



MINUTES
Regular Council Meeting
Tuesday, December 17, 2024
Council Chambers 6:00 p.m.

COUNCIL PRESENT: All members of Council were in attendance this evening, with the exception of Mayor MacKenzie, who sent his regrets.

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're on the unceded territory of the Algonquin Anishinaabe people and we thank them for their thousands of years of stewardship on this land and granting us the privilege of being here to enjoy it.

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 December 17, 2024

The following items were added to this evening's Agenda:

8.14 Tandem Plow Truck #4 - Repair

The following items were asked to be added, however Council deemed they were not time sensitive and directed staff to add them to the next Regular Meeting.

9.7 Angela Lochtie & Charles Crispim - Question re: Kippen Road Design

9.8 Paul Wideman - Concerns at 140 Lorlei Drive

RESOLUTION - 682-2024

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

THAT the Agenda dated December 17, 2024 be adopted as amended.

CARRIED.

4. Planning Matters

Nil.

5. Delegations and Presentations

- 5.1 Jason Healey, CPA, CA, LPA, MacKillican & Associates
DRAFT - 2023 Financial Statements

Mr. Healey provided a high-level overview of the draft 2023 Financial Statements, as presented. Deputy Mayor Hoddinott thanked Mr. Healey for attending the meeting and for his report.

Mr. Healey vacated the Council Meeting at 6:17 p.m.

6. Matters Arising out of Delegations Heard

- 6.1 2023 Consolidated Financial Statements

RESOLUTION - 683-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT** Council adopt the 2023 Consolidated Financial Statements of the Corporation of the Township of McNab/Braeside as submitted and circulated; **AND FURTHER THAT** Council adopt the 2023 Discretionary and Obligatory Reserve Schedules as submitted and circulated.*

CARRIED.

7. Adoption of Previous Council Minutes

- 7.1 December 3, 2024 - Regular Council Meeting

RESOLUTION - 684-2024

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

***THAT** the minutes of the December 3, 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 - October 22, 2024

RESOLUTION - 685-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT** Council accept the Public Works Committee Meeting Minutes dated October 22, 2024 as information as submitted and circulated.*

CARRIED.

8.2 Public Works Department Activity Report - November 2024

RESOLUTION - 686-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council accept the Public Works Department Activity Report for the Month of November 2024 as information as submitted and circulated.

CARRIED.

8.3 Supply of Earth Borrow Tender (McNab/Braeside Waste Disposal Site)

RESOLUTION - 687-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council accepts the Public Works Committee recommendation to direct staff to issue a tender for the supply of earth borrow to the McNab/Braeside Waste Disposal Site for sand cover; AND FURTHER THAT the supply contract will extend from May 1, 2025 to April 30, 2028; AND FURTHER THAT the contract will include a provision to extend the contract for an additional 2 years.

CARRIED.

8.4 Kippen Road - Final Design

RESOLUTION - 688-2024

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

THAT Council accepts the Public Works Committee recommendation and direct staff to proceed with Option 2B as part of the Kippen Road design; AND FURTHER THAT the design be finalized and made ready for tender.

CARRIED.

8.5 Extension of Lorlei Drive - Winter Snow Storage

RESOLUTION - 689-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council accept the report regarding the extension of Lorlei Drive to provide snow storage as information as submitted and circulated.

CARRIED.

Agenda Item #8.14 (Tandem Plow Truck #4 - Repair) was discussed at this time.

Mr. Frew vacated the Council Chambers at this time (6:37 p.m.).

8.6 Draft Public Recreation & Culture Committee Meeting Minutes - December 4, 2024

RESOLUTION - 690-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council accept the Draft Public Recreation & Culture Committee Meeting Minutes - December 4, 2024 report as information as submitted and circulated.

CARRIED.

8.7 MCP Canteen Proposal

RESOLUTION - 691-2024

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien

THAT Council accept the MCP Canteen Proposal as information as submitted and circulated; AND FURTHER THAT Council approve staff to proceed with this agreement going out for tender.

CARRIED.

8.8 Burnstown Beach - Parking Fee

RESOLUTION - 692-2024

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

THAT Council accept the Burnstown Beach - Parking Fee report as information as submitted and circulated; AND FURTHER THAT Council provide staff direction on implementing this proposed change.

CARRIED.

Staff Direction: Staff was directed to bring this matter forward to budget deliberations.

Staff Direction: Staff was directed to look into the terms of our agreement with the Burnstown Rowing Club with regards to the parking area, and bring this information back to Council.

