (4.38) provides that the Ontario Land Tribunal has the authority to consider whether the land identified for dedication meets prescribed criteria, and if so, order that the land be conveyed to the municipality and that it counts towards parkland dedication requirements.

Bill 98 adds the following subsection:

(4.38.1) For the purposes of clause (4.38) (b), any land described in clause (4.31) (a) or any interest in land described in clause (4.31) (b) that is conveyed in accordance with clause (4.38) (a) shall be counted towards any requirement set out in the by-law by multiplying the area of such land by a factor of 0.7 or such other larger factor as may be determined by the municipality.

This subsection provides that any lands ordered to be conveyed that are encumbered as noted in subsection (4.31) be counted towards parkland dedication requirements at a discounted rate of 0.7. For example, in a situation where an applicant is required to dedicate 2 hectares of land for parkland dedication and proposes to provide 1 hectare of that land that is encumbered, the Tribunal may order these lands to be accepted and they would be equivalent to the dedication of 0.7 hectares of land. The applicant would still be required to dedicate an additional 1.3 hectares of unencumbered land.



2.1.2 Proposed Amendments to Ontario Regulation 509/20

The Province has identified new regulations related to identifying which types of land will be suitable for land dedication. The land suitability criteria would identify ineligible land and land accessibility requirements.

Ineligible Land

The proposal would identify the following land as ineligible for parkland dedication:

- Contaminated lands – lands that have in or on them any contaminants from industrial or other uses that pose a public health risk.
- Natural and human-made hazard lands – hazardous lands and hazardous sites as described in section 5.2 of the Provincial Planning Statement, 2024 (P.P.S., 2024), as well as lands affected by human-made hazards as described in section 5.3 of the P.P.S., 2024.
- Lands within and adjacent to natural heritage features and areas are eligible on the condition that a park would not interfere with or compromise the natural heritage features and areas.
- Lands in the Natural Heritage System of the Greenbelt Plan or in the Natural Core or Natural Linkage Areas of the Oak Ridges Moraine Conservation Plan or unless in accordance with policies of the Niagara Escarpment Plan.
 - Lands that would not support park use – lands that would not accommodate fill and/or soil depths to accommodate structural footings as per the Ontario Building Code or support tree planting.
 - Lands with financial encumbrances – lands with liens, charges, etc., registered on title.
 - Lands that are privately owned and not accessible to the public at all times.

Land Accessibility/Comfort for Use

The proposed regulation notes that parkland must be accessible, visible, and comfortable to facilitate public use of it and, in particular, must be:

- Accessible by all users directly from the public realm and readily visible from the public realm.
- Of a size and shape that is capable of serving park or public recreational purposes.

2.1.3 Summary of Proposed Parkland Dedication Amendments

With the addition of the proposed criteria identified in the proposed regulations, the Province is seeking to enact the subsections of section 42 of the *Planning Act* that allow developer-identified lands to be required for parkland dedication. Once identified, if



refused by the municipality or no decision is provided, the developer may appeal the decision (or non-decision) to the Ontario Land Tribunal. The Tribunal then has the authority to review the proposed land to be dedicated against the criteria in the *Planning Act* and the associated regulations, and may order the land to be accepted by the municipality.

3. Concluding Remarks

Although the changes to the D.C.A. are limited to the addition of an exemption for non-profit retirement home developments, as noted in previous correspondence, exemptions from D.C.s are funded from non-D.C. sources.

The announcement of the Canada-Ontario Partnership to Build provides municipalities with additional funding for infrastructure; however, it is contingent on municipalities reducing their D.C.s. It appears that not all the reduction will be funded through these grants, and municipalities will be required to contribute some portion from non-D.C. sources.

With respect to parkland dedication, the Province is seeking to implement sections of the *Planning Act* added through Bill 23 by providing criteria for which municipalities would accept encumbered lands from developers. These encumbered lands must meet the criteria set out in the *Planning Act* and associated regulations; however, it is anticipated that municipalities will see an increase in appeals to the Ontario Land Tribunal with respect to this issue.

We will continue to monitor any changes and inform you of the potential impacts on municipalities.

Should you have any questions, please contact any of the undersigned or send an email to info@watsonecon.ca.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Andrew Grunda, MBA, CPA, CMA, CEO
Peter Simcisko, BA (Hons), MBE, Managing Partner
Sean-Michael Stephen, MBA, Managing Partner
Daryl Abbs, BA (Hons), MBE, PLE, Managing Partner
Byron Tan, BA (Hons), MBE, PLE, Managing Partner
Jamie Cook, MCIP, RPP, PLE, Managing Partner
Jack Ammendolia, BES, PLE, Managing Partner

November 4, 2025

To our Municipal Clients:

Re: Bill 60, *Fighting Delays, Building Faster Act, 2025* and Regulatory Proposals 25-MMAH018 and 25-MMAH030

