



**MINUTES**  
**Regular Council Meeting**  
**Tuesday, February 6, 2024**  
**Council Chambers 6:00 p.m.**

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

**STAFF PRESENT:** Lindsey Lee, CAO/Clerk  
Angela Young, Deputy Clerk  
Mandy Cannon, Deputy Clerk/Executive Assistant  
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**

Mayor MacKenzie declared pecuniary interest on item #8.2 stating "I declare a pecuniary interest on item 8.2 as I am an owner in the Brandy Creek Drainage Basin and financial decisions are being made".

**3. Adoption of the Agenda**

3.1 Dated February 6, 2024

The following changes were made to this evening's Agenda:

Add to 8.3 - Burnstown Women's Institute - Food Cycler Program

Remove 9.2 - Request for Municipally Significant Event Designation

Add 9.6 - Media Release - February 6, 2024 - RCDHU Announces Opening of Service Hub in Town of Renfrew

**RESOLUTION - 27-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

*THAT the Agenda dated February 6, 2024 be adopted as amended.*

**CARRIED.**

**4. Planning Matters**

Nil.

**5. Delegations and Presentations**

Nil.

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

Nil.

**7. Adoption of Previous Council Minutes**

7.1 January 16, 2024 - Regular Council Meeting

**RESOLUTION - 28-2024**

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott  
*THAT the minutes of the January 16, 2024 Regular Council Meeting be adopted as submitted and circulated.*

**CARRIED.**

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

8.1 Public Works Committee Minutes - November 28, 2023

**RESOLUTION - 29-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum  
*THAT Council accept the Public Works Committee Meeting Minutes dated November 28, 2023 as information as submitted and circulated.*

**CARRIED.**

Deputy Mayor Hoddinott took over as Meeting Chair at this time (6:04 p.m.).

Mayor MacKenzie vacated the Council Chambers at this time (6:04 p.m.).

8.2 Appoint Engineer - Section 78 Engineers Report - Brandy Creek Municipal Drain

**RESOLUTION - 30-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
*THAT Council of the Township of McNab/Braeside appoint Andy Robinson P.Eng. of Robinson Consultants Inc., as the Engineer of record to prepare a report under Section 78 of the Drainage Act to address the concerns of the affected owners and provide update to the existing Engineer's Report (1968) for the Brandy Creek Municipal Drain.*

**CARRIED.**

Mayor MacKenzie entered the Council Chambers at this time and resumed the position of Meeting Chair (6:06 p.m.).

- 8.3 FoodCycler Pilot Program  
Burnstown Women's Institute - FoodCycler Program

**RESOLUTION - 31-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell  
***THAT** Council approves entering into an agreement with Food Cycle Science and proceed with a municipal subsidized purchase of 100 FoodCycler units as part of the FoodCycler Municipal Food Waste Diversion Pilot Program; **AND THAT** the Municipal investment of approximately \$11,200.00 be funded through the Waste Management Operating Reserve.*

**CARRIED.**

- 8.4 The Building Committee - DRAFT Meeting Minutes - January 30, 2024

**RESOLUTION - 32-2024**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell  
***THAT** Council accept the Building Committee - DRAFT Meeting Minutes dated January 30, 2024 as information as submitted and circulated.*

**CARRIED.**

- 8.5 PW-2023-05 McNab Centre Park Building - Tender Award

**RESOLUTION - 33-2024**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Scott Brum  
***THAT** Council accepts the Township Building Committee recommendation and award tender PW-2023-05 McNab Centre Park Building to Thomas Cavanagh Construction Ltd.in the amount of \$398,800 plus HST; **AND THAT** the Public Works Department be authorized to obtain quotations for the demolition of the existing building and replacement of the existing septic tank.*

**CARRIED.**

Staff Direction: The Building Committee & Recreation & Culture Committee were directed to bring forward fundraising ideas to Council to help offset costs.

