



MINUTES
Regular Council Meeting
Tuesday, August 1, 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
Suzanne Bouchard, Treasurer
Ryan Frew, Director of Public Works
Andrea Lamontagne, Recreation Director

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

There were no disclosures of pecuniary interest declared at this time.

Mayor MacKenzie advised that although he and Councillor Rosien stated pecuniary interest at the June 20, 2023 Regular Council Meeting with regards to the Brandy Creek Municipal Drain, according to the Conflict of Interest Act, councillors are exempt from having to declare pecuniary interest with respect to Municipal Drains and although he has a financial interest in this drain, he is not required to declare pecuniary interest. Mayor MacKenzie further provided clarification that Councillor Rosien does not have property effected by the Brandy Creek Municipal Drain.

3. Adoption of the Agenda

3.1 Dated August 1, 2023

Council added the following items to the Agenda:

5.2 - Mike Groulx - Culvert on Old Rail Bed

8.16 - Public Recreation and Culture Committee Member Appointment - Teresa Bahm

9.1 - 4. Willie Veale - Thank You – Bursary

12.2 – Proposed Workshop Report

16.1 - Under Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Request for Drainage Reimbursement).

RESOLUTION - 335-2023

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott
THAT the Agenda dated August 1, 2023 be adopted as amended.

CARRIED.

Deputy Mayor Hoddinott took the position as Meeting Chair at this time (6:07 p.m.).

4. Planning Matters

4.1 Uses in Prime Ag Areas - July 2023

RESOLUTION - 336-2023

Moved by Mayor Mark MacKenzie, seconded by Councillor Kevin Rosien
THAT Council accept this as information as submitted and circulated.

CARRIED.

Mayor MacKenzie resumed his position as Meeting Chair at this time (6:07 p.m.).

5. Delegations and Presentations

5.1 Russ Corbett, Pollinators

Mr. Corbett was not in attendance.

5.2 Mike Groulx - Culvert on Old Rail Bed
Video Footage; Email A; Email B; Image 1; Image 2

Mr. Groulx played a video to Council and reviewed some email correspondence and pictures. Mayor MacKenzie thanked Mr. Groulx for attending.

6. Matters Arising out of Delegations Heard

Nil.

7. Adoption of Previous Council Minutes

7.1 June 19, 2023 - Special Council Meeting

RESOLUTION - 337-2023

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum
THAT the minutes of the June 19, 2023 Special Council Meeting be adopted as submitted and circulated.

CARRIED.

7.2 June 20, 2023 - Regular Council Meeting

RESOLUTION - 338-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien
THAT the minutes of the June 20, 2023 Regular Council Meeting be adopted as submitted and circulated.

CARRIED.

Mayor MacKenzie advised that although he and Councillor Rosien stated pecuniary interest at the June 20, 2023 Regular Council Meeting with regards to the Brandy Creek Municipal Drain, according to the Conflict of Interest Act, councillors are exempt from having to declare pecuniary interest with respect to Municipal Drains and although he has a financial interest in this drain, he is not required to declare pecuniary interest. Mayor MacKenzie further provided clarification that Councillor Rosien does not have property effected by the Brandy Creek Municipal Drain.

7.3 July 17, 2023 - Special Council Meeting

RESOLUTION - 339-2023

Moved by Councillor Scott Brum, seconded by Deputy Mayor Lori Hoddinott
THAT the minutes of the July 17, 2023 Special Council Meeting be adopted as submitted and circulated.

CARRIED.

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

8.1 Building Permits - January-June 2023

RESOLUTION - 340-2023

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien
THAT Council accept the Building Permits January-June 2023 Report as information as submitted and circulated.

CARRIED.

Staff Direction: Staff was directed to include a table showing the previous years' statistics moving forward.

8.2 Building Permit Fee Comparison Report

RESOLUTION - 341-2023

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell
THAT Council accept the Building Permit Fee Comparison Report as information as submitted and circulated.

CARRIED.

RESOLUTION - 342-2023

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell
THAT Council of the Township of McNab/Braeside amend the fee By-Law to change the fee for Agricultural Buildings from 40 cents/square foot to 18 cents/square foot; **AND FURTHER THAT** any building permits issued for Agricultural building in 2023 be reimbursed the difference in fees.

CARRIED.

