



Minutes of Regular Council Meeting

August 27, 2018

6:30 PM

Town Hall, Council Chambers

Present:

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

Also Present:

Michael Wildman, CAO
Jennifer Morawiec, GM, Client Services/Treasurer
Maureen Spratt, Town Clerk
Kaila Zamojski, Deputy Clerk
John Steckly, GM, Operations
Jeff Crawford, Fire Chief
Janet Carlile, Museum Curator
Gordon Gillespie, Engineering Officer, Facilities & Civil
Robin Paquette, Town Planner

Absent:

Councillor Ted Strike

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 except Councillor Ted Strike.

3. Adoption of Agenda

Resolution No. 274-18

Moved by Dan Lynch

Seconded by Tom Burnette

Be It Resolved That the agenda for the Regular Meeting of Council dated Monday, August 27, 2018 be adopted.

Resolution CARRIED

4. Disclosures of Pecuniary Interest

None

5. Question Period

None

6. Adoption of Minutes of Previous Meetings

Resolution No. 275-18

Moved by Frank Dugal

Seconded by Lynn Grinstead

That the Minutes of the Regular and Special Meeting of Council listed under item 6 (a) through (d) on the agenda be adopted (Special Meeting of Council – July 6, 2018; Regular Meeting of Council – July 9, 2018; Special Meeting of Council – July 30, 2018; Special Meeting of Council – August 17, 2018).

Resolution CARRIED

Minutes of Regular Council Meeting

7. Awards/ Delegations/ Presentations

None

8. Public Meetings

None

9. Matters Tabled/Deferred/Unfinished Business

None

10. Staff Reports

a) Draft Plan of Subdivision – Arnprior Fairgrounds Subdivision – Town Planner

Resolution No. 276-18

Moved by Frank Dugal

Seconded by Lynn Grinstead

That Council receive report 18-08-27-01 as information; and

That pursuant to Section 51(20) of the Planning Act, that Council hold a public meeting September 10th, 2018 to allow for public review and comment.

Report and Resolution CARRIED

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

b) Arnprior & District Museum Strategic Plan – Museum Curator

Resolution No. 277-18

Moved by Dan Lynch

Seconded by Tom Burnette

That Council receive and adopt the Museum Strategic Plan recommended by the Museum Board and staff.

Report and Resolution CARRIED

The Museum Curator provided an overview of the report and responded to questions.

c) Award Library Roof Replacement – Tender PW-2018-09 – Engineering Officer, Facilities and Civil

Resolution No. 278-18

Moved by Frank Dugal

Seconded by Lynn Grinstead

That Council award the Arnprior Public Library, Sloped Roof Replacement Project, Tender #PW-2018-09, Option 1 - shingles, to McKay Sheet Metal, for a total of \$44,375.10 (Incl. HST); and

That Council enact a bylaw authorizing the CAO to execute the agreements, and related documents to McKay Sheet Metal, to complete the works set out in Tender #PW-2018-09.

Report and Resolution AMENDED

Minutes of Regular Council Meeting

The Engineering Officer, Facilities and Civil provided an overview of the report and responded to questions.

Resolution No. 279-18

Moved by Tom Burnette

Seconded by Dan Lynch

That Council amend the resolution no. 278-18 by replacing paragraph one and adding a second paragraph prior to the final paragraph previously noted, as follows:

“**That** Council award the Arnprior Public Library, Sloped Roof Replacement Project, Tender #PW-2018-09, Option 2 – metal, to McKay Sheet Metal, for a total of \$116,096.20 (including HST); and”

“**That** Council approve of the funding shortfall through the Capital Expenditure Reserve Fund (CERF) and;”

Resolution CARRIED

Resolution No. 280-18

Moved by Walter Stack

Seconded by Dan Lynch

That Council award the Arnprior Public Library, Sloped Roof Replacement Project, Tender #PW-2018-09, Option 2 – metal, to McKay Sheet Metal, for a total of \$116,096.20 (including HST); and

That Council approve of the funding shortfall through the Capital Expenditure Reserve Fund (CERF); and

That Council enact a bylaw authorizing the CAO to execute the agreements, and related documents to McKay Sheet Metal, to complete the works set out in Tender #PW-2018-09.

