



Minutes of Regular Council Meeting

November 14, 2016

6:30 PM

Town Hall, Council Chambers

**Present:**

Mayor David Reid  
Reeve Walter Stack  
Councillor Ted Strike  
Councillor Dan Lynch  
Councillor Lynn Grinstead  
Councillor Tom Burnette  
Councillor Frank Dugal

**Also Present:**

Michael Wildman, CAO  
Maureen Spratt, Town Clerk  
Kaila Zamojski, Deputy Clerk  
Jennifer Morawiec, Dir. Corp. Services/Treasurer  
Renee Mask, Manager of Financial Services  
Glenn Arthur, Director of Recreation

**Absent:**

1. Call to Order

Mayor David Reid called the Council meeting to order at 6:30 PM and welcomed those present.

2. Roll Call

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

3. Adoption of Agenda

Resolution No. 392-16

Moved by Dan Lynch

Seconded by Tom Burnette

Be It Resolved That the agenda for the Regular Meeting of Council dated Monday, November 14, 2016 be adopted.

Resolution CARRIED

4. Disclosures of Pecuniary Interest

Mayor David Reid declared a possible interest:

"I Mayor David Reid declare a pecuniary in item 14 (b). As there is potential that my daughter will enroll in this program. I would like to declare that I will not be voting on the action item in Correspondence Package A-16-NOV-16."

5. Question Period

None

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### 6. Adoption of Minutes of Previous Meetings

#### Resolution No. 393-16

Moved by Lynn Grinstead

Seconded by Frank Dugal

**That** the Minutes of the Regular & Special Meetings of Council listed under Item #6 a and b, and on the Agenda, be adopted. (Regular Meeting of Council – October 24, 2016 & Special Meeting of Council – November 2, 2016).

Resolution CARRIED

The Deputy Clerk noted that the minutes will be amended to reflect the typographical error for resolution no. 368-16 and 371-16 to read as follows:

Resolution No. 368-16 – "...to strike out the words "plus costs incurred to dispose the lands such as legal fees, survey fees, appraisal fees, encumbrances, advertising and improvements" on lines three (3) and four (4) of item #1."

Resolution No. 371-16 – "...indicating the minimum bid amount to be not less than the appraised value."

### 7. Awards/ Delegations/ Presentations

None

### 8. Public Meetings

None

### 9. Matters Tabled/Deferred/Unfinished Business

None

### 10. Staff Reports

#### **a) Cemetery Cost Centre - Manager of Financial Services**

#### Resolution No. 394-16

Moved by Dan Lynch

Seconded by Tom Burnette

**That** Council direct staff to bring forward an amendment to the User Fees and Charges bylaw to increase the Cemetery Interment Rates as set out in this report; and,

**That** for 2016 and going forward the OPSS Equipment Internal Rate be set at 40% for the Cemetery cost center; and,

**That** Council direct staff to transfer \$47,224 from the Capital Expenditure Reserve Fund to the Malloch/Albert Cemetery Reserve Funds to reimburse for 60% of the 2015 Cemetery – Equipment Internal Rate expenses.

Resolution DEFERRED

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The Manager of Financial Services provided an overview of the report and responded to questions. Council requested additional analysis prior to proceeding with this report.

### Resolution No. 395-16

Moved by Dan Lynch

Seconded by Walter Stack

That Council defer the Cemetery Cost Centre Report resolution no. 394-16 until the November 28, 2016 Regular Meeting of Council.

Resolution CARRIED

### **b) Facility User Insurance Policy – Director of Corporate Services/Treasurer**

#### Resolution No. 396-16

Moved by Lynn Grinstead

Seconded by Frank Dugal

**That** Council, as of January 1, 2017, require all facility users, groups or individuals to carry liability insurance when renting a Town facility; and

**That** Council authorize the implementation of a Facility User Liability Insurance Program that provides facility users with an affordable and convenient insurance option when renting a Town facility.

Resolution CARRIED

The Director of Corporate Services/Treasurer provided an overview of the report and responded to questions.

