



COUNTY COUNCIL

9:00 A.M., WEDNESDAY, JUNE 24, 2020

AGENDA

1. Call to Order.
2. Moment of Silent Reflection.
3. National Anthem.
4. Roll Call.
5. Disclosure of Pecuniary Interest and General Nature Thereof.
6. Adoption of the Minutes of January 27, 2020, January 29, 2020 and February 26, 2020.
7. Warden's Address.
8. Delegations:
 - (a) Ms. Meggan Vickerd – Director, Near Surface Disposal Facility (NSDF) Project, Chalk River Nuclear Laboratories.
9. Correspondence.
10. Committee Reports:

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(a) Finance & Administration Committee	3
(b) Development & Property Committee	42
(c) Operations Committee	93
(d) Health Committee	99
(e) Social Services Committee	113
11. By-laws:
 - (a) By-law 77-20 - A By-Law to Execute a Land Use Agreement with Renfrew County ATV Club For a Period of Five Years Commencing June 1, 2020 and Expiring on November 30, 2025.
 - (b) By-law 78-20 - A By-Law to Amend By-Law 45-19 for the Execution of a Land Use Agreement with the Town of Petawawa.
 - (c) By-law 79-20 - A By-Law to Amend By-Law 15-20 and 16-20 Being By-Laws Authorizing the Warden and Clerk to Execute a Long-Term Care Service Accountability Agreements (Bonnechere Manor And Miramichi Lodge) and a Multi-Sector Service Accountability Agreement (Bonnechere Manor) with Service Accountability Agreement with the Champlain Local Health Integration Network.
12. Notice of Motions.
13. Members' Written Motions.
14. New Business.
15. Closed Meeting – to discuss advice that is subject to solicitor-client privilege (County OP).

16. Confirmatory By-law 80-20 A By-law to Confirm the Proceedings of the Council of the County of Renfrew at the Meeting held on June 24, 2020.
17. Adjournment.

NOTE: Any submissions received from the public, either orally or in writing may become part of the public record/package.

June 24, 2020

To the Council of the Corporation
Of the County of Renfrew

Members of County Council:

We, your **Finance & Administration Committee**, wish to report and recommend as follows:

INFORMATION

1. **2019 Audited Financial Statements**

The Audited Financial Statements are usually presented at the June meeting of Committee and County Council. Unfortunately, due to COVID-19, all County of Renfrew buildings have been closed to the public since mid-March and as a result our auditors have been unable to complete their final review of physical files located at our various sites. After discussion with our Chief Administrative Officer/Clerk, Finance staff made arrangements for our auditors, Scott Rosien Black & Locke to be on site at the County Administration Building the week of June 15 – 19th to access the necessary files in order to complete our 2019 audit. Our Long Term Care Homes have also forwarded the necessary files to our Auditor's for their review.

2. **Financial Statements for Renfrew County and District Health Unit**

Tabled are the 2019 Financial Statements for the Renfrew County & District Health Unit from Ms. Heather Daly, Acting CEO/Director, Corporate Services.

3. **Service Delivery Review Update**

Attached as Appendix I is the list of municipalities identified as benchmarks that will be used as comparators as part of the Service Delivery Review. This component of the study was a requirement of the RFP and municipalities with similar characteristics were selected for this purpose. To date, StrategyCorp has completed the following:

- Finalized and distributed interview guides;
- Conducted interviews with Renfrew County SLT (all complete), Council (17 complete), the Chief Medical Officer of Health and municipal CAO's (14 complete);
- Finalized the benchmark comparators; and
- Developed staff idea submission survey for client review.

As directed by our Committee, Mr. Moreau, Chief Administrative Officer/Clerk contacted StrategyCorp to advise them of the clerical error in the population density for the United Counties of Prescott and Russell and the attached document includes the correction.

4. COVID-19 Corporate Financial Summary (to May 31, 2020)

The Finance Department continues to track all COVID-19 related financial activities, and the chart attached as Appendix II summarizes these initiatives for all County of Renfrew Departments.

5. Government of Canada to provide \$2.2 billion in Support to Canadian Municipalities

On June 1, 2020 Prime Minister Justin Trudeau announced that the Government of Canada is fast-tracking \$2.2 billion in support to Canadian municipalities through an advance of the Federal Gas Tax Fund (GTF).

A long-established funding mechanism, the Gas Tax Fund is typically delivered twice a year - once in the summer and once again later in the year. As per the June 1 announcement, the federal government is expediting 100% of the 2020-2021 funding to municipalities in one lump sum immediately. The GTF is designed to help with municipal capital costs, primarily for infrastructure project development. The Minister of Infrastructure and Communities, the Honourable Catherine McKenna specifically referenced the ability to use this fund to improve and electrify transit systems, improve access to high-speed broadband and improve water systems. According to the Prime Minister, Minister McKenna is currently in communication with municipal leaders to provide more guidance regarding this advance payment.

In April, the Federation of Canadian Municipalities (FCM) called on provincial and federal governments to provide \$10 billion in liquidity support to its members - \$7.6 billion of which would cover operating losses, with \$2.4 billion going towards covering losses related to transit operations in major urban centres in particular. However, the June 1 announcement does not reflect what the FCM was advocating for. Regarding the disparity between this and the expedited funding announced today, the Prime Minister stated: "this is a start. We know there is more to be done to support municipalities, so we will keep working with the provinces and territories with more to come."

The announcement also indicates that further infrastructure stimulus initiatives, as part of the federal government's longer-term economic recovery, continue to move through the system for approvals and more details on these measures in the coming weeks.

Federal opposition leaders were critical of the government's announcement, with Conservative Leader Andrew Scheer expressing concern over the government's ability to deliver on its commitment. NDP Leader Jagmeet Singh said that the fast-tracked funding is a "positive step", but that it ignores the direct operational needs of municipalities and the specific funding they have been calling for.

In response to the announcement, the Federation of Canadian Municipalities (FCM) tweeted that they are "encouraged by the federal government's commitment to come forward with additional federal support." FCM then called on provincial governments to do the same.

6. Provincial Offences Administration Update

In a collective effort to keep Ontarians safe and maintain the administration of justice during the COVID-19 outbreak, the Ministry of the Attorney General (MAG) has worked closely with justice partners to establish new and innovative ways of delivering justice remotely, online and virtually. As MAG works with the Ontario Court of Justice (OCJ) to plan for resumption of municipal court operations tentatively starting on July 6, 2020, the various court locations have been asked to provide their plans to re-open their court location when directed in a safe manner and ensuring social distancing measures are in place. Accordingly, our POA staff reached out to LRS Paging Canada and are purchasing 20 portable coaster call pro pagers to be used on Early Resolution and Court days. These pagers are portable and can be used in all our satellite courts as well. These pagers will help staff ensure that a maximum number of four to six defendants are in the lobby and three in the courtroom at all times to meet social distancing requirements. When a defendant arrives at the POA office or satellite court location, they will be assigned a coaster call pro pager and asked to wait outside the building or in their vehicle until they are paged. This process is similar to waiting for a table at a restaurant. The defendants will be advised when they receive the pager that if the pager is not returned, it will be charged to their fine but staff do not anticipate this occurring as the defendants are waiting to enter the office in order to deal with their court case. The objective of these measures is to broaden the options available to our courts and to increase efficiencies in POA proceedings for the long-term.

7. COVID-19 Update

Cancellations:

Annual employee service awards dinner:

The annual service awards dinner has been cancelled for 2020. The employer will still provide individual service award recognition gifts to all employees that were to be recognized in 2020, however, the dinner event is being cancelled consistent with the risks associated with COVID-19. A congratulatory letter will go out to award recipients and a notification will be provided to all employees.

The annual Warden's golf tournament:

The annual Warden's golf tournament originally scheduled for September 4, 2020 at the Pembroke Shores Golf Club, has been cancelled due to COVID-19.

Municipal Administration Program (MAP):

Mr. Beakley has been facilitating the in-class MAP program since 2018. He began his second group of 25 students in January of 2019 and these students completed Units 1 and 2. Unit 3 was scheduled for in class instruction beginning April 2020 but was cancelled due to the restrictions placed upon learning environments by COVID-19. Mr. Beakley has cancelled the MAP program and has provided his students with the home study and AMCTO Virtual options for program continuation. Mr. Beakley will not be delivering the MAP program virtually. The registered MAP students have been encouraged to continue to pursue the attainment of the other two units of the MAP program as part of their ongoing education.

Workplace Update COVID-19:

Council should be aware that on May 25, 2020 the corporation implemented an internal Standard Operating Procedure (SOP) requiring the use of individual facemasks when entering County of Renfrew properties.

On June 11, 2020, Mr. Beakley made a virtual presentation related to COVID-19 to a number of local Child Care service providers. With the mandated closures of licensed child care centres in the province of Ontario, effective March 15, 2020, child care operators have been struggling with Human Resource Management during this period. This presentation provided assistance with understanding their responsibilities and the use of COVID-19 benefits available to them and their staff.

8. Symantec/Broadcom Software Licenses Lease Agreement

Renewal for the County of Renfrew's two Symantec/Broadcom security software licenses are due and Information Technology staff determined the best option available. Previously, the County of Renfrew was able to renew these licenses using a three-year renewal that was paid annually to obtain a lower price. Unfortunately, this option is no longer available. Symantec has sold off these two security software products to Broadcom, therefore we now have to purchase these software security licenses as new licenses and not renewals. Also, over the past three years, we have added an additional 50 computers to our network resulting in an increase to the required number of licenses for each piece of software. Symantec/Broadcom was able to provide us with a discount that is comparable to the renewal pricing. The annual fee is included within the 2020 Information Technology Budget. At our June meeting, our Committee recommended that the By-law and lease agreement be brought forward to County Council, unfortunately staff are still waiting for the final lease agreement from Macquarie Financing Ltd. and will bring the By-law and lease forward when it is received.

RESOLUTIONS

9. AMO Board of Directors

RESOLUTION NO. FA-CC-20-06-53

Moved by Chair
Seconded by Committee

WHEREAS the Association of Municipalities of Ontario (AMO) represents the interests of municipalities on policy and program matters that fall within provincial jurisdiction; THEREFORE BE IT RESOLVED that the Council of the Corporation of the County of Renfrew supports that Councillor Emon stand for election to the Rural Caucus, AMO Board of Directors and by extension to the ROMA Board of Directors; AND BE IT FURTHER RESOLVED that County Council approves that the funds be included in the 2021 and 2022 budget for Councillor Emon's attendance at the AMO Board meetings for the period from September 2020 to August 2022.

Background

Tabled is a document from AMO which requests Call for Nominations to the AMO Board of Directors for 2020 – 2022. Councillor Emon wishes to be elected to a position on the AMO Board, under Rural Caucus, which by extension also includes a position on the ROMA Board of Directors.

10. AMO Delegations

RESOLUTION NO. FA-CC-20-06-54

Moved by Chair

Seconded by Committee

THAT County Council approve the submission of delegation requests for the AMO Virtual Conference by the deadline of June 26, 2020, with the appropriate Ministers as follows:

1. Minister of Infrastructure (Renfrew County Economic Task Force);
2. Minister of Municipal Affairs and Housing – Official Plan Amendment #25 (OPA 25) to the Renfrew County Official Plan; and
3. Premier/Minister of Health/Minister of Long-Term Care – Long-Term Care, Seniors Housing, Public Health and RC VTAC (Renfrew County Virtual Triage Assessment Centre).

Background

The AMO Annual Conference is being held virtually this year from August 17 to 19, 2020. Municipalities across the province have an opportunity to meet with Provincial Ministers and Parliamentary Assistants at the conference to discuss specific issues. Deadline for submissions is **June 26, 2020**.

Our Committee directed staff to contact AMO to confirm whether elected officials and staff are required to register for the Virtual AMO Annual Conference in order to participate as part of the Ministerial Delegations. We received confirmation from AMO that in order to participate in all aspects of the conference, including delegations with Ministers, individuals must be registered.

Renfrew County Economic Task Force

The Renfrew County Economic Task Force convened in response to the COVID-19 crisis, and consisting of business leaders from the Renfrew County's main economic development sectors, has identified several action items that will assist in the economic recovery of the region. While many are local based solutions, the Task Force's research shows that there were nearly \$100 million worth of applications made to the three streams currently available under the Investing in Canada Infrastructure Program, and that have not yet been awarded. The Task Force and the County of Renfrew feel that by giving consideration to these projects will provide instant stimulus to an area devastated by the pandemic, and further eroding its economic base. The County of Renfrew is requesting a meeting with the Minister of Infrastructure to discuss how important these projects are to the health, wealth, and well-being of the County of Renfrew.

Renfrew County Virtual Triage Assessment Centre (RC VTAC)

RC VTAC was initiated on March 27, 2020 to provide 24/7 access to healthcare including COVID-19 assessment for Renfrew County and South Algonquin residents without a primary care provider or who cannot access their primary care provider. Through the RC VTAC, physicians and nurse practitioners will assess and manage health concerns in multiple ways depending on the individual's needs, which includes: phone appointments; video appointments; in-home assessments and diagnostic testing by community paramedics; remote monitoring and alerting and if necessary, escalation to a designated team of physicians and allied health professionals for the management of patients with COVID-19 and referral to other services including mental health support. Paramedics are integrated into the RC VTAC and work collaboratively with the nurse practitioners and physicians. If a call is received for a patient who requires hands-on assessment, a referral will be sent to the community paramedics and a care plan will be developed. Renfrew County would like to continue this service beyond the current COVID-19 Pandemic. RC VTAC is working extremely well and is a good local solution to ensure all residents across our expansive, rural geography have easy, safe access to primary care, and will only need to visit the Emergency Department for true emergencies. The County would like to continue with RC VTAC during and after the Pandemic, but would require the support and financial resources from the Province.

County Official Plan

The County of Renfrew received a Notice of Decision given on March 27, 2020 under Subsection 17(34) of the Planning Act with respect to Official Plan Amendment #25 (OPA 25) to the Renfrew County Official Plan that final approval, with 20 modifications, was made on March 26, 2020. At the same time, the County of Renfrew was dealing with Emergency Declarations with respect to the COVID-19 pandemic crisis. With no advance warning that this decision was being handed down to the County, many landowners who were working on files in the pre-consultation phase are now left with having to re-do their applications with severe consequences for new studies, and other requirements that will essentially curtail economic development in the County for months and years to come. The County of Renfrew is requesting a meeting with the Minister of Municipal Affairs and Housing to discuss the possibility of delaying implementation of this decision, as well as relaying the importance of what the local context is when imposing restrictions on land use in Ontario.

Long-Term Care - The demographic demand for long-term care services cannot keep up with even the planned supply. The County of Renfrew/City of Pembroke created innovative ways that do not rely on 'bricks & mortar' based on virtual primary care, community paramedicine and partnerships with LTC/community agencies to delay or eliminate placement in LTC homes. Consistent with the County of Renfrew Strategic Plan, we have commissioned a comprehensive review of senior services to create a "Seniors' Housing Strategy" intended to inform decision making and policy development including but not limited to:

- Assisted living;
- Supportive housing;
- Long-Term Care (LTC) / Community Paramedic Partnership in the client's home/virtual care; and/or
- Additional Long-Term Care Beds.

Further, the COVID-19 Pandemic has demonstrated the value of local public health but the County of Renfrew/City of Pembroke can provide a local, yet more effective and efficient service by assuming 'back office' functions.

11. Remuneration Surveys for Elected Officials and Local Municipal Staff Compensation

RESOLUTION NO. FA-CC-20-06-58

Moved by Chair

Seconded by Committee

THAT County Council approve that the Director of Human Resources continue to prepare the Elected Official Remuneration and Staff Compensation reports on behalf of County Council; AND FURTHER THAT these reports be distributed to the Finance & Administration Committee for information on an annual basis.

Background

The Director of Human Resources has prepared the annual council remuneration survey prepared by utilizing the Financial Information Return (FIR) document submitted to the Ministry of Municipal Affairs and Housing. There are 4 surveys:

1. Total Municipal Remuneration for all Council.
2. Total Remuneration for the position of Mayor.
3. Total Remuneration for the Deputy Mayor / Reeve.
4. A Summary report of local municipalities regeneration by-law entitlements.

The Director of Human Resources would like to Express his appreciation to the local municipal CAO's and Clerk Treasurers for their cooperation in providing and verifying the information in these reports.

The Director would also like to advise Council members that his services are available should any local council want to do a Council remuneration review. Mr. Beakley has done several reviews over the years for local councils.

The annual survey for Local Municipal Staff Compensation with a list of specific positions is intended to assist municipalities with their compensation practices.

There are two surveys:

1. Specific Municipal Positions.
2. Sunshine List Summary from local municipalities.

If elected officials wish to obtain a copy of these survey results, please contact Mr. Bruce Beakley at bmbeakley@countyofrenfrew.on.ca.

All of which is respectfully submitted.

Jennifer Murphy, Chair

And Committee Members, J. Brose, G. Doncaster, M. Donohue, B. Hunt, T. Peckett, D. Robinson, R. Sweet.

Financial Statements of

**RENFREW COUNTY
AND DISTRICT HEALTH UNIT**

Year ended December 31, 2019



Renfrew County and District Health Unit

"Optimal health for all in Renfrew County and District"

May 26, 2020

MANAGEMENT REPORT

Management's Responsibility for the Financial Statements:

The accompanying financial statements for the Renfrew County and District Health Unit are the responsibility of management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

A summary of the significant accounting policies are described in Note 1 to the financial statements. The preparation of the financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Renfrew County and District Health Unit's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The Board of Health meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by Scott Rosien Black & Locke, independent external auditors appointed by the Board of Health. The accompanying Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Renfrew County and District Health Unit financial statements.