Resolution CARRIED As Amended

d) Corporate Succession Plan Update – CAO & Deputy Clerk

Resolution No. 281-18

Moved by Lynn Grinstead

Seconded by Frank Dugal

That Council receive and approve the CAO’s Corporate Succession Plan Update Report #18-08-27-04; and

That Council continue to assert its ongoing commitment to the Town’s Corporate Succession Plan Strategies, as outlined in this report; and

That the CAO and Management Team are directed to continue to ensure implementation and support of all elements of the Town’s Corporate Succession Plan.

Report and Resolution CARRIED

Minutes of Regular Council Meeting

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

e) CAO Recruitment Strategy & Process – CAO

Resolution No. 282-18

Moved by Dan Lynch

Seconded by Tom Burnette

That Council approve the attached CAO Job Description; and

That Council approve the CAO Recruitment Strategy & Process Outline including the recommended posted salary as set out in this report; and

That the CAO be authorized to proceed with the steps outlined herein.

Report and Resolution AMENDED

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

Resolution No. 283-18

Moved by Walter Stack

Seconded by Tom Burnette

That Council amend resolution no. 282-18 by replacing the wording in paragraph two as follows:

“**That** Council approve the CAO Recruitment Strategy & Process Outline including the recommended posted salary as outlined in the report, up to and including November 2018, and following, the new Council will reconsider and finalize the remainder of the recruitment process and strategy; and”

Resolution CARRIED

Resolution No. 284-18

Moved by Dan Lynch

Seconded by Lynn Grinstead

That Council approve the attached CAO Job Description; and

That Council approve the CAO Recruitment Strategy & Process Outline including the recommended posted salary as outlined in the report, up to and including November 2018, and following, the new Council will reconsider and finalize the remainder of the recruitment process and strategy; and

That the CAO be authorized to proceed with the steps outlined herein.

Resolution CARRIED As Amended

11. Committee Reports and Minutes

None

Minutes of Regular Council Meeting

12. Notice of Motions

None

13. Reeve's Report From County Council

None

14. Correspondence & Petitions

a) Correspondence Package No. I-18-AUG-14

Resolution No. 285-18

Moved by Lynn Grinstead

Seconded by Walter Stack

That the Correspondence Package No. I-18-AUG-14 be received as information and filed accordingly.

Resolution CARRIED

Councillor Dan Lynch referred to various items from the Correspondence Package No. 1-18-AUG-14, noting the following:

- Item # 2 – Page 6 – Correspondence from the Public Health Agency of Canada (PHAC) – Building Stronger Communities Across Ontario with Federal Gas Tax Fund
 - In response to Councillor Lynch, the CAO noted the Planner will be completing the WHO Global Network for Age Friendly Cities and Communities application in the near future, and will advise Council of any updates.
- Item # 3 – Page 8 – Correspondence from the Federation of Canadian Municipalities (FCM) – Grant Approval for Asset Management Software Implementation and Policy Development (MAMP-15845)
 - In response to Councillor Lynch, the CAO noted FCM has announced that the approved FCM funding is now public and has invited us to share the linked news release and social media content with our networks. Staff have just received the agreement for signature today, and will work with FCM to finalize this over the next couple of weeks.
- Item # 7 – Page 14 – Correspondence from the College of Physicians and Surgeons of Ontario – 2019 Council Award for Physicians
 - In response to Councillor Lynch, the CAO noted anyone may nominate an eligible physician for the College of Physicians and Surgeons Council Award. Staff does not have a specific physician in mind at this time. However, staff could contact Arnprior Regional Health to see if they are making a recommendation.
- Item # 9-13 – Page 68-77 – Correspondence from the Township of McNab/Braeside, Township of Horton, Township of Whitewater Region, and Township of Bonnechere Valley
 - Thank you to our neighbouring municipalities who supported our resolution on fire fighter “Double Hatters.”

