



MINUTES
Regular Council Meeting
Tuesday, November 21, 2023
Council Chambers 6:00 p.m.

COUNCIL PRESENT: All members of Council were in attendance this evening with the exception of Councillor Rosien & Councillor Brum, who sent their regrets.

STAFF PRESENT: Angela Young, Deputy Clerk
Mandy Cannon, Deputy Clerk/Executive Assistant
Ryan Frew, Director of Public Works
Andrea Lamontagne, Recreation Director (8:28 p.m.).
Darla & Jim McBain, Municipal By-Law Enforcement Services

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.

3. Adoption of the Agenda

3.1 Dated November 21, 2023

RESOLUTION - 534-2023

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

THAT the Agenda dated November 21, 2023 be adopted as submitted and circulated.

CARRIED.

4. Planning Matters

Nil.

5. Delegations and Presentations

5.1 Darrel O'Shaughnessy, Arnprior & McNab/Braeside Men's Shed
- Arnprior and McNab/Braeside Men's Shed - Municipal Grant Program Application

Mr. O'Shaughnessy provided an overview of the programs and services offered by the Men's Shed and reviewed the plans for the future, including relocating. The Arnprior & McNab/Braeside Men's Shed is asking Council to contribute a one time donation of \$10,000.

Council advised that this request will be reviewed during 2024 budget deliberations.

RESOLUTION - 535-2023

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

***THAT** Council accept the Arnprior and McNab/Braeside Men's Shed - Municipal Grant Program Application as information as submitted and circulated.*

CARRIED.

6. Matters Arising out of Delegations Heard

Nil.

7. Adoption of Previous Council Minutes

7.1 November 2, 2023 - Special Council Meeting

RESOLUTION - 536-2023

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

***THAT** the Minutes of the November 2, 2023 Special Council Meeting be adopted as submitted and circulated.*

CARRIED.

7.2 November 7, 2023 - Public Meeting Under the Planning Act (Fraser)

RESOLUTION - 537-2023

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

***THAT** the Minutes of the November 7, 2023 Public Meeting Under the Planning Act (Fraser) be adopted as submitted and circulated.*

CARRIED.

7.3 November 7, 2023 - Public Meeting Under the Planning Act (Robertson)

RESOLUTION - 538-2023

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

***THAT** the Minutes of the November 7, 2023 Public Meeting Under the Planning Act (Robertson) be adopted as submitted and circulated.*

CARRIED.

7.4 November 7, 2023 - Regular Council Meeting

RESOLUTION - 539-2023

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

THAT the Minutes of the November 7, 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 By-Law Enforcement Report - August 2023

RESOLUTION - 540-2023

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

THAT Council accept the August 2023 By-Law Enforcement Report from MLES as information.

CARRIED.

8.2 By-Enforcement Report - September 2023

MLES responded to requests for clarification from Council with regards to the enforcement process.

RESOLUTION - 541-2023

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

THAT Council accept the September 2023 By-Law Enforcement Report from MLES as information.

CARRIED.

Mr. & Mrs. McBain vacated the Council Chambers at this time.

8.3 Five Year Maintenance Cost Report - PW Vehicles and Equipment

RESOLUTION - 542-2023

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

THAT Council accepts the Five Year Maintenance Cost Report for Public Works Vehicles and Equipment as information as submitted and circulated.

CARRIED.

Staff Direction: Staff was directed to look into potential cost savings that having a mechanic on staff may provide with regards to reducing equipment repair costs and bring this information forward to budget deliberations.

8.4 Public Works Department Activity Report - October 2023

RESOLUTION - 543-2023

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

THAT Council accept the Public Works Department Activity Report for the Month of October 2023 as information as submitted and circulated.

CARRIED.

Mr. Frew vacated the Council Chambers at this time (6:55 p.m.).

8.5 Detailed Ledger Report

RESOLUTION - 544-2023

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

THAT Council receives the Detailed Ledger Report requested by Deputy Mayor Hoddinott on November 15th, 2023 as information as submitted and circulated.

CARRIED.

8.6 Building Department Report - October 2023

RESOLUTION - 545-2023

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

THAT Council accept the October 2023 Building Department Report as information as submitted and circulated.

CARRIED.

8.7 Public Finance & Administration Committee - September 13, 2023 Meeting Minutes

RESOLUTION - 546-2023

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

THAT Council accept the Public Finance & Administration Committee Meeting Minutes dated September 13, 2023 as information as submitted and circulated.

CARRIED.

8.8 Public Finance and Administration Committee - Terms of Reference

RESOLUTION - 547-2023

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

THAT Council approve the Public Finance and Administration Committee - Terms of Reference as submitted and circulated.