In our continued efforts to keep our clients up to date on legislative changes that may impact them, we are writing to inform you of proposed legislative changes to the *Development Charges Act, 1997* (D.C.A.) and associated regulation (Ontario Regulation 82/98). The provincial government has introduced Bill 60, an Act to amend various Acts and to enact the *Water and Wastewater Public Corporations Act, 2025* (referred to as the *Fighting Delays, Building Faster Act, 2025*). This Bill proposes amendments to the following legislation:

- *Building Transit Faster Act, 2020;*
- *Construction Act;*
- *Development Charges Act, 1997;*
- *GO Transit Station Funding Act, 2023;*
- *Highway Traffic Act;*
- *Local Roads Boards Act;*
- *Municipal Act, 2021;*
- *Ontario Water Resources Act;*
- *Photo Card Act, 2008;*
- *Planning Act;*
- *Public Transportation and Highway Improvement Act;*
- *Residential Tenancies Act, 2006;*
- *Toronto Waterfront Revitalization Corporation Act;*
- *Towing and Storage Safety and Enforcement Act;*
- *Transit-Oriented Communities Act, 2020;*

The Bill also introduces new legislation: the *Water and Wastewater Public Corporations Act, 2025*.

In addition to the legislative amendments, the Province is also proposing changes to the development charge (D.C.) regulation (Ontario Regulation 82/98). The proposed changes, which are intended to standardize and streamline the D.C. framework, are available for comments via the Regulatory Registry at the following links:

- 25-MMAH018: <https://www.regulatoryregistry.gov.on.ca/proposal/52054>; and
- 25-MMAH030: <https://www.regulatoryregistry.gov.on.ca/proposal/52308>.



The deadline to submit comments on the above-referenced proposals is November 22, 2025, and November 23, 2025, respectively.

This letter provides a summary and preliminary analysis of the proposed changes to the D.C.A. and Ontario Regulation 82/98.

1. Proposed Changes to the Development Charge Framework

1.1 Proposed Changes to the *Development Charges Act, 1997*

The proposed changes to the D.C.A. are presented in Schedule 3 of Bill 60, *Fighting Delays, Building Faster Act, 2025*. The following is a list of the proposed changes, which are discussed in further detail below:

1. Addition of Class of Service for land acquisition;
2. Required timelines for the Annual Treasurer's Statement;
3. Addition of requirements for Local Service Policies; and
4. Requirement to provide documents to the Minister.

1.1.1 *Addition of Class of Service for Land Acquisition*

Background Context

In preparing the D.C. calculations as part of a D.C. background study, most services^[1] require a Level of Service calculation to be undertaken, as the D.C.A. requires that the increase in need for service must not exceed the historical Level of Service when determining the charge. This requirement is set out in subsection 5 (1) 4 of the D.C.A. and section 4 of Ontario Regulation 82/98. The regulation requires that the Level of Service be calculated by identifying quantity and quality measures of service. These measures have generally been interpreted to reflect the quantity of capital assets used to provide the service and the current replacement value (i.e., quality) of the capital assets. The combination of the measures results in the per capita historical replacement value, which, when applied to the forecast population, provides the total D.C.-eligible amount that can be included in the D.C. calculations for recovery.

In determining the replacement value (i.e., quality) of the assets, the scope of capital costs is consistent with the definition in subsection 5 (3) of the D.C.A. The Act defines capital costs to include “costs to acquire land or an interest in land, including a leasehold interest.” Compliance with the D.C.A. requires that the scope of capital costs included in the increase, the need for service, and the historical Level of Service be the same. As such, the historical Level of Service calculations commonly include the value of land. Over the past few years, the development community has raised concerns

[1] All D.C.-eligible services, except water, wastewater, stormwater, and transit services.



regarding the inclusion of land in the required Level of Service calculations when no future land costs are identified. The increase in the value of land and all other infrastructure has led to an increase in the D.C.-eligible amount that can be included in D.C. calculations.

Proposed Changes

The legislative proposal is to include land acquisition as a separate class of service.^[1] Under this proposal, anticipated land acquisition capital needs would be grouped together for the purposes of the D.C. calculations. Land acquisition capital needs would also be excluded from the historical Level of Service restrictions.

In identifying the land acquisition needs by service, the proposal restricts the anticipated capital costs for land to 10 years for all services except for the following:

- Water;
- Wastewater;
- Stormwater;
- Services related to a highway;
- Electrical;
- Transit;
- Police; and
- Fire.

As land acquisition will be established as a class of service, municipalities will be required to establish a separate reserve fund for these capital costs. As such, funds would be segregated for this purpose, only to be used for land costs. Similar to other reserve funds, monies in this reserve fund can be borrowed and repaid, with interest. With respect to credits, municipalities will need to ensure that credits for land are accounted for separately from credits for other applicable services.

Section 35 of the D.C.A. is amended to add an exception to the use of monies in established reserve funds. This section states that monies in a reserve fund can be used for land acquisition; however, they cannot be used for land acquisition if those costs are to be paid for with the reserve fund established for land acquisition.