8.9 Pepsi Machine Addition to MCP and Burnstown Beach

RESOLUTION - 693-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council accept the Pepsi Machine Addition to MCP and Burnstown Beach report as information as submitted and circulated; AND FURTHER THAT Council provide staff direction to enter into an agreement with PepsiCo upon confirmation that we are not obligated to purchase a minimum amount of product.

CARRIED.

8.10 Financial Overview - October 2024

RESOLUTION - 694-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council accepts the October 2024 Financial Overview report as information as submitted and circulated.

CARRIED.

8.11 Financial Overview - November 2024

RESOLUTION - 695-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council accepts the November 2024 Financial Overview report as information as submitted and circulated.

CARRIED.

8.12 By-Law Services Report - September & October 2024

RESOLUTION - 696-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council accept the By-Law Services Report for the month(s) of September & October 2024 as information as submitted and circulated.

CARRIED.

8.13 Building Department Report November 2024

RESOLUTION - 697-2024

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien

THAT the Building Department Report for the Month of November 2024 be accepted as information as submitted and circulated.

CARRIED.

8.14 Tandem Plow Truck #4 - Repair

This item was discussed following item #8.5 on the Agenda.

RESOLUTION - 698-2024

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien

THAT Council accept the Tandem Plow Truck #4 Repair Report as information as submitted and circulated; AND FURTHER THAT Council authorize staff to proceed with the repair of Tandem Plow Truck #4.

CARRIED.

9. Information Items

9.1 Ministry of Municipal Affairs and Housing - Amendments to Ontario Regulation 299/19 - Additional Residential Units

RESOLUTION - 699-2024

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

THAT Council accept the Ministry of Municipal Affairs and Housing - Amendments to Ontario Regulation 299/19 - Additional Residential Units correspondence as information as submitted and circulated.

CARRIED.

9.2 Office of the Solicitor General - OPPA Costs

RESOLUTION - 700-2024

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

THAT Council accept the Office of the Solicitor General - OPPA Costs correspondence as information as submitted and circulated.

CARRIED.

Staff direction: Staff was directed to contact the Office of the Solicitor General and request they update the contact information to a Township email address.

9.3 County Council Summary - November 27, 2024

RESOLUTION - 701-2024

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

THAT Council accept the County Council Summary dated November 27, 2024 as information as submitted and circulated.

CARRIED.

9.4 County of Renfrew - Letter to Minister Sarkaria - Highway 17 Expansion

RESOLUTION - 702-2024

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

THAT Council accept the County of Renfrew - Letter to Minister Sarkaria regarding the Highway 17 Expansion as information as submitted and circulated.

CARRIED.

9.5 Follow up to the October 2024 Building Department Report

RESOLUTION - 703-2024

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

THAT Council accept the follow up to the October 2024 Building Department Report as information, as submitted and circulated.

CARRIED.

9.6 Rotary Club of Arnprior Update

RESOLUTION - 704-2024

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

THAT Council accept the Rotary Club of Arnprior Update report as information as submitted and circulated

CARRIED.

10. Motions

Nil.

11. Unfinished Business**11.1 Remuneration for Officers of the Corporation****RESOLUTION - 705-2024**

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott ***THAT Council accept the Remuneration for Officers of the Corporation report as information as submitted and circulated; AND FURTHER THAT Council approve 3.0% increase in the compensation grid for Township officers for the 2025 calendar year.***

CARRIED.**11.2 Council Newsletter - Update****RESOLUTION - 706-2024**

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott ***THAT Council accept the Council Newsletter - Update as information as submitted and circulated; AND FURTHER THAT Council provide staff direction on how to proceed.***

CARRIED.

Staff Direction: Staff was directed to table the Council Newsletter until such time as Council decides to revisit it.

11.3 Wharf at Waba Cottage Museum Boat Launch - Additional Information**RESOLUTION - 707-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell ***THAT Council accept the Wharf at Waba Cottage Museum Boat Launch - Additional Information report as information as submitted and circulated; AND FURTHER that Council provide staff direction to request a formal Land Use Agreement with Small Craft Harbours for the Wharf located at Waba Cottage and Museum as well as provide the preferred funding option for the dock and annual lease.***

CARRIED.

Staff Direction: Staff was directed to proceed with entering into the lease agreement and with removing the existing dock, using the Museum surplus for 2024.

Staff Direction: Staff was further directed to look into multiple options and obtain pricing for high volume docks in comparison to the quote received and bring this information forward to budget deliberations.

11.4 Customer Service, Complaint and Compliment Policy**RESOLUTION - 708-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council accept the Customer Service, Complaint and Compliment Policy report as information as submitted and circulated; AND FURTHER THAT Council direct staff to bring this policy back to the January 2025 meeting for adoption.

