



Minutes of Regular Council Meeting

March 18, 2014

6:30 PM

Council Chambers, Town Hall, Arnprior, ON

Present:

Deputy Mayor Dan Lynch
Councillor Mark Willmer
Councillor Ted Strike
Councillor Lynn Grinstead
Councillor Lyle Anderson

Also Present:

Michael Wildman, CAO
Maureen Spratt, Town Clerk
Renée Couture, Acting Director of Corporate Services/
Treasurer
Guy Bourgon, Director of Public Works
Robin Smith, Town Planner
Lindsay Wilson, Marketing & Economic Dev. Officer
Kaila Bowen, Secretariat Services Coordinator

Absent:

Mayor David Reid
Reeve Walter Stack

1. Call to Order

Deputy Mayor Dan Lynch 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 except, Reeve Walter Stack and Mayor David Reid.

3. Adoption of Agenda

Resolution No. 093-14

Moved by Ted Strike

Seconded by Lynn Grinstead

BE IT RESOLVED THAT the agenda for the Regular Meeting of Council dated Tuesday, March 18, 2014 be adopted.

Resolution CARRIED

4. Disclosures of Pecuniary Interest

None

5. Question Period

None

6. Adoption of Minutes of Previous Meetings

Resolution No. 094-14

Moved by Lyle Anderson

Seconded by Lynn Grinstead

THAT the Minutes of the Regular Meeting of Council dated Monday, February 24, 2014 be adopted.

Resolution CARRIED

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7. Awards/ Delegations/ Presentations
None

8. Public Meetings
None

9. Matters Tabled/Deferred/Unfinished Business
None

10. Staff Reports

a) 2014/2015 Action Plans – Marketing & Economic Development Officer

Resolution No. 095-14

Moved by Lynn Grinstead

Seconded by Mark Willmer

THAT Council receives report #14-03-18-01 as information.

Report and Resolution CARRIED

The Marketing & Economic Development Officer provided an overview of the report, as well as a Power Point presentation, attached as Appendix A and forming part of these minutes.

b) LED Streetlight Retrofit – Director of Public Works

Resolution No. 096-14

Moved by Ted Strike

Seconded by Lynn Grinstead

THAT Council authorize the Mayor and Clerk to enter into a contract with RealTerm Energy for the design, supply and installation of 812 cobrahead LED streetlight fixtures for an estimated value of \$482,566 plus HST; and

THAT Council authorize the Director of Corporate Services/Treasurer to make a submission of an application to the Ontario Infrastructure and Lands Corporation (OILC) for a construction loan and a subsequent 10 year loan to finance these works for an estimated value of 459,439 plus HST; and

THAT Council authorize CAO, with the assistance of the Town Solicitor, to negotiate and recommend that the Mayor and Clerk enter into a financing agreement with OILC for an estimated value of 459,439 plus HST and a financing rate of 2.92% over ten (10) years as set out in this report; and

THAT the CAO is authorized to approve contingency expenditures of up to five (5) percent of the estimated value of the project including any necessary amendments to financing agreements as may be required as a result; and

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THAT Council enact a by-law authorizing the application for funding to be made to OILC for this project.

Report and Resolution CARRIED

The Director of Public Works provided an overview of the report noting among many things, that this project is estimated to generate as much as \$1.5M over 15 years in net revenue for future pay-as-you-go expenditures.

c) 2013 Statement of Remuneration and Expenses Paid to Council and Local Boards – A/Director of Corporate Services/ Treasurer

Resolution No. 097-14

Moved by Lynn Grinstead

Seconded by Mark Willmer

THAT Council receives as information the attached Treasurer's 2013 Statement of Remuneration and Expenses Paid to Council and Local Boards

Report and Resolution CARRIED

The A/Director of Corporate Services/ Treasurer provided an overview of the report.

11. Committee Reports and Minutes

None

12. Notice of Motions

None

13. Reeve's Report From County Council

None

14. Correspondence & Petitions

a) Correspondence Package No. I-14-MAR-05

Resolution No. 098-14

Moved by Mark Willmer

Seconded by Lynn Grinstead

THAT the Correspondence Package No. I-14-MAR-05 be received as information and filed accordingly.

