



**MINUTES**  
**Regular Council Meeting**  
**Tuesday, February 20, 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  
Jeff Crawford, Interim Fire Chief  
Anne McVean, Planner, County of Renfrew

**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 February 20, 2024

The following changes were made to the Agenda:

Move 5.1 to 4.12 Jonah Bonn, Planning Consultant

Move item 9.9 to 12.2 Committee Application - Herbfest

Add 11.6 Committee Member Recruitment for Joint Police Service Board

**RESOLUTION - 64-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

*THAT the Agenda dated February 20, 2024 be adopted as amended.*

**CARRIED.**

**4. Planning Matters**

4.1 Application for Minor Variance - A-01/24  
Landscape Ltd.  
Concession 4, Part of Lot 16, 106 Lorlei Drive

- Application for Minor Variance
- Notice of Application and Public Meeting
- Township Internal Circulation
- Survey
- Site Plan
- Planning Rationale
- EIS Shade Group
- Slope Stability Letter
- Gazebo Plans
- North West Shed-Permit Drawings

Jonah Bonn, Planning Consultant was in attendance.

**RESOLUTION - 65-2024**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell  
***THAT Application for Minor Variance - A-01/24 be accepted as information as submitted and circulated; AND FURTHER THAT Council does not recommend the minor variance be given due to sufficient property to meet the existing setbacks in the Zoning By-Law.***

**CARRIED.**

- 4.2 Greater Madawaska - Plan of Subdivision Application & Plan of Condominium Application  
River Lane Estates- Agency Circulation Letter
- Archaeological Assessment
  - Common Elements Condominium and Access
  - Design Brief-Preliminary Road Design
  - Draft Plan of Subdivision and Condominium
  - Environmental Impact Study (EIS)
  - Geotech & Slope Stability - REV1 May
  - Hydrogeological Report
  - Planning Justification Report (PJR)
  - Servicing Options and Conceptual SWM Report

Mr. Frew and Interim Chief Crawford provided comments to Council, those comments were also submitted to the County.

**RESOLUTION - 66-2024**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell  
***THAT Greater Madawaska - Plan of Subdivision Application & Plan of Condominium Application be accepted as information as submitted and circulated; AND FURTHER THAT Council supports the comments received from staff and would like to see these concerns satisfied prior to the Plan of Subdivision/Condominium moving forward.***

**CARRIED.**

**5. Delegations and Presentations**

Nil.

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

Nil.

**7. Adoption of Previous Council Minutes**

7.1 February 6, 2024 Regular Council Meeting

**RESOLUTION - 67-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell

***THAT** the minutes of the February 6, 2024 Regular Council Meeting be adopted as submitted and circulated.***CARRIED.**

7.2 February 13, 2024 Special Council Meeting

**RESOLUTION - 68-2024**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

***THAT** the minutes of the February 13, 2024 Special Council Meeting be adopted as submitted and circulated.***CARRIED.****8. Reports of Committee of Council and Other Boards, Committees and Commissions**

8.1 Budget Committee Meeting Minutes dated January 4, 2024

**RESOLUTION - 69-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien

***THAT** Council accept the Budget Committee Meeting Minutes dated January 4, 2024 as information as submitted and circulated.***CARRIED.**

8.2 2024 Agreement for use of Dochart Park by AMBUSC

**RESOLUTION - 70-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT** Council receive the 2024 agreement for use of Dochart Park by the Arnprior McNab/Braeside United Soccer Association (AMBUSC) as information as submitted and circulated; **AND FURTHER THAT** Council approve the CAO to sign the 2024 Agreement for use of Dochart Park by AMBUSC.***CARRIED.**

Ms. McVean vacated the Council Chambers at this time (6:42 p.m.).

## 8.3 Fees &amp; Charges By-Law for a Vendor Booth

**RESOLUTION - 71-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

**THAT** Council accept this Report as information as submitted and circulated;  
**FURTHER THAT** Council direct staff to amend the current Fees & Charges By-Law to replace the term "HerbFest" with "Vendor Booth" and include a new rate applicable to an indoor six foot table of \$40 (+hst).

**CARRIED.**

## 8.4 Recreation Department Activity Report - February 2024

**RESOLUTION - 72-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

**THAT** Council accept the February 2024 Recreation Department Activity Report as information as submitted and circulated.

