



Minutes of Special Council Meeting

April 14, 2020

3:00 PM

Town Hall, Council Chambers

Present Via Video Conferencing:

Mayor Walter Stack
County Councillor Dan Lynch
Councillor Ted Strike
Councillor Lynn Grinstead
Councillor Tom Burnette
Councillor Chris Toner
Councillor Lisa McGee

Also Present:

Robin Paquette, CAO
Jennifer Morawiec, GMCS/Treasurer
John Steckly, GM, Operations
Maureen Spratt, Town Clerk
Emily Melanson, A/ Deputy Clerk

1. Call to Order

Mayor Walter Stack called the Special Council meeting to order at 3:05 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. 103-20

Moved by Lisa McGee

Seconded by Lynn Grinstead

Be It Resolved That the agenda for the Special Meeting of Council dated Tuesday, April 14, 2020 be adopted.

Resolution CARRIED

4. Disclosures of Pecuniary Interest

N/A

5. Adoption of Minutes of Previous Meeting(s)

Resolution No. 104-20

Moved by Tom Burnette

Seconded by Chris Toner

That the Minutes of the Regular and Special Meetings of Council listed under items 5(a) and (b) on the Agenda be adopted (Regular Meeting of Council – March 9, 2020 at 6:30 p.m.; Special Meeting of Council – March 25, 2020 at 4:00 p.m.).

Resolution CARRIED

6. Staff Reports

a) Covid-19 Response Update – CAO

Resolution No. 105-20

Moved by Lisa McGee

Seconded by Lynn Grinstead

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That Council receive the following report as information; and

That Council authorize the cancellation or postponement of Town planned public events up to June 30, 2020.

Resolution CARRIED

The CAO and General Manager, Client Services/Treasurer provided an overview of the report, including a presentation attached as Appendix A of these minutes, and responded to questions.

7. Correspondence & Petitions

a) **Correspondence Package No. I-20-APR-06**

Resolution No. 106-20

Moved by Ted Strike

Seconded by Dan Lynch

That the Correspondence Package No. I-20-APR-06 be received as information and filed accordingly.

Resolution CARRIED

8. By-laws/Resolutions

a) **By-laws**

Resolution No. 107-20

Moved by Tom Burnette

Seconded by Lynn Grinstead

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

- i) By-Law No. 7053-20 – Amend By-Law No. 7031-20 Interim Tax Levy
- ii) By-Law No. 7054-20 – Waive penalty requirement for water and wastewater billings (March, April, May 2020)

Resolution CARRIED

b) **Resolutions – Meetings**

Resolution No. 108-20

Moved by Lisa McGee

Seconded by Lynn Grinstead

Whereas, on March 17, 2020 a Declaration of Emergency was made by the Province of Ontario pursuant to section 7.0.1 of the *Emergency Management and Civil Protection Act*, R.S.O. 1990, Chapter E.9; and

Whereas due to the COVID-19 (coronavirus) outbreak, all regular Council and Advisory committee meetings regularly scheduled have been suspended out of an abundance of caution; and

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Whereas, once the province withdraws its emergency declaration and public health officials' messaging changes with respect to social distancing, staff will work in consultation with the Mayor and Chief Administrative Officer to resume regular meetings as soon as possible; and

Whereas, at a special meeting held on March 25, 2020 council amended its procedure by-law to allow for electronic participation during any period where an emergency has been declared to exist in all or part of the municipality under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act; and

Whereas Council deems it expedient to take every precaution to slow the infection of the pandemic, and to ensure the health and safety of our community.

Therefore, Be It Resolved That until such a time as Council can resume to their regular Council and Committee Meetings, Special Council meetings be held, at the call of the Mayor in consultation with the Chief Administrative Officer, electronically to support any time-sensitive agenda items.

Resolution CARRIED

9. Closed Session (3:38 p.m.)

Resolution No. 109-20

Moved by Ted Strike

Seconded by Dan Lynch

That Council move into Closed Session regarding three (3) matters: One (1) matter pursuant to Section 239(2)(b) of the Municipal Act, 2001, to discuss a personal matter about an identifiable individual including municipal or local board employees (Striking Committee); and

One (1) matter pursuant to Sections 239(2)(b) and (f) of the Municipal Act, 2001, to discuss a personal matter about an identifiable individual including municipal or local board employees, and advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Staffing); and

One (1) matter pursuant to Section 239(2)(f) of the Municipal Act, 2001, advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Awarding of Tender).