^[1] Section 7 of the D.C.A. states that a class of service may be established for the purposes of a D.C. by-law that is a combination of D.C.-eligible services or a subset of a D.C.-eligible service. Note, land acquisition related to the Toronto-York and Yonge North Subway Extensions is not required to be a class of service.



Potential Impacts

The removal of land from the Level of Service calculations would have varying impacts across municipalities. Where land values are significant, the removal of these amounts from the Level of Service calculations will result in a decrease in the D.C.-eligible amount that may restrict D.C. funding for future capital projects. For example, the removal of land values from the replacement costs of recreation facilities would have the effect of reducing the Level of Service cap on D.C. funding for recreation services. While this may be impactful, this change enables the Level of Service calculations to be more accurately compared to the anticipated increase in need for service and allows land needs to be included without the Level of Service restriction.

The restriction on the forecast period for certain services appears to be inconsistent with previous changes to the D.C.A., which removed the 10-year forecast period restriction for all services except Transit.^[1] As land purchases are commonly undertaken years before the construction of a facility, there may be some requirements to include a post-period benefit deduction if the land is required for a facility that will benefit growth outside the 10-year forecast period.

Municipalities may consider having different land acquisition calculations for the various forecast periods. For example, one calculation may be undertaken for the 10-year restricted services, whereas one or more calculations may be undertaken for those services with unrestricted forecast periods.

With respect to establishing a reserve fund for the land acquisition class of service, there may be some transitional matters to consider when preparing the D.C. background study calculations. For example, where land acquisition has been included in previous D.C. background studies, and reserve fund monies have been allocated and/or committed to land acquisition projects, reserve fund adjustments may be required. As the changes to the D.C.A. state that a class of service for land shall be established (i.e., required to recover land as a separate service), a separate reserve fund is required. Once a municipality undertakes a new D.C. by-law, the capital costs included in the class of service for land acquisition must be funded from the land acquisition reserve fund.

^[1] In 2019, the Province passed Bill 108, which removed the requirement to forecast capital needs over a 10-year period for all services other than water, wastewater, stormwater, services related to a highway, electrical power services, police, fire, and the Toronto-York subway extension, as these services were previously not restricted to a 10-year forecast.



1.1.2 Required timelines for the Annual Treasurer's Statement

Proposed Changes

Currently, the Annual Treasurer's Statement must be prepared each year by a date determined by Council. Subsection 43 (1) of the Act is amended to require the Treasurer's Statements to be completed by June 30 of each year.

Currently, the Annual Treasurer's Statement is required to be provided to the Minister of Municipal Affairs and Housing upon request. Subsection 43 (3) of the Act is amended to require a copy of the Treasurer's Statement to be submitted to the Minister by July 15 of each year.

Potential Impacts

Municipalities will need to ensure the Annual Treasurer's Statements are completed by June 30 and submitted to the Minister by July 15.

1.1.3 Addition of Requirements for Local Service Policies

Proposed Changes

Currently, subsection 2 (5) of the D.C.A. precludes a D.C. by-law from imposing charges with respect to local services described in section 59 of the D.C.A. Section 59 of the D.C.A. provides a link to the *Planning Act*, such that, as a condition of subdivision or consent agreement, a municipality may require local services to be installed or paid for by the owner. Local services are considered when preparing a D.C. background study to ensure compliance with the legislative requirements. As such, a Local Service Policy is generally included in our D.C. background studies for transparency to stakeholders and for municipal staff administration.

New subsections 59 (2.2) through 59 (2.11) are proposed, which generally set out the following:

- A Local Service Policy is required for all D.C.-eligible services to which a D.C. by-law imposes a charge and where some part of the service will be provided as a local service.
- A Local Service Policy is required to impose a condition of local services on development, and only to the extent it has been identified in the Local Service Policy. That is, a municipality could not require a work or classes of work to be provided as a local service if it is not identified as such in the Local Service Policy.
 - This does not apply where a municipality does not impose a D.C. for that service.



- This applies the day a municipality establishes the Local Service Policy or 18 months after Bill 60 receives Royal Assent.
- Required content for a Local Service Policy includes:
 - Works or classes of works related to development that are intended to be required as a Local Service.
- Optional content for a Local Service Policy includes:
 - Works or classes of works that are not intended to be required as a Local Service.
 - Works or classes of works that are partially required as a Local Service.
- The municipality shall give a copy of the Local Service Policy to the Minister of Municipal Affairs and Housing upon request, by the date requested.
- The Local Service Policy must be reviewed, requiring a resolution of Council declaring if a revision is needed. The resolution shall be passed at the time of passing any D.C. by-law or when a revision to the policy is required.