**CARRIED.**

## 8.5 Public Works Department Activity Report - January 2024

**RESOLUTION - 73-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

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

**CARRIED.**

Councillor Brum vacated the Council Chambers at this time (6:49 p.m.).

## 8.6 Public Works Department - Sign Installations

**RESOLUTION - 74-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell

**THAT** Council accept the Public Works Committee recommendations to install new/replacement signage as detailed in this report.

**CARRIED.**

Councillor Brum entered the Council Chambers at this time (6:54 p.m.).

## 8.7 County of Renfrew Structure C134 - Campbell Drive Culvert

**RESOLUTION - 75-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien

**THAT** Council accepts the report - County of Renfrew Structure C134 - Campbell Drive Culvert- as information as submitted and circulated; **AND THAT** Council provide staff with direction/comments regarding the proposed full road closure or single lane closure of Campbell Drive.

**CARRIED.**

Staff Direction: Council directed staff to forward staff comments in favour of the single lane closure option.

8.8 Streetlight Quote - Usborne Street Dry Hydrant

**RESOLUTION - 76-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien  
***THAT Council accept the Streetlight Quote for the Usborne Street Dry Hydrant as information as submitted and circulated; AND FURTHER THAT Council direct staff on how to proceed.***

**CARRIED.**

Staff Direction: Council directed staff not to proceed with the streetlight at the dry hydrant on Usborne Street, as Interim Chief Crawford indicated it was not necessary, nor is it a safety concern of the Fire Department.

Mr. Crawford vacated the Council Chambers at this time (7:09 p.m.).

8.9 Budget Committee Draft Meeting Minutes dated February 7, 2024

**RESOLUTION - 77-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum  
***THAT Council accept the Budget Committee Draft Meeting Minutes dated February 7, 2024 as information as submitted and circulated.***

**CARRIED.**

8.10 Budget Committee Draft Meeting Minutes dated February 8, 2024

**RESOLUTION - 78-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
***THAT Council accept the Budget Committee Draft Meeting Minutes dated February 8, 2024 as information as submitted and circulated.***

**CARRIED.**

**9. Information Items**

9.1 FoodCycler Program - Debunking 6 Food Waste Recycling Myths

**RESOLUTION - 79-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
***THAT Council accept FoodCycler Program - Debunking 6 Food Waste Recycling Myths as information as submitted and circulated.***

**CARRIED.**

9.2 Ellen Huggard - Feedback for Council

**RESOLUTION - 80-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
***THAT** Council accept Ellen Huggard - Feedback for Council as information as submitted and circulated.*

**CARRIED.**

9.3 Mike Defalco - Feedback for Council

**RESOLUTION - 81-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
***THAT** Council accept Mike Defalco - Feedback for Council as information as submitted and circulated.*

**CARRIED.**

9.4 Gary Mammoletti - Feedback for Council

**RESOLUTION - 82-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
***THAT** Council accept Gary Mammoletti - Feedback for Council as information as submitted and circulated.*

**CARRIED.**

9.5 Kevin Gagnon - Feedback for Council

**RESOLUTION - 83-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
***THAT** Council accept Kevin Gagnon - Feedback for Council as information as submitted and circulated.*

**CARRIED.**

9.6 Renfrew County District Health Unit - Media Release - RCDHU Considering Potential Mergers with Neighbouring Public Health Units

**RESOLUTION - 84-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
***THAT** Council accept Renfrew County District Health Unit - Media Release - RCDHU Considering Potential Mergers with Neighbouring Public Health Units as information as submitted and circulated.*

**CARRIED.**

9.7 Ministry of Transportation - Licence Plates Renewal

**RESOLUTION - 85-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
***THAT** Council accept Ministry of Transportation - Licence Plates Renewal as information as submitted and circulated.*

**CARRIED.**

## 9.8 Arnprior Public Library - Thank You

**RESOLUTION - 86-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

**THAT** Council accept Arnprior Public Library - Thank You as information as submitted and circulated.

**CARRIED.**

Mr. Frew vacated the Council Chambers at this time (7:11 p.m.).

**10. Motions**

Nil.