8.3 PW-2023-01 Robertson Line Reconstruction - Tender Award

RESOLUTION - 343-2023

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council for the Township of McNab/Braeside award contract PW-2023-01 Robertson Line Reconstruction as submitted by Thomas Cavanagh Construction Ltd. in the amount of \$1,494,567.15 plus HST; **AND FURTHER THAT** the Township retain the services of WSP to provide professional services related to contract administration and site supervision for an upset limit cost of \$70,934.00 plus HST.

CARRIED.

8.4 2023 Capital Road - Update

RESOLUTION - 344-2023

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council authorize the Public Works Department to proceed with the tender preparation for the Jackson Lane Rehabilitation in 2023 however to postpone the capital rehabilitation work; **AND FURTHER THAT** the RFP for Engineering Services for Kippen Road and Stewartville Road be prepared and issued as budgeted in 2023.

CARRIED.

8.5 Brandy Creek Drain - Assessment

RESOLUTION - 345-2023

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott

THAT Council accept the Brandy Creek Drain Assessment Report as information as submitted and circulated.

CARRIED.

8.6 Public Works Committee - Committee Member Resignations

RESOLUTION - 346-2023

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien

THAT Council accept the resignation of Scott Matthews and Pat McGowan from the Public Works Committee, effective immediately, as submitted; **AND FURTHER THAT** the Public Works Committee now consists of Councillor Rosien, Councillor Campbell, Fraser Campbell, Rod Cameron, Rick Houseman and Darrell Carson.

CARRIED.

8.7 Township Building Committee - Terms of Reference

The following changes were made to the Terms of Reference

Add to the "Membership" section: "The Mayor is an ex officio member of every Committee. The Mayor may participate in the business of the Committee, however, shall not be counted as part of the quorum and is not considered a voting member.

Add under "Project Approval Steps" - "f. ii - The Building Committee will provide a monthly report to Council as to whether the project is on track or if there are budget concerns."

RESOLUTION - 347-2023

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

***THAT** Council approve the Township Building Committee Terms of Reference, as amended.*

CARRIED.

Council recessed at 7:37 p.m.

Council resumed at 7:45 p.m.

8.8 2023 Second Quarter Financial Report

RESOLUTION - 348-2023

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

***THAT** Council accept the Second Quarter Financial Report as information as submitted and circulated.*

CARRIED.

This report will be reviewed at the Public Finance and Administration Committee Meeting.

8.9 2023 Second Quarter Detailed Financial Variance Report

RESOLUTION - 349-2023

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien

***THAT** Council accepts the Second Quarter Detailed Financial Variance Report as information as submitted and circulated.*

CARRIED.

Staff Direction: Staff was directed to bring back the following for Council's information:

- What expenses have been incurred in 2023 regarding "Election".
- An explanation as to why mileage for conferences etc. is charged to the conference GL and not to the mileage GL.
- Detailed information on the \$64,000 expense charged to the Building Maintenance GL.
- What is the Joint Health & Safety Committee and what expenses have been incurred in 2023 to this GL account.
- What expenses have been incurred in 2023 to the CEMC GL.
- What GL the \$31,500 for bunker gear is located and the \$60,000 for the design of Station #1.

Staff was further directed to bring information forward regarding the windows needing to be replaced at Waba Cottage Museum & Garden.

Staff was directed to bring this report back to Council once it has been updated with year to date information and proper allocations.

- 8.10 Public Finance and Administration Committee Meeting Minutes May 10, 2023

RESOLUTION - 350-2023

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

***THAT** Council accept the Public Finance and Administration Committee Meeting Minutes dated May 10, 2023 as information as submitted and circulated.*

CARRIED.

- 8.11 Recreation Department - Summer Activity Summary Report

RESOLUTION - 351-2023

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

***THAT** Council accept the Recreation Summer Activity Summary Report as information as submitted and circulated.*

CARRIED.

Staff Direction: Staff was directed to post "no swimming" signs at the boat launch at Clay Bank Nature Park for Outdoor Learning.

Staff was further directed to look into the remaining budget available to have beach sand delivered to the White Lake Dam beach. Staff will advise Council as to where the most recent load of sand came from and the cost associated.

- 8.12 Recreation Program Assistant - Permanent Position Request

RESOLUTION - 352-2023

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien

***THAT** Council approve the addition of a part-time Recreation Program Assistant for the remainder of 2023.*

CARRIED.

