



Minutes of Community Development Advisory  
Committee Meeting  
January 6, 2014  
Council Chambers, Town Hall, Arnprior, ON

**Present:**

Vice-Chair, Lynn Grinstead  
Citizen Member, Neil Caldwell  
Citizen Member, Gib McMullen  
Citizen Member, Tara Pocket  
Citizen Member, Dennis Turpin

**Also Present:**

Michael Wildman, CAO  
Maureen Spratt, Town Clerk  
Glenn Arthur, Director of Recreation Services  
Robin Smith, Planner  
Lindsay Wilson, MEDO

Absent: Chair Mark Willmer  
Citizen Member, Steve Dontigny

1. CALL TO ORDER

Vice Chair Lynn Grinstead called the Community Development Advisory Committee Meeting to order at 6:30 p.m. and welcomed those present.

2. ADOPTION OF AGENDA

Resolution No. CDC001-14

Moved by Gib McMullen

Seconded by Dennis Turpin

BE IT RESOLVED THAT the agenda for the Community Development Advisory Committee Meeting dated Monday, January 6, 2014, be adopted.

CARRIED

3. DISCLOSURES OF PECUNIARY INTEREST

None

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS

Resolution No. CDC002-14

Moved by Tara Pocket

Seconded by Dennis Turpin

BE IT RESOLVED THAT the minutes of the Community Development Advisory Committee Meeting dated Monday, November 4, 2013 be adopted.

**5. PRESENTATIONS/ DELEGATIONS****a) Website - MEDO**

The CAO provided brief introductory comments prior to a visual demonstration on the new website. The CAO explained that the website is built on AMCTO formatting providing for simplicity and ease of navigation. The website picks up on Council's Strategic Plan themes and incorporates some best practices of other municipal websites. The CAO advised there will be efficiencies in the upkeep of the website as two members of staff have received in house training and will be able to maintain the website.

The Marketing and Economic Development Officer proceeded to access the site, and provided a visual demonstration on the Home, Live, Discover, Grow and Town Pages. The Marketing and Economic Development Officer requested that Members of the Committee take some time and review the website and provide feedback (by January 13<sup>th</sup>) on any errors, documents that do not open, difficult to understand wording, photos that are not relevant to the subject matter and offer any suggestion on how the site can be made better. The Marketing and Economic Development Officer noted the website will be launched on January 27<sup>th</sup>.

Members of the Committee congratulated the Marketing and Economic Development Officer on a job well done.

**b) Surplus Lands - Planner**

The Planner provided a power point presentation on surplus lands within the Town, attached as Appendix "A" and forming part of these minutes. The Planner explained such properties include, the former railway bed; unopened road allowances; blocks of land dedicated for various uses; park land; trail systems; and Town Facilities. The Planner further explained the first step is to determine if the identified lands have any 'value' to the Town or could they be deemed as surplus and sold? The Planner noted building lots were identified on Allan Drive, Fairview Crescent, Vancourtland Street, Norma Street and MacDonald Street North. Other properties identified as a liability or of no value to the Town Included Edward St. North (CN Land) a 2' strip of land between houses on Edey Street and unopened road allowances on Mary and Mima Street.

The Planner noted possible costs associated with the disposal of lands include survey and title searches (legal fees), appraisals, Official Plan and Zoning By-law amendments, notices to declare the lands surplus, slope stability reports and operational issues needing easements.

The Planner concluded by advising Committee Members the next steps in the process are for staff to review each piece of land for any issues and prepare a report for consideration of Council.

On comment of Gib McMullen, the Director of Recreation Services agreed that the lands identified on Allan Drive are only used as a shortcut to the Mall.

On question of Neil Caldwell, the Planner explained CP Rail is only interested in selling the rail line to one owner; therefore there is a consortium that has been formed which includes Renfrew County, Lanark County, and the Township of Papineau- Cameron who have entered into negotiations for the rail line. The County intends to maintain it as a Recreational Trail. On comment of committee members, the Planner agreed that it will be important to retain the abutting lands until the sale of the rail line to the consortium is final.