Best regards,

Heather G. Daly, CPA, CMA
CEO (A) Director, Corporate Services



INDEPENDENT AUDITORS' REPORT

To the Chair and Members of the Board of Health of the
Renfrew County and District Health Unit

Opinion

We have audited the financial statements of the Renfrew County and District Health Unit, which comprise the statement of financial position as at December 31, 2019, and the statements of operations, change in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Renfrew County and District Health Unit as at December 31, 2019, and the results of its operations, change in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Renfrew County and District Health Unit in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Renfrew County and District Health Unit's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Renfrew County and District Health Unit or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Renfrew County and District Health Unit's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Renfrew County and District Health Unit's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Renfrew County and District Health Unit's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Renfrew County and District Health Unit to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Scott Pwsien Black & Locke

Chartered Professional Accountants
Licensed Public Accountants

Pembroke, Ontario
May 26, 2020

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Statement of Financial Position

December 31, 2019, with comparative figures for 2018

	2019	2018
Assets		
Financial assets:		
Cash	\$ 2,432,945	\$ 2,152,199
Receivable from Government of Canada	172,646	179,259
Other receivables	6,906	7,008
Total financial assets	2,612,497	2,338,466
Liabilities		
Accounts payable and accrued liabilities	905,444	886,637
Payable to Province of Ontario (note 2)	272,827	310,802
Deferred revenue (note 3)	172,650	20,478
Total liabilities	1,350,921	1,217,917
Net Financial Assets	1,261,576	1,120,549
Non-Financial Assets		
Tangible capital assets-net (note 4)	557,645	447,771
Prepaid expenses	65,426	119,510
	623,071	567,281
Accumulated Surplus (note 6)	\$ 1,884,647	\$ 1,687,830

Related party transactions (note 8)
 Commitments (note 9)
 Subsequent event (note 11)

On behalf of the Board:

Janice Ursynski Moore Member Chair

Margaret Ann Aikens Member Vice-Chair

The accompanying notes are an integral part of these financial statements.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Statement of Operations

Year ended December 31, 2019, with comparative figures for 2018

	2019	2019	2018
	Budget	Actual	Actual
Revenue:			
Grants – Province of Ontario (note 7)	\$ 7,073,574	\$ 7,326,054	\$ 6,860,570
– Other	45,352	44,359	35,655
Municipalities	1,680,666	1,680,666	1,650,545
	8,799,592	9,051,079	8,546,770
Program recoveries	-	-	131,157
Interest	35,000	28,745	33,096
Interest on reserve funds	-	17,245	41,673
User fees	48,000	19,781	20,336
	8,882,592	9,116,850	8,773,032
Expenditure:			
Salaries	4,916,085	4,856,788	4,611,308
Fringe benefits	1,222,250	1,164,048	1,117,012
Travel	194,900	183,783	188,204
Materials and supplies	242,848	227,781	183,660
Rent and utilities	374,740	374,740	365,810
Telephone and internet	85,000	91,898	85,103
Administrative	263,841	218,086	237,322
Fees, honoraria and purchased services	493,700	497,108	540,095
Amortization of tangible capital assets	-	146,814	65,437
Small Drinking Water Systems Program	130,133	119,546	124,847
Infectious Diseases Control Initiative	106,400	102,744	106,400
Vector Borne Diseases Program	31,600	31,562	31,600
Panorama	-	-	59,312
Healthy Smiles Ontario Program	106,300	103,796	106,300
You're The Chef	2,996	2,003	22,004
Opioid Program	-	-	13,651
Community Infrastructure Renewal Fund	59,143	-	20,946
Chief Nursing Officer Initiative	121,500	111,512	121,500
Social Determinants of Health Nurses Initiative	180,500	180,096	180,500
Infection Prevention and Control Nurses Initiative	90,100	88,547	90,100
Canada Infoway	42,356	42,356	-
Harm Reduction Program Enhancement	150,000	149,640	112,873
Unorganized Territories	53,200	53,077	53,200
Needle Exchange Program	15,000	15,000	19,987
Ontario Seniors Dental Care Program	-	159,108	-
	8,882,592	8,920,033	8,457,171
Annual surplus	-	196,817	315,861
Accumulated surplus, beginning of year	1,687,830	1,687,830	1,371,969
Accumulated surplus, end of year	\$ 1,687,830	\$ 1,884,647	\$ 1,687,830

The accompanying notes are an integral part of these financial statements.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Statement of Change in Net Financial Assets

Year ended December 31, 2019, with comparative figures for 2018

	2019	2019	2018
	Budget	Actual	Actual
Annual surplus	\$ -	\$ 196,817	\$ 315,861
Amortization of tangible capital assets	-	146,814	65,437
Acquisition of tangible capital assets	-	(264,758)	(145,305)
Loss on disposal of capital assets	-	8,070	810
Decrease (increase) in prepaid expenses	-	54,084	(8,733)
Increase in net financial assets	-	141,027	228,070
Net financial assets, beginning of year	-	1,120,549	892,479
Net financial assets, end of year	\$ -	\$ 1,261,576	\$ 1,120,549

The accompanying notes are an integral part of these financial statements.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Statement of Cash Flows

Year ended December 31, 2019, with comparative figures for 2018

	2019	2018
Operations:		
Annual surplus	\$ 196,817	\$ 315,861
Non-cash charge to operations:		
Amortization of tangible capital assets	146,814	65,437
Loss on disposal of capital assets	8,070	810
Changes in non-cash operating working capital:		
Decrease (increase) in receivable from Government of Canada	6,613	(49,298)
Decrease (increase) in other receivables	102	(1,279)
Decrease (increase) in prepaid expenses	54,084	(8,733)
Increase (decrease) in accounts payable and accrued liabilities	18,807	(124,248)
Decrease in payable to Province of Ontario	(37,975)	(554,405)
Increase in deferred revenue	152,172	20,478
Decrease in payable to other programs	-	(128,163)
Increase (decrease) in cash from operations	545,504	(463,540)
Capital:		
Acquisition of tangible capital assets	(264,758)	(145,305)
Net investment in tangible capital assets	(264,758)	(145,305)
Increase (decrease) in cash	280,746	(608,845)
Cash, beginning of year	2,152,199	2,761,044
Cash, end of year	\$ 2,432,945	\$ 2,152,199

The accompanying notes are an integral part of these financial statements.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Notes to Financial Statements

Year ended December 31, 2019

The Renfrew County and District Health Unit is established under the Health Protection and Promotion Act, and provides programs and services in accordance with the legislative mandate for Boards of Health in Ontario.

1. Accounting Policies:

The financial statements of the Renfrew County and District Health Unit are the representation of management prepared in accordance with Canadian Public Sector accounting standards as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted are as follows:

(a) Reporting Entity:

- (i) Programs included:

These statements reflect the assets, liabilities, revenues and expenditures of the following programs:

General Program
Smoke Free Ontario Strategy (SFO)
Healthy Babies Healthy Children
Electronic Cigarette Act Protection

All inter-program assets and liabilities have been eliminated.

(b) Basis of Accounting:

- (i) Accrual Basis of Accounting

Sources of revenue and expenditures are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

- (ii) Deferred Revenue

Deferred revenue represents amounts which have been received but for which the related expenditure has yet to be incurred. This amount will be recognized as revenue in the fiscal year the expenditure is incurred.

- (iii) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenditures, provides the change in net financial assets for the year.

- (iv) Cash

Cash is defined as cash on hand and cash on deposit, net of outstanding cheques at the reporting date.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Notes to Financial Statements, page 2

Year ended December 31, 2019

1. Accounting Policies - continued:

(b) Basis of Accounting - continued:

(v) Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

	Estimated useful life
Office furniture	20 years
Medical and office equipment	5 years
Information technology	5 years
Telecommunications	10 years
Leasehold improvements	term of lease

Tangible capital assets are not amortized in the year of acquisition.

The Renfrew County and District Health Unit has a capitalization threshold so that individual capital assets of lesser value are expensed, unless they are pooled because, collectively, they have significant value, or for operational reasons.

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue. Similarly, transfers of assets to third parties are recorded as an expense equal to the net book value of the asset as of the date of the transfer.

(vi) Government Transfers

Government transfers are recognized in the financial statements in the period in which the events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amounts can be made.

(vii) Financial Instruments

The Renfrew County and District Health Unit has classified its cash as held for trading and is stated at fair value. Receivable from Government of Canada and other receivables are classified as loans and receivables which are measured at amortized cost. Accounts payable and accrued liabilities and payable to the Province of Ontario are classified as other liabilities, each of which is measured on an amortized cost basis.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Notes to Financial Statements, page 3

Year ended December 31, 2019

1. Accounting Policies - continued:

(viii) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts in the financial statements and accompanying notes.

Due to the inherent uncertainty in making estimates, actual results could differ from those estimates. These estimates are reviewed periodically and as adjustments become necessary, they are recorded in the financial statements in the period in which they become known.

2. Payable to Province of Ontario:

The net amount payable to the Province of Ontario is comprised of the following amounts:

	2019	2018
Ministry of Health:		
Mandatory Programs	\$ 23,818	\$ 272,665
Universal Influenza Immunization Program	(9,190)	(6,920)
Needle Exchange Program	1,997	1,997
Infectious Diseases Control Initiative	3,656	8
Smoke Free Ontario Strategy	16,773	25,147
Electronic Cigarettes Act - Protection and Enforcement	634	15,840
Small Drinking Water Systems Program	8,007	90
Injury and Family Abuse Prevention Project	16,063	16,063
Promote Healthy Pregnancy and Child Development Project	14,398	14,398
Harm Reduction Program Enhancement	360	37,127
Unorganized Territories	123	-
Meningococcal C Vaccine Program	(9,308)	(7,378)
Human Papilloma Virus Vaccine Program	(14,186)	(6,792)
Infection Prevention and Control Nurses Initiative	1,553	-
Panorama	-	4,674
Community Infrastructure Renewal Fund	810	(86,039)
Chief Nursing Officer Initiative	9,988	-
Social Determinants of Health Nurses Initiative	404	-
Healthy Smiles Ontario Program	2,504	-
Vector Borne Diseases Program	29	-
Ontario Seniors Dental Care Program	174,472	-
Ministry of Environment:		
Environmental Protection Program	29,922	29,922
	\$ 272,827	\$ 310,802

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Notes to Financial Statements, page 4

Year ended December 31, 2019

3. Deferred revenue:

	2019	2018
Municipal levy	\$ 140,122	\$ 17,482
You're The Chef grant	993	2,996
Healthy Babies Healthy Children grant	31,535	-
	<hr/>	<hr/>
	\$ 172,650	\$ 20,478

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Notes to Financial Statements, page 5

Year ended December 31, 2019

4. Tangible Capital Assets:

	Office Furniture	Medical and Office Equipment	Information Technology	Tele- Communications	Leasehold Improvements	2019 Total	2018 Total
COST							
Balance, beginning of year	\$ 343,822	\$ 42,861	\$ 483,418	\$ 65,272	\$ 65,093	\$ 1,000,466	\$ 907,629
Additions during the year	20,107	106,709	79,581	-	58,361	264,758	145,305
Disposals during the year	(2,569)	-	(65,012)	-	-	(67,581)	(52,468)
Balance, end of year	\$ 361,360	\$ 149,570	\$ 497,987	\$ 65,272	\$ 123,454	\$ 1,197,643	\$ 1,000,466
ACCUMULATED AMORTIZATION							
Balance, beginning of year	\$ 205,198	\$ 11,122	\$ 289,757	\$ 46,618	\$ -	\$ 552,695	\$ 538,916
Amortization for the year	9,915	6,834	49,465	6,527	74,073	146,814	65,437
Disposals during the year	(1,139)	-	(58,372)	-	-	(59,511)	(51,658)
Balance, end of year	\$ 213,974	\$ 17,956	\$ 280,850	\$ 53,145	\$ 74,073	\$ 639,998	\$ 552,695
Net Book Value of Tangible Capital Assets	\$ 147,386	\$ 131,614	\$ 217,137	\$ 12,127	\$ 49,381	\$ 557,645	\$ 447,771

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Notes to Financial Statements, page 6

Year ended December 31, 2019

5. Pension Agreements:

The Renfrew County and District Health Unit, on behalf of its eligible employees, is a participant in the Ontario Municipal Employees Retirement System (OMERS). OMERS is a defined benefit pension plan, fully funded by equal contributions from participating employers and employees, and by the investment earnings of the OMERS Fund. OMERS pensions are calculated using a defined benefit formula, taking into account length of service and average annual wage that is designed to integrate with the pension payable from the Canada Pension Plan. The amount contributed to OMERS for 2019 was \$507,406 (2018 - \$525,491) for current service and is included as an expenditure on the Statement of Operations. At December 31, 2019 there is no liability for past service under this agreement.

6. Accumulated Surplus:

	2019	2018
Invested in tangible capital assets	\$ 557,645	\$ 447,771
General revenue	54,819	558,939
Reserve funds	1,272,183	681,120
	\$ 1,884,647	\$ 1,687,830

(a) Continuity of reserve funds:

Reserve funds comprise funds set aside for specific purposes by the Board of Health.

	Opening Balance January 1 2019	Transfer	Interest	Closing Balance December 31 2019
Payroll	\$ 518,824	\$ 60,000	\$ 13,359	\$ 592,183
Operations	162,296	(66,182)	3,886	100,000
Accommodation needs	-	480,000	-	480,000
Technological upgrades	-	100,000	-	100,000
Total Reserve Funds	\$ 681,120	\$ 573,818	\$ 17,245	\$ 1,272,183

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Notes to Financial Statements, page 7

Year ended December 31, 2019

7. Grants - Province of Ontario:

	2019	2019	2018
	Budget	Actual	Actual
Mandatory Programs	\$ 4,920,700	\$ 4,939,369	\$ 4,637,707
Unorganized Territories	53,200	53,077	53,200
Small Drinking Water Systems Program	97,600	89,659	97,510
Panorama	-	-	59,312
Infectious Diseases Control Initiative	106,400	102,744	106,400
Vector Borne Diseases Program	23,700	23,671	23,700
Healthy Smiles Ontario Program	106,300	103,796	106,300
Universal Influenza Immunization Program	-	9,190	7,080
Meningococcal C Vaccine Program/ Human Papilloma Virus Vaccine Program	-	23,494	21,310
Community Infrastructure Renewal Fund	59,143	58,351	86,039
Chief Nursing Officer Initiative	121,500	111,512	121,500
Social Determinants of Health Nurses Initiative	180,500	180,096	180,500
Infection Prevention and Control Nurses Initiative	90,100	88,547	90,100
Biological Refrigerators	-	-	12,858
Harm Reduction Program Enhancement	150,000	149,640	112,873
Needle Exchange Program	15,000	15,000	19,987
Ontario Seniors Dental Care Program	-	277,328	-
	5,924,143	6,225,474	5,736,376
Electronic Cigarettes Act - Protection and Enforcement	36,300	35,757	36,210
Smoke Free Ontario Strategy			
Protection and Enforcement	152,500	135,727	131,109
Tobacco Control Coordination	100,000	100,000	96,244
Youth Tobacco Use Prevention	80,000	80,000	80,000
Healthy Babies Healthy Children	780,631	749,096	780,631
	\$ 7,073,574	\$ 7,326,054	\$ 6,860,570

8. Related Party Transactions:

The Renfrew County and District Health Unit recorded rent in the amount of \$374,740 (2018 - \$365,810) including non-rebateable Harmonized Sales Tax in the amount of \$6,482 (2018 - \$6,328) to the County of Renfrew which are included in the rent and utilities expense.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Notes to Financial Statements, page 8

Year ended December 31, 2019

9. Commitments:

Long-term lease:

The Renfrew County and District Health Unit rents office space under long-term operating leases as disclosed below:

	Renfrew	Pembroke	Total
Minimum annual rental payable including Harmonized Sales Taxes:			
December 31, 2020	47,891	500,503	548,394
December 31, 2021	48,848	367,127	415,975
December 31, 2022	49,825	367,127	416,952
December 31, 2023	25,159	367,127	392,286
December 31, 2024	-	367,127	367,127
December 31, 2025	-	367,127	367,127
December 31, 2026	-	384,609	384,609
December 31, 2027	-	384,609	384,609
December 31, 2028	-	384,609	384,609
December 31, 2029	-	384,609	384,609
December 31, 2030	-	384,609	384,609
	\$ 171,723	\$ 4,259,183	\$ 4,430,906

The lease for the Pembroke location in the County administration building expires June 30, 2020.

The lease for the new Pembroke location is for a ten-year term that expires December 31, 2030.

The lease for the Renfrew location, located in a County owned facility, is for a five-year term that expires June 30, 2023.

10. Financial Instruments:

The fair value of cash, receivable from Government of Canada, other receivables, accounts payable and accrued liabilities and payable to Province of Ontario is approximately equal to their carrying value due to their short-term nature.

It is the Health Unit's opinion that the facility is not exposed to significant interest, currency or credit risks arising from its financial instruments.

11. Subsequent event:

Subsequent to December 31, 2019 the world has experienced the occurrence of a pandemic of the COVID 19 virus. The pandemic has caused major disruptions in peoples' day to day lives. In an effort to control the spread of the virus the public has been requested to remain at home and to practice social distancing. As a result of the requested and legislated changes, businesses have been required to significantly alter their operations. As of the financial statement date, the corporation is attempting to adjust to the ever changing business environment however the long term impact of the changes is unknown.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Schedule of General Fund Operations

Year ended December 31, 2019, with comparative figures for 2018

	2019	2019	2018
	Budget	Actual	Actual
Revenue:			
Grants – Province of Ontario	\$ 5,924,143	\$ 6,225,474	\$ 5,736,376
– Other	45,352	44,359	35,655
Municipalities	1,680,666	1,680,666	1,650,545
	7,650,161	7,950,499	7,422,576
Program recoveries	-	-	268,841
Interest	35,000	28,745	33,096
Interest on reserve funds	-	17,245	41,673
User fees	48,000	19,781	20,336
	7,733,161	8,016,270	7,786,522
Expenditure:			
Salaries	4,081,974	4,052,987	3,801,572
Fringe benefits	1,019,071	973,518	917,999
Travel	144,200	136,758	187,107
Materials and supplies	234,848	218,330	175,993
Rent and utilities	374,740	374,740	365,810
Telephone and internet	85,000	91,898	85,103
Administrative	217,900	175,552	273,652
Fees, honoraria and purchased services	486,200	489,869	534,768
Amortization of tangible capital assets	-	146,814	65,437
Small Drinking Water Systems Program	130,133	119,546	124,847
Infectious Diseases Control Initiative	106,400	102,744	106,400
Vector Borne Diseases Program	31,600	31,562	31,600
Panorama	-	-	59,312
Healthy Smiles Ontario Program	106,300	103,796	106,300
You're The Chef	2,996	2,003	22,004
Opiod Program	-	-	13,651
Community Infrastructure Renewal Fund	59,143	-	20,946
Chief Nursing Officer Initiative	121,500	111,512	121,500
Social Determinants of Health Nurses Initiative	180,500	180,096	180,500
Infection Prevention and Control Nurses Initiative	90,100	88,547	90,100
Canada Infoway Program	42,356	42,356	-
Harm Reduction Program Enhancement	150,000	149,640	112,873
Unorganized Territories	53,200	53,077	53,200
Needle Exchange Program	15,000	15,000	19,987
Ontario Seniors Dental Care Program	-	159,108	-
	7,733,161	7,819,453	7,470,661
Annual surplus	-	196,817	315,861
Accumulated surplus, beginning of year	1,687,830	1,687,830	1,371,969
Accumulated surplus, end of year	\$ 1,687,830	\$ 1,884,647	\$ 1,687,830

The accompanying notes are an integral part of these financial statements.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Schedule of Electronic Cigarettes Act - Protection and Enforcement

Year ended December 31, 2019, with comparative figures for 2018

	2019	2019	2018
	Budget	Actual	Actual
Revenue:			
Grant – Province of Ontario	\$ 36,300	\$ 35,757	\$ 36,210
Expenditure:			
Salaries	17,623	17,337	19,449
Fringe benefits	4,318	4,184	4,918
Travel	700	2,843	663
Materials and supplies	-	5	-
Administrative	13,659	11,388	11,180
	36,300	35,757	36,210
Annual surplus	\$ NIL	\$ NIL	\$ NIL

The accompanying notes are an integral part of these financial statements.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Schedule of Smoke Free Ontario Strategy – Protection and Enforcement and Prosecution

Year ended December 31, 2019, with comparative figures for 2018

	2019	2019	2018
	Budget	Actual	Actual
Revenue:			
Grant – Province of Ontario	\$ 152,500	\$ 135,727	\$ 131,109
Expenditure:			
Salaries	88,835	77,313	68,096
Fringe benefits	21,377	18,425	15,948
Travel	8,000	7,444	7,264
Materials and supplies	7,000	9,258	7,667
Administrative	23,788	19,787	30,764
Fees, honoraria and purchased services	3,500	3,500	1,370
	152,500	135,727	131,109
Annual surplus	\$ NIL	\$ NIL	\$ NIL

The accompanying notes are an integral part of these financial statements.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Schedule of Smoke Free Ontario Strategy – Tobacco Control Coordination

Year ended December 31, 2019, with comparative figures for 2018

	2019	2019	2018
	Budget	Actual	Actual
Revenue:			
Grant – Province of Ontario	\$ 100,000	\$ 100,000	\$ 96,244
Expenditure:			
Salaries	80,903	80,624	75,408
Fringe benefits	19,097	19,376	18,410
Travel	-	-	1,772
Administrative	-	-	654
	100,000	100,000	96,244
Annual surplus	\$ NIL	\$ NIL	\$ NIL

The accompanying notes are an integral part of these financial statements.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Schedule of Smoke Free Ontario Strategy – Youth Tobacco Use Prevention

Year ended December 31, 2019, with comparative figures for 2018

	2019	2019	2018
	Budget	Actual	Actual
Revenue:			
Grant – Province of Ontario	\$ 80,000	\$ 80,000	\$ 80,000
Expenditure:			
Salaries	63,508	64,332	62,916
Fringe benefits	15,492	15,480	15,396
Travel	-	-	365
Materials and supplies	1,000	188	-
Administrative	-	-	1,323
	80,000	80,000	80,000
Annual surplus	\$ NIL	\$ NIL	\$ NIL

The accompanying notes are an integral part of these financial statements.