- 8.6 Public Works Department - Brushing/Chipping Additional Information

**RESOLUTION - 34-2024**

Moved by Councillor Scott Brum, seconded by Deputy Mayor Lori Hoddinott  
***THAT** Council accept the additional information regarding the Public Works Brushing/Chipping activity as submitted and circulated.*

**CARRIED.**

- 8.7 Stewartville Road - Speed Limit and Design

**RESOLUTION - 35-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien  
***THAT** Council approve the Public Works Committee recommendation to reduce the speed limit on Stewartville Road to 60kph from Mufferaw Place to the*

*Stewartville Bridge; AND THAT the proposed road rehabilitation for this section of road be designed to accommodate a minimum 60kph design speed.*

**CARRIED.**

- 8.8 Public Recreation & Culture Committee - January 25, 2024 DRAFT Meeting Minutes

**RESOLUTION - 36-2024**

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

*THAT Council accept the Public Recreation & Culture Committee - January 25, 2024 DRAFT Meeting Minutes as information as submitted and circulated.*

**CARRIED.**

- 8.9 Draft Recreation Non-Resident Reimbursement Updated Terms 2024

**RESOLUTION - 37-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell

*THAT Council approve the draft Recreation Non-Resident Reimbursement Updated Terms for 2024 (Nick Smith Centre Arnprior); AND FURTHER THAT Council provide staff direction to put this in final Township policy format.*

**CARRIED.**

Staff Direction: Staff was directed to make amendments to the wording of these terms to ensure the wording for the reimbursement on "for profit" rentals is clearly explained and bring this policy forward to the February 20, 2024 Regular Council Meeting.

- 8.10 Public Safety Committee - November 28, 2023 Meeting Minutes

**RESOLUTION - 38-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

*THAT Council accept the Public Safety Committee - November 28, 2023 Meeting Minutes as information as submitted and circulated.*

**CARRIED.**

- 8.11 New Bartender Fee Applicable to Facility Rentals

**RESOLUTION - 39-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell

*THAT Council provide staff direction to include a new fee for bartender service applicable to facility rentals.*

**CARRIED.**

Ms. Lamontagne vacated the Council Chambers at this time (7:01 p.m.).

- 8.12 Public Safety Committee - Radar Speeding

Councillor Brum vacated the Council Chambers at this time (7:03 p.m.).

**RESOLUTION - 40-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien  
**THAT Council direct staff to look into the cost of installing radar speeding in the Township's Community Safety Zones.**

**CARRIED.**

Councillor Brum returned to the Council Chambers at this time (7:05 p.m.).

- 8.13 Public Safety Committee - Speed Limit on Usborne Street

**RESOLUTION - 41-2024**

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

**THAT Council accept the Public Safety Committee - Speed Limit on Usborne Street Report as information as submitted and circulated; AND FURTHER THAT Council deem it necessary to request that the County of Renfrew reduce the speed on Usborne Street from McLean Drive to River Road to 60 km/hr; AND FURTHER THAT Council direct staff to send this request to the County of Renfrew's Operations Committee**

**CARRIED.**

- 8.14 Public Safety Committee - January 30, 2024 DRAFT Meeting Minutes

**RESOLUTION - 42-2024**

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

**THAT Council accept the Public Safety Committee - January 30, 2024 DRAFT Meeting Minutes as information as submitted and circulated.**

**CARRIED.**

- 8.15 Public Safety Committee - Street Light on Usborne Street

**RESOLUTION - 43-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

**THAT Council accept the Public Safety Committee - Street Light on Usborne Street Report as information as submitted and circulated; AND FURTHER THAT Council direct staff to look into the costs associated with installing a street light at the dry hydrant on Usborne Street.**

**CARRIED.**

- 8.16 Public Safety Committee - Invoicing Insurance for Fire Services

**RESOLUTION - 44-2024**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

**THAT Council accept the Public Safety Committee - Invoicing Insurance for Fire Services Report as information as submitted and circulated; AND FURTHER THAT Council direct the Fire Chief to move forward with invoicing the insurance company directly for fire services on a cost recovery basis.**