Minutes of Regular Council Meeting

- Item # 14 – Page 80– AMO – Watch File – July 12, 2018
 - In response to Councillor Lynch, the CAO noted this new WSIB policy applies if a firefighter or a fire investigator is diagnosed with a prescribed cancer, on or after January 1, 1960, and meets the employment duration and additional criteria for the prescribed cancer. Then the disease is presumed to be an occupational disease due to the nature of the worker’s employment, unless the contrary is shown.
The Fire Chief has advised that this policy change has recently affected our Fire Department. Appropriate steps have been, and will continue to be taken to comply with this new policy through the HRO and Chief.
- Item # 14– Page 84 – AMO – Watch File – July 26, 2018
 - In response to Councillor Lynch, the CAO noted the recent installation of LED lighting at the Nick Smith Centre was initiated through this LAS program. Staff will continue to review these programs for potential future opportunities.
- Item # 16 – Page 107 – Correspondence from the Greater Arnprior Seniors Council – Expression of Staff Excellence
 - Nice to have our staff, namely Robin Paquette and Council being thanked by a member of the community for the accomplishments and support in dealing with Seniors activities.
- Item # 17 – Page 114 & 115 – Correspondence from the Greater Arnprior Chamber of Commerce – August Newsletter
 - An announcement – Arnprior Night at the Races, September 20, 2018. Great opportunity for business advertising.
 - On behalf of Council we wish Jack and Faith Bird of No Frills “All the best” in their retirement.
- Item # 22– Page 162 – Correspondence from Brittle Printing – Announcement Regarding Retirement and Sale
 - On behalf of Council we wish Hedley Brittle of Brittles Printing “All the best” in his retirement and continued success for the new owner Robert Hughes.
- Item # 23 – Page 163 – Thank You Letters – Secondary School Bursaries
 - I want to recognize the thank you letters\notes we received from this years ADHS Award recipients. It’s important that the Town keep sponsoring this program as its a means of supporting the community through our students so they can advance in the academic world. You never know one of these students might do something important and without financial assistance wouldn't have necessarily succeeded.
- Item # 25 – Page 169-175 – Correspondence from Patricia MacNeil – Development in McNab/Braeside and Concerts in the Park and Robert Simpson Park
 - In response to Councillor Lynch the CAO noted the correspondence provided by Ms. MacNeil, regarding the development in McNab/Braeside, has also been received by the Township of McNab/Braeside for their consideration, as this property mentioned is outside of the Town of Arnprior limits.

Minutes of Regular Council Meeting

In regards to the letter noting various requests at Robert Simpson Park, this correspondence is being reviewed appropriate staff, for consideration/ response to Ms. MacNeil.

- Item # 26- Page 176 – Correspondence from the FCC AgriSpirit Fund – Approval Email Notification
 - Congratulations to staff on the successful application to Farm Credit Canada for the lighting upgrades to the Nick Smith Centre, in the amount of \$10,000.00. Well done.

Mayor David Reid referred to the following item from the Correspondence Package No. 1-18-AUG-14, noting the following:

- Item # 25 – Page 169 – Correspondence from Patricia MacNeil – Development in McNab/Braeside
 - It is important to have these letters come through Council, to have the discussion on record; In regards to the letter regarding development in McNab/Braeside, the developer for these lands will be attending the September 10, 2018 Regular Meeting of Council as a delegation, to provide some information on this subject.

b) Correspondence Package No. A-18-AUG-13

Resolution No. 286-18

Moved by Lynn Grinstead

Seconded by Dan Lynch

That the Correspondence Package No. A-18-AUG-13 be received and that the recommendations outlined be brought forward for Council's consideration.

Resolution CARRIED

Resolution No. 287-18

Moved by Lynn Grinstead

Seconded by Dan Lynch

That Council of the Corporation of the Town of Arnprior receive the correspondence from Stephen Dodd, Organizer of the 2018 Terry Fox Run, dated July 13th, 2018;

Further That Council approve the request for the following in-kind support for the 2018 Terry Fox Run;

- Waive the Robert Simpson Park Gazebo Rental fee for Sunday, September 16th, 2018 including picnic tables, sound system, garbage/recycling receptacles, setup and tear down (\$442.98 excluding HST); and
- Waive the cost for a ½ page Arnprior Life advertisement in the 2018 Fall/Winter Edition (\$400 excluding HST);

Further That Stephen Dodd 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;

Further That Council give permission for a tree to be planted at Robert Simpson Park, subject to the consultation with staff to determine species and placement.

Resolution CARRIED

Minutes of Regular Council Meeting

Resolution No. 288-18

Moved by Lynn Grinstead

Seconded by Dan Lynch

That Council of the Corporation of the Town of Arnprior receive the correspondence from the Arnprior & District Humane Society, dated July 26, 2018; and

Further That Council approve of the request to borrow up to 50 tables from the Nick Smith Centre at no cost (approximate value of staff time/ delivery & pick-up \$158.82), for the Arnprior & District Humane Society Fall Yard Sale Fundraising Event on September 15, 2018, to raise funds for the animals in their care.