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Schedule of Healthy Babies Healthy Children Program Operations

Year ended December 31, 2019, with comparative figures for 2018

	2019	2019	2018
	Budget	Actual	Actual
Revenue:			
Grant – Province of Ontario	\$ 780,631	\$ 749,096	\$ 780,631
Expenditure:			
Salaries	583,242	564,195	583,867
Fringe benefits	142,895	133,065	144,341
Travel	42,000	36,738	40,022
Administrative	8,494	11,359	8,444
Fees, honoraria and purchased services	4,000	3,739	3,957
	780,631	749,096	780,631
Annual surplus	\$ NIL	\$ NIL	\$ NIL

The accompanying notes are an integral part of these financial statements.



Memorandum

To: County of Renfrew
 From: StrategyCorp Inc.
 Date: 06/04/2020
 Re: Peer Counties and Benchmarking Analysis

Background

The service delivery review process includes benchmarking the county being reviewed against comparable counties¹ identified through research and/or in-person interviews. This analysis helps StrategyCorp understand how a county is performing over time and in relation to its peers. Additionally, it assists in identifying gaps in an organization's operational practices and/or performance.

As part of the County of Renfrew's service delivery review project, StrategyCorp is committed to surveying five comparable counties selected based on a range of criteria including the number and types of services offered; population and population density; geographic attributes; and economic qualities among other important considerations.

StrategyCorp understands that the County of Renfrew is unique. Unlike most of its peers, Renfrew emerged from the turn of the century municipal reform era largely untouched, and with more low-population municipalities than any other county. StrategyCorp has considered the contextual concerns of the County of Renfrew in selecting comparable peers and will frame its analysis around Renfrew's unique regional organizational and inter-municipal dynamics. StrategyCorp has also consulted with and validated the selected list of municipalities with its expert panel of Senior Advisors, including Michael Fenn, former CAO of Hamilton, and Burlington.

This benchmarking exercise, which will focus on organization-wide, departmental, and service level standard analyses, has the dual objectives of (1) informing the current state analysis of the County of Renfrew; and (2) developing best practices for a strong upper-tier government and discovering improvement opportunities for further consideration through the service delivery process.

¹ While Muskoka is a restructured district municipality and not a county, for the purposes of this memo, it will be referred to as a 'comparable county'.



Peer Selection Criteria

- 1. Services Offered:** The peer counties should offer similar services to Renfrew to be considered reasonable comparators. This necessitates benchmarking with counties that offer infrastructure services, roads maintenance, emergency management, financial services, and long-term care, among others. While not all proposed comparators offer the same breadth of services, those selected do deliver more services than the average county.
- 2. Government Type:** As Renfrew County is an upper-tier municipality, it is useful to select municipalities that also operate using a two-tier municipal structure to permit a reasonable comparison of services. All selected comparator municipalities are counties.
- 3. Population and Population Density:** The recommended counties have generally similar population sizes and population density to that of Renfrew. Though Simcoe County has a considerably larger population than Renfrew and is much denser, StrategyCorp believes it remains a useful comparator given its great number of municipal partners.
- 4. Geography:** Renfrew County is known for its lakeside cottages, white-water rafting along the Ottawa River, and more than 900 lakes. Simcoe County, the District Municipality of Muskoka, and Northumberland County share similar geographies, offering vast water features, large numbers of “cottagers,” and strong tourist products. Additionally, also like the County of Renfrew, Hastings County, the United Counties of Leeds and Grenville, and the United Counties of Prescott and Russell offer easy driving access to major urban centers and proximity to lakes and wetlands.
- 5. Economy:** Renfrew County’s economy is rooted in tourism, manufacturing, agribusiness, and large commercial ventures. The peer counties share similar characteristics. Simcoe, Muskoka, Leeds Grenville, Northumberland, Hastings, and Prescott and Russell all have economies based in tourism and agriculture, while the economies of Simcoe, Leeds and Grenville, Northumberland, and Prescott and Russell are rooted in manufacturing as well. Additionally, all peer counties spend 15-30% of their discretionary budget on services, making them an exemplary benchmark for strong upper-tier economic policy.

Recommended Peer Comparators

	County of Renfrew	Simcoe County	District Municipality of Muskoka	United Counties of Leeds and Grenville	Northumberland County	Hastings County	United Counties of Prescott and Russell
Services	<i>See services provided by each comparator in table below</i>						
Government Type	Upper-Tier	Upper-Tier	Upper-Tier	Upper-Tier	Upper-Tier	Upper-Tier	Upper-Tier
Persons/km²	11.9/km ²	65.4/km ²	15.4/km ²	29.7/km ²	44.9/km ²	7.5/km ²	44.6/km ²
Population	88,512	307,050	60,599	100,546	85,598	136,445	89,333



Services Offered

Service	County of Renfrew	Simcoe County	District Municipality of Muskoka	United Counties of Leeds and Grenville	Northumberland County	Hastings County	United Counties of Prescott and Russell
Finance	✓	✓	✓	✓	✓	✓	✓
IT	✓	✓	✓	✓	✓	✓	✓
Clerk/Legislative	✓	✓	✓	✓	✓	✓	✓
Human Resources	✓	✓	✓	✓	✓	✓	✓
Communications	✓	✓	✓	X	✓	✓	✓
Property/Asset Management	✓	✓	✓	✓	✓	✓	✓
Provincial Offences	✓	X	✓	✓	✓	✓	✓
GIS	✓	✓	✓	✓	✓	✓	✓
Planning	✓	✓	✓	✓	✓	✓	✓
Forestry/Trails	✓	✓	X	X	X	X	✓
Native Land Claims	✓	X	X	X	X	X	X
Economic Development	✓	✓	✓	✓	✓	✓	✓
Infrastructure (Bridges/Roads)	✓	✓	✓	✓	✓	✓	✓
Operations	✓	✓	✓	✓	X	X	X
Long-Term Care	✓	✓	✓	✓	✓	✓	✓
Ontario Works	✓	✓	✓	✓	✓	✓	✓
Child Care and Early Years Services	✓	✓	✓	✓	✓	✓	✓
Social Housing	✓	✓	✓	✓	✓	✓	✓
Paramedic Services	✓	✓	✓	✓	✓	✓	✓
Emergency Management	✓	✓	✓	✓	✓	✓	✓
County District Health Unit	**	**	**	**	**	**	**

**Shared service with one or more counties

COVID-19 Corporate Financial Summary

Department	OT1	REG1	SICK1	Expenses	Total	Revenues	Net Expense/(Surplus)	Notes
	Payroll	Payroll	Payroll					
Admin				10,200	10,200		10,200	
BM	1,962	70,164	21,259	66,001	159,386	(123,000)	36,386	MOH \$37.5k Mar & Apr + \$48k May
Child Care				91	91		91	
Ec Dev				2,942	2,942		2,942	
HR		1,246			1,246		1,246	
Housing				437,180	437,180	(437,180)	0	MMAH \$1,773,100 CHPI (10% max for admin costs)
ML	4,056	52,096	12,343	62,484	130,979	(163,400)	(32,421)	MOH \$37.5k Mar & Apr + \$88.4k May
OW			3,331	204	3,535		3,535	
Planning				204	204			
Property				7,471	7,471		7,471	
Paramedic	65,350	462,747	39,597	201,413	769,107	(501,686)	267,421	Mar & Apr invoice to ARH + \$9k per day May accrual
Public Works			1,852	4,795				
RCHC	597	311	2,324	127,637	130,869	(110,000)	20,869	using CHPI Covid for Food Bank and Non Profit Support
Totals	71,965	586,564	80,706	920,622	1,653,210	(1,335,266)	317,740	

Prepared: June 1, 2020

**2020 – 2022
AMO BOARD OF DIRECTORS
Call for Nominations**

April 28, 2020

Tuesday, April 28, 2020

To: Head and Members of Council
From: Trevor Wilcox, Secretary-Treasurer, AMO

Please be advised that in accordance with the Association's governing by-law, the Secretary-Treasurer is requesting nominations to the 2020 – 2022 AMO Board of Directors.

Attached please find:

- A summary of the offices for which elections will be held at the 2020 Annual Meeting;
- An estimate of the annual time commitment required to serve on the AMO Board of Directors and for those who will then serve on the AMO Executive Committee; and
- Nomination Form

Candidates reflecting Ontario's diversity are encouraged to seek election to the AMO Board. The names of all qualified individuals who are duly nominated will appear on the ballot for election to the Board. From the [AMO By-Law No. 2](#) Part 3, qualifications are:

3.3 Qualifications of Directors.

a) Every Director shall:

- be an individual of eighteen (18) or more years of age;
- be an elected official of a Member Municipality or an employee of a Member Municipality of the Corporation;
- not be an undischarged bankrupt; and
- not be declared incapable.

b) The position of Secretary-Treasurer is to be filled by an employee of a Member Municipality and also meet the qualifications of 3.3 a).

Qualified Nominees must obtain a Council resolution of support which must also specify the Caucus or position for which the individual is being nominated. In order to provide the broadest representation possible, AMO By-law No. 2 stipulates that a member municipality can only have one representative on the Board unless another representative is on the Board as an appointed official from a municipal group. See Section 3.4(e)*

A completed Nomination Form and supporting material must be received no later than 12:00 noon on Monday, June 22, 2020. Nominations will not be accepted beyond that date. AMO's Chief Returning Officer, Peter Fay, will certify the nomination. A Nominations Report will be issued no later than Friday, July 24, 2020.

Please forward a completed Nomination Form to the Association via email amoelections@amo.on.ca or fax at (416) 971-6191 or mail to the attention of Brian Rosborough, Executive Director. Scans and photographic images of documents are acceptable.

All candidates will be contacted to confirm receipt of their nominations and at that time will receive further information on the election process.

If you have any questions regarding this information, please contact Brian Rosborough, Executive Director at (416) 971-9856, ext. 362, e-mail brosborough@amo.on.ca or Lorna Ruder, Executive Assistant, ext. 341, email lruder@amo.on.ca

Commitment:

The following is an estimate of time individuals can normally expect to devote for service on the AMO Board of Directors and Executive Committee (i.e. Chair of each Caucus).

Executive Meetings:	10 days
Memorandum of Understanding Meetings: (Executive Committee only)	8 days
Board Meetings:	6 days
AMO Conference:	3 days
Other Commitments: (task forces, other meetings)	up to 6 days, depending on interest

Board Meetings:

Board meetings are normally held on the fourth Friday in September, November, January, March and June and on the Saturday and Sunday in advance of the AMO Annual Conference in August. The June meeting is normally held in the President's or Secretary-Treasurer's home municipality. In addition to the Board meetings, Board members may also serve on AMO Task Forces.

Executive Meetings:

Executive meetings are held on the Thursday before a scheduled Board meeting and on the fourth Thursday of the month when there is no Board meeting. Memorandum of Understanding (MOU) meetings are specifically scheduled annually in concert with the Ministry of Municipal Affairs and Housing.

AMO Board/Executive/Volunteer Expense Reimbursement Policy

This policy applies to members of the Executive and Board as it relates to Executive Committee meetings (including MOU meetings) and Board of Directors meetings.

Travel Expense:

AMO will reimburse travel expenses in excess of \$300.00 per meeting for AMO Board of Directors, AMO Executive Committee meetings, and MOU meetings, which are generally held in the City of Toronto or the President or Secretary-Treasurer's municipality. Travel expenses refer to airfare, train fare, car mileage, public transit, and parking costs, and shall not apply to AMO Board of Directors/Executive meetings that are held prior to or following the AMO Annual Conference or Symposiums. Members are expected to make the most efficient and cost-effective travel arrangements.

Mileage Rates:

Automobile travel allowance rates are

- \$0.59 for the first 5,000 kilometers, and
- \$0.53 for each additional kilometer.

AMO's mileage rate is based on Revenue Canada's current "Automobile Deduction Limits and Expense Benefit Rates for Business" and is adjusted annually to reflect any changes.

Accommodation/Meals:

There is no provision for the reimbursement of accommodation and meals.

Northern Ontario Exception:

Northern Ontario Executive Committee and Board members are expected to take advantage of airfare savings and make the most efficient and cost-effective travel arrangements. As some Northern Ontario board/executive members have connecting flights making it impossible to complete their travel without incurring accommodation and meal expenses, AMO will reimburse a maximum of three days accommodation and meal expenses.

Notice of Elections:

Elections will be held for the 2020 -2022 AMO Board of Directors consistent with the AMO By-law No. 2. Positions include:

- President (must be a municipal elected official).
- Secretary-Treasurer (must be a municipal staff official).
- 6 County Caucus Directors. To be Elected: Three elected officials and one municipal employee to be elected by caucus constituency at the conference. Appointed Officials: Chairs of the Eastern and Western Ontario Wardens Caucuses.
- 7 Large Urban Caucus Directors. To be Elected: Five elected officials and one municipal employee to be elected by caucus constituency at the conference. Appointed Official: Chair of the Large Urban Mayors' Caucus of Ontario.
- 6 Northern Caucus Directors. To be Elected: Four elected officials to be elected by caucus constituency at the conference: two from the Northeast and two from the Northwest. Appointed Officials: Chairs of the Federation of Northern Ontario Municipalities and the Northern Ontario Municipal Association.
- 7 Regional and Single Tier Caucus Directors. To be Elected: Six elected officials to be elected by caucus constituency at the conference. Appointed Official: Chair of the Mayors and Regional Chairs of Ontario's Single Tier Cities and Regions.
- 6 Rural Caucus Directors. To be Elected: Four elected officials and one municipal employee to be elected by caucus constituency at the conference. Appointed Official: Chair of the Rural Ontario Municipal Association.
- 6 Small Urban Caucus Directors. To be Elected: Four elected officials and one municipal employee to be elected by caucus constituency at the conference. Appointed Official: Chair of Ontario Small Urban Municipalities.

Each of the above elected caucus members shall serve a two-year term.

Note: in the event the conference is held virtually, conference delegates will vote through electronic means.

*Excerpt from AMO By-law No. 2, Section 3.4 (e): No Member Municipality may be represented on the Board by more than one Director elected to the Board (either a municipal elected official or a municipal employee) except in the case where the Director is an appointed Director as set out in Section 3.4 b) ii).... (summarized above).

June 24, 2020

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

We, your **Development & Property Committee**, wish to report and recommend as follows:

INFORMATION

1. Planning Division Activity Tracker

Tabled are the Activity Trackers for March, April and May 2020. During the month of March, the Planning Division opened 15 new severance applications and prepared 10 planning checklists for general inquiries (pre-consultations). In April, the Planning Division opened 5 new severance applications and prepared 3 planning checklists for general inquiries and in May, the Planning Division opened 3 new severance applications and prepared 7 planning checklists for general inquiries.

For the period January – May 2020, the County of Renfrew opened 34 severance applications compared to 40 over the same period in 2019. With respect to decisions, 24 decisions were rendered from January – May 2020 compared to 52 rendered over the same period in 2019. A total of 10 zoning by-law amendments were prepared over the three month period of March to May, 2020.

A part lot control exemption by-law was approved for 8 existing townhouse units in March and final approval was given to a plan of condominium for another 16 existing multi-attached units in April. Both developments were in the Township of Greater Madawaska.

2. Official Plan Amendment 25 (OPA 25)

As directed by County Council on April 25, 2020, the tabled letter dated June 4, 2020 was sent to Minister Steve Clark, expressing the County's deep displeasure with the Ministry's processing of the final approval of the County of Renfrew OPA 25. On June 10, 2020, Minister Yakabuski met with Warden Robinson, Chair Sweet, Councillors Donohue, Emon and Murphy, Chief Administrative Officer Mr. Moreau, Director of Development & Property Mr. Kelley and Manager of Planning Services Mr. Cheesman. Following this meeting, the tabled letter of June 12, 2020 was sent to the Honourable John Yakabuski, Renfrew-Nipissing-Pembroke. Minister Yakabuski in response to this letter has written the tabled letter to Minister Clark requesting the Ministry of Municipal Affairs and Housing to review the County's requests pertaining to Official Plan Amendment No. 25.

In response to the Province's decision to approve the Official Plan, five local municipalities have passed the tabled resolutions or written letters to the Premier and the Minister of Municipal Affairs and Housing requesting the Province to defer the effective date of the approved Official Plan in order to allow municipalities time to incorporate changes and

support economic recovery. In the case of the Town of Renfrew and the Township of Laurentian Valley, they are also requesting the Province to amend various modifications to policies that affect local Official Plans. Together, this group represents more than a quarter of all local municipalities in the County.