**CARRIED.**

**RESOLUTION - 45-2024**

Moved by Mayor Mark MacKenzie, seconded by Councillor Robert Campbell  
*THAT Council direct that the proceeds from invoicing the insurance company go towards the Fire Department (General) reserve.*

**CARRIED.**

## 8.17 Building Department Report - January 2024

**RESOLUTION - 46-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
*THAT the Building Department Report for the month of January 2024 be accepted as information as submitted and circulated.*

**CARRIED.****9. Information Items**

## 9.1 Andy Kalnins, St John's Lutheran Church - Henry &amp; Lois Rosien

**RESOLUTION - 47-2024**

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott  
*THAT Council accept the correspondence from Andy Kalnins, St John's Lutheran Church regarding Henry & Lois Rosien as information as submitted and circulated.*

**CARRIED.**

Deputy Mayor Hoddinott took over as Meeting Chair at this time (7:29 p.m.).

Mayor MacKenzie vacated the Council Chambers at this time (7:29 p.m.).

## 9.2 Municipal Grant Application 2024 - Braeside Community Association

**RESOLUTION - 48-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
*THAT Council accept the Municipal Grant Application 2024 from the Braeside Community Association as information as submitted and circulated.*

**CARRIED.**

## 9.3 Deputy Mayor Hoddinott - ROMA 2024 Conference Report

Mayor MacKenzie returned to the Council Chambers at this time (7:32 p.m.).

**RESOLUTION - 49-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum  
*THAT Council accept the ROMA 2024 Conference Report as information submitted and circulated.*

**CARRIED.**

Mayor MacKenzie resumed the position of Meeting Chair at this time (7:36 p.m.).

## 9.4 Eastern Ontario Wardens' Caucus - 2024 Ontario Budget Consultation

**RESOLUTION - 50-2024**

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

*THAT Council accept the Eastern Ontario Wardens' Caucus - 2024 Ontario Budget Consultation as information as submitted and circulated.*

**CARRIED.**

## 9.5 Medical Officer of Health and Food Affordability Reports

**RESOLUTION - 51-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

*THAT Council accept the Medical Officer of Health and Food Affordability Reports as information as submitted and circulated.*

**CARRIED.**

Staff Direction: Staff was directed to put the template for the letter re: Food Insecurity on the Township's website under "News & Notices".

## 9.6 Media Release - February 6, 2024 - RCDHU Announces Opening of Service Hub in Town of Renfrew

**RESOLUTION - 52-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

*THAT Council accept the Media Release - February 6, 2024 - RCDHU Announces Opening of Service Hub in Town of Renfrew as information as submitted and circulated.*

**CARRIED.**

**10. Motions**

## 10.1 Request for Support #1 - Township of Ryerson - Support Tax Credit Firefighter

**RESOLUTION - 53-2024**

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

*THAT Council accept Request for Support #1 - Township of Ryerson - Support Tax Credit Firefighter as information as submitted and circulated.*

**CARRIED.**

**RESOLUTION - 54-2024**

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

*THAT Council support the Township of Ryerson in their effort to call upon the government to support Bill C-310 and enact amendments to subsections 118.06 (2) and 118.07 (2) of the Income Tax Act in order to increase the amount of the*

*tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000.*

**CARRIED.**

- 10.2 Request for Support #2 - Municipality of Calvin - Provincial Cemetery Management

**RESOLUTION - 55-2024**

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

***THAT Council accept Request for Support #2 - Municipality of Calvin - Provincial Cemetery Management as information as submitted and circulated.***

**CARRIED.**

**RESOLUTION - 56-2024**

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

***THAT Council support the Municipality of Calvin in their effort to encourage the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) to consider the following to assist municipalities in this growing concern of cemetery transfers:***

***- Amending the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;***

***- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;***

***- Provide free training opportunities for municipalities regarding cemetery administration; and,***

***- investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.***

**CARRIED.**

Staff Direction: Staff was directed to send this support resolution to BAO, the Minister of Public and Business Service Delivery and the Municipality of Calvin.

Mr. Frew vacated the Council Chambers at this time (7:46 p.m.).

