



**MINUTES**  
**Regular Council Meeting**  
**Tuesday, June 20, 2023**  
**Council Chambers 6:00 p.m.**

**COUNCIL PRESENT:** All members of Council were in attendance this evening.

**STAFF PRESENT:** Angela Young, Deputy Clerk  
Mandy Cannon, Executive Assistant  
Ryan Frew, Director of Public Works  
Suzanne Bouchard, Treasurer

**MEDIA PRESENT:** Nil.

**1. Call to Order and Roll Call**

We acknowledge that we are on the unceded territory of the Algonquin Anishinaabe Peoples.

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**

Mayor MacKenzie and Councillor Rosien indicated that as property owners, they have pecuniary interest in Agenda item #5.2 - Brandy Creek, however they would not be making any financial decisions with regards to this matter this evening. There were no further disclosures of pecuniary interest declared at this time.

**3. Adoption of the Agenda**

3.1 Dated June 20, 2023

Council amended the Agenda as follows:

Add Item #12.1 Dennis & Jeannette Bertrand - Request to Prohibit Brush & Debris Burning

Add Item #12.2 - Request to Reduce Development Agreement Security Deposit

Amend By-Law #2023-47 Claybank Park Bobolink Protection

Council further agreed to take questions from members of the public regarding Brandy Creek, directly following the delegation by Mr. Franklin.

**RESOLUTION - 299-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Robert Campbell

***THAT the Agenda dated June 20, 2023 be adopted as amended.***

**CARRIED.**

**4. Planning Matters**

Nil.

**5. Delegations and Presentations**

## 5.1 Inspector Dawn Ferguson, OPP

Inspector Ferguson reviewed the services provided by the OPP and confirmed that speed is the biggest area of concern in the Township. Due to staffing shortages and recruitment challenges having regular patrol in the area has been difficult. Inspector Ferguson also reviewed some highlights and successes that the OPP have accomplished. Inspector Ferguson advised that should Council wish to have a breakdown of the complicated OPP billing model, there was a specialist within the department that could provide this.

**RESOLUTION - 300-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien  
***THAT** Council agree to extend the time allotted for the delegation by Inspector Dawn Ferguson, OPP by 15 minutes.*

**CARRIED.**

5.2 Lorne Franklin, L.E.T., C.E.T., rcca, CISEC - Robinson Consultants  
Brandy Creek

Mr. Franklin reviewed his slide show and outlined the recommendations as presented.

**RESOLUTION - 301-2023**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell  
***THAT** Council agree to extend the time allotted for the delegation regarding Brandy Creek Drain by 30 minutes.*

**CARRIED.**

Council received clarification as follows:

- It was confirmed that three culverts are not included in this project and the additional costs associated with the road authority is the responsibility of the Township and excluded from the Report.
- Mr. Franklin confirmed that it is approximately \$80,000 for the report and there is the potential for the project to be done in phases.
- Mr. Franklin advised that the Kippen Road culvert may or may not pass specific flow conditions, however, it does convey the capacity that was originally intended by the 1968 report. It's unknown if the culvert meets current conditions.
- Mr. Franklin advised that the Report would specify the size of culvert recommended.
- Mr. Franklin explained that all culverts are designed for storms, however, an extreme 100 year storm (for example) could create more flow than the culvert was designed for.
- Mr. Franklin confirmed that if the Township installed a culvert without an Engineer's Report, and it does allow for more water flow, the Township is liable.
- Mr. Franklin confirmed that it would cost almost as much money to focus on the one culvert as opposed to doing a report on the entire scope. Mr. Franklin's recommendation

would be to do the entire report but that phasing the project is a possibility if decided by Council.

- Council was advised that everyone that was part of a property that was assessed in 1968 received an invoice for a portion of the clean out which was approximately \$14,000 total in 2010/2011.

- Mr. Franklin advised that use of land doesn't effect the portion paid by the landowner, it is mostly based on acreage.

- Mr. Franklin advised that he could provide an approximate total cost per landowner based on the 1968 report but it would be a rough estimate.

- Ms. Bouchard advised that she isn't in the position to advise if money has been put into reserves for this project.

- Mr. Franklin confirmed that the Engineering Report includes the three culverts owned by the Township and it includes a Road Assessment which the roads pay for a portion of.

Public questions were received at this time as follows:

Myles McLennan suggested that staff look into the exception to the Drainage Act for the Kippen Road culvert.

Mike Groulx asked if the Township is liable whether they change the culvert or not, to which he was advised that the Township will definitely accept liability on the downstream end if consideration is not given to the water flow, as far as upstream the people that agreed to take on this drain in 1968 are responsible for it until the terms change and therefore the Township would not be liable in the case of the property effected upstream however, Mr. Franklin cannot provide legal advice and a legal opinion should be obtained if needed.