Resolution CARRIED

15. Bylaws/ Resolutions

a) By-laws

Resolution No. 289-18

Moved by Dan Lynch

Seconded by Walter Stack

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

- i)** By-law No. 6857-18 – Amendment to Parking and Traffic By-law 6357-14 (Carss Street)
- ii)** By-law No. 6858-18 – Exemption to Merchandise and Sign By-law No. 5209-04
- iii)** By-law No. 6859-18 – Memorandum of Understanding Chats Lake Yacht Club

Resolution CARRIED

Resolution No. 290-18

Moved by Lynn Grinstead

Seconded by Dan Lynch

That the following by-law be amended in accordance with the amendments made to the report under item 10 (c):

- iv)** By-law No. 6860-18 – Award Arnprior Public Library, Sloped Roof Replacement, Tender # PW-2018-09

Resolution CARRIED

Resolution No. 291-18

Moved by Lynn Grinstead

Seconded by Dan Lynch

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

- iv)** By-law No. 6860-18 – Award Arnprior Public Library, Sloped Roof Replacement, Tender # PW-2018-09

Resolution CARRIED As Amended

Minutes of Regular Council Meeting

16. Announcements

Councillor Dan Lynch made the following announcements:

- On behalf of Council I want to thank Brad Runtz and the Agricultural Board for hosting the last Arnprior Fair. In my opinion it was exceptional, what a way to close off history. Thank you.
- On behalf of Council I want to thank Brian Estabrooks and his committee for the successful Arnprior Cars-Bike Show. Another event that grows bigger every year and certainly brings the out of towners to visit our town. Thanks again.
- Welcome to William Whalley who is the new Arnprior Airport Manager.
- Thanks to all the Entertainers who performed at the “Concerts in the Park” during a perfect summer. As well, to our staff who spent a lot of time there that ensured the park was “perfect” for all the visitors who attended the concerts. The only negative comment is the lack of parking and that there are more out of towners taking advantage of these concerts than local residents.
- With the closing of “Play it Again Sports” sports enthusiasts are reminded that a new Sports store has opened located on River Road.

Reeve Walter Stack made the following announcements:

- I concur with the comments made by Councillor Lynch in regards to the Arnprior Fair. It was a great afternoon for my family. Well done.
- This past Saturday was the fundraising event held by Giant Tiger for Glenn Arthur’s grandson. It was very well attended, and I wanted to take this opportunity to thank Mike Marcil of Giant Tiger, as his is always there to step and help out members of this community. Thank you to all of the volunteers who also made this event a success.
- Thank you to Councillor Dan Lynch for stepping up to be the next County Councillor. This is a large role to take on, and as you have been acclaimed, thank you and congratulations on this new role.

Mayor David Reid made the following announcement:

- We have not met since the closing of the candidates for this municipal election. Thank you to my current Council colleagues for stepping up to run again. In addition, I would like to wish all the best to any of the new candidates who have put their name forward. I welcome any of the new candidates to come and meet with me. This is not an easy task to take on, and is quite a commitment. Congratulations to everyone for coming forward.

17. Media Questions

Derek Dunn, of Metroland Media asked if the Town was still satisfied with the status of being and Employer of Choice, as outlined in the Strategic Plan?

Minutes of Regular Council Meeting

Mayor David Reid responded, yes, noting while there has been turnover over the years, but majority of which not full time staff. The turnover noted this evening is mostly related to temporary and seasonal employment opportunities. He further noted, the Town certainly strives to be a municipality for people looking for a career in municipal government, and overall in his opinion we are doing a good job in this regard.

18. Closed Session
None

19. Confirmatory By-Law
Resolution No. 292-18
Moved by Tom Burnette
Seconded by Dan Lynch

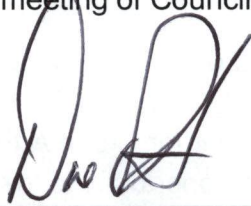
That By-law No. 6861-18 being a By-law to confirm the proceedings of the Regular Meeting of Council held on August 27, 2018 be and it is hereby enacted and passed.

Resolution CARRIED

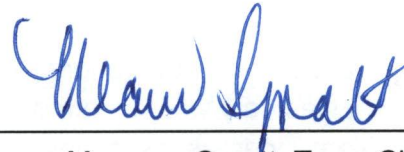
20. Adjournment
Resolution No. 293-18
Moved by Lynn Grinstead
Seconded by Frank Dugal

That this meeting of Council be adjourned at 8:35 pm.

Resolution CARRIED



David Reid, Mayor



Maureen Spratt, Town Clerk