Resolution CARRIED

Councillor Lynch made note of the following items in the Correspondence Package:

- Page 5 – Indicated he concurs with the letter regarding the Prompt Payment Act, and asked staff to prepare a letter to this effect.

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- Page 89 – Pointed out that the Minister of Finance, Charles Sousa has no time to meet our County Warden and recommended that he meet with staff instead.
- Page 93 – Congratulated Smith's Construction in being awarded the Surface Treatment Contract for Lanark County.
- Page 109 – Pointed out the importance of keeping an eye on the development of Armatec Survivability plans to build, as these plans may affect the Madawaska River.

b) Correspondence Package No. A-14-MAR-04

Resolution No. 099-14

Moved by Lyle Anderson

Seconded by Mark Willmer

THAT the Correspondence Package No. A-14-MAR-04 be received and that the recommendations outlined be brought forward for Council's consideration.

Resolution CARRIED

Resolution No. 100-14

Moved by Lyle Anderson

Seconded by Mark Willmer

THAT Council of the Corporation of the Town of Arnprior receive the correspondence from the Arnprior Agricultural Society;

AND FURTHER THAT Council approve the Agricultural Society's request to waive the Hall Rental fees at the Nick Smith Centre, for a fundraiser event in May 2014;

AND FURTHER THAT Council approve the net proceeds from the bar sales be given to the Arnprior Agricultural Society to be used to install permanent washroom facilities at the fairgrounds.

Resolution CARRIED

Resolution No. 101-14

Moved by Lyle Anderson

Seconded by Mark Willmer

WHEREAS Council has received correspondence dated February 25, 2014 from the United Townships of Head, Clara and Maria with regards to an Election Finance Compliance Audit Committee;

AND WHEREAS the Town Clerk presented this information to the Corporate Services Advisory Committee on February 18, 2014;

AND WHEREAS the Corporate Services Advisory Committee passed Resolution No. CSC003-14, recommending to Council that the Town of Arnprior take part in a County Wide Compliance Audit Committee;

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THEREFORE BE IT RESOLVED THAT the Council of the Town of Arnprior support the United Townships of Head, Clara and Maria in their call on the Council of the County of Renfrew to upload the creation, training and management of an Election Finance Compliance Audit Committee which would be available to provide services to any lower tier municipality within the County.

Resolution CARRIED

Resolution No. 102-14

Moved by Lyle Anderson

Seconded by Mark Willmer

WHEREAS Council has received correspondence dated March 4, 2014 from AMO, with regards to Joint and Several Liability;

AND WHEREAS on February 27, 2014, MPPs from all parties supported a motion calling on the government to reform joint and several liability;

AND WHEREAS the passage of this resolution marks a significant milestone in the municipal campaign for reform.

THAT the Council of the Corporation of the Town of Arnprior supports the government's consideration and adoption of measures which limit the impact of joint and several liability on municipalities. Specifically, we understand three options are under consideration – the Saskatchewan Model, the Multiplier Model, or a third model which combines both;

AND FURTHER THAT the Council of the Corporation of the Town of Arnprior affirms its support of this third Combined Model as described by AMO's March 4, 2014 Policy update.

AND FURTHER THAT the Council of the Corporation of the Town of Arnprior supports AMO's advice to the government that such changes would represent a significant incremental step to address a pressing municipal issue. This places some reasonable limits on the damages that may be recovered from a municipality under the limited circumstances.

THEREFORE BE IT RESOLVED THAT for this reason the Council of the Corporation of the Town of Arnprior supports the adoption of the Combined Model under consideration. We strongly encourage the government to immediately proceed with legislation which gives effect to this model.

Resolution CARRIED

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Resolution No. 103-14

Moved by Lyle Anderson

Seconded by Mark Willmer

WHEREAS Council has received correspondence dated March 11, 2014 from MP Cheryl Gallant;

AND WHEREAS Nuclear Science and Technology is finally being recognized by traditional environmentalists as the key to a clean, sustainable, green-house gas-free reliable source of power;

AND WHEREAS Cancer and heart disease patients worldwide have had their lives saved by the discoveries made at Chalk River Laboratories, our Centre of Excellence for Nuclear Science and Technology, here in Innovation Valley North;

AND WHEREAS NASA, the aerospace, automotive, oil and gas sectors have relied upon the science generated by our local citizens;

AND WHEREAS a growing number of countries are using AECL's commercialized products and services for their national security.