Resolution CARRIED

Open Session (5:23 p.m.)

Resolution No. 110-20

Moved by Lisa McGee

Seconded by Ted Strike

That Council resume to Open Session

Resolution CARRIED

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Resolution No. 111-20

Moved by Ted Strike

Seconded by Dan Lynch

1. LEG shared Service Delivery Review

That County Councillor Lynch join Mayor Stack and the CAO as a representative from the Town of Arnprior on the Local Efficiency Group.

2. Joint Recreation/Library Agreement

That Mayor Stack and Peter Anas be appointed to the Joint Recreation Committee; and Further That Mayor Stack be appointed to the Municipal Library Committee.

Resolution CARRIED

Resolution No. 112-20

Moved by Lynn Grinstead

Seconded by Dan Lynch

That Council authorize staff to proceed as directed in closed session regarding staffing reductions.

Resolution CARRIED

Resolution No. 113-20

Moved by Lynn Grinstead

Seconded by Ted Strike

1. That Council cancel the award of the Alicia Street Reconstruction Tender #PW-2020-01 and re-tender at a later time.

2. That Council direct staff to bring forward a by-law to award the Nick Smith Centre (NSC) Mould Remediation and Fit-up tender #PW-2020-02.

Resolution CARRIED

County Councillor Lynch briefly noted infrastructure programs within the County are being run as they are deemed an emergency, therefore Madawaska Bridge and River Road will be completed.

10. Confirmatory By-Law

Resolution No. 114-20

Moved by Tom Burnette

Seconded by Lisa McGee

That By-law No. 7055-20 being a By-law to confirm the proceedings of the Special Meeting of Council held on April 14, 2020 be and it is hereby enacted and passed.

Resolution CARRIED

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11. Adjournment

Resolution No. 115-20

Moved by Lynn Grinstead

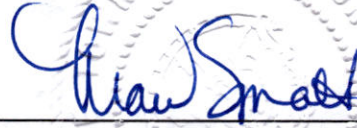
Seconded by Ted Strike

That this meeting of Council be adjourned 5:25 p.m.

Resolution CARRIED



Walter Stack, Mayor



Maureen Spratt, Town Clerk





ARNPRIOR
• WHERE THE RIVERS MEET •

COVID 19 Update

Robin Paquette, CAO

Council Meeting, April 14, 2020

Background

- On March 25, 2020 Council received the following reports:
 - Temporary Financial Measures
 - Business Continuity Plans (BCP)
 - Communication Plans
 - Economic Development Update
- Provincial State of Emergency and emergency orders extended to April 23rd and schools remained closed to May 4th
- Essential services continuing and staff working from home where possible



Meetings

- All regular Council and Committee meetings have been cancelled.
- Special meetings will be held at the call of the Mayor.
- Council's Annual Volunteer Appreciation Event scheduled for April 26th postponed.



Communications

- Social media continues to focus on sharing messages and information from RCDHU, the Province and the Federal Government:
 - @arnpriorlife facebook page, @Arnprior twitter account and Arnprior app, COVID 19 page on www.Arnprior.ca
- PSA's on MYFM and Valley Heritage Radio are being sponsored.
- Media Releases and weekly Message from the Mayor are being shared.



Finance Department

- All financial services are being provided as usual:
 - Payables, receivables, utility billing, payroll, bank reconciliations
 - Audit is proceeding
- Finance department is operating under the Business Continuity Plan.



By-law Enforcement

- Under the EMCP Act fines have been set by the Province to ensure compliance with Orders and OPP and Municipal Bylaw Enforcement Officers are empowered.
- OPP are responding to calls for service, providing education to encourage compliance and will call on By-law Enforcement for assistance as required.



Fire Services

- Working under BCP to ensure there are adequate numbers for response should an emergency arise.
- Weekly group training cancelled, on-line training program implemented.
- Strict measures implemented to ensure safety.



Operations - W/WW, Roads, Engineering

- Essential services operating:
 - Water, wastewater, road and vehicle maintenance, facility maintenance, cemetery utility locates
 - Spring sidewalk and street sweeping underway
 - Developing tenders, annual reporting, inspections, waste management
- Continuing to operate under BCP



Operations - Facilities

- Nick Smith Centre:
 - both ice surfaces removed, pool drained, ceiling tiles replaces, painting, deep cleaning, floors stripped, cleaned and waxed.
- All facilities are being monitored, if closed:
 - lights off, thermostats lowered.