### **c) Routine Disclosure Policy – Town Clerk**

#### Resolution No. 397-16

Moved by Walter Stack

Seconded by Dan Lynch

**That** Staff Report No. 16-11-14-03 regarding the Routine Disclosure Policy be received; and

**That** the Clerk be directed to prepare the necessary by-law, for consideration of Council at their Regular Meeting to be held on November 28, 2016.

Resolution CARRIED

The Town Clerk provided an overview of the report and responded to questions.

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### 11. Committee Reports and Minutes

#### **a) Corporate Services Advisory Committee Minutes – September 6, 2016**

##### Resolution No. 398-16

Moved by Lynn Grinstead

Seconded by Walter Stack

That Council receive the September 6, 2016 Corporate Services Advisory Committee minutes as information.

Resolution CARRIED

Councillor Dan Lynch noted on page 3 of the Corporate Services Advisory Committee minutes, a Comprehensive Awards Policy was under development. The Town Clerk noted that this policy will be coming forward to Council for consideration in the near future.

### 12. Notice of Motions

None

### 13. Reeve's Report From County Council

Reeve Walter Stack noted that the information on the following County Meetings is available in the Clerk's Office for review:

- County Council Meeting - October 26, 2016

### 14. Correspondence & Petitions

#### **a) Correspondence Package No. I-16-NOV-19**

##### Resolution No. 399-16

Moved by Dan Lynch

Seconded by Tom Burnette

**That** the Correspondence Package No. I-16-NOV-19 be received as information and filed accordingly.

Resolution CARRIED

Councillor Dan Lynch noted the following:

- Item #4 – Page 12 – Ministry of Citizenship and Immigration - June Callwood Outstanding Achievement Award
  - In response to Councillor Lynch the CAO noted that the Clerk's Office is reviewing the June Callwood Outstanding Achievement Award.
- Item #5 – Page 15 – LAS – LAS Natural Gas Program
  - In response to Councillor Lynch the Director of Corporate Services/Treasurer noted that this rebate of \$4065.46 has been received and will be allocated in the operation budget across appropriate accounts.

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- Item #8 – Page 17 – United Townships of Head, Clara & Maria – Support for Unfair Treatment of Children with Autism
  - Good to see that the Municipality of United Townships of Head, Clara and Maria supported the Arnprior resolution dealing with funding for the IBI Therapy regardless of age.
- Item #9 – Page 21 – Royal Canadian Legion – Santa Claus Parade 2016
  - The Santa Claus Parade is being held on November 26, 2016, with a deadline of November 21, 2016 to register your float.
- Item #12 – Page 32 – Association of Ontario Road Supervisors – Association Road Supervisor Certification
  - Congratulations to David Armstrong, Public Works Supervisor, who has recently achieved his Associate Road Service Certification. Yet again it shows that our employees are seeking advancement which in turn makes our Town a better place to live. Well done David.
- Item #15 – Page 38 – AMO – Breaking News
  - In response to Councillor Lynch the CAO noted that with the OPP scheduled raises from 2015-2018 the Town is still ahead in our savings from previous years, due to the new billing model as well as the move to a regional policing model.
- Item #15 – Page 50 – AMO – Watch File (October 27, 2016)
  - In response to Councillor Lynch the CAO noted that staff has not at this time looked at submitting recommendations to the change of the Ontario Building Code. However, the Code is under review, and should we have any suggestions, that are not offered by OBOA we will communicate these.
- Item #16 – Page 58, 59, 69 – Ottawa Valley Business (October 18, 2016 & November 1, 2016)
  - Town of Renfrew will be hosting the 2017 Saw Tech Log Expo which will be held from June 23-25, 2017.
  - Congrats to our Economic Development Officer, Lindsay Wilson on the successful Retail Business Workshop entitled Retail Start-Up 101 that was held here in the Town of Arnprior.
  - Renfrew County has named the CP Rail Corridor “Algonquin Trail”.

Reeve Walter Stack noted a point of clarification:

- The CP Rail Line trail system will be named differently depending on the sections. The section of the trail from Smith Falls to Mattawa will be referred to as “CP Recreation Trail” and the section of the trail in Renfrew County will be referred to as the “Algonquin Trail.”