Note, there appears to be an error in the newly proposed subsection 59 (2.5). This subsection refers to subsection 2.8; however, that subsection refers to sending a copy of the Local Service Policy to the Minister of Municipal Affairs and Housing. It appears the appropriate reference should be subsection 2.7.

Potential Impacts

At Watson & Associates Economists Ltd. (Watson), it is our current practice to include Local Service Policies as part of D.C. background studies. This provides transparency to stakeholders and the municipality by delineating between local service capital costs and D.C.-eligible capital costs. The proposed changes regarding the required and optional content appear to be generally in line with Watson's current practice. Some municipalities, however, currently include wording in their Local Service Policies that provides flexibility for the municipality's interpretation of what costs can be deemed local service. The proposed changes aim to provide clarity on which costs would be deemed local service; therefore, municipalities may consider updating their current Local Service Policies to ensure removal of the "flexible" language. Furthermore, municipalities may require more frequent updates to their Local Service Policies as items are raised through the development approvals process that may not be appropriately captured in the Local Service Policy.

The proposed subsection 59 (2.2) requires that a Local Service Policy cover the services set out in subsection 2 (4) of the D.C.A. that are included in a D.C. by-law. Land acquisition is a service as defined in this section, as it is proposed to be a sub-service of capital costs for eligible services. As such, it would appear that land is required to be addressed in the Local Service Policy.

Proposed subsection 59 (2.6) appears to clarify that if a municipality does not impose a D.C. for a particular service, there is no requirement to have that service set out in the



Local Service Policy. This would also appear to apply to municipalities without D.C. by-laws.

Municipalities will need to ensure that all D.C. background study processes include a Local Service Policy and that the policy be expressly approved in the resolution of Council when the D.C. background study and by-law are adopted. This would appear to apply to all D.C. background study processes, including those prepared for by-law amendments and streamlined amendments to by-laws that do not require a background study under subsection 19 (1.1).

Given there is a transitional deadline of 18 months after this legislation takes effect, municipalities with existing D.C. by-laws that do not have Local Service Policies should consider reviewing and approving a Local Service Policy.

Note, if a municipality determines that there is no service in their D.C. by-law for which they will impose local service requirements, it does not appear that the municipality would be required to prepare a Local Service Policy.

1.1.4 Requirement to Provide Documents to the Minister

Proposed Changes

Currently, there is no requirement to provide the D.C. background study or by-law to the Minister of Municipal Affairs and Housing. The proposed changes to section 10 and section 13 of the D.C.A. would require municipalities to provide copies of the documents to the Minister upon request, by the date requested.

In addition, there is currently no requirement to provide the Local Service Policy to the Minister of Municipal Affairs and Housing. A proposed new subsection 59 (2.8) will require a copy of the Local Service Policy to be provided to the Minister upon request, by the date requested.

Potential Impacts

There does not appear to be any impact to municipalities, as the D.C. background study is already required to be posted on the municipality's website, and copies of the by-law and Local Service Policy are typically included within the D.C. background studies.

1.2 Proposed Changes to Ontario Regulation 82/98

In addition to the proposed changes to the D.C.A., the Province has proposed regulatory changes to Ontario Regulation 82/98. These changes are with respect to the following matters:

1. Merging of credits for water supply services and wastewater services;



2. Making Benefit to Existing allocations more transparent in D.C. background studies;
3. Detailing land acquisition costs in D.C. background studies; and
4. Making information in financial statements relating to D.C.s more transparent and easily accessible.

These changes are discussed in more detail below. Note that the draft regulation has not yet been released. Our preliminary comments are based on the summary of the proposed changes provided on the Provincial Regulatory Registry website.

1.2.1 Merging of Credits

Watson has previously provided commentary on the merging of credits.^[1] Our commentary included the following potential impacts:

Removal of municipal discretion

Currently, municipalities have the ability to agree to apply credits to other services within a D.C. by-law. In many cases, the municipality will undertake a cashflow analysis of their D.C. reserve funds to determine if this is feasible. This proposed change appears to remove a municipality's discretion to combine services by agreement in certain instances.

Cashflow implications for municipalities

Combining services for the purposes of credits would have cashflow implications for municipalities, where funds held in a D.C. reserve fund for a service not included under the section 38 agreement would be reduced. This could delay the timing of capital projects for these impacted services and/or increase financing costs, as municipalities tend to confine funding for projects to the reserve funds available for that service and not borrow between reserve funds/services.

Proposed Changes

This proposed change aims to merge water supply services and wastewater services for the purposes of credits. As provided in subsection 2 (4) of the D.C.A., the D.C.-eligible services of water supply and wastewater include distribution and treatment, and sewers and treatment, respectively.

[1] Watson & Associates Economists Ltd. June 4, 2025 letter to the Ministry of Municipal Affairs and Housing: <https://www.watsonecon.ca/insights/opinions/bill-17-comments-for-regulatory-registry.pdf>



Potential Impacts

The proposal is of concern as some municipalities have invested significant amounts into their water and wastewater systems. To elaborate on why this is a concern, in certain circumstances, municipalities have separated their water and wastewater D.C.s into the following categories:

- Water supply and storage;
- Water distribution;
- Wastewater treatment; and
- Wastewater collection.