Operations - facilities cont'd

- O.Reg. 104/20, Closure of “Outdoor Recreational Amenities”:
 - Playgrounds, structures and equipment, ball diamonds, soccer fields, tennis and basketball courts, skate parks, community gardens, picnic sites, shelters, marinas, beaches
- Parks maintenance plans being prepared.
- Purchase of flowers for parks, facilities and downtown core under review.



Waste Management

- Landfill closed, please store larger items or consider other facilities such as Tomlinson Waste Recovery Centre
- Garbage collection is being provided:
 - Increased curbside collection garbage bag limits per household from 2 to 4
- Spring leaf and yard waste collection will proceed as planned on May 13th, 2020



Recreation Programming

- Spring registration was postponed March 16th and all programming postponed indefinitely.
- Help to keep our residents active and entertained:
 - Created “Recreation at home” webpage
 - At home workouts, art and ‘artifact’ challenges, virtual tours shared



Recreation - Programming

- Events to be postponed or cancelled:
 - Rock and Splash Pool Party (April 24th)
 - Priorpalooza (June 6) and train show
 - ParticipACTION Community Better Challenge (June 1-21)
 - Concerts in the Park (Sundays, June 14 – August 16) – cancel June dates for now
 - School's Out Beach Party (June 27)
 - OVCATA Trail Safety Event (June 27)
 - Sens Foundation Rink Launch (April 15)



Planning and Development

- Building permits 2020 to date:
 - 70 permits, with 57 new housing starts
 - April 3rd changes to essential services order
 - Inspections now on-going on existing permits
 - Grove Nursing Home Redevelopment underway – ‘health care facility’



Planning & Development

- Two statutory Public Meetings postponed:
 - Baskin Drive – Subdivision, OPA & ZBLA
 - 260 Elgin Street – ZBLA
- Direction/guidance anticipated shortly from MMAH on holding of meetings.
- LPAT cancelled all current hearings.
- County Official Plan approved. Report to Council to follow.



Economic Development

- Essential Services listing further decreased open retail storefronts (hardware/pet food stores).
- April 6th, Chamber of Commerce hosted ZOOM meeting for members.
- County of Renfrew Economic Development Services asking businesses to fill in on-line COVID 19 Business Survey to help understand the impacts.
- Digital Main Street Squad helping downtown business owners.
- Farm food vendors can still sell at farmgate or online sales, Sunday Markets delayed or cancelled.



Capital Projects

- 2020 projects are being reviewed to determine priority and ability to move forward.
- Impacted by Essential Services regulation, possible supply chain delays, market uncertainty increasing bid prices.



Financial Considerations

2020 Projected Impacts – Levy (months are cumulative)

	March	April	May	June
Revenue Impacts	(\$123,694)	(\$186,609)	(\$220,477)	(\$325,638)
Mitigation Measures implemented	-	45,000	90,000	135,000
Projected Financial Impacts	(\$123,694)	(\$141,609)	(\$130,477)	(\$190,638)

Includes but not limit to:

- reduced or lots revenues from marriage licences, commissioner of oath fees and lottery licensing;
- penalty and interest from water bills and tax deadline extensions,
- program user fees from facility closures



Financial Considerations

2020 Projected Impacts – Self-sustaining Cost Centres (months are cumulative)

	March	April	May	June
Revenue Impacts - Landfill	(\$5,703)	(\$11,874)	(\$24,617)	(\$37,004)
Revenue Impacts – Water / WW	(111,248)	(\$170,379)	(\$187,485)	(\$237,985)

- Water/WW – waiving of penalty/interest and revenue loss from lower consumption
- By end of March, consumption was down approx. 15%



2021 Projected Impacts

- 2020 Property Tax Assessment update postponed.
- Assessments for 2021 taxation year will be based on values used in 2020.
- MPAC looking at alternative means to assess properties while field visits restricted.
- Levy revenues were \$125K (CVA) and \$138K (growth) for 2020



Recommendation

- Cancel or postpone events to June 30th:
 - Rock and Splash Pool Party (April 24th)
 - Volunteer Appreciation Event (April 26th)
 - Spring program registration and programming
 - Priorpalooza (June 6th) and train show
 - ParticipACTION Community Better Challenge (June 1-21)
 - Concerts in the Park (Sundays, June 14th – June 28th)
 - School's Out Beach Party (June 27th)
 - OVCATA Trail Safety Event (June 27th)
 - Sens Foundation Rink Launch (April 15th)
 - Sunday Markets (May 17th – June 28th)



Questions?



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