3. Renfrew County Economic Task Force – Funding Program

At the May 27, 2020 County Council meeting, approval was given to staff to continue with the efforts and action items as identified by the Renfrew County Economic Task Force, established in response to the COVID-19 crisis. Part of the funding that was approved was identified as a Revitalization Fund. Up to \$200,000 of the budgeted \$250,000 towards economic development efforts will be allocated to this endeavour. As noted, it will mirror many of the terms that have been established through the Starter Company Plus program, and will be administered by Enterprise Renfrew County, and supported by Economic Development staff and Starter Company Plus advisors. Many sectoral leaders of the Task Force have been consulted regarding the parameters and have offered very positive feedback. County staff have reached out to the City of Pembroke who will be contributing \$50,000 to the fund. Enterprise Renfrew County, with the support of County staff, are facilitating the launch and implementation of the Program and sharing the applications from City-based businesses with City of Pembroke staff for their review and final determination of eligibility.

4. Shop The Valley Contest

To support all local merchants and vendors and to continue our on-going efforts to encourage and expand our local business capacity to market and sell on-line, Economic Development Services has launched Shop the Valley. This campaign and supporting monthly contest will draw attention to the broad range of local merchants and products with the excitement of a Gift Certificate prize contest, featuring vendors from every municipality. Print, radio and social media will be used to encourage residents and visitors to shop locally. This will be supplemented by on-going efforts to assist more local businesses to establish e-commerce platforms to serve consumers, local and distant, through the COVID-19 crisis and into the future.

5. Ottawa Valley Tourism Association Annual General Meeting

The Annual General Meeting of the Ottawa Valley Tourist Association (OVTA) for 2020 will be held virtually on July 6, 2020. Details and videoconference links will be provided to all OVTA members and County Council.

6. OVTA Board Approves the Abatement of Membership Fees for 2020 and 2021

The COVID-19 crisis has had a devastating effect on our tourism sector, including many of our winter seasonal businesses and related activities which had their final significant winter business period, the March school break, cancelled due to COVID-19 precautionary restrictions implemented by the provincial and federal governments. Many aspects of tourism are being restricted outright for the foreseeable future, and many business

activities are only permitted on a very limited basis. The busy high season of summer is at risk of a near complete loss of tourism business activity. In this climate, the Board felt compelled to make this small gesture of support to support members.

7. 2019 Annual Renfrew County Forest Activity Report

Tabled is the Annual Report for Activities in Renfrew County Forest that provides detailed information on the harvesting and planting that has occurred in 2019. This Report also overviews the education and outreach opportunities taken within the community by County forestry staff to positively promote sustainable forest management.

8. Algonquin Trail 2020 Work Plan Update

Staff continue to make progress on the approved work plan. The following activities have been addressed:

- Purchase of dust suppression material and application on the trail;
- Brushing from Greenwood Road to the Muskrat River Bridge is complete;
- Request for Quotation for the supply and installation of three gates at different locations along the trail has been issued;
- Tender documents for planned work for Garrison Petawawa lands from Paquette Road to Range Control are being prepared;
- Continued discussions with Ministry of Transportation staff on a number of initiatives;
- Continued discussions with Lanark County regarding the signage program;
- Purchase of fencing material; and,
- A five-year lease agreement for the purpose of operating a multi-use recreational trail was executed between the County of Renfrew and Garrison Petawawa and commenced on June 5, 2020.

9. Service Delivery Improvement Project Department Relocations

As part of the construction phasing, departments needed to be relocated in order to accommodate the construction work. To date the following has occurred:

- Emergency Services Administration on the second floor relocated to Renfrew County Place during the first week of June.
- Development & Property on the second floor was vacated by June 15 to permit construction to proceed. Staff are working from home and in designated work areas.

RESOLUTIONS

10. Criminal Code of Canada Resolution

RESOLUTION NO. DP-CC-20-06-40

Moved by Chair
Seconded by Committee

THAT County Council support the resolutions received from the Townships of Bonnechere Valley and North Algona Wilberforce urging the federal government to revoke the amendment to the Criminal Code that was established on May 1, 2020 through an Order of Council.

Background

Tabled are two resolutions that were received from the Township of Bonnechere Valley and the Township of North Algona Wilberforce urging the federal government to revoke the amendment to the Criminal Code prescribing certain firearms and other weapons, components and parts of weapons, accessories, cartridge magazines, ammunition and projectiles as prohibited or restricted.

11. Renfrewshire, Scotland Partnership

RESOLUTION NO. DP-CC-20-03-35

Moved by Chair
Seconded by Committee

THAT County Council adopt the Proclamation and Terms of Reference for the Partnership Agreement, attached as Appendix I, between the County of Renfrew and Renfrewshire Council, Scotland at this session of Council.

Background

The Terms of Reference for the partnership between the County of Renfrew and Renfrewshire, Scotland has been finalized. This has not been presented for approval to Renfrewshire Council at this time, but has been vetted by their staff and professional counsel as they see fit to do so. County of Renfrew staff are satisfied that the revisions from the document that was previously presented to Council are acceptable. In the past few months staff have had opportunities to network with Renfrewshire staff who are also under lockdown and dealing with similar issues as the County of Renfrew such as business, school and childcare closures and are sharing information on the steps for reintegration and opening up within the community.

BY-LAWS

12. Renfrew County All-Terrain Vehicle (ATV) Club Land Use Agreement

RESOLUTION NO. DP-CC-20-06-41

Moved by Chair
Seconded by Committee

THAT County Council adopt a By-law to enter into a Land Use Agreement with the Renfrew County ATV Club at this session of Council; AND FURTHER THAT this lease agreement commence on June 1, 2020 and expire on November 30, 2025.

Background

The Renfrew County ATV (RCATV) Club has requested official access to the Algonquin Trail in the form of a Land Use Agreement. The RCATV Club is willing to enter into an agreement with the County of Renfrew and acknowledges that a trail pass is not a requirement at this time for ATV users. The RCATV Club is willing to provide support in the ongoing maintenance of the Algonquin Trail. Staff will ensure that access to unopened sections of the Algonquin Trail for ATV use will be current standards.

13. Town of Petawawa Land Use Agreement Amendment to By-law 45-19

RESOLUTION NO. DP-CC-20-06-43

Moved by Chair
Seconded by Committee

THAT County Council amend By-law 45-19 for the execution of a land use agreement with the Town of Petawawa to extend the twinning of the Algonquin Trail to include the section of trail from Town Centre Boulevard to the four season bridge at this session of Council.

Background

In 2018 and 2019 the County of Renfrew entered into a Land Use Agreement with the Town of Petawawa permitting the Town to develop a non-motorized recreational trail as an alternative route for the Algonquin Trail within the Town from Town Centre Boulevard to Portage Road. The Town of Petawawa has requested the continuation of the twinning from Portage Road to the Four Season structure located at the Petawawa River. Staff will work with Town staff on implementing the terms of the agreement.

All of which is respectfully submitted.

Robert Sweet, Chair

And Committee Members: P. Emon, B. Hunt, S. Keller, D. Lynch, J. Reinwald, D. Robinson, J. Visneskie Moore



DEVELOPMENT AND PROPERTY DEPARTMENT PLANNING DIVISION ACTIVITY TRACKER

TIME PERIOD - March 2020 (in-office)

	Arnprior	Deep River	Laurentian Hills	Petawawa	Renfrew	Admaston/Bromley	Bonnechere Valley	Brudenell, Lyndoch & Raglan	Greater Madawaska	Head, Clara & Maria	Horton	Killaloe, Hagarty & Richards	Laurentian Valley	Madawaska Valley	McNab / Braeside	North Algonia Wilberforce	Whitewater Region	County-wide	MONTHLY TOTAL	2019 YEAR-END TOTAL
APPROVALS																				
Local Official Plan																			0	0
Local Official Plan Amend.																			0	3
Subdivision Draft Approval																			0	3
No. of Draft Approved Units																			0	26
Subdivision Final Approval																			0	2
No. of Final Approved Units																			0	26
Part Lot Control By-laws									1										1	7
No. of Part Lot Control Units									8										8	81
Severances													1				2		3	156
TOTAL FINAL & DRAFT APPROVED LOTS	0	0	0	0	0	0	0	0	8	0	0	0	1	0	0	0	2	0	11	289
APPLICATIONS (Review & Preparation of Documents)																				
Official Plans																			0	0
OPAs																			0	0
Comprehensive Zoning By-laws																			0	0
Zoning By-law Amend.							1												1	44
New Severance Apps (Cty)						1	1		1	2						1			6	110
Severance Rpts to Mun.																			0	17
Minor Variance Rpts to Mun.																			0	7
Plan of Subdivision Apps.									1										1	5
No. of Subd Units									10										10	263
Site Plans/Agreements																			0	6
LPAT Hearings																			0	0
PRELIMINARY REVIEW																				
Planning Checklists								1	1					2	2	1	2		9	179
Other Inquiries												2		1					3	187
TOTAL ACTIVITY	0	0	0	0	0	1	2	1	4	2	0	2	1	3	2	2	4	0	24	
2019 YEAR END ACTIVITY	6	10	10	38	1	32	51	21	68	7	68	63	47	96	88	43	77	0		726



DEVELOPMENT AND PROPERTY DEPARTMENT

PLANNING DIVISION ACTIVITY TRACKER

TIME PERIOD - March 2020 (remote office)

	Arnprior	Deep River	Laurentian Hills	Petawawa	Renfrew	Admaston/Bromley	Bonnechere Valley	Brudenell, Lyndoch & Raglan	Greater Madawaska	Head, Clara & Maria	Horton	Killaloe, Hagarty & Richards	Laurentian Valley	Madawaska Valley	McNab / Braeside	North Algonia Wilberforce	Whitewater Region	County-wide	MONTHLY TOTAL	2019 YEAR-END TOTAL
APPROVALS																				
Local Official Plan																			0	0
Local Official Plan Amend.																			0	3
Subdivision Draft Approval																			0	3
No. of Draft Approved Units																			0	26
Subdivision Final Approval																			0	2
No. of Final Approved Units																			0	26
Part Lot Control By-laws																			0	7
No. of Part Lot Control Units																			0	81
Severances								2											2	156
TOTAL FINAL & DRAFT APPROVED LOTS	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	2	289
APPLICATIONS (Review & Preparation of Documents)																				
Official Plans																			0	0
OPAs																			0	0
Comprehensive Zoning By-laws																			0	0
Zoning By-law Amend.							1						1						2	44
New Severance Apps (Cty)				4		1		2								1	1		9	110
Severance Rpts to Mun.																			0	17
Minor Variance Rpts to Mun.																			0	7
Plan of Subdivision Apps.																			0	5
No. of Subd Units																			0	263
Site Plans/Agreements																			0	6
LPAT Hearings																			0	0
PRELIMINARY REVIEW																				
Planning Checklists															1				1	179
Other Inquiries	2	3			1		6	1	7		1	1	1		12	4			39	187
TOTAL ACTIVITY	2	3	0	4	1	0	8	1	9	2	1	1	1	1	13	5	1	0	53	
2019 YEAR END ACTIVITY	6	10	10	38	1	32	51	21	68	7	68	63	47	96	88	43	77	0		726



DEVELOPMENT AND PROPERTY DEPARTMENT PLANNING DIVISION ACTIVITY TRACKER

TIME PERIOD - March 2020 (Total)

	Arnprior	Deep River	Laurentian Hills	Petawawa	Renfrew	Admaston/Bromley	Bonnechere Valley	Brudenell, Lyndoch & Raglan	Greater Madawaska	Head, Clara & Maria	Horton	Killaloe, Hagarty & Richards	Laurentian Valley	Madawaska Valley	McNab / Braeside	North Algonia Wilberforce	Whitewater Region	County-wide	MONTHLY TOTAL	2019 YEAR-END TOTAL
APPROVALS																				
Local Official Plan																			0	0
Local Official Plan Amend.																			0	3
Subdivision Draft Approval																			0	3
No. of Draft Approved Units																			0	26
Subdivision Final Approval																			0	2
No. of Final Approved Units																			0	26
Part Lot Control By-laws									1										1	7
No. of Part Lot Control Units									8										8	81
Severances									2				1				2		5	156
TOTAL FINAL & DRAFT APPROVED LOTS	0	0	0	0	0	0	0	0	10	0	0	0	1	0	0	0	2	0	13	289
APPLICATIONS (Review & Preparation of Documents)																				
Official Plans																			0	0
OPAs																			0	0
Comprehensive Zoning By-laws																			0	0
Zoning By-law Amend.								2						1					3	44
New Severance Apps (Cty)				4		1	2		1	4							2	1	15	110
Severance Rpts to Mun.																			0	17
Minor Variance Rpts to Mun.																			0	7
Plan of Subdivision Apps.									1										1	5
No. of Subd Units									10										10	263
Site Plans/Agreements																			0	6
LPAT Hearings																			0	0
PRELIMINARY REVIEW																				
Planning Checklists								1	1					2	3	1	2		10	179
Other Inquiries	2	3			1		6	1	7		1	3	1	1	12	4			42	187
TOTAL ACTIVITY	2	3	0	4	1	1	10	2	13	4	1	3	2	4	15	7	5	0	77	
2019 YEAR END ACTIVITY	6	10	10	38	1	32	51	21	68	7	68	63	47	96	88	43	77	0		726

26 severances received January-March 2020 versus 31 severances received January-March 2019

14 severance decisions January-March 2020 versus 35 severance decisions January-March 2019



DEVELOPMENT AND PROPERTY DEPARTMENT PLANNING DIVISION ACTIVITY TRACKER

TIME PERIOD - April 2020

	Arnprior	Deep River	Laurentian Hills	Petawawa	Renfrew	Admaston/Bromley	Bonnechere Valley	Brudenell, Lyndoch & Raglan	Greater Madawaska	Head, Clara & Maria	Horton	Killaloe, Hagarty & Richards	Laurentian Valley	Madawaska Valley	McNab / Braeside	North Algonia Wilberforce	Whitewater Region	County-wide	MONTHLY TOTAL	2019 YEAR-END TOTAL
APPROVALS																				
Local Official Plan																			0	0
Local Official Plan Amend.																			0	3
Subdivision Draft Approval																			0	3
No. of Draft Approved Units																			0	26
Subdivision Final Approval									1										1	2
No. of Final Approved Units									16										16	26
Part Lot Control By-laws																			0	7
No. of Part Lot Control Units																			0	81
Severances																			0	156
TOTAL FINAL & DRAFT APPROVED LOTS																			16	289
APPLICATIONS (Review & Preparation of Documents)																				
Official Plans																			0	0
OPAs																			0	0
Comprehensive Zoning By-laws																			0	0
Zoning By-law Amend.														2		1			3	44
New Severance Apps (Cty)									3					2					5	110
Severance Rpts to Mun.															1				1	17
Minor Variance Rpts to Mun.																			0	7
Plan of Subdivision Apps.																			0	5
No. of Subd Units																			0	263
Site Plans/Agreements																			0	6
LPAT Hearings																			0	0
PRELIMINARY REVIEW																				
Planning Checklists				1											2				3	179
Other Inquiries	3	1	3	3	1		8	3	11	2	3	3	5	4	14	3	4		71	187
TOTAL ACTIVITY	3	1	3	4	1	0	8	3	15	2	3	3	5	8	17	4	4	0	84	
2019 YEAR END ACTIVITY	6	10	10	38	1	32	51	21	68	7	68	63	47	96	88	43	77	0		726

31 severances received January-April 2020 versus 38 severances received January-April 2019

14 severance decisions January-April 2020 versus 42 severance decisions January-April 2019



DEVELOPMENT AND PROPERTY DEPARTMENT PLANNING DIVISION ACTIVITY TRACKER

TIME PERIOD - May 2020

	Arnprior	Deep River	Laurentian Hills	Petawawa	Renfrew	Admaston/Bromley	Bonnechere Valley	Brudenell, Lyndoch & Raglan	Greater Madawaska	Head, Clara & Maria	Horton	Killaloe, Hagarty & Richards	Laurentian Valley	Madawaska Valley	McNab / Braeside	North Algonia Wilberforce	Whitewater Region	County-wide	MONTHLY TOTAL	2019 YEAR-END TOTAL
APPROVALS																				
Local Official Plan																			0	0
Local Official Plan Amend.																			0	3
Subdivision Draft Approval																			0	3
No. of Draft Approved Units																			0	26
Subdivision Final Approval																			0	2
No. of Final Approved Units																			0	26
Part Lot Control By-laws																			0	7
No. of Part Lot Control Units																			0	81
Severances							2	5		1		2							10	156
TOTAL FINAL & DRAFT APPROVED LOTS																			10	289
APPLICATIONS (Review & Preparation of Documents)																				
Official Plans																			0	0
OPAs																			0	0
Comprehensive Zoning By-laws																			0	0
Zoning By-law Amend.							1	1					2						4	44
New Severance Apps (Cty)								1			1		1						3	110
Severance Rpts to Mun.															3				3	17
Minor Variance Rpts to Mun.																			0	7
Plan of Subdivision Apps.																			0	5
No. of Subd Units																			0	263
Site Plans/Agreements																			0	6
LPAT Hearings																			0	0
PRELIMINARY REVIEW																				
Planning Checklists								2						5					7	179
Other Inquiries	1	2	1	1	2	3	3	4	8		1	10	4	2	13	4	3		62	187
TOTAL ACTIVITY	1	2	1	1	2	3	6	6	15	0	3	10	6	5	21	4	3	0	89	
2019 YEAR END ACTIVITY	6	10	10	38	1	32	51	21	68	7	68	63	47	96	88	43	77	0		726

34 severances received January-May 2020 versus 40 severances received January-May 2019

24 severance decisions January-May 2020 versus 52 severance decisions January-May 2019

Office of the
County Warden



9 INTERNATIONAL DRIVE
PEMBROKE, ON, CANADA
K8A 6W5
613-735-7288
FAX: 613-735-2081
www.countyofrenfrew.on.ca

June 4, 2020

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
7th Floor, 777 Bay St.
Toronto, ON M5G 2E5
Via email: minister.mah@ontario.ca

RE: Official Plan Amendment No. 25 – Five Year Review – Final Approval

Dear Minister Clark,

I am writing on behalf of the County of Renfrew and our ratepayers to express our deep displeasure with the Ministry's processing of the final approval of the County of Renfrew OPA 25.

We had worked very closely with the Ministry on this file, including a meeting in Toronto with your Parliamentary Assistant MPP Jim McDonnell and your Senior Policy Advisor at the time, Mr. Jae Truesdell. This meeting resulted in a partial approval of our OPA on issues of contention between the Ministry and the County, an approval that we greatly appreciated.

The purpose of the partial approval was to put a pause on these contentious issues in order to allow for the update to the Provincial Policy Statement (PPS) that we were expecting to be more amenable to rural Ontario and County interests.