**11. Unfinished Business**

- 11.1 Follow Up - County of Renfrew's Point in Time Count

**RESOLUTION - 57-2024**

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

***THAT Council accept the Follow Up - County of Renfrew's Point in Time Count Report as information a submitted and circulated.***

**CARRIED.**

**12. New Business**

## 12.1 Renfrew County Veterinary Services Committee

**RESOLUTION - 58-2024**

Moved by Councillor Scott Brum, seconded by Deputy Mayor Lori Hoddinott  
**THAT** Council accept the Renfrew County Veterinary Services Committee correspondence as information as submitted and circulated; **AND FURTHER THAT** Council reappoint Councillor Robert Campbell as the Township's representative on the Renfrew County Veterinary Services Committee for 2024.

**CARRIED.**

## 12.2 Remote Meetings - Procedural By-Law Amendment

**RESOLUTION - 59-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien  
**THAT** Council direct staff to amend the Procedural By-Law as follows:

- *Electronic Meeting participation is permitted for Council & Staff.*
- *Members of the public cannot participate in meetings electronically, to clarify, public questions must be asked in person.*
- *Electronic participation is allowed in open meetings of Council and members who participate in open meetings electronically be counted for the purpose of quorum as per Subsections 238 (3.1) (3.3) (3.4) and (3.5) of the Municipal Act, as amended, or as provided for under other provincial statute.*
- *A Member of Council who participates electronically shall have the same rights and responsibilities as if they were in physical attendance, including the right to vote.*
- *A Member of Council participating electronically must be able to be heard and place themselves on mute and un-mute. The raised hand feature can only be utilized to be added to the speakers list. The chat function will not be used for the purpose of debate.*
- *Members of Council shall identify themselves:*
  - a. *at the beginning of the meeting for the purposes of determining quorum; and*
  - b. *upon the call of the vote of each motion or by-law to determine the vote.*
- *At the discretion of the Presiding Officer, in consultation with the CAO/Clerk, a meeting may be held entirely electronically due to health, adverse weather, emergency or other considerations.*
- *Members of Council must physically attend in person at a Council meeting at least once every 60 days or as approved by Council.*
- *The CAO/Clerk shall be responsible for any additional procedures associated with the conduct of the electronic meeting.*
- *The Meeting Chair must attend in person, unless the meeting is held entirely electronically;*

**AND FURTHER THAT** delegations are permitted to be virtual and will have to follow the same regulations that are currently in place;

**AND FURTHER THAT** Staff is directed to bring the Procedural By-Law forward to Council again in 90 days for review.

**CARRIED.**

**RESOLUTION - 60-2024**

Moved by Mayor Mark MacKenzie, seconded by Councillor Kevin Rosien

**THAT** Council direct staff to amend the Procedural By-Law as follows:

• *If participating in a closed session, the participant must ensure and declare that they are in a private location where others cannot hear or participate in the meeting if not authorized to do so.*

**CARRIED.**

- 12.3 Community Safety and Policing Act (CSPA) Coming into Effect April 1, 2024

**RESOLUTION - 61-2024**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

**THAT** Council accept the Community Safety and Policing Act, 2019 (CSPA) coming into effect April 1, 2024 report as information as submitted and circulated.

**CARRIED.**

**13. Notice of Motions**

Nil.

**14. By-Laws**

- 14.1 By-Law #2024-06 Speed Limit By-Law

**RESOLUTION - 62-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

**THAT** By-Law #2024-06, 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.**

**15. Public Questions/Comments**

Nil.

**16. Closed Meeting Session**

Nil.

**17. Notice of Council Meeting Dates**

As noted on the Agenda

**18. Confirmatory By-Law**

- 18.1 By-Law #2024-07 Confirm the Proceedings of the February 6, 2024 Regular Council Meeting

**RESOLUTION - 63-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

***THAT** By-Law #2024-07, being a By-Law to confirm the proceedings of the February 6, 2024 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 8:16 p.m.

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MAYOR

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CAO/CLERK