Mayor David Reid noted the following:

- Item #2 – Page 3-7 – City of Ottawa – Official Plan Amendment Proposal
  - The City of Ottawa has proposed an amendment to their Official Plan to designate Growth Projections, Employment Lands and Agricultural Lands.
- Item #9 – Page 21-23 – Royal Canadian Legion – Santa Claus Parade
  - Deputy Mayor Dan Lynch will be filling in for Mayor Reid at the Santa Clause Parade.

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- Item #10 – Page 24-25 – Arnprior Public Library – November 2016 Newsletter
  - Congratulations to Carolyn Swayze who won the Ontario Public Library Association's 2016 Children's and Youth Services Award. Well done.
- Item #13 – Page 33-34 – Letter from Resident – Snowmobile and ATV Access to Arnprior
  - In response to Mayor David Reid, the Town Clerk noted staff will contact the resident to provide them with the information for the Town's current snowmobile by-law.

**Mayor David Reid vacated his seat at the Council table, and Deputy Mayor Dan Lynch assumed the role of Chair at 7:44 PM.**

### **b) Correspondence Package A-16-NOV-16**

Resolution No. 400-16

Moved by Lynn Grinstead

Seconded by Ted Strike

**That** the Correspondence Package No. A-16-NOV-16 be received and that the recommendations outlined be brought forward for Council's consideration.

Resolution CARRIED

Resolution No. 401-16

Moved by Lynn Grinstead

Seconded by Ted Strike

**That** Council of the Corporation of the Town of Arnprior receive the correspondence dated October 30, 2016, from Holly Martin, regarding running a day program for adults with developmental and intellectual disabilities in the Town of Arnprior;

**And Whereas** this program will offer a volunteer component, recreation component, and a life skills component, which will benefit both the participants as well as the Town of Arnprior;

**And Whereas** in order for the day program to be viable, a fee which is manageable for parents/ guardians of participants will need to be implemented for attendees of the program.

**Therefore** Council of the Corporation of the Town of Arnprior supports the program establishment in the Town of Arnprior, and understands the need to maintain a manageable fee for participants;

**Now Therefore Be It Resolved That** Council of the Corporation of the Town of Arnprior supports waving the rental fee for one (1) year of the lower level (Old Fire Hall) space (approximately \$1300-\$3250 for one year rental of 2 days/week to 5 days/week) to assist in the program start up and keeping costs manageable for participants.

Resolution CARRIED

**Mayor David Reid resumed his seat at the Council table, as Chair, at 7:48 PM.**

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### 15. Bylaws/ Resolutions

#### a) By-laws

Resolution No. 402-16

Moved by Lynn Grinstead

Seconded by Ted Strike

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

- i) By-law No. 6639-16 – Public Notice Policy AS-CP-08
- ii) By-law No. 6640-16 – Part Lot Control William Street
- iii) By-law No. 6641-16 – Interim Spending
- iv) By-law No. 6642-16 – Facility User Liability Insurance Program

Resolution CARRIED

### 16. Announcements

Mayor David Reid made the following announcements:

- Congratulations to Councillor Dan Lynch for being the first Veteran from Arnprior to recite the Act of Remembrance at the annual Candlelight Tribute Ceremony on Nov. 7, 2016, hosted by Veteran Affairs Canada.
- The grand opening of the Two Grands Piano Bar, was this past Saturday night. A wish of success for this new business in Town.
- This past Saturday was also the 20<sup>th</sup> Anniversary of the Arnprior Breast Cancer Support Group. There was a good turnout, for this wonderful program that is run in our community. Congratulations.

### 17. Media Questions

None

### 18. Closed Session

None

### 19. Confirmatory By-Law

Resolution No. 403-16

Moved by Dan Lynch

Seconded by Tom Burnette

**That** By-law No. 6643-16 being a By-law to confirm the proceedings of the Regular Meeting of Council held on November 14, 2016 and it is hereby enacted and passed.

Resolution CARRIED

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**20. Adjournment**

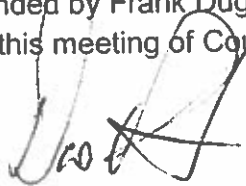
Resolution No. 404-16

Moved by Lynn Grinstead

Seconded by Frank Dugal

That this meeting of Council be adjourned at 7:52 PM.

Resolution CARRIED



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David Reid, Mayor



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Maureen Spratt, Town Clerk