Unfortunately, the updated PPS fell short of that expectation. However, we are very grateful to the Minister for updating the PPS to allow lot creation in rural municipalities that is "locally appropriate." This change enabled us to keep our consent policy in the updated Official Plan, which was very important to us.

But what is of particular concern is that the approval of OPA 25 occurred without any prior notice or consultation by the Ministry with the County. At no time before or after the release of the updated PPS approval were we given a "heads-up" that the Ministry was working on the approval decision. In fact, after the updated PPS was released by the Province our planning staff contacted the Kingston MSO office by phone and email to discuss the next steps on our OPA 25; we never got a response until we received the approval decision. In the past, we have always had discussions with provincial officials and the benefit of a draft decision to review, but not this time. The fact that we cannot appeal OPA 25 because it is a five-year review makes the situation even more problematic.

We are also deeply displeased that the decision was made at the beginning of the COVID-19 pandemic when the attention of the County and our lower tiers was understandably focused elsewhere.

This lack of prior notice has adversely affected our ratepayers and especially those who were in the process of pre-consulting in good faith with our planning staff under the previous Official Plan; now they are burdened with unexpected and in many cases unnecessary studies making development cost-prohibitive.

We note that the PPS was approved and released on February 26, 2020, but did not come into force until May 1, 2020, presumably to allow those involved in land use planning time to respond to the changes. We would have welcomed the same courtesy on our OPA.

The Minister's modifications to our Official Plan have added enormous burden to our ratepayers for a simple land severance or two, including potential studies on deer wintering yards, fish habitat, archaeology, significant woodlands, significant valleylands, wildland fire, and Karst, etc. In most cases, the adopted OPA 25 provided for studies but only for larger scale proposal. This was our way of balancing provincial interests with the realities of Renfrew County (slow growth and a large land base).

Also worth noting is that some of the modifications do not reflect conditions on the ground. For example, there is a new sand and gravel constraint layer affecting existing cottage development on Round Lake in the Township of Killaloe, Hagarty and Richards that makes no sense. This same layer also affects the built-up portion of the Town of Petawawa. This layer was imposed without any consultation and will only result in needless headaches in terms of implementation. All of this could have been avoided if we had been consulted.

County Council is adamant that these and other policies will shut down development in Renfrew County, and especially at a time when the Province and all levels of government are trying to do everything to get the economy back on track.

In view of the above, we are asking the following:

1. A deferral on the implementation date of the OPA. The purpose is to allow planning staff to absorb these changes and to support economic recovery to allow pre-consultations currently in the works to be completed at a time when development will play a crucial role in the recovery of the County of Renfrew; and
2. An opportunity for meaningful engagement with Ministry officials as we have done in the past in order to address the more contentious modifications with a view to bringing the approved OPA more into line with the document that was adopted by County Council.

The *Planning Act* calls for planning processes that are fair, open and timely (Section 1.1(3)). It is our firm contention that the decision on OPA 25 did not meet the spirit of this section.

I also would point out that the PPS itself acknowledges the diversity of Ontario and that context is important on planning decisions. We believe these principles were not applied to the approval of OPA 25.

As you can tell, we are very dissatisfied with how all of this played out and we ask the Minister to give our requests very serious consideration. Thank you for your attention to this matter.

Sincerely,



Debbie Robinson

Warden

warden@countyofrenfrew.on.ca

- c. Premier Ford
The Honourable John Yakabuski, Renfrew-Nipissing-Pembroke

Office of the
County Warden



9 INTERNATIONAL DRIVE
PEMBROKE, ON, CANADA
K8A 6W5
613-735-7288
FAX: 613-735-2081
www.countyofrenfrew.on.ca

June 12, 2020

The Honourable John Yakabuski
Minister of Natural Resources and Forestry
Via email: minister.mnrf@ontario.ca

RE: Official Plan Amendment No. 25 – Five Year Review – Final Approval

Dear Minister Yakabuski:

I would like to thank you very much for taking the time to meet with members of Renfrew County Council and staff to discuss our displeasure with the Ministry of Municipal Affairs processing of the final approval of the amendments to the updated County of Renfrew Official Plan (known as OPA 25).

We started working in earnest on our mandated updates to the County official plan staging several public meetings in 2016 throughout the region. We heard loud and clear from the hundreds of residents who attended those meetings that they did not believe the province was willing to listen to rural Ontario. I will tell you that most, if not all members of County Council attended these meetings, and assured our residents that not only were we listening but we would be their voice. We continue to take that position today.

With an impending Provincial election looming, a decision was made to wait until 2018 to assess where the Approval Authority was heading with respect to such contentious issues as the Provincial Policy Statement (PPS), and updates to the Planning Act. Slightly before the results of the election, we held two Special County Council meetings to hear a full presentation from Planning staff on an updated official plan that represented local context and municipal interests, yet still reflected what was felt to be local interpretation of the PPS of the day.

Not long after the election, the new government – your government – began making overtures that a major overhaul of the PPS and other related planning documents would provide greater flexibility for rural Ontario decisions. In the Fall of 2018, we had a successful meeting with Parliamentary Assistant MPP Jim McDonnell and the Senior Policy Advisor at the time, Mr. Jae Truesdell. This meeting resulted in a partial approval of our official plan, an approval that we greatly appreciated. It provided for local context. We saw this as an indication of your government's commitment to rural Ontario and we shared that sentiment at committee and council meetings.

The purpose of the partial approval was to put a pause on these contentious issues in order to allow for the update to the PPS that we were expecting to be more amenable to rural Ontario and County interests.

Unfortunately, the updated PPS fell short of that expectation. However, we are very grateful to the Minister for updating the PPS to allow lot creation in rural municipalities that is "locally appropriate." This change enabled us to keep our consent policy in the updated Official Plan, which was very important to us.

With a history of a good working relationship, and with the Province adopting a new PPS, County staff immediately reached out to the Municipal Services Office in Kingston for a meeting request to determine steps to move forward on interpretation of the PPS as it relates to our Official Plan Amendments. Unfortunately, the meeting request was not granted or acknowledged. At that time (early March), COVID-19 restrictions were not in place and we were hopeful that we could meet in Kingston as we have done numerous times before.

The Emergency Declaration took place on March 17, 2020. Ten days later, and without prior warning, we received the MMAH's Notice of Decision on OPA 25. Minister, I am sure you can appreciate that by this date we were fully engaged in our response to the COVID-19 Pandemic, and our entire staff was focusing on finding ways to continue to provide essential services required by our residents, relocating staff to allow them to work from home, restricting public access to our buildings, keeping our residents and staff safe in our long-term care homes, reacting to daily announcements by the federal and provincial governments and ensuring we were all at the ready should Renfrew County be hit hard by COVID-19.

Focused on items directly related to the pandemic, the March 27, 2020 decision took us completely off guard as we still anticipated an opportunity for additional dialogue with MMAH. So, in the midst of a pandemic, our staff was now tasked with the responsibility of developing an in-depth analysis of the decision, and the potential impact it would have on the County and our lower tier municipalities. Added to this was the requirement to provide County Council with some concrete solutions moving forward.

The first time that County Council was able to receive a full report on the implications of the decision of the OPA was on May 27, 2020. The initial reaction by Councillors as well as members of the public including residential developers and individuals already engaged in preliminary planning files, bordered on outrage and disappointment in a government that we all believed understood the difference between the GTA and rural Ontario.

Given the enormous additional burdens that this decision now places upon the ratepayers in the County, we would strongly ask that you give thoughtful and thorough consideration to our requests:

1. A deferral on the implementation date of the OPA until January 1, 2021:
 - a. To allow people who had been pre-consulting with our Planning Department in good faith under the 'old' Official Plan an opportunity to complete their projects under that Plan and help stimulate economic recovery in the County;
 - b. To give County and local planning staff, local Councils, ratepayers and prospective developers time to understand and prepare for the policy changes; and
 - c. To allow time to meet with Ministry of Municipal Affairs and Housing (MMAH) staff to seek clarification on a number of the modifications and their implications for development review; to look for opportunities for flexible interpretation on some of the policies; to tweak modifications that have inadvertently affected local interests in our Urban Communities and the Township of Laurentian Valley; and to look for changes to other modifications that are more in-keeping with the adopted Official Plan Amendment, but still consistent with the PPS.
2. To grant our Request for Exemption from Approval (Official Plan Amendments) under the *Planning Act*, R.S.O. 1990, c.P.13 and to be added to the list of exempt municipalities under Ontario Regulation 525/97. The official request has been submitted to Minister Clark. We are requesting that this be in effect January 1, 2021.

3. An opportunity for meaningful engagement with Ministry officials as we have done in the past in order to address the more contentious modifications with a view to bringing the approved OPA more into line with the document that was adopted by County Council, with local context and interpretation key to the discussions.

For your full review, we have attached to this letter a full chronology of our OPA 25 discussions, along with the one-page summary of our conflicts with the PPS that we presented at the 2020 ROMA conference.

We understand the pressure the Ministry feels throughout the Province, but we also believe, and as you have acknowledged, the County of Renfrew is not downtown Toronto or a region of incredibly high growth and should not be painted with the same brush as those areas.

As a native son of Renfrew County, and a cabinet minister, we are confident that you will be a strong spokesperson for us at Queen's Park as you have so many times in the past. We respectfully ask that you share our above mentioned concerns with your cabinet colleagues and our Premier so that together, we can come to a palatable solution for everyone.

I thank you for your attention to this matter.

Sincerely,



Debbie Robinson

Warden

warden@countyofrenfrew.on.ca

Chronology of Official Plan Events

1. Dates of Public Meetings

a. <u>Open House Meeting Dates</u>
• August 8, 2016 – Cobden
• August 10, 2016 – Eganville
• August 11, 2016 – McNab/Braeside
• August 15, 2016 – Calabogie
• August 16, 2016 – Chalk River
• August 17, 2016 – Barry's Bay
• August 23, 2016 - Horton

No record of MPP Yakabuski or anyone from his office in attendance. No record of a special invite was sent. Newspapers advertisements, website notification and municipalities posted meeting notifications.

b. <u>Special Meeting of County Council</u>
• April 4, 2018 – Eganville
• March 22, 2018 – Pembroke

No record of MPP Yakabuski or anyone from his office in attendance. No record of a special invite was sent. Newspapers advertisements, website notifications were posted.

2. Correspondence/Meetings with MMAH/Minister/MPP Yakabuski

a. <u>Correspondence</u>
• Feb. 22, 2017 – MMAH Letter to Charles – RE: One Window
• April 2018 – Notice of Adoption of OP – Letters to municipalities and public
• October 31, 2018 – Letter to Steve Clark, MMAH – RE: “ A Government of the People”
MPP Yakabuski was copied
• November 28, 2018 – Warden Letter to Minister Clark – RE: Meeting held on November 9, 2018
• November 28, 2018 – Warden Letter to MPP Yakabuski – RE: thanking for assistance to set up MMAH Meeting on Nov. 9, 2018
• November 29, 2018 – Letter to Mike Elms, MMAH by Craig – re: 90 day extension,
• November 30, 2018 – Letter from Minister Clark – 90 Extension for Notice of Decision

<ul style="list-style-type: none"> March 22, 2019 – Notice of Draft Decision & Draft Decision received from MMAH
<ul style="list-style-type: none"> April 25, 2019 – Letter to MMAH (Damien) – copies of Updated OP
<ul style="list-style-type: none"> May 29, 2019 – 1st Exemption request letter sent to MMAH
<ul style="list-style-type: none"> October 21, 2019 – Warden letter to Planning Consultation on PPS <p>MPP Yakabuski was copied.</p>
<ul style="list-style-type: none"> March 5, 2020 – emails to MMAH MSO staff asking for implications of PPS (just implemented) to our OP, and a request for a meeting
<ul style="list-style-type: none"> March 11, 2020 – email request resent for a meeting
<ul style="list-style-type: none"> March 27, 2020 – Notice of Final Decision received from MMAH
<ul style="list-style-type: none"> May 12, 2020 – Craig and conversation with Laura Lapinskie (John's Pembroke office) regarding abridged version of concerns, further to Doug Schultz call <p>MPP Yakabuski emailed.</p>
<ul style="list-style-type: none"> June 3, 2020 – Craig & Charles discussions with Adam Bloskie (MPP Yakabuski's Ministry staff official – Toronto) and Jake ? regarding main OP concerns
<ul style="list-style-type: none"> June 4, 2020 – Letter to MMAH RE: exemption.
<ul style="list-style-type: none"> June 4, 2020 – Warden letter to Minister Clark – re: Displeasure, <p>MPP Yakabuski was copied.</p>

b. <u>Meetings with Senior MMAH Staff/Minister Steve Clark/MPP Yakabuski</u>
<ul style="list-style-type: none"> September 20, 2018 – County Planning Staff meeting with Kingston MMAH
<ul style="list-style-type: none"> October 24, 2018 – County Planning Staff meeting with Kingston MMAH- Draft chart received with policy issues and draft directions
<ul style="list-style-type: none"> November 9, 2018 – Meeting with MPP Jim McDonell, Minister Clark and Senior MMAH Staff in Toronto
<ul style="list-style-type: none"> September 27, 2019 - Elected/MPP Yakabuski Briefing
<ul style="list-style-type: none"> January 2020 – ROMA Conference– Minister Clark and MMAH Senior Staff <p>MPP Yakabuski was in attendance.</p>

2019 Provincial Policy Statement Review

The Province partially approved the updated County of Renfrew Official Plan on March 22, 2019. This partial approval of the document was suggested by the Province and readily agreed to by the County to effectively push “pause” on the decision on a number of contentious issues.

The understanding was that these issues would be revisited upon the update of the PPS, which, it was speculated, might better recognize the realities and challenges of rural Ontario and provide more flexibility to municipalities in the implementation of provincial policy.

The contentious policy issues that were identified and agreed upon by the two parties in our Official Plan review were:

- Consent Policies; Growth Allocations; Protection of Natural Heritage Features; Prime Agricultural Areas; Aggregate Resource Additions; Karst Topography; Environmental Impact Study Requirements

While there are some changes to the proposed Provincial Policy Statement that we fully support, we are still concerned with the impact some of the policies will have in the County of Renfrew, and in Rural Ontario. We’ve expressed our concerns in a letter to your Ministry.

Recommendations

With that background and these issues in mind, we are formally requesting a meeting with senior members of your planning staff to better define how the proposed changes to the PPS will affect the County of Renfrew, and to review possibilities that could be incorporated into our future official plan updates. We are confident that our approaches provide rural context solutions for the people of rural Ontario while maintaining the integrity of appropriate planning methodology. The County of Renfrew would like to see the following changes made to the PPS:

- Provide revised wording or more flexibility to the interpretation of “limited residential development” in rural areas under Section 1.1.5.2 of the PPS to permit more than three lots per holding under the consent process.
- Allow flexibility in implementation of growth allocations for rural, low growth areas such as ours.
- Permit small scale developments (e.g., the creation of three or four lots) without triggering the need for Environmental Impact Studies.
- Allow an alternative approach to identifying and protecting prime agricultural land that would consider local knowledge and context.
- Eliminate the need to map deer wintering yards and to study the impact of small scale development on these areas in municipalities such as ours that have a large land base, limited growth and a significant amount of Crown land.

- Allow for other approaches to removing Mineral Aggregate designations in obvious areas of constraint (e.g., existing lots and dwellings along the shorelines of lakes and rivers) without the need for a “study”.
- Introduce an alternative approach to determining the presence of Karst (e.g., the County of Renfrew protocol requires test pits to be dug and inspected by municipal Chief Building Officials) without the need for costly, up-front geo-technical studies.
- We would also like to suggest that the Province provide clarity on cannabis i.e., clearly state that it is an agricultural crop and permitted under the PPS. Many municipalities are grappling with the land use planning implications of the recent changes to federal legislation that now permits outdoor cannabis farming, subject to the issuance of a license from Health Canada.
- Many of our policy proposals are aligned with the Province’s stated goal of cutting red tape, and reducing barriers and costs to development. Our proposals are also consistent with the Geographic Scale of Policies section of the PPS which “recognizes the diversity of Ontario and that local context is important.” This section also states that “planning objectives need to be considered in the context of the municipality or planning area...” We urge the Province to bear these words in mind in its review of the PPS and any subsequent review of our Official Plan.

County of Renfrew
 9 International Drive
 Pembroke, ON K8A 6W5
 613.735.7288 / 800.273.0183
info@countyofrenfrew.on.ca

   @CountyofRenfrew



John Yakabuski, MPP
Renfrew-Nipissing-Pembroke

Constituency Office:

84 Isabella St., Unit 6 Pembroke, ON K8A 5S5
Tel: 613-735-6627 • TF: 1-800-267-2515
Fax: 613-735-6692
Email: john.yakabuskico@pc.ola.org
Website: www.johnyakabuski.com

Dear Minister Clark,

I would like to bring to your immediate attention the attached letter I received from the County of Renfrew (County) in my riding on June 12, 2020. The letter outlines the County's concerns with the Ministry of Municipal Affairs and Housing's (MMAH) processing of the final approval of the amendments to the updated County of Renfrew Official Plan (i.e., OPA 25).

In addition to this, I would also like to draw your attention to the County's requests that would help resolve the challenges they are currently facing with respect to the recent updates to the Provincial Policy Statement (PPS) and to the *Planning Act*. These requests include the following:

1. A deferral on the implementation date of the OPA until January 1, 2021:
 - a. To allow people who had been pre-consulting with the County's Planning Department in good faith under the 'old' Official Plan an opportunity to complete their projects under that Plan and help stimulate economic recovery in the County;
 - b. To give the County and local planning staff, local Councils, ratepayers and prospective developers time to understand and prepare for the policy changes; and
 - c. To allow time for the County to meet with MMAH staff to seek clarification on a number of the modifications and their implications for development review; to look for opportunities for flexible interpretation on some of the policies; to tweak modifications that have inadvertently affected local interests in the County's Urban Communities and the Townships of Laurentian Valley; and to look for changes to other modifications that are more in-keeping with the adopted Official Plan Amendment, but still consistent with the PPS.
2. To grant the County's Request for Exemption from Approval (Official Plan Amendments) under the *Planning Act*, R.S.O. 1990, c.P.13 and to be added to the list of exempt municipalities under Ontario Regulation 525/97. Please note, this official request has been submitted to you.

3. An opportunity for meaningful engagement between the County and MMAH officials to discuss the more contentious modifications with a view to bringing the approved OPA more into line with the document that was adopted by County Council, with local context and interpretation key to discussions.

I would like to thank you in advance for taking the time to review the County's urgent requests pertaining to its OPA 25. I appreciate you and your staff's engagement on this matter with my office to date. I would also like to request that these concerns are addressed as soon as possible to support the County through this challenging time.

I look forward to hearing back from you.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Yakabuski". The signature is fluid and cursive, with a large loop at the beginning and a trailing flourish at the end.