Council may wish to hold another public consultation once the report has been received by Mr. Franklin, but staff direction was not provided at this time.

#### **RESOLUTION - 302-2023**

Moved by Mayor Mark MacKenzie, seconded by Councillor Robert Campbell

***THAT** Mr. Franklin will provide the information from the 2010-2011 report regarding assessments; **AND FURTHER THAT** this information be brought forward to the August 1, 2023 Regular Council Meeting.*

**CARRIED.**

- 5.3 Deputy Mayor Lori Hoddinott - Certificate of Completion - The Primer on Planning Course

Mayor MacKenzie presented Deputy Mayor Hoddinott with her Certificate and congratulated her on this accomplishment.

#### **6. Matters Arising out of Delegations Heard**

Nil.

#### **7. Adoption of Previous Council Minutes**

- 7.1 June 6, 2023 - Regular Council Meeting

**RESOLUTION - 303-2023**

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum  
**THAT** the minutes of the June 6, 2023 Regular Council Meeting be adopted as submitted and circulated.

**CARRIED.****8. Reports of Committee of Council and Other Boards, Committees and Commissions**

## 8.1 Curbside Non-Eligible Blue Box Material Collection

**RESOLUTION - 304-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Scott Brum  
**THAT** Council for the Township of McNab/Braeside approve the offer from Topps Environmental Service to collect non-eligible source recycling during the blue box transition period commencing July 29, 2023; **AND FURTHER THAT** staff be authorized to finalize the remaining contract matters and enter into the necessary agreement.

**CARRIED.**

## 8.2 Building Committee Meeting Minutes dated April 13, 2023

**RESOLUTION - 305-2023**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum  
**THAT** Council accept the Building Committee Meeting Minutes dated April 13, 2023 as information as submitted and circulated.

**CARRIED.**

Staff Direction: Staff was directed to include the Building Committee Terms of Reference on the next Regular Meeting Agenda.

Mr. Frew vacated the Council Chambers at this time (7:55 p.m.).

## 8.3 Public Strategic Planning Meeting Minutes dated May 9, 2023

**RESOLUTION - 306-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien  
**THAT** Council accept the Public Strategic Planning Meeting Minutes dated May 9, 2023 as information as submitted and circulated.

**CARRIED.**

## 8.4 Public Strategic Planning Committee Draft Meeting Minutes dated June 13, 2023

**RESOLUTION - 307-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Robert Campbell

***THAT*** Council accept the draft Public Strategic Planning Committee Meeting Minutes dated June 13, 2023 as information as submitted and circulated.

**CARRIED.**

- 8.5 Public Strategic Planning Committee - Survey Update

**RESOLUTION - 308-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Scott Brum

***THAT*** Council accept the recommendation from the Public Strategic Planning Committee that a hold be placed on the proposed survey until after the Committee and Council have had the opportunity to review the contents and ascertain the best distribution methods as the Committee is on summer hiatus and reconvenes in the fall.

**CARRIED.**

- 8.6 Public Finance & Administration Committee – Sponsorship Policy

**RESOLUTION - 309-2023**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

***THAT*** Council accept the Public Finance & Administration Committee's recommendation that the Sponsorship Policy be approved by Council and implemented by staff.

**CARRIED.**

- 8.7 Public Finance and Administration Committee - Re-Designation of Township Building Committee

**RESOLUTION - 310-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Robert Campbell

***THAT*** Council approves the recommendation of the Public Finance and Administration Committee to re-designate the listed sub-committee of Township Building Committee to the category of Ad-Hoc committee.

**CARRIED.**

- 8.8 Public Recreation & Culture Committee Draft Meeting Minutes June 7, 2023

**RESOLUTION - 311-2023**

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell

***THAT*** Council accepts the Public Recreation and Culture Committee Draft Meeting Minutes dated June 7, 2023 as information as submitted and circulated.

**CARRIED.**

Deputy Mayor Hoddinott noted the errors that require correction. These minutes will be reviewed and approved by the Public Recreation and Culture Committee at their next meeting.

**RESOLUTION - 312-2023**

Moved by Mayor Mark MacKenzie, seconded by Councillor Robert Campbell  
**THAT** registration for swimming lessons be open to residents of McNab/Braeside two days in advance of being made available to the general public.

**CARRIED.**

- 8.9 Public Recreation & Culture Committee - Member Withdrawal

**RESOLUTION - 313-2023**

Moved by Councillor Robert Campbell, seconded by Deputy Mayor Lori Hoddinott  
**THAT** Council thanks John Robertson for his contribution to the Public Recreation & Culture Committee; **AND FURTHER THAT** Council accepts his resignation from this committee effective June 5, 2023.