- 8.13 Public Safety Committee - Meeting Minutes dated May 25, 2023

RESOLUTION - 353-2023

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT** Council accept the Public Safety Committee - Meeting Minutes dated May 25, 2023 as information as submitted and circulated.*

CARRIED.

- 8.14 By-Law Enforcement Report - June 2023

RESOLUTION - 354-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien

***THAT** the By-Law Enforcement Report for the month of June 2023 be accepted as information as submitted and circulated.*

CARRIED.

8.15 Items Requested by Deputy Mayor Hoddinott

RESOLUTION - 355-2023

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien
***THAT** Council accept the summary of Items Requested by Deputy Mayor Hoddinott as information as submitted and circulated.*

CARRIED.**RESOLUTION - 356-2023**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Scott Brum
***THAT** Council and CAO expense reports be tabulated and published quarterly to the Council Agenda and the Township website, encompassing all expenses claimed outside of salary, including but not limited to, conference expenses, mileage, travel, meals, cell phone and any other expenses claimed.*

CARRIED.

Staff Direction: Staff was directed to bring year to date Council and CAO expense reports to a September 2023 Council Meeting.

Staff was further directed to bring a breakdown of staff overtime allocations for the first half of 2023 to the September Council meeting.

Staff was directed to provide the Cowan Insurance Policies for Long and Short Term Disability to the Public Finance and Administration Committee.

8.16 Public Recreation and Culture Committee Member Appointment - Teresa Bahm

RESOLUTION - 357-2023

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum
***THAT** Council reappoint Teresa Bahm as a member of the Public Recreation and Culture Committee.*

CARRIED.**9. Information Items**

9.1 Correspondence as circulated #1-4 (June 15-July 26, 2023 inclusive) distributed separately.

RESOLUTION - 358-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien
***THAT** Council accept correspondence items #1-4 as information as submitted and circulated.*

CARRIED.

9.2 Minister of Infrastructure - Asset Management Planning Quality Assurance Engagement

RESOLUTION - 359-2023

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

THAT Council accept the Minister of Infrastructure - Asset Management Planning Quality Assurance Engagement correspondence as information as submitted and circulated.

CARRIED.

9.3 County Council Summary - June 28, 2023

RESOLUTION - 360-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien

THAT Council accept the County Council Summary dated June 28, 2023 as information as submitted and circulated.

CARRIED.

RESOLUTION - 361-2023

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

THAT Council agree to extend the meeting past 10:00 p.m.

CARRIED.

10. Motions

10.1 Request for Support #1 - City of Clarence-Rockland - Petition for a Study of the Ottawa River

RESOLUTION - 362-2023

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

THAT Council of the Township of McNab/Braeside support the City of Clarence-Rockland with their petition to the Minister of Public Safety of Canada to conduct a third-party study of the Ottawa River and its tributaries and basins in order to provide the Ottawa River Planning Board better tools to adapt the river to the influence of climate change and from the impact of development.

CARRIED.

10.2 Request for Support #2 - The Women of Ontario Say No

RESOLUTION - 363-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien

THAT Council accept Request for Support #2 - The Women of Ontario Say No as information as submitted and circulated.

CARRIED.

RESOLUTION - 364-2023

Moved by Mayor Mark MacKenzie, seconded by Deputy Mayor Lori Hoddinott

THAT Council of the Township of McNab/Braeside support The Women of Ontario Say No in their effort to urge the Government of Ontario to implement a legislation change, stopping harassment and abuse by the Local Leaders Act.

CARRIED.

- 10.3 Request for Support #3 - Pembroke & Area Airport - Opportunity for Funding

RESOLUTION - 365-2023

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

THAT Council accept Request for Support #3 - Pembroke & Area Airport - Opportunity for Funding as information as submitted and circulated.

TABLED.

Direction: Mayor MacKenzie will look into the impact Council's support to the Pembroke & Area Airport may have on the Arnprior Airport and bring this information back to a future Council meeting.

11. Unfinished Business

- 11.1 AMO 2023 Conference - MTO Delegation Request Declined

RESOLUTION - 366-2023

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell

THAT Council accept the AMO 2023 Conference - MTO Delegation Request correspondence as information as submitted and circulated.

CARRIED.

- 11.2 Survey Monkey - CAO Goal Setting and Review System

RESOLUTION - 367-2023

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

THAT Council accept the Background Report as information as submitted and circulated.