CARRIED.

12. New Business

12.1 Proposed Budget Meeting Dates

RESOLUTION - 709-2024

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

THAT Council accept the Proposed Budget Meeting Dates report as information as submitted and circulated; AND FURTHER THAT staff propose the budget be presented and completed during the week of February 10, 2025.

CARRIED.

12.2 Recreation Reimbursement 2025

RESOLUTION - 710-2024

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

THAT Council receive the Recreation Reimbursement 2025 report as information as submitted and circulated; AND FURTHER THAT Council provide staff direction for the recreation reimbursements for 2025.

CARRIED.

Staff Direction: Staff was directed to proceed with finalizing the policy, as presented. The amount budgeted for reimbursement will be discussed during budget deliberations.

Ms. Lamontagne vacated the Council Chambers at this time (8:15 p.m.).

12.3 Hogan Heights - Release of Securities

RESOLUTION - 711-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT Council hereby accept the works in the Hogan Heights Subdivision - Plan M-99 (Hogan Drive - Phase 1) and approve the release of all remaining securities in the amount of \$140,108.95 held by the Township in the form of a Letter of Credit.

CARRIED.

13. Notice of Motions

Nil.

14. By-Laws

- 14.1 By-Law #2024-86 Kayakomat Agreement - Waba Cottage Museum & Gardens

RESOLUTION - 712-2024

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

THAT By-Law #2024-86, being a By-law to authorize the execution of the Kayakomat Agreement between the Corporation of the Township of McNab/Braeside and Ruifan Wu is now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

- 14.2 By-Law #2024-87 By-law to Assume Hogan Drive for Public Use

RESOLUTION - 713-2024

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

THAT By-Law #2024-87, being a By-Law to assume Hogan Drive as a Highway for Public Use, is now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

- 14.3 By-Law #2024-88 By-law to Assume Paul A. Bertrand for Public Use
(Madawaska Shores 49M-104)

RESOLUTION - 714-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT By-Law #2024-88, being a By-law to assume Paul A. Bertrand Drive as a Highway for Public Use, is now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

- 14.4 By-Law #2024-89 2025 Township Officer Remuneration

RESOLUTION - 715-2024

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

THAT By-Law #2024-89, being a By-Law to establish remuneration for Officers of the Corporation, is now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

- 14.5 By-Law #2024-90 Kayakomat Agreement - Clay Bank Park

RESOLUTION - 716-2024

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell

THAT By-Law #2024-90, being a By-law to authorize the execution of the Kayakomat Agreement between the Corporation of the Township of McNab/Braeside and Ruifan Wu, is now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

14.6 By-Law #2024-91 Procedural By-Law

RESOLUTION - 717-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT By-Law #2024-91, being a By-Law to Govern the Proceedings of Council and Committees 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.

14.7 By-Law #2024-92 Unreasonable Behaviour Policy

RESOLUTION - 718-2024

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

THAT By-Law #2024-92, being a By-Law to adopt the Unreasonable Behaviour Policy 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.

14.8 By-Law #2024-93 Trail Maintenance & Inspection Policy

RESOLUTION - 719-2024

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

THAT By-Law #2024-93, being a By-Law to adopt the Trail Maintenance & Inspection Policy 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.

15. Public Questions/Comments

15.1 Andre Szombathy asked the following questions, and a response will be brought forward to the next Council Meeting:

With regards to the October 2024 - Financial Overview Report, Mr. Szombathy asked what was written off and how much was written off?

With regards to the 2023 Draft Financial Information Statements Mr. Szombathy asked:

- Under "Budgeted Acquisition of Tangible Assets", what wasn't purchased and were these items purchased in 2023 instead?
- Why did accounts payable go up in 2023?
- The 2022 statements reference a 3.2 million dollar error that was double counted, did Council get any information on when the error occurred and the details of this error, can that information be provided?
- What happened to the "Transfer to Capital" line after 2019 as the amounts don't seem to add up to anything? What ties into the Transfer to Capital?
- In 2022 there was a 2.816 million dollar credit sitting in "Transfer to Capital", where does this show up in the Financial Statement?
- Can you please provide the Period 13 entries?

16. Closed Meeting Session

Nil.

17. Notice of Council Meeting Dates

As noted on the Agenda

18. Confirmatory By-Law

- 18.1 By-Law #2024-94 Confirm the proceedings of the December 17, 2024 Regular Council Meeting

RESOLUTION - 720-2024

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

THAT By-Law #2024-94, being a By-Law to confirm the proceedings of the December 17, 2024 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 8:34 p.m.

MAYOR

CAO/CLERK