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Arnprior, through support of this resolution, co-sign Cheryl Gallant's letter to Prime Minister Stephen Harper stating that Nuclear Science and Technology should be one of Canada's top priorities.

Resolution CARRIED

15. Bylaws/ Resolutions

a) By-Laws

Resolution No. 104-14

Moved by Lynn Grinstead

Seconded by Mark Willmer

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

- i) By-law No. 6319-14 – TOPPS (Waste Collection)
- ii) By-law No. 6320-14 – Tomlinson (Operation of Waste Disposal Site)
- iv) By-law No. 6322-14 – Lift Holding Symbol (44 Carss St.)
- v) By-law No. 6323-14 – License to Occupy (Veale)
- vi) By-law No. 6324-14 – Authorize Application for Funding (LED Streetlights)
- vii) By-law No. 6325-14 – Summer Student Employment Policy
- viii) By-law No. 6326-14 – Grant Funding “Commercial Retail and Service Business Opportunity Study” Agreement (RED)
- ix) By-law No. 6327-14 – Grant Funding “Install signage for Arnprior's new brand” Agreement (RED)

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- x) By-law No. 6328-14 – Credit Card Policy

Resolution CARRIED

Resolution No. 105-14

Moved by Lynn Grinstead

Seconded by Mark Willmer

THAT the following by-law be and is hereby enacted and passed:

- iii) By-law No. 6321-14 – Employee Code of Conduct Policy

Resolution CARRIED

A recorded vote was taken:

Councillor Anderson	Yes
Councillor Grinstead	Yes
Councillor Strike	Yes
Councillor Willmer	Yes
Deputy Mayor Lynch	Yes

b) Resolution(s)

Resolution No. 106-14

Moved by Mark Willmer

Seconded by Lynn Grinstead

THAT Council authorize the flying of the World Autism Awareness Flag on April 2, 2014 at 12:00 Noon to raise awareness of Autism Spectrum Disorder.

Resolution CARRIED

Announcements

Deputy Mayor Dan Lynch made the following announcements:

- On behalf of Council and the Town, I wish Tony and Christina Veale all the best in their new location being built on Baskin Drive West.
- On behalf of Council and the Town, I wish Arnprior Reality Development the best in their endeavors to build a shopping mall at the old Classic Golf Course.
- The Owl Exhibition is a must see at the Arnprior and District Museum, which ends on April 11, 2014.
- Congratulations to John Leslie, he did us all proud. Everyone should come and show their support on Friday night at the John Street Pub.
- Congratulations to Sullivan & Son for their book “Hundred Years and a hand Shake”.
- There are currently no planning applications involving Walmart coming to Arnprior.
- A belated Happy Birthday to Councillor Anderson who celebrated his birthday last Saturday.

16. Media Questions

None

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17. Closed Session

Resolution No. 107-14 (7:15 PM)

Moved by Lynn Grinstead

Seconded by Mark Willmer

THAT Council move into closed session to discuss two (2) matters about an identifiable individual, including municipal or local board employees pursuant to Section 239 (2)(b) of the Municipal Act, 2001(OMERS) (Town Award(s)).

Resolution CARRIED

Resolution No. 108-14 (8:10 PM)

Moved by Lynn Grinstead

Seconded by Ted Strike

THAT Council resume to Open Session.

Resolution CARRIED

Resolution No. 109-14

Moved by Ted Strike

Seconded by Lynn Grinstead

That the CAO be directed to implement the decision of Council with regards to Item #1 (OMERS).

Resolution CARRIED

Resolution 110-14

Moved by Mark Willmer

Seconded by Lynn Grinstead

THAT the Clerk be directed to implement the decision of Council with regards to Item #2 (Awards).

Resolution CARRIED

18. Confirmatory By-Law

Resolution No. 111-14

Moved by Mark Willmer

Seconded by Lyle Anderson

THAT By-law No. 6329-14 being a By-law to confirm the proceedings of the Regular Meeting of Council held on March 18, 2014 and it is hereby enacted and passed.

Resolution CARRIED

19. Adjournment

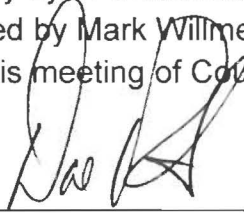
Resolution No. 112-14

Moved by Lynn Grinstead

Seconded by Mark Willmer

THAT this meeting of Council be adjourned at 8:15 PM.