John Yakabuski, MPP
Renfrew-Nipissing-Pembroke

c: Debbie Robinson, Warden, County of Renfrew

49 Bonnechere Street East
P.O. Box 100
Eganville, Ontario K0J 1T0



63

economic recovery to allow applications currently in the works to be completed at a time when development will play a crucial role in the recovery of Renfrew County and Ontario;

Now therefore be it resolved that the Council of the Corporation of the Township of Bonnechere Valley implores the Province of Ontario to amend the effective date of the decision with respect Official Plan Amendment #25 (OPA 25) to the Renfrew County Official Plan to September 28, 2020 to assist in the economy recovery of Renfrew County and Ontario;

And further that a copy of this resolution be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable John Yakabuski, MPP Renfrew Nipissing Pembroke, the County of Renfrew and all of its Lower Tier municipalities.

Carried

Original signed by Mayor Jennifer Murphy

Regards,

A handwritten signature in black ink, appearing to read "Dana Jennings", written in a cursive style.

Dana Jennings
Community Development Officer



Via Email Only

April 7, 2020

Ministry of Municipal Affairs and Housing
Municipal Services Division
Steve Clark, MPP, Minister of Municipal Affairs
steve.clark@pc.ola.org

Dear Sir:

**Re: County of Renfrew Official Plan Amendment No. 25
Ministerial Decision Dated March 26, 2020**

The Town of Renfrew is in receipt of the Ministry's decision with respect to Official Plan Amendment No. 25 to the County of Renfrew Official Plan, dated March 26, 2020 (OPA 25). The Town echoes concerns expressed by the Township of Laurentian Valley regarding the decision to modify portions of OPA 25 that have the result of applying the County of Renfrew's Official Plan to local municipalities, including the Town of Renfrew, where a local official plan is already in effect. The existing framework of the County Official Plan functioning as a plan for those municipalities without their own in place, has worked well for the County and its local municipalities to date.

The Town of Renfrew respectfully requests that the decision to modify OPA 25 be deferred until such time as the local municipalities have been fully informed of the implications of the various changes made to OPA 25, as identified in the Ministerial decision.

The Town also makes this request in view of the Province's recent commitment to extending the four-laning of Highway 17 to Renfrew, which is anticipated to improve growth prospects for the Town. At present, the Town is engaged in a comprehensive review and update to the Town's Asset Management Plan, and Development Charges and Community Benefits Charges Background Study, which will produce updated growth numbers for the Town that will inform the projections contained in the County Official Plan. We anticipate the projections to be available from our consultants in the near future, following which we will provide the same to your ministry for inclusion in the County Official Plan.

Your urgent attention to this matter is greatly appreciated.

Sincerely,

Mayor Don Eady
Town of Renfrew



- cc. John Yakabuski, MPP, Renfrew-Nipissing-Pembroke/Minister of MNRF
Warden Debbie Robinson – County of Renfrew
Paul Moreau, CAO – County of Renfrew
AMO
ROMA
Lower Tier Municipalities in the County of Renfrew
Council of the Town of Renfrew



March 30, 2020

Ministry of Municipal Affairs and Housing
Municipal Services Division
Steve Clark, MPP, Minister of Municipal Affairs
<mailto:steve.clark@pc.ola.org>

Dear Minister Clark:

The Township of Laurentian Valley requests that the Province of Ontario immediately defer its final decision on Modification No. 1.5, as well as 1.3(8), and other modifications to County of Renfrew OPA No. 25 that specifically apply to the Township of Laurentian Valley until the Township of Laurentian Valley Council, Planner and ratepayers are provided with the opportunity for public consultation that is required as set out in the Planning Act as this opportunity was not provided to them through the process that was undertaken. This consultation must occur when we are not dealing with the COVID-19 pandemic.

The policies in the County of Renfrew Official Plan have not applied to the Township of Laurentian Valley in the past as the Township maintains its own Local Official Plan. This was not proposed to change in OPA No. 25 as adopted by the County of Renfrew. No opportunities were provided for Laurentian Valley ratepayers to participate in the public consultation process that was held as ratepayers were told that the County Official Plan policies would not apply to them as was demonstrated in the drafts and no Public Meeting was held in our Township. As a result our ratepayers, as well as, the Councils and ratepayers in the Urban Communities Designation (Arnprior, Renfrew and Petawawa) were all denied the same rights under the Planning Act that ratepayers of the other municipalities were provided.

While it is understood that many of the modifications that were made by the Province relate to matters of Provincial interest, by changing policy 1.3(8) it brings into effect many policies in the County Official Plan that are not matters of Provincial interest but rather matters of local interest. In this regard, there are policies in the County Official Plan that conflict with policies in the Township of Laurentian Valley Official Plan. This is in part because the County Official Plan was drafted primarily for the municipalities in Renfrew County that do not have local Official Plans. As a result there are General Provisions that may be appropriate to apply to all communities and General Provisions that should remain as a local decision and not a County decision to set policy on. By the Province taking the approach they have to the modifications to OPA No. 25 to the County Official Plan without consultation with the Municipalities that this dramatic change effects, it has robbed us of our ability to exercise our rights as provided under the Planning Act.

613-735-6291
F: 613-735-5820

Laurentian Valley
460 Witt Road
Pembroke, ON
K8A 6W5

During the public consultation process for the County of Renfrew Official Plan Amendment No. 25, the Township of Laurentian Valley also stressed in writing that should any revisions be contemplated by the County prior to adoption of County of Renfrew Official Plan Amendment 25, or modifications proposed by the Ministry of Municipal Affairs prior to approval that would have the effect of changing what policies in the County Plan would be applied to the Township of Laurentian Valley, the Township requested that further targeted and specific consultation be undertaken with the Township Planner, Township Council and the ratepayers of the Township of Laurentian Valley prior to a decision being issued.

Your immediate attention to this matter is required.

Yours truly,


Mayor Steve Bennett
Township of Laurentian Valley

cc. John Yakabuski, MPP, Renfrew-Nipissing-Pembroke/Minister of MNRF
Warden Debbie Robinson – County of Renfrew
AMO
ROMA
Lower Tier Municipalities in the County of Renfrew
Council of the Township of Laurentian Valley
Paul Moreau, CAO – County of Renfrew

TOWNSHIP OF



HORTON

2253 Johnston Road, Renfrew, Ontario K7V 3Z8
reception@hortontownship.ca
(o) 613-432-6271 (f) 613-432-7298

CERTIFIED TRUE COPY

Moved by: Deputy Mayor Campbell
Seconded by: Councillor Cleroux

Resolution No.: 2020-104
May 26, 2020

WHEREAS the Notice of Decision given on March 27, 2020 under Subsection 17(34) of the Planning Act with respect to Official Plan Amendment No. 25 (OPA 25) to the Renfrew County Official Plan was received March 30th, 2020.

AND WHEREAS this decision went into effect March 26th, 2020;

AND WHEREAS pursuant to subsections 17(36.5 & 38.1) of the Planning Act, this decision is final and not subject to appeal;

AND WHEREAS this decision will have a negative impact on development and the economy within Renfrew County including matters of provincial interest such as affordable housing, growth management, asset management and economic development;

AND WHEREAS the province is in a state of economic recovery due to the impacts of Covid-19;

AND WHEREAS the municipalities are already under a tremendous amount of strain due to a loss of revenue, increase in expenses, lack of resources, work from home conditions and local businesses and development being shut down;

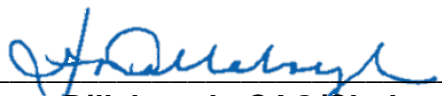
AND WHEREAS development applications already underway will either not materialize or experience extreme delays due to the excessive requirements under this decision;

AND WHEREAS an extension to December 31, 2020 for the effective date of these provisions would allow municipal staff the time to incorporate these changes and support economic recovery to allow applications currently in the works to be completed at a time when development will play a crucial role in the recovery of the County of Renfrew and Ontario;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Horton support the Township of Bonnechere Valley's efforts in imploring the Province of Ontario to amend the effective date of the decision with respect to Official Plan Amendment No. 25 (OPA 25) to the County of Renfrew's Official Plan to December 31, 2020 to assist in the economic recovery of Renfrew County and Ontario;

AND FURTHER that a copy of this resolution be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable John Yakabuski, MPP Renfrew Nippissing Pembroke, the County of Renfrew and all of its lower-tier municipalities.

X CARRIED



Hope Dillabough, CAO/Clerk

NORTH ALGONA WILBERFORCE TOWNSHIP

May 19, 2020 # _____

MOVED BY

- ☒ Mayor Brose
- ☒ Councillor Buckwald,
- ☐ Councillor Berndt
- ☐ Councillor Reiche-Schoenfeldt
- ☐ Councillor Robinson

SECONDED BY

- ☐ Mayor Brose
- ☐ Councillor Buckwald,
- ☒ Councillor Berndt
- ☒ Councillor Reiche-Schoenfeldt
- ☐ Councillor Robinson

9.2.3

THAT Council supports the Township of Bonnechere Valley resolution 20.060, that the province of Ontario amend the effective date of the decision with respect Official Plan Amendment # 25 (OPA 25) to the Renfrew County Official Plan to September 28, 2020 to assist in the economy recovery of Renfrew County and Ontario.

Carried: <input checked="" type="checkbox"/>	Defeated: <input type="checkbox"/>	Withdrawn: <input type="checkbox"/>
Declaration of Interest: _____		Recorded Vote: _____

YES	Voting	NO
<input checked="" type="checkbox"/>	Councillor Doug Buckwald	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Councillor Melvin Berndt	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Councillor Janet Reiche-Schoenfeldt	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Councillor Maria Robinson	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Mayor James Brose	<input type="checkbox"/>

Mayor: _____
Clerk: _____

**CERTIFIED TRUE COPY
OF AN ORIGINAL DOCUMENT**
 SIGNED: Mark H. Brose
 DATE: May 22, 2020
 North Algona Wilberforce Township

2019 ANNUAL REPORT FOR ACTIVITIES IN RENFREW COUNTY FOREST

PREPARED BY L. ROSE, R.P.F., ON FEBRUARY 20, 2020

HARVEST

Timber sales for 2019 harvest activities were advertised in October 2018. Successful bids were received for five of six sales. The sale that did not receive bids – Opeongo Line Tract (162ha), a mostly poplar clearcut area – represented almost half of the projected revenue for 2019. Opeongo Line Tract was re-advertised in Spring 2020, with a longer contract length (2.5 years to complete) and received an acceptable bid. No work took place at Opeongo Line Tract in 2019, which had an impact on budget achievement. An additional spruce and red pine plantation area was re-advertised in Spring 2020, for the 4th time, and also received a successful bid. Harvest of this area (Shrine Hill/Yantha, 19ha) will occur in 2020.

Most harvesting activities took place in the Fall and early Winter of 2019, with the exception of one block in March, due to species at risk timing restrictions in four out of five tendered blocks. No major operational issues occurred, but because of the limited timing window available for harvest, two blocks required an extension into January 2020 for hauling and/or harvest completion. As a result, some revenue for Maves Tract will apply to 2020. There were some minor challenges with delays from weather changing from dry to wet, and overlap with hunting season.

Approximately 18 people worked on the Renfrew County Forest (RCF) in 2019¹, as a result of tendered harvest operations, cutting and skidding or forwarding wood, building roads, processing timber on site, supervising operations, and hauling logs to mills.

Two County of Renfrew staff completed all planning (timber cruising, analysis, prescription writing), tree marking, layout, tendering, wood measurement and operations monitoring activities.

Table 1. Summary of Tender and Harvest Activities for 2019

Tract	Harvest Type	Harvest Area (ha)	Harvest Volume (m3)	Revenue (\$)
Marsh Road	Red Pine Thinning	24	1,208	30,885.00
Green Lake	Red Pine Thinning	8	548	13,693.10
Virgin Lake	Red Pine/Spruce Thinning	10	727	13,119.11
Barry's Bay	Red Pine Thinning	17	1,102	33,060.92
Maves	Red Pine/Spruce Thinning	15	1,496	7,000.00
Total for 2019		74	5,081	97,758.13



Figure 1. Thinning operation at Maves Tract, December.



Figure 2. Sperberg Tract Plantation, 4 years old.

RENEWAL

In 2019, 800 trees were planted by County of Renfrew Forestry staff at Byer's Creek at a cost of \$701.73, to finish area that had been planted in 2017-18. Tree plant areas from 2015-18 are being monitored annually to assess need for follow-up tending treatments.

County staff facilitated the planting of 150 trees by 30 volunteers at TD Tree Days held at the 150th Tract of the Renfrew County Forest. These trees were sponsored by TD Bank.

¹ During active operations, employed by successful bidders.

EDUCATION & OUTREACH

Opportunities are taken to positively promote sustainable forest management that occurs on RCF, as well as in Renfrew County as a whole, when staff time permits.

- Staff presented to Algonquin College's Forestry Technician and Environmental Technician programs about Community Forestry and Renfrew County Forests.
- Three local classroom visits took place to talk about forestry in Renfrew County, and jobs in forestry, at kindergarten, grade 6 and grade 9 levels.
- Two education events for students occurred at Shaw Woods in May in partnership with local forestry stakeholders: Shaw Woods Forestry Day and Forestry Connects.
- In conjunction with the Forest Life Expo in June, 250 Renfrew-area school children attended a Forestry Learning day. They planted trees, learned how to compass, identify trees and plants and about sustainable forestry.
- The 111th Annual Conference of the Canadian Institute of Forestry (CIF) was held locally in October. 170 delegates from all over Canada, Spain and the United Kingdom attended. The County of Renfrew organized a field tour which included stops at Shaw Woods, an active harvest operation at a Renfrew County Forest, and a tour of Heideman's mill, with participation from the Algonquins of Ontario at two of three tour stops.
- Forestry staff participated as a career mentor at an event for local grade 9/10 students – World of Choices Renfrew County – hosted by Algonquin College in October.
- A presentation was given to the Deep River Horticultural Society about invasive species and the Town of Deep River's Forest Management Plan.

OTHER

Invasive species continue to be a concern for forest health in Renfrew County. Beech Bark Disease continues to be found in RCF tracts. For the 4th year in a row, Emerald Ash Borer (EAB) traps were set in partnership with the Petawawa Research Forest and Canadian Nuclear Laboratories (CNL). Two of six traps set by County staff were positive for EAB this year, one at Shaw Woods and the other at Lake Dore, both beyond the areas previously mapped as infested. The first occurrence of garlic mustard in RCF was found by staff at Centennial Lake Tract. This will require several years of pulling and monitoring to control.

A student in Algonquin College's Forestry Technician program completed a 2-week co-op placement in forestry and trails with County staff.

The Renfrew County Forest (RCF) was audited in December to maintain our Forest Stewardship Council® (FSC®) certification (FSC® C018800) through the Eastern Ontario Model Forest's Forest Certification Program. The auditor visited two recent harvest operations on RCF with County Forestry staff, and reviewed the Forest Management Plan, Annual Reports and other documents associated with the management of RCF. The draft result is positive, with no non-conformances, notes or observations.

County staff, on behalf of the County, submitted comments on two postings on the Environmental Registry of Ontario: information for consideration in the development of recovery strategies for Blanding's Turtle and Eastern Whip-poor-will, and support for a review of the Endangered Species Act (ESA).

For the 5th year in a row, the University of Guelph completed tick surveys for research on RCF. The Renfrew County and District Health Unit (RCDHU) also surveyed several Tracts. Survey results at Chippior's Corner and Springtown by RCDHU led to these areas being identified as risk areas for Lyme disease.



Figure 3. Attendees of 2019 CIF Conference at Marsh Road Tract.

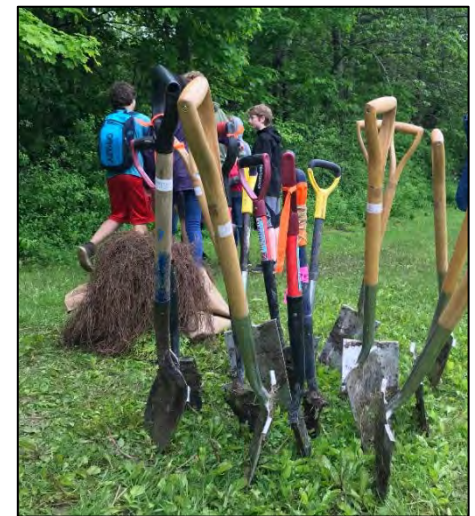


Figure 4. Students taking a break from tree planting at the Forest Life Expo.

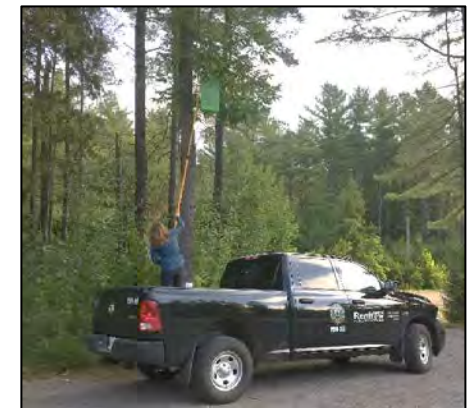


Figure 5. Hanging an EAB Trap at Shaw Woods.

The Corporation of the Township of Bonnechere Valley

Box 100, 49 Bonnechere Street East
Eganville, Ontario K0J 1T0

RESOLUTION

Dated this 20th day of May 2020

MOVED BY: Tim

SECONDED BY: Brent

Whereas on May 1st, 2020 the federal government amended the Criminal Code by ordering regulations prescribing certain firearms, components and parts of firearms, accessories, cartridge magazines, ammunition and projectiles as prohibited or restricted;

And Whereas the federal government is planning a buyback program to get the guns out of circulation, which is expected to cost between \$400 million and \$600 million;

And Whereas we support the government's commitment to end violence, whether firearms are involved or not, by taking the opportunity to be more engaged and to collaborate with the public and local stakeholders to develop more effective solutions on this issue;

Now therefore be it resolved that the Council of the Township of Bonnechere Valley urges the federal government to revoke the amendment, and instead institute the following:

Target crime, and focus on enforcement through enhanced enforcement capacity for law enforcement and border services, as well as harsher punishments for firearms trafficking and crime involving firearms. A ban would target law-abiding owners, rather than holders of illicit firearms, and would not greatly impact crime reduction (particularly gang violence);

Collect and share relevant data on crime involving firearms through improved collection, and sharing of data on crimes involving firearms, particularly in terms of sources of illicit firearms, and the types of crime being committed. This data is critical for supporting law enforcement and border agencies efforts, as well as informing policy and legislation;

Collaborate with the firearms community/industry to support communication, training and public education regarding firearms to create a multi-faceted approach rather than implementing a ban in isolation;

And further that a copy of this resolution be sent to the Right Honourable Justin Trudeau Prime Minister of Canada, the Honourable Bill Blair, Minister of Public Safety and Emergency Preparedness, the Honourable Doug Ford, Premier of Ontario, the Honourable Sylvia Jones, Solicitor General, the Honourable John Yakabuski, MPP Renfrew Nipissing Pembroke, Cheryl Gallant MP Renfrew Nipissing Pembroke, Federation of Canadian Municipalities, Association of Municipalities of Ontario, all Local Tier municipalities within the County of Renfrew, the Municipality of South Algonquin and the City of Pembroke.