**c) Year End Report - Recreation**

The Director of Recreation Services provided a verbal report noting the following monthly highlights:

**JANUARY**

- Successful Annual Optimist Winter Carnival
- Outdoor Rinks Opened (late start – mild temperatures)
- Malfunction of hot water heater in Arenas

**FEBRUARY**

- Ottawa 67's practice at Nick Smith Centre, one hour skate with AMHA IP Program and autograph session
- 4<sup>th</sup> Full Time Facilities Operator hired at the Nick Smith Centre, ensuring the Town's compliance with the ESA
- Council approves Book Tree Project to be installed in the Bell Tower Park

**MARCH**

- Team Switzerland (Women's Hockey) practices at the Nick Smith Centre in preparation for Women's World Hockey Championship – plays exhibition game vs Team Russia ) ( 3 -1 ) Russia
- New speakers installed at the Nick Smith Centre for sound system
- New security cameras installed at Nick Smith Centre
- Council approval of the grant application to Ontario Sport & Recreation Communities Fund for "Get the Ball Rolling" Project (2 year Project that is a continuation of the "Arnprior Gets Active" Project)
- Youth Programs operate a very successful Theatre Camp during March Break

MAY

- Annual Pitch In Day (annual clean-up of gully)
- Annual Canine Association – Best In Show Competition takes place with over 700 canines attending
- Successful Quilt Show and Sale on Arena A
- Operations Supervisor retires after 31 years of service.
- Developed Legion Park Outdoor Rink
- Marina opened (3 weeks late due to high water)
- Book tree installed in Bell Tower Park
- New full time Maintenance staff who is shared by Parks & Recreation and Public Works hired due to retirement

JUNE

- Moved 18 planters to NSC Parking Lot from downtown
- Annual Concert in the Park Series opened

JULY

- Tremendous turnout for Canada Day Festivities
- Acting Operations Supervisor appointed effective July 10, 2013 (trial period)
- Champlain Follies – Cyclo Sportif holds first annual Bike Race in Arnprior (325+ participants)
- “Get the Ball Rolling” Project approved.

AUGUST

- 31<sup>st</sup> Annual Parks & Recreation Hockey School (60 registrants)
- Great attendance at the 4<sup>th</sup> Annual White Pine Festival

SEPTEMBER

- Rick Gwalchmai hired as Full Time Recreation Programmer
- Hosted EOJHL Showcase
- Hosted University Women’s Hockey (Carleton U vs York, Laurentian University vs Grant McEwan University) included a Skills Session for Female Hockey for local players
- Hosted Eastern Ont. “AA” Hockey Showcase

OCTOBER

- Hosted Eastern Ont. “AAA” Hockey Showcase
- New Facilities Operator hired – Oct. 15/13
- Pool Assistant hired – Oct. 15/13
- 3<sup>rd</sup> Annual Unity Run took place with 1K – 3 K – 5 K and 10 K courses over 250 participants

NOVEMBER

- Hosted 28<sup>th</sup> Annual “Shouldn’t Hurt to be a Child” Tournament
- Malfunction in Pool Showers (no hot water)

DECEMBER

- McNab/Braeside cancels Recreation /Library Agreement as of Dec. 31/13. Town sets new User Rates effective Jan. 1/14
- Outdoor rinks open (Caruso, Legion & A.J. Charbonneau)
- Transformer blows causing a cancellation of activities at the Nick Smith Centre

6. MATTERS TABLED/DEFERRED/UNFINISHED BUSINESS

None

7. STAFF REPORTS

Building Statistics Year End Report

The CAO advised that the Chief Building Inspector issued \$26,546,447.00 worth of building permits in 2013 an increase from \$13,621,775.00 in 2012.

The CAO further advised that a reserve fund has been established to ensure that the building department operates on a cost recovery basis. It is understood that there may be increases and/or decrease in fees collected from year to year. The building fees collected in 2013 were well in excess of what it costs to run the building department, therefore the excess funds are allocated to the reserve fund and will compensate for low periods of development.

The CAO referred to the 10 year comparison and noted similar permit fees collected in 2010 and 2009 were a result of major upgrades to the Town’s water and waste/water plants, and thus not reflective of “new development”. Therefore, 2013 has been a significant year for building in the Town of Arnprior. The CAO noted that most of the building permits issued are for one developer, and not all of those units are yet to be occupied. Therefore, cautioned that 2014 building permits may not keep up to the pace set in 2013.

The CAO concluded by noting on the business side an increase in the residential base makes it much more attractive for commercial developers.

8. NEW BUSINESS

None

9. ADJOURNMENT

Resolution No. CDC003-14

Moved by Gib McMullen

Seconded by Tara Pocket

THAT this meeting of the Community Development Advisory Committee be adjourned at 7:33 p.m.

CARRIED

Original Copy Signed

\_\_\_\_\_  
Lynn Grinstead , Vice Chair

\_\_\_\_\_  
Maureen Spratt, Town Clerk