**CARRIED.**

- 8.10 Public Recreation & Culture - Committee Chair Withdrawal

**RESOLUTION - 314-2023**

Moved by Councillor Scott Brum, seconded by Deputy Mayor Lori Hoddinott  
**THAT** Council accepts Adam Rueckwald's resignation from the Public Recreation & Culture Committee, effective June 5, 2023..

**CARRIED.**

- 8.11 Appointment of Chair and Vice Chair to the Public Recreation and Culture Committee

**RESOLUTION - 315-2023**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell  
**THAT** Council accepts the recommendation from the Public Recreation and Culture Committee regarding the appointment of Chair and Vice Chair; **AND FURTHER THAT** Deputy Mayor Lori Hoddinott be appointed as Chair, and Darrell Carson be appointed as Vice Chair to this committee.

**CARRIED.**

- 8.12 Sub Committee Additions to the Public Recreation and Culture Committee

**RESOLUTION - 316-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien  
**THAT** Council accepts the Public Recreation and Culture Committee recommendation to formalize an Active Transportation & Trails working group under the Public Recreation and Culture Committee; **AND FURTHER THAT** Council appoint Andy Kalnins as Chair and Matt Arseneau as Vice Chair of the Active Transportation and Trails working group.

**CARRIED.**

**RESOLUTION - 317-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Scott Brum  
**THAT** Council accepts the Public Recreation and Culture Committee recommendation to formalize the Museum Sub Board.

**TABLED.**

- 8.13 Terms for Reimbursement of Non-Resident Fee (Arnprior activities)

**RESOLUTION - 318-2023**

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott  
**THAT** Council accept the recommendations from the Public Recreation and Culture Committee as follows;

**AND FURTHER THAT** the non-resident fee for programs that were previously covered under the Joint Use Agreement at the Nick Smith Centre will be reimbursed for residents of the Township of McNab/Braeside;

**AND FURTHER THAT** the Finance Department create a petty cash system for reimbursements that are \$25 or less to supplement the current cheque and email fund transfer (EFT) options for the non-resident fee reimbursement and that a minimum of \$25 is required in order to be reimbursed by EFT or cheque;

**AND FURTHER THAT** the reimbursement policy allow residents to email their receipts in addition to the current in-person process. This will require that a new email address be created for proper tracking of emails and to ensure that submissions are not missed;

**AND FURTHER THAT** the deadline for residents to submit 2023 receipts for reimbursement of the non-resident fee be set as January 31, 2024;

**AND FURTHER THAT** Council directs staff to implement this refund program effective immediately.

**CARRIED.**

Staff Direction: Staff was directed to explore and implement the best option for where the reimbursement requests should be emailed.

- 8.14 Public Safety Committee Draft Meeting Minutes dated May 25, 2023

**RESOLUTION - 319-2023**

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell  
**THAT** Council accept the draft Public Safety Committee Meeting Minutes dated May 25, 2023 as information as submitted and circulated.

**CARRIED.**

- 8.15 Public Safety Committee - Request for Support - Opioid Crisis

**RESOLUTION - 320-2023**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell  
*THAT Council accept the recommendation from the Public Safety Committee to support the National Chronic Pain Association regarding the Opioid Crisis.*

**CARRIED.**

**RESOLUTION - 321-2023**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell  
*THAT Opioid addiction in our Township and Province is on the rise due to the addictiveness. Council of the Township of McNab/Braeside would like to show our support and stand behind our residents to help lobby the provincial government to not cut programs and furthermore to continue to keep all aspects of pain control available to chronic pain patients that use pain control to have a somewhat normal life and be a productive member of society.*

**CARRIED.**

**9. Information Items**

- 9.1 County Council Summary - May 31, 2023

**RESOLUTION - 322-2023**

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell  
*THAT Council accept the County Council Summary - May 31, 2023, as information as submitted and circulated.*

**CARRIED.**

- 9.2 OPP MPB Financial Services Unit - 2023 First Quarter Detachment Revenues

**RESOLUTION - 323-2023**

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum  
*THAT Council accept the OPP MPB Financial Services Unit - 2023 First Quarter Detachment Revenues as information as submitted and circulated.*

**CARRIED.**

**10. Motions**

- 10.1 Request for Support #1 - National Chronic Pain Society - Opioid Crisis

**RESOLUTION - 324-2023**

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott  
*THAT Council accept Request for Support #1 - National Chronic Pain Society - Opioid Crisis as information as submitted and circulated.*