CARRIED.

- 8.9 Public Finance & Administration Committee - Review of Noise By-Law

RESOLUTION - 548-2023

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

***THAT** Council accept this information from the Public Finance & Administration Committee as information as submitted and circulated.*

CARRIED.

- 8.10 Public Finance & Administration Committee - No Amendments Required to Noise By-Law

RESOLUTION - 549-2023

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

***THAT** Council determines that the Noise By-Law is currently sufficient, as written.*

CARRIED.

- 8.11 Public Finance & Administration Committee - Proposed Budget Committee

RESOLUTION - 550-2023

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

***THAT** Council accept the recommendation from the Public Finance & Administration Committee regarding forming a Budget Committee as information as submitted and circulated.*

CARRIED.

- 8.12 Public Finance & Administration Committee - Proposed Budget Committee - Staff Direction

RESOLUTION - 551-2023

Moved by Councillor Robert Campbell, seconded by Mayor Mark MacKenzie

***THAT** Council advise on how they wish to proceed.*

CARRIED.

Staff Direction: Staff was directed to bring a proposed schedule of Budget Committee Meeting dates forward to the next Council Meeting.

Staff was further directed to bring a full general ledger to the December 19, 2023 Regular Meeting.

- 8.13 Public Finance & Administration Committee - Review of Purchasing Policy

RESOLUTION - 552-2023

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

THAT Council accept the Public Finance & Administration Committee - Review of Purchasing Policy Report as information as submitted and circulated.

CARRIED.

8.14 Public Finance & Administration Committee - Purchasing Policy

RESOLUTION - 553-2023

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

THAT Council direct staff to bring the Purchasing Policy, as amended by the Public Finance & Administration Committee forward to the next Council Meeting for adoption.

TABLED.

Staff Direction: Staff was directed to bring the highlighted changes of this policy forward to the next Council Meeting.

8.15 Fire Department - Transfer of Funds for Safety Clothing

RESOLUTION - 554-2023

Moved by Councillor Robert Campbell, seconded by Mayor Mark MacKenzie

THAT Council approve the transfer of funds from the Fire Department Training Budget to the Safety Equipment and Clothing Budget to an upset limit of \$15,000 plus HST.

CARRIED.

9. Information Items

9.1 Enbridge Gas Inc. - Natural Gas Expansion Program Consultation

RESOLUTION - 555-2023

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

THAT Council accept the Enbridge Gas Inc. - Natural Gas Expansion Program Consultation correspondence as information as submitted and circulated.

CARRIED.

10. Motions

10.1 Request for Support #1 - Town of Arnprior - Arnprior Fire Department (Support for MHSRC Hoarding Program)

RESOLUTION - 556-2023

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

THAT Council accept Request for Support #1 - Town of Arnprior - Arnprior Fire Department (Support for MHSRC Hoarding Program) as information as submitted and circulated.

CARRIED.

RESOLUTION - 557-2023

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

THAT Council of the Corporation of the Township of McNab/Braeside receive the correspondence from the Town of Arnprior related to the MHSRC Hoarding Program;

AND WHEREAS as a funded project of the Pembroke Regional Hospital, Mental Health Services of Renfrew County (MHSRC) operates a Hoarding Program aimed at creating a collaborative approach to both mental health treatment and Fire Code enforcement;

AND WHEREAS the MHSRC Hoarding Program has shown marked improvement in achieving compliance with the Fire Code along with a sharp decline in recidivism rates with clients presenting an overall improvement in mental and physical well-being;

THEREFORE BE IT RESOLVED THAT Council supports the recommendation of the Town of Arnprior & Arnprior Fire Department on the continuation of funding for the Hoarding Program operated by Mental Health Services of Renfrew County through the Pembroke Regional Hospital;

AND FURTHER THAT a copy of this resolution be circulated to Pembroke Regional Health, all local municipalities and the County of Renfrew in support of the MHSRC Hoarding Program.

CARRIED.

11. Unfinished Business

- 11.1 Fire Master Plan, Community Risk Assessment & Updated Regulating By-Law - Tender

RESOLUTION - 558-2023

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

THAT Council accept the scope of the Fire Master Plan, Community Risk Assessment & Updated Regulating By-Law - Tender be accepted as information as submitted and circulated.

CARRIED.

- 11.2 Parking Concerns on Burnstown Road

RESOLUTION - 559-2023

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

***THAT** Council authorize staff to send a letter to the County of Renfrew Operations Committee advising of the parking concerns on Burnstown Road and asking them to consider installing "No Parking" signs on the portion of Burnstown Road from the intersection at Calabogie Road to the foot of the bridge.*

CARRIED.

