



**MINUTES**  
**Regular Council Meeting**  
**Tuesday, December 3, 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  
Andrea Lamontagne, Recreation Director  
Bruce Howarth, Manager of Planning Services, County of Renfrew  
(attended electronically)  
Emma Blanchard, Township Solicitor (attended electronically)

**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 December 3, 2024

Council agreed to move - Closed Session Under Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose)768 (Usborne Street) to section 4 of the Agenda.

Council added "Fire Chief" to the topics to be discussed during section 17.2 Closed Meeting Session.

**RESOLUTION - 644-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
***THAT the Agenda dated December 3, 2024 be adopted as amended.***

**CARRIED.**

**4. Closed Meeting Session**

- 4.1 Under section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose (768 Osborne Street);

**RESOLUTION - 645-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum  
*THAT this meeting become closed Under section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose (768 Osborne Street) at 6:03 p.m.*

**CARRIED.**

**RESOLUTION - 646-2024**

Moved by Councillor Scott Brum, seconded by Deputy Mayor Lori Hoddinott  
*THAT Council resume the open session at 6:48 p.m.*

**CARRIED.**

Ms. Blanchard and Mr. Howarth left the meeting at this time (6:49 p.m.).

Deputy Mayor Hoddinott took over as meeting Chair at this time (6:50 p.m.).

**5. Planning Matters**

- 5.1 Application for Minor Variance - A-6/24  
Owners: Kyle & Rachel Braatz  
Agent: Samiel Laplante  
Lott 22, Plan 571  
1232 Mill Ridge Road

**RESOLUTION - 647-2024**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell  
*THAT Application for Minor Variance - A-6/24 be accepted as information as submitted and circulated.*

**CARRIED.**

Mayor MacKenzie resumed the position of Meeting Chair at this time (6:52 p.m.).

**6. Delegations and Presentations**

- 6.1 Brian Gilhuly, Arnprior & McNab/Braeside Archives

Mr. Gilhuly provided an overview of the previous year for AMBA. The request is for Council to contribute \$27,817 in 2025. Council thanked Mr. Gilhuly for his presentation.

- 6.2 Mark Nibourg, Physician Recruitment Committee

Mr. Nibourg provided an overview on behalf of the Physician Recruitment Committee including who they are, their mandate, goals and why the Committee is needed. The ask is that Council contribute \$50,000 for the next five years. Council thanked Mr. Nibourg and Dr. Garcia for this presentation.

**RESOLUTION - 648-2024**

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott  
*THAT Council agree to extend the time allotted for the delegation regarding Physician Recruitment by 30 minutes.*

**CARRIED.**

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

7.1 AMBA 2025 Budget Request

Staff Direction - Staff was directed to bring this request forward to the 2025 budget deliberations.

7.2 Physician Recruitment Committee 2025 Budget Request

Staff Direction - Staff was directed to bring this request forward to 2025 budget deliberations.

Ms. Lamontagne entered the Council Chambers at this time (7:45 p.m.).

**8. Adoption of Previous Council Minutes**

8.1 November 19, 2024 - Regular Council Meeting

**RESOLUTION - 649-2024**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell  
*THAT the minutes of the November 19, 2024, Regular Meeting of Council be adopted as submitted and circulated.*

**CARRIED.**

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

9.1 Municipal Law Seminar Summary

**RESOLUTION - 650-2024**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien  
*THAT the Municipal Law Seminar Staff Report for October 23, 2024, be accepted as information as submitted and circulated.*

**CARRIED.**

9.2 Sale of Surplus Equipment - Results

**RESOLUTION - 651-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum  
***THAT Council accepts the results of the sale of surplus equipment as information as submitted and circulated.***

**CARRIED.**

- 9.3 Cat 816F2 Compactor - Repair Invoice

**RESOLUTION - 652-2024**

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

***THAT Council accept the CAT 815 F2 Compactor Repair Invoice as information as submitted and circulated.***

**CARRIED.**

- 9.4 Recreation Department Activity Report - November 2024

**RESOLUTION - 653-2024**

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

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

**CARRIED.**

- 9.5 Building Department Report - October 2024

**RESOLUTION - 654-2024**

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

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

**CARRIED.**

Staff Direction - Staff was directed to look into Permit #24-057-S (New Septic 24-10-09 \$ 600,000.00) to verify the cost was accurate and bring this information back to Council.