**11. Unfinished Business**

## 11.1 Recreation Reimbursement for Non-Resident Fees Policy

**RESOLUTION - 87-2024**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

**THAT** Council approve the Recreation Reimbursement for Non-Resident Fees Policy as submitted and circulated; **AND FURTHER THAT** Council direct staff on how to proceed regarding the number of ice rentals allowable for reimbursement.

**CARRIED.**

Staff Direction: Staff was directed to cap the amount at \$1,500 for personal ice pad rentals.

## 11.2 Clay Bank Nature Park for Outdoor Learning 2024 Budget Update

**RESOLUTION - 88-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

**THAT** Council accept the Clay Bank Nature Park for Outdoor Learning 2024 Budget Update as information as submitted and circulated.

**CARRIED.**

This item will be discussed at the Cut/Keep/Add meeting.

## 11.3 Bartending and Alcohol Expense Update

**RESOLUTION - 89-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Robert Campbell

**THAT** Council accept the Bartending and Alcohol Expense Update as information as submitted and circulated.

**CARRIED.**

This item will be discussed at the Cut/Keep/Add meeting.

## 11.4 Draft Strategic Plan - Summary of Feedback from Town Hall

**RESOLUTION - 90-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT Council accept the Draft Strategic Plan - Summary of Feedback from Town Hall open house as information as submitted and circulated; AND FURTHER THAT Council submit any changes they'd like made to the draft Strategic Plan to the CAO/Clerk in writing by March 15, 2024.***

**CARRIED.**

Staff Direction: Staff was directed to add "Township Roads" to the list of long and short term priorities.

## 11.5 Reserve and Reserve Fund Policy

**RESOLUTION - 91-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT Council accept the amended draft Reserve and Reserve Fund Policy and information; AND FURTHER THAT staff direction be given to bring this policy forward for approval.***

**CARRIED.**

## 11.6 Committee Member Recruitment for Joint Police Service Board

**RESOLUTION - 92-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

***THAT Council accept the Committee Member Recruitment for Joint Police Service Board correspondence as information as submitted and circulated.***

**CARRIED.**

Councillor Brum was appointed by Council to be the Township's representative on the Joint Police Board.

Staff Direction - Staff was directed to post this correspondence on the Township's website and social media so community members can apply.

**12. New Business**

## 12.1 Schedule Cut/Keep/Add Meeting

**RESOLUTION - 93-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT Council accept this as information as submitted and circulated; AND FURTHER THAT Council direct staff to schedule a Special Council Meeting re: Budget Cut/Keep/Add on March 6 at 9:00 a.m.***

**CARRIED.**

## 12.2 Committee Application Form - Herbfest

**RESOLUTION - 94-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT** Council accept the Committee Application Form - Herbfest as information as submitted and circulated; **AND FURTHER THAT** Council appoint Darrell Carson to the Herbfest Committee.*

**CARRIED.**

**13. Notice of Motions**

Nil.

**14. By-Laws**

## 14.1 By-Law #2024-09 Building By-law

**RESOLUTION - 95-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT** By-Law #2024-09, being a By-Law respecting Construction, Demolition and Change of Use Permits and Inspections, is now deemed read a second and third time short and is hereby enacted and passed.*

**CARRIED.**

## 14.2 By-Law #2024-10 Procedural By-Law

The By-Law was amended to remove the word "staff" and instead apply to "Council & Delegations".

**RESOLUTION - 96-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

***THAT** By-Law #2024-10, being a By-Law to Govern the Proceedings of Council and Committees, is now deemed read a second and third time short and is hereby enacted and passed.*

**CARRIED.**

**15. Public Questions/Comments**

15.1 Darrell Carson asked Council to reconsider putting a cap on the amount that will be reimbursed for ice pad rentals, to which Council advised this is just a starting point and it can be amended if needed.

**16. Closed Meeting Session**

Nil.

**17. Notice of Council Meeting Dates**

As noted on the Agenda

**18. Confirmatory By-Law**

- 18.1 By-Law #2024-11 Confirm the proceedings of the February 20, 2024 Regular Council Meeting

**RESOLUTION - 97-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

*THAT By-Law #2024-11, being a By-Law to confirm the proceedings of the February 20, 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 7:40 p.m.

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MAYOR

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CAO/CLERK