11.3 No Parking signs on Burnstown Road

RESOLUTION - 560-2023

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

***THAT** Council direct staff to send a letter to the County of Renfrew Operations Committee along with this resolution, officially requesting them to consider installing "No Parking" or "No Stopping" signs, (whatever is appropriate), on the portion of Burnstown Road from the intersection at Calabogie Road to the foot of the bridge, on both sides of the road, per the request of the Public Safety Committee following a complaint about parking.*

CARRIED.

12. New Business

12.1 Clay Bank Nature Park for Outdoor Learning Community Garden Fee

RESOLUTION - 561-2023

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

***THAT** Council direct staff to waive the rental fee for use of the Community Garden Boxes at Clay Bank Nature Park for Outdoor Learning for the purpose of donating produce to the Arnprior and District Food Bank.*

CARRIED.

12.2 Travel Expense Claims for Council

RESOLUTION - 562-2023

Moved by Councillor Robert Campbell, seconded by Mayor Mark MacKenzie

***THAT** Council accept the Travel Expense Claims for Council Report as information as submitted and circulated.*

CARRIED.

12.3 Travel Expense Claims for Council - Adopt Changes

RESOLUTION - 563-2023

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

***THAT** Council adopt the Travel Expense Claims for Council Policy, as amended.*

CARRIED.

Staff Direction: Staff was directed to amend section 2.4 of the policy to indicate that the report must be submitted within 1 month of attending the conference and by removing the wording that Council must submit their expenses as part of their report.

12.4 Travel Expense Claims for Staff/Committee Members/Volunteers

RESOLUTION - 564-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Mayor Mark MacKenzie
THAT Council accept the Travel Expense Claims for Staff/Committee Members as information as submitted and circulated.

CARRIED.

12.5 Travel Expense Claims for Staff/Committee Members/Volunteers - Adopt Changes

RESOLUTION - 565-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Robert Campbell
THAT Council adopt the Travel Expense Claims for Staff/Committee Members Policy, as amended and submitted.

CARRIED.

13. Notice of Motions

Nil.

14. By-Laws

14.1 By-Law #2023-69 Speed Limit By-Law

RESOLUTION - 566-2023

Moved by Councillor Robert Campbell, seconded by Deputy Mayor Lori Hoddinott
THAT By-Law #2023-69, being a By-Law to authorize speed limits within the Township of McNab/Braeside, is now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

14.2 By-Law #2023-70 Appoint Deputy Clerks

RESOLUTION - 567-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Mayor Mark MacKenzie
THAT By-Law #2023-70, being a By-Law to appoint a Deputy Clerk for the Corporation of the Township of McNab/Braeside, is now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

14.3 By-Law #2023-71 Emergency Management Program and Emergency Response Plan

RESOLUTION - 568-2023

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

THAT By-Law #2023-71, being a By-Law to adopt an Emergency Management Program and Emergency Response Plan and to meet other Requirements under the Emergency Management and Civil Protection Act, is now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

- 14.4 By-Law #2023-72 Land Use Agreement - Hamilton (Perneel Property)

RESOLUTION - 569-2023

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

THAT By-Law #2023-72, being a By-Law to authorize the Township of McNab/Braeside to enter into an agreement for Land Use, is now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

15. Public Questions/Comments

- 15.1 Mike Groulx asked if the Budget Committee meetings will be recorded as typically Committee meetings are not, to which he was advised that yes, the Budget Committee Meetings will be recorded and live streamed.

Council recessed at 8:19 p.m.

Council resumed at 8:28 p.m.

Ms. Lamontagne entered Council Chambers at this time (8:28 p.m.).

16. Closed Meeting Session

- 16.1 Under Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees (Recreation)

RESOLUTION - 570-2023

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

THAT this meeting become closed Under Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees (Recreation) at 8:28 p.m.

CARRIED.

RESOLUTION - 571-2023

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

THAT Council resume the open session at 9:42 p.m.

CARRIED.

RESOLUTION - 572-2023

Moved by Deputy Mayor Lori Hoddinott, seconded by Mayor Mark MacKenzie
THAT Council agree to include a second Recreation Programmer position in the 2024 budget.

CARRIED.

17. Notice of Council Meeting Dates

As noted on the Agenda

18. Confirmatory By-Law

18.1 By-Law #2023-73 Confirm the proceedings of the November 21, 2023 Regular Council Meeting

RESOLUTION - 573-2023

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

THAT By-Law #2023-73, being a By-Law to confirm the proceedings of the November 21, 2023 Regular Meeting of Council of the Corporation of the Township of McNab/Braeside, is now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

19. Adjournment

This Regular Council Meeting adjourned at 9:43 p.m.

MAYOR

CAO/CLERK