Resolution CARRIED



David Reid, Mayor



Maureen Spratt, Town Clerk



Background

- In 2013 Council approved a Strategic Plan that included both Economic Development and Marketing as key priority areas in 2014 and 2015
- The CAO directed staff to develop strategy outlines which will guide the process of fulfilling the outcomes of the Action Plans

2014/2015 Economic Development Action Plan

Investment Readiness Strategy

- List of most requested information has been compiled
- Developing an attraction brochure
- Information and brochures provided electronically to potential business and developers on new website
- List of available properties and land
- The MEDO updates this information as need to ensure that all information is accurate.



2014/2015 Economic Development Action Plan

GAP Analysis

- Staff will be issuing an RFP to retain a qualified consultant to conduct a gap analysis
- Identify gaps in both products and services offered within Town
- Identify the economic leakage that the Town is facing with residents shopping out of Town
- Results of this study will assist with targeted attraction



2014/2015 Economic Development Action Plan

Commercial Development/Outreach Program

- Develop a list of prospective companies and developers
- Develop a list of franchises
- Develop a list of successful downtown businesses
- Develop a list of hotel chains
- Conduct cold calls to open discussions about developing or opening a location in Arnprior
- Attraction brochure which will be sent out to contacts
Results of this study will assist with targeted attraction
- Open House Event held in July / August
- Tradeshows



2014/2015 Economic Development Action Plan

Business Retention

- The business registry which was launched in August
- Increased communication and built an accurate business listing
- Town's new website offers grant, support and CIP information,
- The Town's new blog allows for opportunities to help highlight local businesses.
- MEDO will ensure to visit every new business the first week of opening
- MEDO will be holding three business check-up events throughout the year



2014/2015 Economic Development Action Plan

Promoting the Community Improvement Plan

- Adopted in 2011 and has been under promoted to date.
- Section on the Town's website under the "Grow"
- A flyer promoting the CIP will be issued with the next tax bill to all properties within the qualifying areas
- A sign will be displayed out front of any CIP project during improvements and for a month after
- Continue presentations on the Community Improvement Plan at local business events/meetings to encourage participation in the program.



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2014/2015 Economic Development Action Plan

Developing Partnerships

- MEDO will develop a list of potential partnerships
- Meet with these organizations throughout the fall to discuss mutually beneficial partnerships and programs that could be initiated
- Depending on the results of these meetings and the viability of the partnership actions will be taken to further develop these ideas and partnerships in 2015.



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2014/2015 Economic Development Action Plan

Support Physician Recruitment

- MEDO will offer support to the recruitment coordinator by providing copies of the Arnprior Discovery guide
- Provide members of Council with promotional gifts to present to visiting doctors and medical students
- If need assist with planning events or attending event to promote the Town of Arnprior



2014/2015 Marketing Action Plan

Implement the new brand

- New Promotional material have been ordered and old promotion materials will be phased out.
- All staff should have business cards with the new brand by January 2015.
- New branded highway signs and gateway signs will be installed this Spring
- An inventory of all vehicles, signs and other branded items within the Town will be completed and a financially sustainable plan will then be developed to have all items re-branded.



2014/2015 Marketing Action Plan

Communication Strategy/Website/Partnership Developments

- Municipal Matters section was published in the February 20th Arnprior Chronicle Guide

- A new communication

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.O.



2014/2015 Marketing Action Plan

Marketing Plan

- A list of marketing done in 2013 will be developed and evaluated for effectiveness
- Marketing opportunities will then be researched to identify each desired target market; visitors, residents, businesses and investors.
- A discussion will then be done with each department on what they need to promote throughout the year.
- By Q1 2014 a marketing plan will be developed utilizing the 2014 marketing budget.



2014/2015 Marketing Action Plan

Tourist Information

- The Discovery Guide has been printed and distributed
- The Town's Discovery section of the website is filled with information targeted at tourist.
- The Greater Arnprior Chamber of Commerce has expressed interested in working with the Town to develop Tourist Information booths.
- Assist with promotion and attracting sponsorships for Town Events



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Questions?



• WHERE THE RIVERS MEET •

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