**CARRIED.**

- 10.2 Request for Support #2 - Town of Essex - Call to Reinstate Legislation to Permit Retention of Tax Sale Proceeds

**RESOLUTION - 325-2023**

Moved by Councillor Robert Campbell, seconded by Deputy Mayor Lori Hoddinott

*THAT Council accept Request for Support #2 - Town of Essex - Call to Reinstate Legislation to Permit Retention of Tax Sale Proceeds as information as submitted and circulated.*

**CARRIED.**

**11. Unfinished Business**

## 11.1 CAO Goal Setting and Review System

**RESOLUTION - 326-2023**

*THAT Council adopt this proposed CAO goal setting and review system; AND FURTHER THAT Council as a whole be engaged in the process as the HR Committee for this Council term and that this goal setting and review be done biannually.*

Mayor MacKenzie requested a recorded vote on the amended motion changing the word "biannually" to annually". The amendment to the motion was carried.

**RESOLUTION - 327-2023**

Moved by Councillor Robert Campbell, seconded by Mayor Mark MacKenzie

*THAT Council as a whole be engaged in the process as the HR Committee for this Council term and that this goal setting and review be done annually.*

For: Deputy Mayor Lori Hoddinott, Councillor Kevin Rosien, and Councillor Scott Brum

Against: Mayor Mark MacKenzie and Councillor Robert Campbell

**CARRIED 3-2.**

**RESOLUTION - 328-2023**

Moved by Councillor Robert Campbell, seconded by Mayor Mark MacKenzie

*THAT Council adopt this proposed CAO goal setting and review system.*

**TABLED.**

Direction: Staff was directed to look into the costs associated with the suggested CAO Goal Setting and Review System using Survey Monkey and bring this information forward to Council.

**RESOLUTION - 329-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Scott Brum

*THAT Council agree to extend the hours of the Council meeting past the adjournment time of 10:00 p.m.*

**CARRIED.**

**12. New Business**

- 12.1 Dennis & Jeannette Bertrand - Request to Prohibit Brush & Debris Burning

**RESOLUTION - 330-2023**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

*THAT Council accept Dennis & Jeannette Bertrand - Request to Prohibit Brush & Debris Burning as information as submitted and circulated.*

**CARRIED.**

Deputy Mayor Hoddinott took over as Meeting Chair at this time (10:16 p.m.).

Mayor MacKenzie vacated the Council Chambers at this time (10:16 p.m.).

Mayor MacKenzie entered the Council Chambers at this time (10:20 p.m.).

- 12.2 Request to Reduce Development Agreement Security Deposit

**RESOLUTION - 331-2023**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

*THAT Council accept the Request to Reduce Development Agreement Security Deposit as information as submitted and circulated.*

**CARRIED.**

**RESOLUTION - 332-2023**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

*THAT Council agree to reduce the Development Agreement Security Deposit, as requested.*

**DEFEATED.**

Mayor MacKenzie resumed the position of Meeting Chair at this time (10:27 p.m.).

**13. Notice of Motions**

Nil.

**14. By-Laws**

- 14.1 By-Law #2023-47 Claybank Park Bobolink Protection

**RESOLUTION - 333-2023**

Moved by Councillor Scott Brum, seconded by Deputy Mayor Lori Hoddinott

*THAT By-Law #2023-47, being a By-Law to establish the breeding grounds protection for both the Bobolink and Eastern Meadowlark both identified under the Endangered Species Act located at 1511 White Lake Road, municipal property known as Clay Bank Nature Park for Outdoor Learning, I now deemed read a second and third time short and is hereby enacted and passed.*

**CARRIED.**

Staff Direction: Staff was directed to draft a land use lease agreement for 19 Reed Road, and bring this forward to the next Council Meeting.

**15. Public Questions/Comments**

- 15.1 Mike Groulx advised that the receipts provided from the Town of Arnprior can look very generic and Council should keep that in mind.

**16. Closed Meeting Session**

Nil.

**17. Notice of Council Meeting Dates**

As noted on the Agenda

**18. Confirmatory By-Law**

- 18.1 By-Law #2023-48 Confirm the Proceedings of the June 20, 2023 Regular Council Meeting

**RESOLUTION - 334-2023**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

***THAT** By-Law #2023-48, being a By-Law to confirm the proceedings of the June 20, 2023 Regular Meeting of Council of the Corporation of the Township of McNab/Braeside, I now deemed read a second and third time short and is hereby enacted and passed.*

**CARRIED.**

**19. Adjournment**

This Regular Council Meeting adjourned at 10:35 p.m.

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MAYOR

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CAO/CLERK