Where significant investments in water supply and storage or wastewater treatment have been made, separating the D.C.s into the categories above may assist in ensuring D.C. cashflows are available to pay existing debt payments. The proposal to combine water supply and wastewater services would entitle a developer to receive D.C. credits against both services if D.C.-eligible capital costs/works have been provided directly for either service. This would negatively impact cashflows for the service not directly provided by the developer.

1.2.2 Transparency of Benefit to Existing Calculations

Proposed Changes

The proposed regulatory changes would require municipalities to provide greater details with respect to how capital costs are determined and how the growth-related and non-growth-related shares of the costs are determined. The proposed wording appears to require this for each service, rather than on a project-by-project basis.

Potential Impacts

It is positive that the Province has not established a required methodology, as there is no standardized approach across all municipalities (although there are best practices that are generally followed).

Providing further details in the background study will enhance transparency for stakeholders. While this will require additional effort in the preparation of the D.C. background study, it should reduce the effort required by municipal staff to address stakeholder questions related to the determination of capital and benefit to existing deductions once the background study is released. Although the proposal suggests that the D.C. background study will require the methodology to be provided by service, there may be situations where a project-by-project determination is required.



1.2.3 Details of Land Acquisition

Proposed Changes

It is proposed that land acquisition capital needs shall be treated as a class of service. As such, section 8 of Ontario Regulation 82/98 will be amended to require land acquisition costs to be included in the D.C. background presentation of:

- The total of the estimated capital costs relating to the service;
- The allocation of the total of the estimated costs between costs that would benefit new development and costs that would benefit existing development;
- The total of the estimated capital costs relating to the service that will be incurred during the term of the proposed D.C. by-law;
- The allocation of the costs incurred during the term of the proposed by-law between costs that would benefit new development and costs that would benefit existing development; and
- The estimated and actual value of credits that are being carried forward relating to the service.

Potential Impacts

See the comments above with respect to the inclusion of land acquisition as a class of service.

1.2.4 Information Accessibility

Proposed Changes

The proposed changes increase reporting requirements for the Annual Treasurer's Statements to include:

- The amount from each reserve fund that was committed to a project, but had not been spent, as of the end of the year;
- The amount of debt that had been issued for a project as of the end of the year; and
- The location in the D.C. background study where the project's capital costs were estimated.

This would not apply in circumstances where a municipality uses a unique identifier in both background studies and Treasurer's Statements to identify each project.

Potential Impacts

The proposed changes increase transparency for the public and can help demonstrate that D.C. funds are being used as required and to the extent allowable under the D.C.A.



These additional requirements will increase administrative effort by municipal staff. Municipalities may wish to provide unique project identifiers as part of the preparation of their next D.C. background study for ease of aligning projects in the D.C. background study with the projects identified in the Annual Treasurer's Statement.

2. Concluding Remarks

The proposed changes to the D.C.A. and Ontario Regulation 82/98 are generally positive as they provide additional transparency of the D.C. calculations and how D.C.s are used by municipalities. The changes with respect to including land acquisition as a class of service appear to have a minor impact on municipalities where land values are minimal, with a greater impact on the Level of Service calculations for larger urban municipalities. The requirement for a Local Service Policy and its contents are generally in line with Watson's current approach; however, updates may be required to existing Local Service Policies to provide more detail on which costs would be local service and which costs would be recovered through D.C.s. Watson continues to have concerns regarding the merging of services for the purposes of credits, as this may impact municipalities that have invested in water supply and/or wastewater treatment costs.

We will continue to monitor any changes and inform you of the potential impacts on municipalities.

Should you have any questions, please contact any of the undersigned or send an email to info@watsonecon.ca.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Andrew Grunda, MBA, CPA, CMA, CEO
Peter Simcisko, BA (Hons), MBE, Managing Partner
Sean-Michael Stephen, MBA, Managing Partner
Daryl Abbs, BA (Hons), MBE, PLE, Managing Partner
Jamie Cook, MCIP, RPP, PLE, Managing Partner
Jack Ammendolia, BES, PLE, Managing Partner



Town of Arnprior Staff Report

Subject: Proclamation – May 2026 – Museum Month

Report Number: 26-04-27-06

Report Author and Position Title: Kaila Zamojski, Town Clerk

Department: Clerk’s Office

Meeting Date: April 27, 2026

Recommendations:

That Council proclaim May 2026 as Museum Month in the Town of Arnprior.

Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Not Applicable
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Arnprior & District Museum – Town of Arnprior 35 Madawaska St, Arnprior, ON K7S 1R6
Section 5.2.2 – Contact Person’s Name	Emily Stovel, Manager of Culture/Curator
Section 5.2.3 – Name of Proclamation and Duration	Museum Month – May 2026
Section 5.2.4 – Appropriate Wording for Proclamation	Yes
Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No
Section 5.3.1 – Does not promote any commercial business	Complies
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

Documents:

1. Proclamation Document – May 2026 Museum Month

Signatures

Reviewed by Department Head:

Reviewed by General Manager, Client Services/Treasurer:

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



ARNPRIOR

Town of Arnprior Proclamation

“Museum Month” (May 2026)

- Whereas** the 700+ museums, art galleries, and heritage sites, and the over 9,000 museum workers and 35,000 volunteers contribute to Ontario’s \$26 billion cultural sector; and
- Whereas** museums, as trusted local organizations, create healthy and connected communities, and by ensuring all Ontarians have access to culture and heritage, inspire lifelong learning; and
- Whereas** museums promote growth and build local economies by welcoming tourists in every community across the province; and
- Whereas** this month provides an opportunity to raise awareness for the vital role museums, museum workers and volunteers have in their communities and celebrate their contributions to community wellbeing, tourism, education, and learning; and
- Whereas** May is Museum Month to highlight museums as centers of education, innovation and cultural understanding in our communities; and
- Whereas** The Town of Arnprior is hosting various events in the Month of May to celebrate and showcase the Arnprior & District Museum, including:
- **May 17 | 1-3 pm - Drop Spindle/Wheel Workshop** - Introduction to drop spindle and wheel spinning methods.
 - **May 24 | 1-3 pm - Wheel/Drop Spindle Workshop** – Follow up workshop to develop skills and about spinning different yarns for socks, sweaters, or weaving.
 - **May 31 | 1-3 pm- Fleece Prep Workshop** – Introduction workshop on learning different ways of washing and preparing wool for spinning and weaving.
 - **May 30 | 11 am – 7 pm - Noche Vibes** – Explore the healing arts from a range of traditions with local practitioners: breathwork, dance and movement, sound baths, music and food.
- Therefore** I, Mayor Lisa McGee, do hereby proclaim May 2026 as “Museum Month” in the Town of Arnprior, and encourage all residents and tourists to visit our local Arnprior & District Museum, in May and throughout the year.



Town of Arnprior Staff Report

Subject: Proclamation – May 1, 2026 – First Responders Day

Report Number: 26-04-27-07

Report Author and Position Title: Kaila Zamojski, Town Clerk

Department: Clerk’s Office

Meeting Date: April 27, 2026

Recommendations:

That Council proclaim May 1, 2026 as First Responders Day in the Town of Arnprior.

Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Not Applicable
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Town of Arnprior
Section 5.2.2 – Contact Person’s Name	Robin Paquette, CAO
Section 5.2.3 – Name of Proclamation and Duration	First Responders Day, May 1, 2026
Section 5.2.4 – Appropriate Wording for Proclamation	Yes
Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No
Section 5.3.1 – Does not promote any commercial business	Complies
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

Documents:

1. Proclamation Document – May 1, 2026 – First Responders Day

Signatures

Reviewed by Department Head:

Reviewed by General Manager, Client Services/Treasurer:

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



ARNPRIOR

Town of Arnprior Proclamation

“First Responders Day” (May 1, 2026)

- Whereas** first responders are often the first to arrive at emergency scenes, providing critical assistance to protect lives, property, and the environment, while supporting public safety during times of crisis; and
- Whereas** first responders include a broad range of highly trained professionals and volunteers, such as paramedics, police officers, firefighters, physicians, medical evacuation pilots, emergency management personnel, road maintenance workers, and members of the Canadian Armed Forces; and
- Whereas** these individuals respond to emergencies with professionalism, bravery, skill, and compassion, frequently placing themselves at personal risk in service of others; and
- Whereas** the dedication, sacrifice, and commitment demonstrated by first responders warrant recognition and gratitude for the essential role they play in protecting and supporting our communities; and
- Whereas** the Ontario Legislature proclaimed May 1 of each year as “First Responders Day” to formally recognize and honour the contribution and service of these courageous individuals; and
- Whereas** the Town of Arnprior and the County of Renfrew have many dedicated first responders that support and provide assistance to members of our community every day.
- Therefore** I, Mayor Lisa McGee, do hereby proclaim May 1, 2026 as “First Responders Day” in the Town of Arnprior, and encourage all residents to take the time to recognize and thank all first responders for their bravery and unwavering service they provide to protect and serve our community every day.



Town of Arnprior Staff Report

Subject: Proclamation for Sexual Assault Awareness Month (May 2026)

Report Number: 26-04-27-08

Report Author and Position Title: Kaila Zamojski, Town Clerk

Department: Clerk's Office

Meeting Date: April 27, 2026

Recommendations:

That Council proclaim May 2026 as Sexual Assault Awareness Month in the Town of Arnprior.

Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Women's Sexual Assault Centre of Renfrew County (WSAC) PO Box 1274 Pembroke, Ontario, Canada K8A 6Y6
Section 5.2.2 – Contact Person's Name	Kim Charlebois, Status Project Coordinator
Section 5.2.3 – Name of Proclamation and Duration	Sexual Assault Awareness Month May 2026
Section 5.2.4 – Appropriate Wording for Proclamation	Yes

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

Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	Yes (similar to past years, the organization's request to place the campaign banner on Town owned property (Nick Smith Centre)
Section 5.3.1 – Does not promote any commercial business	Complies
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

Documents:

1. Proclamation Document – Sexual Assault Awareness Month (May 2026)
2. Request Letter - Women's Sexual Assault Centre of Renfrew County

Signatures

Reviewed by Department Head:

Reviewed by General Manager, Client Services / Treasurer:

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



ARNPRIOR

Town of Arnprior Proclamation Sexual Assault Awareness Month May 2026

Whereas Sexual Assault Awareness Month is intended to draw attention to the fact that sexual violence is widespread and impacts every community member; and

Whereas approximately 1 in 3 women and 1 in 6 men will experience sexual violence in their lifetime; and

Whereas most victims of sexual violence are under the age of 25, know the person who attacked them and do not report the crime to the police; and

Whereas victims of sexual violence are some of the most vulnerable and silent people in society and it is always the right time to ask questions to learn about the services for victims and their families; and

Whereas no one person, organization, agency or community can eliminate sexual violence on their own and we must work together to educate our community about sexual violence prevention, supporting survivors, and speaking out against harmful attitudes and actions; and

Whereas the [Women's Sexual Assault Centre of Renfrew County](#) is a grassroots, community-run nonprofit organization that aims to support women who have been sexually abused through active listening, information sharing and providing connections to relevant resources across our region; and

Whereas the Women's Sexual Assault Centre of Renfrew County is planning their 8th annual "We Stand with Survivors Campaign". This campaign is the result of research completed in Renfrew County, and as a result, they have created a "Rural Model" for female survivors of sexual violence, that is built around "Awareness"; and

Whereas the "We Stand with Survivors Campaign" banner will be displayed at the Nick Smith Centre for the month of May to bring awareness to this campaign as well as Sexual Assault Awareness Month.

Now Therefore I, Lisa McGee, Mayor of the Town of Arnprior, do hereby proclaim May 2026 as Sexual Assault Awareness Month in the Town of Arnprior and urge all residents of our community to learn more about sexual assault, abuse and violence and become active participants in eliminating these crimes.

**Lisa McGee, Mayor
Town of Arnprior**

January 22, 2026

Hello Mayor McGee

I'm writing to you again this year on behalf of the Women's Sexual Assault Centre Renfrew County.

We are planning the 8th annual "We Stand with Survivors Campaign". This campaign is the result of research completed in Renfrew County, and as a result, we created a "Rural Model" for female survivors of sexual violence. We listened to survivors and they told us the model needed to be built around "Awareness". The "We Stand with Survivors Campaign" is a direct result of our hearing what survivors asked for.

As you may recall, our plan was to make this campaign a yearly event. Our goal was to run it in the same communities annually, as well as, add one new community each year. As of 2025, we achieved that goal, with Eganville, Pembroke, Arnprior, Petawawa, Barry's Bay, Renfrew, the Women of Steel Union (Chalk River) and Deux-Riviere all on board. We also expanded the campaign into other Ontario communities as well as the Provinces of Nova Scotia, New Brunswick, and Labrador/Newfoundland, Prince Edward Island, British Columbia, Manitoba, Quebec and Saskatchewan.

I am very excited to share with you that 2026 is gearing up to be another great year. We have invited a 9th Renfrew County, municipality to join us this year, as well as several other communities throughout Ontario and across Canada!

We are therefore requesting that the Town of Arnprior agree to let us hang the banner for the month of May again this year, in support of both This specific campaign and Sexual Assault Awareness Month.

We will once again, be asking local Arnprior businesses, to hang our poster in their business for the month of May.

Thank you, Mayor McGee, for considering our request and for always being such great supporters of the Women's Sexual Assault Centre Renfrew County.

Sincerely,

Kim Charlebois
Status Project Coordinator
WSAC

The Corporation of the Town of Arnprior

By-law Number 7667-26

A by-law to repeal By-Law 7294-22 and set the remuneration of Council for the 2026-2030 term.