CARRIED



MAYOR Jennifer Murphy

Recorded Vote Requested:

Jennifer Murphy _____

Jack Roesner _____

Brent Patrick _____

Merv Buckwald _____

Tim Schison _____

Resolution on agenda for June 2nd, regarding recent amendments to the Criminal Code of Canada

Whereas, on May 1st 2020 the Federal Government through an Order of Council and not through open bi-partisan participation, in a time of extreme national distress and in part as a reaction to an unrelated horrendous crime brought in to law amendments to the Criminal Code prohibiting or restricting 1500 different weapons or components to protect public safety.

And further, announced the concept of a buyback plan estimated to cost hundreds of millions of taxpayer's dollars at a time when there is world financial unrest with millions of Canadians out of work and thousands of Canadian businesses struggling to survive.

Be it resolved, that the Township of North Algona Wilberforce officially protests the introduction of these amendments to the Criminal Code at a time of financial hardship for our residents, through a process that was without bi-partisan participation, and in the wake of a terrible human tragedy that is not directly linked to the amended regulation.

And that, the federal Government needs to concentrate on the severe financial issues facing Canadians at this time, the government needs to be transparent and open in the governance of this Country allowing all elected to participate.

And, The Township of North Algona Wilberforce is strongly against gun violence and crime in this country and will support meaningful legislation that will reduce the loss of life through firearm related crimes at a time that is appropriate, through open bi-partisan participation.

And Further, that a copy of this resolution be sent to the Right Honourable Justin Trudeau, Prime Minister of Canada, the right Honourable Bill Blair, Minister of Public Safety and Emergency Preparedness, and Cheryl Gallant Member of Parliament for Renfrew Nippising Pembroke.

PARTNERSHIP AGREEMENT

Between

THE COUNTY OF RENFREW

And

RENFREWSHIRE COUNCIL

Whereas, the municipalities of Renfrewshire, Scotland and the County of Renfrew, Ontario, Canada share similar goals of international cooperation, mutual prosperity, and world peace; and

Whereas, they believe it to be in their collective interest to broaden and strengthen ties between the municipalities; and

Whereas, they place similar values on cultural understanding, education, training, youth leadership, exchanges to educate citizens, environmental stewardship, etc.; and

Whereas, they will identify activities, common to all, that can generate new initiatives to further nurture economic, social, and cultural relationships; and

Whereas, the purpose of this relationship is to increase economic development, tourism, business to business relationships and opportunities, cultural exchanges, educational opportunities, technical exchanges, etc. for both regions, and to increase awareness of both municipalities as being leaders in their respective countries as a place to do business and visit; and

Whereas, both municipalities are committed to mutual support for organizing and developing the experiences, common activities, and future programs of the twinning relationship on the basis of previous agreements of mutual cooperation and directions set forth by this declaration;

Now, Therefore, We, Renfrewshire Council and the County of Renfrew, do believe that this pact will further contribute to the cause of world peace and to the development of friendly relations between the peoples of Scotland and Canada and our two municipalities; and

Further, we affix our signatures and our municipal seals on this declaration to establish our relationship as Partner Authorities

Provost of Renfrewshire Council

County of Renfrew

Debbie Robinson, Warden

Paul V. Moreau, CAO/Clerk

June 24, 2020

SISTER CITIES PARTNERSHIP AGREEMENT
Between
THE COUNTY OF RENFREW
And
RENFREWSHIRE COUNCIL

Terms of Reference

The Renfrewshire Council and the County of Renfrew hope to build on preexisting relationships built between their respective communities, and acknowledge that these previous exchanges and personal friendships along with the benefits they have brought to each community have served as a foundation for this agreement. Both parties believe it to be in their collective interest to broaden and strengthen ties between the two communities, and place similar values on cultural understanding, education, training, youth leadership, exchanges to educate citizens, environmental stewardship, etc. The parties also acknowledge the strong ancestral roots as a motivator in deepening the ties between these two communities.

Recognizing the importance of strong and diverse economies, the parties will encourage their respective chambers of commerce and business communities to foster exchanges of entrepreneurs and business enterprises in areas such as tourism and commerce.

The Renfrewshire Council and the County of Renfrew, do hereby agree to promote, support, and encourage exchanges and cooperative activities between the citizens of each community.

These exchanges and activities shall be based on shared goals of economic development, cultural understanding, and improved municipal governance and administration.

In pursuit of these shared goals, our municipalities shall:

- Encourage business-to-business relationships, opportunities, and investments
- Explore cooperation and exchange between local development agencies, chambers of commerce, and tourism departments;
- Encourage study abroad programs between our respective post-secondary institutions;
- Perform inbound/outbound high school exchanges
- Explore exchanges of art and cultural products between our respective museums and galleries
- Prioritize municipal exchanges in the areas of key economic development industry pillars

In all activities each side will endeavor to ensure mutual benefit for each municipality, and shall draw on its institutions, social organizations, and citizens to promote cooperation. All activities shall also be subject to availability of resources and yearly budgets, and each party understands that this agreement does not constitute a financial commitment on behalf of the municipalities.

We hereby pledge to cooperate with each other as Partner Authorities on this [DATE].

Provost of Renfrewshire Council

County of Renfrew

Debbie Robinson, Warden

Paul V. Moreau, CAO/Clerk

June 24, 2020

COUNTY OF RENFREW

BY-LAW NUMBER 77-20

A BY-LAW TO EXECUTE A LAND USE AGREEMENT WITH RENFREW COUNTY ATV CLUB FOR A PERIOD OF FIVE YEARS COMMENCING JUNE 1, 2020 AND EXPIRING ON NOVEMBER 30, 2025

WHEREAS Section 11(3) of the *Municipal Act 2001, S.O.2001* as amended, provides that a municipality may pass a By-law to provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS the Renfrew County ATV Club has requested permission to enter upon and utilize the sections of the Algonquin Trail for operating and maintaining a recreational all-terrain vehicle (ATV)/off-road vehicle (ORV) trail only;

AND WHEREAS the County of Renfrew deems it appropriate and in the public interest to enter into an agreement with the Renfrew County ATV Club to grant permission to use lands identified on the attached agreement for operating and maintaining a recreational ATV/ORV trail only.

NOW THEREFORE the Council of the Corporation of the County of Renfrew hereby enacts:

1. That the Council of the Corporation of the County of Renfrew enter into agreements with the Renfrew County ATV Club to grant permission to use lands identified on the attached agreement identified as Schedule "I" for the purposes of operating and maintaining a recreational ATV/ORV trail only.
2. That the Warden and Clerk be empowered to do and execute all things, papers and documents necessary to the execution of the said agreement.
3. That this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 24th day of June 2020.

READ a second time this 24th day of June 2020.

READ a third time and finally passed this 24th day of June 2020.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CAO/CLERK

Schedule "I"

THIS AGREEMENT made as of the 24th day of June, 2020.

BETWEEN:

THE MUNICIPAL CORPORATION OF THE COUNTY OF RENFREW

Hereinafter called the "County"

OF THE FIRST PART

- and -

Renfrew County ATV Club

Hereinafter called the "Licensee"

OF THE SECOND PART

WHEREAS the Licensee shall at all times remain members in good standing of the Ontario Federation of ATV Clubs (OFATV);

AND WHEREAS the Licensee desires to obtain the permission of the County to use the licensed premises (as hereinafter defined) for recreational ATV or ORV (as described in the 2019 Off-Road Vehicles Act) use;

AND WHEREAS the County agrees to grant to the Licensee the permission to use, for recreational purposes, the licensed premises set out below, subject to the following terms and conditions:

NOW THEREFORE in consideration of the premises and the sum of ONE DOLLAR (\$1.00), now paid by the Licensee to the County, the receipt of which is hereby acknowledged, the parties hereto agree as follows:

1. The County grants permission to the Licensee use of the lands for a term commencing on May 1, completing on December 1 annually (the "Term") as set out in Section 11, below.

2. The Licensee shall at all times remain members in good standing of the OFATV and shall verify this upon request by the County with a current OFATV membership certificate. Failure to remain members in good standing of the OFATV shall render this agreement immediately null and void and the Licensee shall restore the lands to their previous condition.

3. The County hereby grants permission to the Licensee to use for recreational ATV/ORV purposes only, the lands known as the Algonquin Trail in the County of Renfrew in the Province of Ontario, and shown in red on attached hereto as Schedule "A".

4. The Licensee agrees to use and maintain the licensed premises at their sole risk and expense, all to the satisfaction of the County, and in compliance with all laws, by-laws, orders, rules and regulations of lawful authorities whether federal, provincial, municipal or otherwise; such maintenance to include, but not be limited to:
 - (a) the installation and maintenance of signs upon the licensed premises shall be in accordance with the OFATV Sign Guide and RCATV Trail Signage Guidelines (which is based on OFSC because of shared trail use) effective August 2018, attached as Schedule "B". In addition the following signs are to be maintained in good order.
 - (i) Speed limit signs immediately downstream of all road crossings.
 - (ii) "Watch for and Yield to Pedestrians" signs immediately in advance of all sidewalks and pedestrian crossings.
 - (iii) Stop signs shall be installed in advance of all roadways, sidewalks,
 - (iv) Other signs related to ATV use as requested by the County of Renfrew or the OFATV walkways and commercial accesses to the adjacent lands.

 - (b) the installation and maintenance of speed limit signs upon the licensed premises in accordance with the requirements of Section 14 of the *Highway Traffic Act* and *Off-Road Vehicles Act* as amended and subject to the following:
 - (i) Where the posted speed limit in the County of Renfrew is 60 kilometres per hour or less, the posted speed limit on the licensed premises shall not exceed 20 kilometres per hour.

- (ii) Where the posted speed limit in the County of Renfrew is greater than 60 kilometres per hour, the posted speed limit on the licensed premises shall not exceed 50 kilometres per hour.
 - (iii) Speed limit signs shall be placed in accordance with Section 4(a)(i) of this agreement.
 - (c) the removal from the licensed premises of all garbage and debris by RCATV volunteers during trail maintenance or trail work as authorized by the County of Renfrew;
 - (d) grading of select sections of the licensed premises between May 1 and December 1 and at the request of the County;
inspection of the licensed premises to ensure compliance with the obligations assumed hereunder;
 - (e) the Licensee shall have access to the designated lands prior to May 1 and after December 1 the winter months for the purpose of opening and closing, upgrading and maintaining the trail when there is no snow cover. Such access shall be subject to the prior consent of the Director of Development & Property of the County.
5. The Licensee agrees that they shall at all times indemnify and save harmless the County, its employees, servants and agents, from any and all claims, direct or derivative, demands, actions, losses, suits, expenses and liability or other proceedings, cost or liabilities arising out of loss, damage or injury to any persons (including death) or to property attributable to or connected with the exercise of this License, (collectively the "Claims") by or on behalf of the Licensee for liability arising from the maintenance and use of the ATV/OVR trail.
6. The Licensee, their employees, servants, agents and members, hereby waive as against the County, its employees, servants and agents all claims of whatsoever nature or kind, where such Claims arise directly or indirectly out of or are attributable to the exercise by the Licensee, or others of the privileges herein granted, but only with respect to the negligence of the Licensee for those operations usual to a ATV/OVR trail.

The Licensee for and on behalf of their employees, servants, agents and members release and forever discharge the County, its employees, servants and agents, from any and all Claims, demands, actions, suits or other proceedings which the Licensee may have which in any manner whatsoever arise out of the

use of the licensed premises, including any claims or demands for loss of or damage to ATV's who are members of RCATV or other equipment brought upon the licensed premises or injuries to or death of persons on the licensed premises, pursuant to this License or otherwise from liability arising from the maintenance and use of the AT/OVR trail but only with respect to the negligence of the Licensee for those operations usual to a ATV/OVR trail.

The Licensee hereby agrees to obtain and maintain in force during the continuance hereof, a policy of insurance containing terms and conditions satisfactory to the County, in which the County shall be named as an additional insured. The insurers will add the County as an additional insured but only with respect to liability arising from the operations of the named insured. Coverage will be extended to the licensed premises. The above policy will not provide any coverage for the willful misconduct and or negligence on the part of the County. To provide for public liability respecting the property of the County, including the licensed premises in the amount of FIVE MILLION DOLLARS (\$5,000,000) or such further or other amount as shall be deemed appropriate by the County from time to time during the currency hereof. Such policy of insurance shall contain the following provisions:

"Cross Liability

In the event of an employee, servant, agent or member of one of the insureds named herein is or may be liable, this policy shall apply to such insureds against whom the claim is made or may be made in the same manner as if separate policies had been issued to each insured named herein.

In the event of damage to property belonging to any one or more insureds for which another insured is or may be liable, this policy shall apply to such insured against whom claim is or may be made in the same manner as if separate policies had been issued to each insured"

and shall additionally require the insurer to furnish the County with no less than thirty (30) days prior written notice of cancellation.

During the continuance hereof, the Licensee further agrees to forward to the County the original certificate of insurance for the policy of such insurance and any renewals thereof by April 1st of each year. The Licensee also understands

and agrees that the placing of such insurance shall in no way relieve the Licensee of the obligations assumed by the Licensee under the indemnity or other provisions of this License.

7. The Licensee hereby accepts the licensed premises on an “as is where is” basis and hereby waives as against the County, all rights and resources of any nature whatsoever in respect of any defects therein. The County makes no representation or warranty with respect to the condition, nature, composition, or use (past, present or future) of the licensed premises.
 - (a) The Licensee agrees that they shall immediately carry out all measures necessary to keep the licensed premises free and clear of all environmental contaminants or residue (hereinafter referred to as “environmental contamination”) resulting from the Licensee’s occupation or use of the licensed premises, where the contamination is caused by members in good standing of the OFATV in possession of a valid trail pass. The Licensee shall be solely responsible for the cost of all work carried out to correct any environmental contamination which occurs on the licensed premises, or which occurs on other lands as a result of the Licensee’s occupation or use of the licensed premises;
 - (b) The Licensee shall comply with the provisions of any federal, provincial or municipal environmental laws which during the continuance of this License shall become applicable to the licensed premises; and
 - (c) The responsibility of the Licensee to the County with respect to the environmental obligations contained herein shall continue to be enforceable by the County notwithstanding the termination or expiration of this License.

THE COUNTY AND THE LICENSEE MUTUALLY AGREE AS FOLLOWS:

8. As a multi-use corridor and public lands subject to use by other members of the public, including, but not limited to, hunters, pedestrians, cyclists, horseback, the licensed premises are permitted for use by the Licensee, their servants, agents and members. Use by any motorized vehicle other than recreational off-road vehicles and trail maintenance equipment and vehicles shall be prohibited unless permitted by the County.

9. That no buildings, structures or facilities shall be placed upon the licensed premises without prior written approval of the County.
10. That trails may be temporarily closed at the discretion of the County of Renfrew to facilitate safe implementation of timber harvesting activities. Timber harvesting activities takes precedence over any trail use.
11. The Licensee shall not undertake any trail surface grooming, tree trimming or other alterations without the prior written consent of the County.
12. That this License shall take effect as and from the first day of May 2020, for a period of five (5) years, until the thirtieth day of November 2025. PROVIDED that if the Licensee shall be in breach of any of the terms, covenants, provisos or conditions herein set forth, the County shall have the right to cancel this License forthwith. Notice hereunder to be delivered personally, sent by prepaid mail, or by facsimile transmission (if such electronic means of communication is designated hereunder).

to the Licensee:

Renfrew County ATV Club

and to the County:

The Corporation of the County of Renfrew

9 International Drive

Pembroke, ON K8A 6W5

Attn: Mr. Craig Kelley, Director of Development & Property

and shall be effective as the date of delivery in the case of personal delivery, two business days after mailing in the case of prepaid mail, and the date of confirmed transmission in the case of facsimile communications. Either party may from time to time give notice to the other of any change of address for the purpose of giving notice hereunder.

13. Neither this License nor any privileges arising hereunder shall be transferred or assigned by the Licensee without the prior written consent of the County.
14. Upon termination of this License in any manner, the Licensee shall forthwith at its risk and expense, remove any buildings, structures, facilities, including posted warning signs, garbage or debris from the licensed premises caused by their use

and shall restore such licensed premises to a condition satisfactory to the County. Should the Licensee default in so doing, such work or removal and restoration may be performed by or on behalf of the County at the risk and expense of the Licensee.

15. Any of the parties to this agreement may terminate this License by providing sixty (60) days written notice of the termination to the other parties. Such notice shall be delivered to the addresses indicated in Section 11.
16. Upon termination of this License Agreement, the Licensee shall restore the Lands, including the placement of berms or other approved barriers at all road crossings, all to the satisfaction of the County.
17. For the purpose of clarity:
 - (a) it is the intention of this agreement and, in particular, Sections 5, 6 and 8 herein that no event which gives rise to a claim arising out of the matters referred to therein and arising out of the use of the licensed premises by either the licensee, and members of either in the operation of an ATV/ORV or the performance of any of the activities of the licensee, and their members shall give rise to a claim against the County which is not covered by the licensee's insurance. Further in this regard, the County shall be released, indemnified and saved harmless from any and all such actions arising out of the matters referred to herein;
 - (b) it is not the intention of this agreement that claims, demands, actions, losses, suites, expenses and liabilities or other proceedings, cost or liabilities arising out of loss, damage or injury to any persons (including death) or to property arising out of use of the licensed premises which has no relationship whatsoever to the licensee, their members or their activities be insured against by the licensee nor indemnified and held harmless by the licensee.

IN WITNESSETH WHEREOF the parties have executed these presents under the hands of their proper officers duly authorized for such purpose.

DATED at Pembroke, Ontario this 24th day of June, 2020.