**10. Information Items**

- 10.1 County of Renfrew - Media Release - Plans for Warming Centre

**RESOLUTION - 655-2024**

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

***THAT Council accept the County of Renfrew - Media Release - Plans for Warming Centre as information as submitted and circulated.***

**CARRIED.**

- 10.2 County of Renfrew - Road Rationalization Assessment Memo

**RESOLUTION - 656-2024**

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

***THAT Council accept the County of Renfrew - Road Rationalization Assessment Memo as information as submitted and circulated.***

**CARRIED.**

- 10.3 Ministry of Natural Resources - Decision - Regulating Commercial-Scale Geological Carbon Storage Projects

**RESOLUTION - 657-2024**

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott  
***THAT Council accept the Ministry of Natural Resources - Decision - Regulating Commercial-Scale Geological Carbon Storage Projects correspondence as information as submitted and circulated.***

**CARRIED.**

- 10.4 Volunteer Appreciation 2024

**RESOLUTION - 658-2024**

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott  
***THAT Council accept the Volunteer Appreciation Message of Gratitude as information as submitted and circulated.***

**CARRIED.**

- 10.5 Weeknight Youth Programming

**RESOLUTION - 659-2024**

Moved by Councillor Kevin Rosien, seconded by Deputy Mayor Lori Hoddinott  
***THAT Council accept the Weeknight Youth Programming report as information as submitted and circulated.***

**CARRIED.**

**11. Motions**

Nil.

**12. Unfinished Business**

- 12.1 Landfill Reserve/Closure Obligation

**RESOLUTION - 660-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum  
***THAT Council accept the Landfill Reserve/Closure Obligation report as information as submitted and circulated.***

**CARRIED.**

Staff Direction - Staff was directed to provide a historical print out of the GL account dating back as far as the 2014 closing balance, if possible and bring this information back to Council.

Staff was further directed to bring the electronic GL information back to the next Council Meeting.

## 12.2 Performance Management Program (PMP)

**RESOLUTION - 661-2024**

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

***THAT** Council accept the Performance Management Program (PMP) as information as submitted and circulated; **AND FURTHER THAT** Council approve the Performance Management Program policy as amended.*

**CARRIED.**

Staff Direction - Staff was directed to change clause 11 to state "all staff that work in the administrative office building " instead of "all staff that are worked with regularly".

Council recessed at 8:36 p.m.

Council resumed at 8:41 p.m.

## 12.3 Draft Council Code of Conduct

**RESOLUTION - 662-2024**

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

***THAT** Council accept the Draft Council Code of Conduct as information as submitted and circulated.*

**CARRIED.**

**13. New Business**

## 13.1 Wharf at Waba Cottage Museum Boat Launch

**RESOLUTION - 663-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT** Council accept the Wharf at Waba Cottage Museum Boat Launch 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.*

**TABLED.**

Staff Direction - Staff was directed to obtain information from the Public Works Department about the possibility of and costs associated with removing the dock ourselves and to look into the environmental liability that is associated with the removal and bring this information forward to Council.

## 13.2 Kayakomat 2025 Renewal

**RESOLUTION - 664-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum  
***THAT Council accept the Kayakomat 2025 Renewal report as information as submitted and circulated; AND FURTHER THAT the 2025 Land Use Agreement for kiosks at Waba Cottage Museum & Gardens and Clay Bank Nature Park for Outdoor Learning be approved.***

**CARRIED.**

Ms. Lamontagne vacated the Council Chambers at this time (9:34 p.m.).

## 13.3 Draft Unreasonable Behaviour Policy

**RESOLUTION - 665-2024**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Robert Campbell  
***THAT Council accept the draft Unreasonable Behaviour Policy as information as submitted and circulated; AND FURTHER THAT Council direct staff to bring this policy forward to the next Council meeting for enactment.***

**CARRIED.**

Staff Direction - Staff was directed to bring this policy forward as a By-Law to the next Council Meeting.

Staff was further directed to bring forward the Township's Service Delivery Policy, if there is one in place.

## 13.4 January 2025 Council Meeting Schedule

**RESOLUTION - 666-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum  
***THAT Council accept the January 2025 Council Meeting Schedule Report as information as submitted and circulated; AND FURTHER THAT Council provide staff direction on how to proceed.***

**CARRIED.**

Staff Direction - Staff was directed to amend the January 2025 Regular Meeting Schedule to one regular meeting to take place on January 14, 2025.

## 13.5 Draft Trail Maintenance &amp; Inspection Policy

**RESOLUTION - 667-2024**

Moved by Councillor Scott Brum, seconded by Deputy Mayor Lori Hoddinott  
***THAT Council accept the Draft Trail Maintenance & Inspection Policy as submitted and circulated; AND FURTHER THAT Council direct staff to bring this Policy forward to the next Council Meeting for enactment.***

**CARRIED.**

## 13.6 Proposed Amendments to the Procedural By-Law

**RESOLUTION - 668-2024**

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

**THAT** Council receives this report as information submitted and circulated; **AND FURTHER THAT** Council approves the amendments to the Procedural By-Law 2024-34; **AND FURTHER THAT** Council provides any staff direction necessary pertaining to this item.