Whereas Section 283 of the Municipal Act, 5.0. 2001, c.25, as amended, provides that Municipalities may pay remuneration and expenses of Council members;

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

1. **That** the salary for the position of Mayor for the first year of the term of Council following the October 26, 2026 election be set at \$53,930; and
2. **That** the salary for the position of Deputy Mayor for the first year of the term of Council following the October 26, 2026 election be set at \$24,161; and
3. **That** the salary for the position of Councillor for the first year of the term of Council following the October 26, 2026 election be set at \$21,572; and
4. **That** the salaries for the Mayor, Deputy Mayor and Councillors be adjusted annually using the same Cost of Living Adjustment (COLA) set out in the Collective Bargaining Agreement at that time; and
5. **That** the Mayor, Deputy Mayor and Councillors be provided with monthly allowances of \$50 for internet costs, \$35 cellular telephone costs and \$30 for in-town mileage costs, subject to provision of receipts; and
6. **That** the Mayor, Deputy Mayor and Councillors be compensated a per diem of \$150 for a full day and \$75 for a half day, to attend an approved out-of-town event; and
7. **That** the Mayor, Deputy Mayor and Councillors be eligible to participate in the extended health, dental group policy plan and Health Care Spending Account specific for Town Council; and
8. **That** the Mayor, Deputy Mayor and Councillors shall be permitted to participate in the OMERS pension plan on the same terms and conditions provided for full-time non-union salaried staff; and
9. **That** the Mayor, Deputy Mayor and Councillors be provided with a Town purchased laptop for conducting Town business during the term of Council which must be returned to the Town at the end of the term or upon vacating the seat on Council; and

10. **That** a market review for Council compensation be conducted every four years during the third year of the Council's term of office, to take effect in the following term of Council.
11. **That** By-Law 7294-22 be repealed following the 2026 Election.
12. **That** this By-law shall come into force and effect on the day of its adoption.

Enacted and passed this 27th day of April, 2026.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

This by-law is deemed to be adopted on _____ 2026.

**The Corporation of the
Town of Arnprior**

By-Law No. 7668-26

A by-law to award design proposal 26014 Third Avenue Reconstruction Design.

Whereas Section 8 of the *Municipal Act* S.O. 2001, Chapter 25 provides broad authority on municipalities to enable municipalities to govern their affairs as considered appropriate and to enhance the municipality's ability to respond to municipal issues, and

Whereas on February 2nd, 2026, Council passed By-law 7650-26, adopting the 2026 Capital Budget which included a budget of \$175,000 for Design: Third Avenue Reconstruction; and

Whereas in accordance with the Town's Procurement Policy (By-Law 6942-19) the Town requested a design proposal for Third Avenue Reconstruction under standing offer agreement; and

Whereas Novatech Engineering Consultants Ltd. submitted a proposal for Professional Engineering Services for Design and Tender Third Avenue Reconstruction, under standing offer agreement, in the amount of \$156,070.00 plus HST; and

Therefore Be It Resolved That Council enacts as follows:

1. **That** Council award design proposal 26014 Professional Engineering Services for Design and Tender Third Avenue Reconstruction to Novatech Engineering Consultants Ltd, in the amount of \$156,070 plus HST;
2. **That** Council authorizes the CAO to execute the agreements and related documents with Novatech Engineering Consultants Ltd.; and
3. **That** any by-laws, resolutions, or parts of by-laws inconsistent with this by-law be hereby repealed.
4. **That** this by-law comes into full force and effect on the day of its adoption.

Passed in Open Council, this 27th day of April 2026.

Lisa McGee, Mayor

Kaila Zamojski, Clerk

This by-law is deemed to be adopted on _____, 2026.

**The Corporation of the
Town of Arnprior**

By-law No. 7669-26

A by-law to award Design Proposal 25-1209B Meehan Street, Tierney Street N, St. Johns Way and Hugh Street N.

Whereas Section 8 of the *Municipal Act* S.O. 2001, Chapter 25 provides broad authority on municipalities to enable municipalities to govern their affairs as considered appropriate and to enhance the municipality's ability to respond to municipal issues, and

Whereas on February 2nd, 2026, Council passed By-law 7650-26, adopting the 2026 Capital Budget which included a budget of \$180,000.00 for Design: Hugh St N, St. Johns Way, Tierney St N, and Meehan St; and

Whereas in accordance with the Town's Procurement Policy (By-Law 6942-19) the Town requested a design proposal for Reconstruction of Meehan Street, Tierney Street, St. Johns Way and Hugh Street N under standing offer agreement; and

Whereas Jp2g Consultants Inc. submitted a proposal for Design Services, for Meehan Street, Tierney Street N, St. Johns Way and Hugh Street N, under standing offer agreement, in the amount of \$155,670 plus HST.

Therefore be it resolved that Council enacts as follows:

1. **That** Council award design proposal 25-1209B Meehan Street, Tierney Street N, St. Johns Way and Hugh Street N to Jp2g Consultants Inc, in the amount of \$155,670 plus HST;
2. **That** Council authorizes the CAO to execute the agreements and related documents with Jp2g Consultants Inc; and
3. **That** any by-laws, resolutions, or parts of by-laws inconsistent with this by-law be hereby repealed.
4. **That** this by-law shall come into full force and effect on the day of its adoption.

Passed in Open Council, this 27th day of April 2026.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

This by-law is deemed to be adopted on _____, 2026.