CARRIED.

- 11.3 Draft By-Law - Land Use Agreement - Bureau/McEwen (19 Reed Road)

RESOLUTION - 368-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien

THAT Council accept the Draft By-Law - Land Use Agreement - Bureau/McEwen (19 Reed Road) as information as submitted and circulated.

TABLED.

Staff Direction: Staff was directed to obtain clarification from OPG regarding their property lines and gather their comments or objection to this agreement.

12. New Business

12.1 Making McNab/Braeside Bee Friendly

Mayor MacKenzie provided a verbal report on how to make McNab/Braeside Bee Friendly. This topic will be discussed at the next Public Recreation & Culture Committee meeting.

RESOLUTION - 369-2023

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

***THAT** Council accept the verbal report regarding making McNab/Braeside Bee Friendly as information.*

CARRIED.

12.2 Special Council Meeting - Proposed Workshop

RESOLUTION - 370-2023

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

***THAT** Council accept this Proposed Workshop Report as information as submitted and circulated.*

CARRIED.

Staff Direction: Staff was directed to move forward with scheduling a Special Closed Council Meeting on August 29, 2023 for the purpose of the Strategic Planning workshop.

13. Notice of Motions

Nil.

14. By-Laws

14.1 By-Law #2023-51 Appoint Interim Deputy Clerk

RESOLUTION - 371-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien

***THAT** By-Law #2023-51, being a By-Law to appoint an Interim Deputy Clerk for the Corporation of the Township of McNab/Braeside be deemed read a second and third time short and is hereby enacted and passed.*

CARRIED.

14.2 By-Law #2023-52 Sidewalk Closures

RESOLUTION - 372-2023

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

***THAT** By-Law #2023-52, being a By-Law to authorize the closure of specific sidewalks from November 1-April 30 of each year, is now deemed read a second and third time short and is hereby enacted and passed.*

CARRIED.

15. Public Questions/Comments

- 15.1 Martin Wright asked if the Township had to maintain a certain percentage of agricultural land, to which he was advised that agricultural land is protected and a special legislated process is in place to rezone agricultural land. Mr. Wright asked what the difference is between a Special and Regular Council Meeting to which he was told Regular Council Meetings are held on the first and third Tuesday of the month and all other meetings are Special Council Meetings.
- Mr. Wright asked for clarification on the \$50,000 change order discussed. Mr. Wright commented that Herbfest was fantastic and suggested more go huts, that the paramedics be stationed next to the police and that Town of Arnprior residents should have to pay an entry fee for parking. He further stated that he is in favour of keeping a third full time, permanent recreation staff member and that the Township needs as much recreation as we possibly can.
- Mr. Wright suggested that the Quarterly Finance Report should not be part of the Regular Council Meeting but instead should have it's own meeting quarterly and include Council & CAO expenses.
- Mr. Wright indicated that he has seen many studies done on the Ottawa River but that there are never any solutions from these studies.
- Lastly Mr. Wright expressed that the Council meetings are too long.

Ms. Lamontagne & Ms. Bouchard vacated the Council Chambers at 10:51 p.m.
Council recessed at 10:51 p.m.
The Meeting resumed at 10:58 p.m.

16. Closed Meeting Session

- 16.1 Under Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Request for Drainage Reimbursement).

RESOLUTION - 373-2023

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT** this meeting become a closed session Under Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Request for Drainage Reimbursement) at 10:58 p.m.*

CARRIED.

Ms. Cannon vacated the Council Chambers at 10:58 p.m.
Mr. Frew vacated the Council Chambers at 11:08 p.m.
Ms. Cannon entered the Council Chambers at 11:46 p.m.

RESOLUTION - 374-2023

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

***THAT** Council resume the open session at 11:46 p.m.*

CARRIED.

Staff Direction: Staff was directed to contact the resident and advise of Council's decision as discussed during the closed session.

17. Notice of Council Meeting Dates

As noted on the agenda.

18. Confirmatory By-Law

18.1 By-Law #2023-53 Confirm the Proceedings of the August 1, 2023 Regular Council Meeting

RESOLUTION - 375-2023

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

***THAT** By-Law #2023-53, being a By-Law to confirm the proceedings of the August 1, 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 11:49 p.m.

MAYOR

CAO/CLERK