**CARRIED.**

**RESOLUTION - 669-2024**

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

**THAT** Council direct staff to bring forward the Procedural By-Law with an amendment to section 25(1) "Agenda" to include a new heading for the tracking sheet prior to the Closed Meeting section of the Agenda.

**CARRIED.**

**RESOLUTION - 670-2024**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

**THAT** Council agree to extend the hours of the Council Meeting for 2.5 hours past the adjournment time of 10:00 p.m.

**CARRIED.**

## 13.7 Township of Admaston/Bromley - Cost Share Allocations - Renfrew Detachment Police Services Board

**RESOLUTION - 671-2024**

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

**THAT** Council accept the Township of Admaston/Bromley - Cost Share Allocations - Renfrew Detachment Police Services Board correspondence as information as submitted and circulated.

**CARRIED.**

Mayor MacKenzie moved to support the Township of Admaston/Bromley's request for a cost share allocation. There was no seconder for this motion.

## 13.8 Madawaska Shores - Release of Securities

**RESOLUTION - 672-2024**

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

**THAT** Council hereby accept the works in the Madawaska Shores - Plan M-x104 (Paul A. Bertrand Drive) and approve the release of all remaining securities in the amount of \$182,684.73 held by the Township in the form of a Letter of Guarantee.

**CARRIED.**



## 13.9 CAO Evaluation

**RESOLUTION - 673-2024**

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

*THAT the County of Renfrew HR Department be engaged to manage the CAO 2024 Evaluation process.*

**CARRIED.**

**14. Notice of Motions**

Nil.

**15. By-Laws**

- 15.1 By-Law #2024-79 By-Law to Assume Part 2 on Plan 49R20735 as part of Township Road Allowance (Findlay)

**RESOLUTION - 674-2024**

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

*THAT By-Law #2024-79, being a By-Law to assume lands in the Township of McNab/Braeside as part of a public road is now deemed read a second and third time short and is hereby enacted and passed.*

**CARRIED.**

- 15.2 By-Law #2024-80 2025 Township Staff Remuneration

**RESOLUTION - 675-2024**

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

*THAT By-Law #2024-80, being a By-Law to regulate the appointment, duties and remuneration of Township Officers and Staff 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.**

- 15.3 By-Law #2024-81 Land Use Agreement - Hamilton (Perneel Property)

**RESOLUTION - 676-2024**

Moved by Councillor Robert Campbell, seconded by Councillor Scott Brum

*THAT By-Law #2024-81, 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.**

## 15.4 By-Law #2024-82 Council Code of Conduct

Mayor MacKenzie requested a recorded vote.

**RESOLUTION - 677-2024**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Kevin Rosien  
**THAT** *By-Law #2024-82, being a By-Law to adopt the Council Code of Conduct 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.*

For: Deputy Mayor Lori Hoddinott, Councillor Kevin Rosien, Councillor Scott Brum, and Councillor Robert Campbell

Against: Mayor Mark MacKenzie

**CARRIED. 4-1.**

## 15.5 By-Law #2024-83 Performance Management Program Policy

**RESOLUTION - 678-2024**

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Scott Brum  
**THAT** *By-Law #2024-83, being a By-Law to adopt the Performance Management Program 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, as per the amended made in section 12.2 of this meeting.*

**CARRIED.**

**16. Public Questions/Comments**

Nil.

Council recessed at 10:37 p.m.

Council resumed at 10:43 p.m.

**17. Closed Meeting Session**

17.1 Under Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees (CAO/Clerk Performance Evaluation)

**RESOLUTION - 679-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien  
**THAT** *this meeting becomes closed under Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees (CAO/Clerk Performance Evaluation & Fire Chief) at 10:43 p.m.*

**CARRIED.**

Ms. Cannon vacated the Council Chambers at this time (10:43 p.m.).

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

Ms. Cannon entered the Council Chambers at this time (12:15 a.m.).

**RESOLUTION - 680-2024**

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

***THAT Council resume the open session at 12:15 a.m.***

**CARRIED.**

Staff Direction - With respect to item 4.1, Council directed legal Counsel to proceed with option #1 as discussed in the closed session.

With respect to item 17.1, staff was directed to proceed as directed in closed session.

**18. Notice of Council Meeting Dates**

As noted on the Agenda

**19. Confirmatory By-Law**

- 19.1 By-Law #2024-84 Confirm the Proceedings of the December 3, 2024 Regular Council Meeting

**RESOLUTION - 681-2024**

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT By-Law #2024-84, being a By-Law to confirm the proceedings of the December 3, 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.**

**20. Adjournment**

This Regular Council Meeting adjourned at 12:16 a.m.

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MAYOR

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CAO/CLERK