**The Municipal Corporation of the
County of Renfrew**

Debbie Robinson, Warden

Paul V. Moreau, CAO / Clerk

(print name/title)

Renfrew County ATV Club

Teresa Hebb

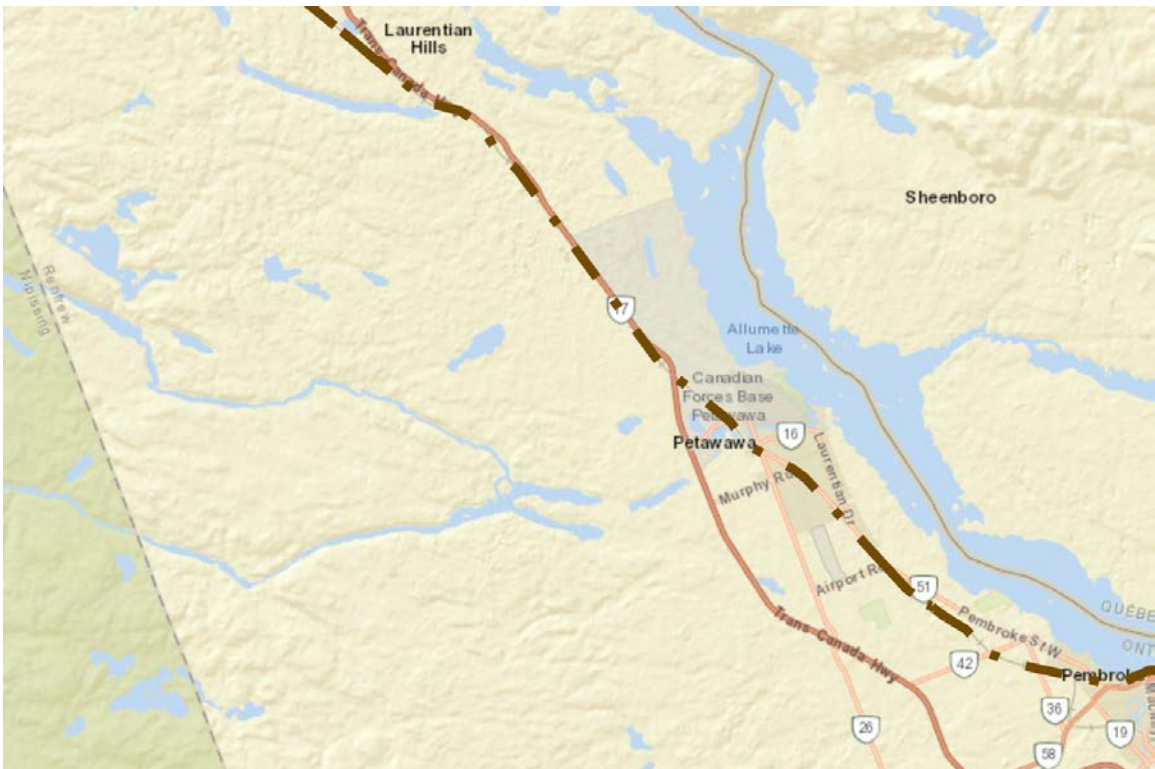
(print name/title)

Teresa Hebb, President

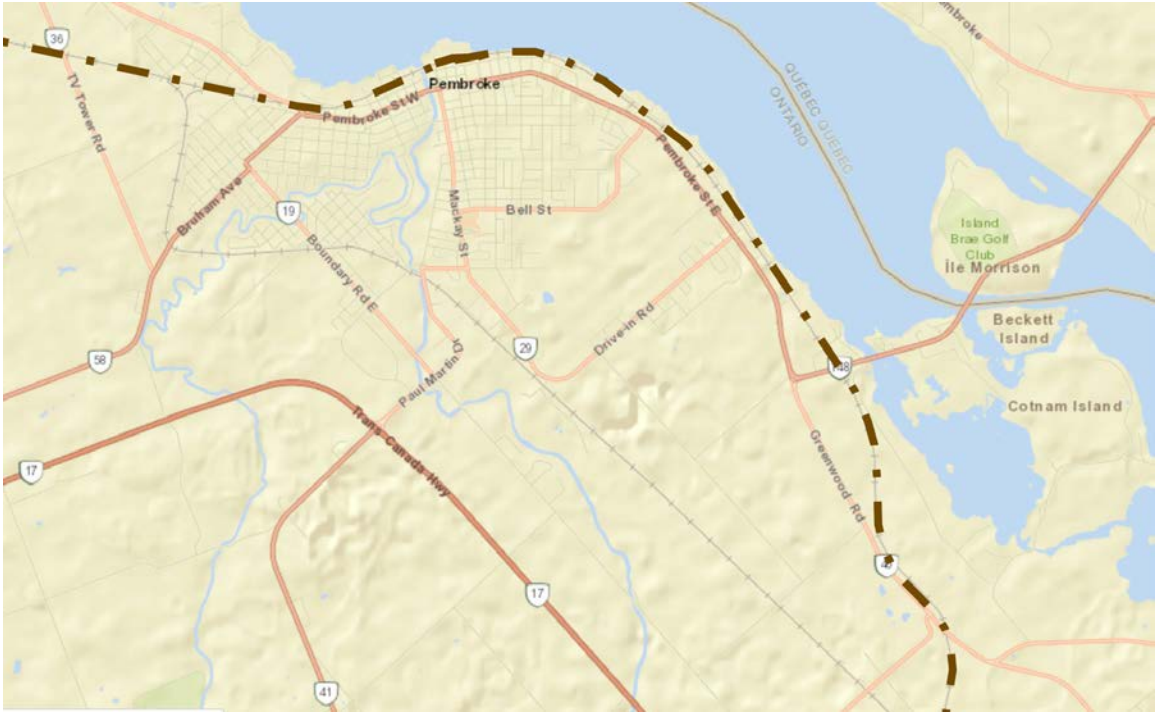
Appendix A



Upper Ottawa Valley



Laurentian Hills – Petawawa – Laurentian Valley



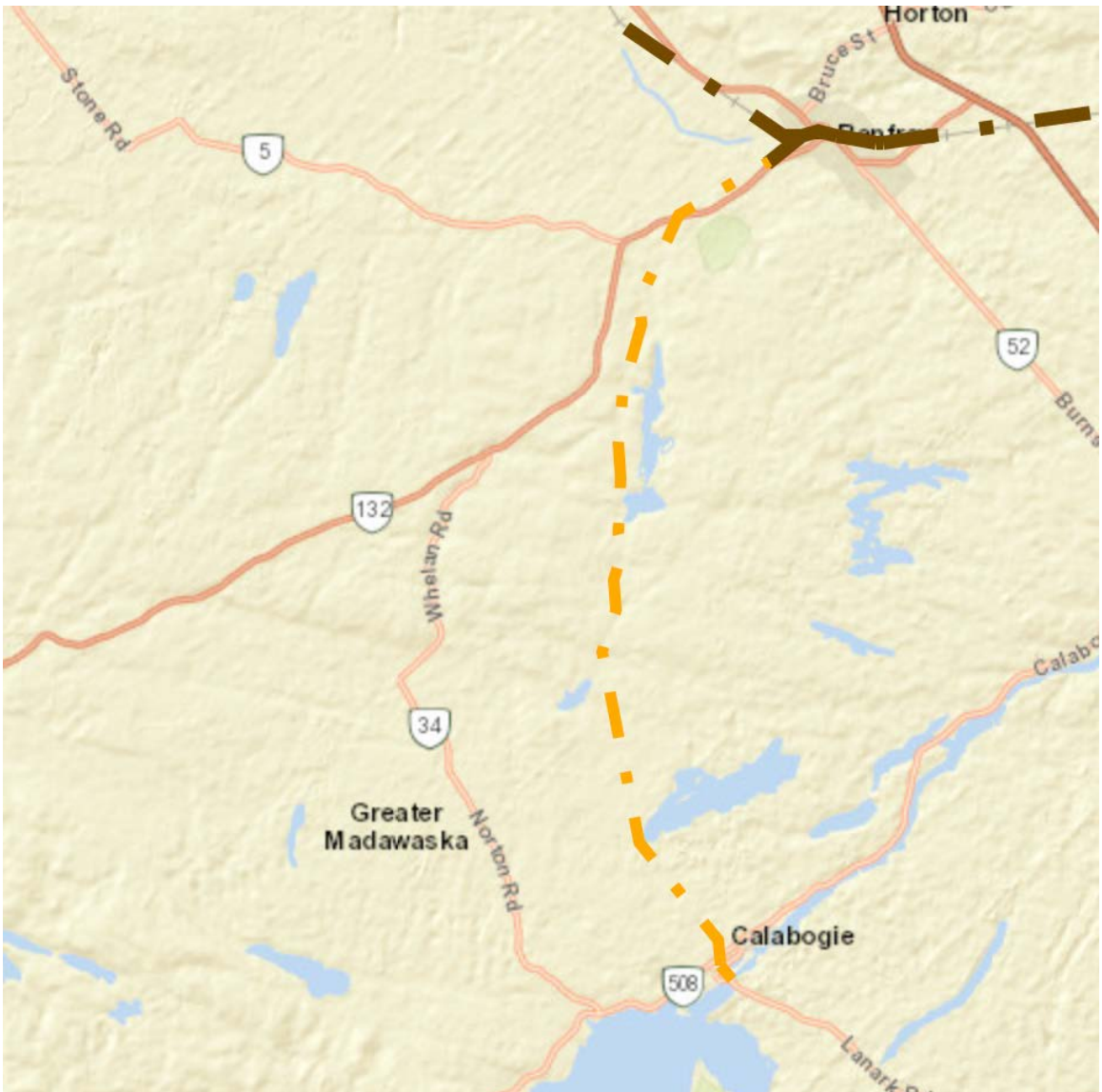
City of Pembroke



Whitewater Region



Lower Ottawa Valley



K&P Calabogie to Renfrew

COUNTY OF RENFREW

BY-LAW NUMBER 78-20

**A BY-LAW TO AMEND BY-LAW 45-19 FOR THE EXECUTION OF A
LAND USE AGREEMENT WITH THE TOWN OF PETAWAWA**

WHEREAS Section 20(1) of the *Municipal Act, 2001, S.O., 2001* as amended, provides that a municipality may enter into an agreement with one or more municipalities or local bodies, as defined in Section 19, or a combination of both to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

AND WHEREAS the County of Renfrew deems it appropriate and in the public interest to extend the land use agreement with the Town of Petawawa for the twinning of the Algonquin Trail to include the section of trail from Town Centre Boulevard to the Four-Season Bridge to grant permission to use lands identified on the agreement attached as Schedule "I" as an alternate route for the Algonquin Trail for recreational purposes only.

NOW THEREFORE the Council of the Corporation of the County of Renfrew hereby enacts:

1. That the Council of the Corporation of the County of Renfrew to extend the land use agreement with the Town of Petawawa for the twinning of the Algonquin Trail to include the section of trail from Town Centre Boulevard to the Four-Season Bridge to grant permission to use lands identified on the attached agreement as an alternate route for the Algonquin Trail for recreational purposes only.
2. That the Warden and Clerk be empowered to do and execute all things, papers and documents necessary to the execution of the said agreement.
3. That this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 24th day of June, 2020.

READ a second time this 24th day of June, 2020.

READ a third time and finally passed this 24th day of June, 2020.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CAO/CLERK



June 24, 2020

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

We, your **Operations Committee**, wish to report and recommend as follows:

INFORMATION

1. Monthly Project Status Report

Tabled is the Monthly Project Status Report for the information of the Council.

2. Spring Load Restrictions

Load restrictions across the entire system were lifted on Wednesday, May 11, 2020.

3. Highway 60 and County Road 30 Intersection in the Village of Golden Lake

The intersection of Highway 60 and County Road 30 in the Village of Golden Lake is the main entrance to the Algonquins of Pikwakanagan First Nation. Tabled is an email from Mayor Brose describing the traffic issues that have been caused as the businesses reopen on the First Nation. This intersection is the responsibility of the Ministry and as such, any improvements fall within the purview of their authority.

Our Committee recommended that the Warden send a letter to the Honourable Caroline Mulroney, Minister of Transportation thanking her and her staff for their prompt attention in investigating the traffic issues. The County has been advised that an operational review will be completed by the MTO Traffic Engineering consultant to further investigate potential improvements at the intersection of Highway 60 and County Road 30. Attached as Appendix I is the letter, which was also forwarded to Chief Wendy Jocko of the Algonquins of Pikwakanagan First Nation.

All of which is respectfully submitted.

T. Peckett, Chair

And Committee Members: D. Bennett, P. Emon, S. Keller, D. Lynch, D. Robinson, J. Visneskie Moore.

Department of Public Works & Engineering
Monthly Project Status Report - June 2020

Project Name/Municipality		Location		Lengths	Description	Status/Schedule							Comments
		From	To			Env. Assess	Survey	Design	Tender/RFP	Const. Award	Const. Start	Const. End	
ROAD RECONSTRUCTION/REHABILITATION													
1	River Road	Toner Road	Mast Road	2.06	Reconstruction/Rehabilitation	100%	100%	100%	2019	2019	May	June	Carry over from 2019
	McNab/Braeside												
1	River Road	Mullins Road	County Road 4 (Storyland Road)	3.57	Rehabilitation	100%	100%	100%	March	April	June	June	
	Horton												
5	Stone Road	Reid Road	Berlanquet Road	2.57	Rehabilitation	100%	100%	100%	April	May	September	October	
	Admaston/Bromley												
7	Foresters Falls Road	Marjorie Road	County Road 4 (Queens Line)	4.13	Rehabilitation	100%	100%	100%	March	April	July	August	
	Whitewater Region												
52	Burnstown Road	1.8km N of Fraser	Graham Avenue	3.12	Rehabilitation	100%	100%	75%	March	April	June	August	
	Horton												
52	Burnstown Road/Raglan St. S	Graham Avenue	Hwy 60 (Combes Street)	1.20	Rehabilitation								MOU with Town of Renfrew
	Horton & Renfrew												
65	Centennial Lake Road	Chimo Road North	Black Donald Road	4.01	Rehabilitation	100%	100%	100%	April	April	July	August	Tendered with Road 508 (Calabogie Road)
	Greater Madawaska												
67	Simpson Pit Road	Mask Road	Byers Creek Road	2.06	Rehabilitation	100%	100%	100%	April	May	August	September	
	Killaloe, Hagarty and Richards												
508	Black Donald Road	County Road 65	County Road 508 (Calabogie Rd)	0.75	Rehabilitation	100%	100%	100%	March	April	July	August	Tendered with Road 65 (Centennial Lake Road)
	Greater Madawaska												
512	Foymount Road	Miller Road	Silver Lake Road	4.39	Rehabilitation	100%	100%	75%	June	June	July	October	
	Bonnechere Valley												
515	Palmer Road	Latchford Bridge N Exp Jnt	Guiney Road	2.33	Rehabilitation	100%	100%	100%	April	May	August	October	Tendered with Road 515 (Quadeville Road)
	Brudenell, Lyndoch & Raglan												
515	Quadeville Road	Kargus Road	1400 Quadeville Road	5.58	Rehabilitation	100%	100%	100%	April	May	August	October	Tendered with Road 515 (Palmer Road)
	Brudenell, Lyndoch & Raglan												
25	Laurentian Drive	Emergency Culvert Repair			Replacement						May	May	Completed by County Day Labour Crew
	Town of Petawawa												
	Scratch Coat Paving - Various Locations				Rehabilitation	50%	50%	75%	April	May	June	August	
	Active Transportation - Various Locations				Rehabilitation	100%	100%	100%					
	Traffic Signals - CR51 and CR26				Upgrades	N/A	N/A	25%	March	April	June	June	
	Traffic Signals - CR51 and CR16				Upgrades	N/A	N/A	25%	March	April	June	June	
	Traffic Signals - CR51 and CR55				Upgrades	N/A	N/A	25%	March	April	June	June	
BRIDGE/CULVERT RECONSTRUCTION/REHABILITATION													
B008	Sylvester Power's Bridge	Admaston/Bromley (Kennelly Road)			Rehabilitation	90%	100%	90%	March	April	July	August	
B026	Old Highway 62 Bridge	Laurentian Valley (Borne Road)			Rehabilitation/Replacement	75%	100%	30%	January	April	July	October	
B101	Bonnchere River Bridge	Killaloe, Hagarty and Richards (CR 58, Round Lake Road)			Rehabilitation	100%	100%	100%	February	April	May	October	
B202	Cameron Street Bridge	Killaloe, Hagarty and Richards (Cameron Street)			Deck Replacement	100%	100%	100%	March	April	June	October	
B203	Petawawa River Bridge	Petawawa (Petawawa Blvd)			Flood Repairs	100%	100%	100%	2019	2019	January	February	Clean up now complete
B234	Coles Creek Bridge	Killaloe, Hagarty and Richards (CR 512, Foymount Road)			Replacement	100%	100%	100%	February	April	June	November	
B258	Madawaska River Bridge	Arnprior (CR 1, Madawaska Blvd)			Rehabilitation	100%	100%	100%	2019	2019	April	November	
C003	Moores Creek Culvert	Admaston/Bromley (CR 5, Stone Road)			Foundation Repairs	50%	100%	100%	April	May	July	September	
C013	Bromley Culvert	Admaston/Bromley (Foy Road)			Replacement	100%	100%	75%	February	March	July	September	
C036	Halliday Creek Culvert	Greater Madawaska (Halliday Creek Road)			Replacement	100%	100%	100%	February	March	July	September	
C041	Osceola Culvert	Admaston/Bromley (Micksburg Road)			Rehabilitation	100%	100%	100%	2019	2019			Ongoing - High water level is currently delaying work
C046	O'Neil Culvert (South Fork)	Admaston/Bromley (Pine Valley Road)			Replacement	100%	100%	100%	February	March	July	September	
C048	Egan Culvert	Admaston/Bromley (Egan Line Road)			Replacement	100%	100%	100%	February	March	July	September	
C159	Gutz Culvert	Whitewater (CR 7, Foresters Falls Road)			Replacement	100%	100%	100%	March	April	July	August	
C222	Pleasant Valley Steel Arch	Whitewater (Pleasant Valley Road)			Replacement	90%	100%	50%					Postponed until 2021
C300	Wolfe Road Twin Pipes	Bonnechere Valley (Wolfe Road)			Replacement	100%	100%	90%					Postponed until 2021
FUTURE ENGINEERING													
512	Foymount Road	Bonnechere Valley - Lake Clear Road to Verch Road			Design for Reconstruction	100%	100%	50%					
B002	Bonnechere River Bridge	Admaston/Bromley (Bonnechere Road)			Design for Rehab./Replace	0%	0%	0%					
B095	Hyland Creek Bridge	Greater Madawaska (Hyland Creek Road)			Design for Rehab./Replace	0%	0%	0%					
B240	Fourth Chute Bridge	Bonnechere Valley (Fourth Chute Road)			Design for Rehab./Replace	0%	0%	0%					
B319	Bucholtz Bridge	Laurentian Valley (CR 58, Round Lake Road)			Design for Rehab./Replace	0%	0%	0%					
C058	Constant Creek Culverts	Greater Madawaska (Ferguson Lake Road)			Design for Rehab./Replace	0%	0%	0%					
C099	Colton Creek Bridge	Greater Madawaska (Matawatchchan Road)			Design for Rehab./Replace	0%	0%	0%					

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C116	Dunlop Crescent Culvert	Head, Clara & Maria (Dunlop Crescent)		Design for Rehab./Replace	0%	0%	0%					
C142	Quade Creek Culvert	North Algona Wilberforce (Burchat Road)		Design for Rehab./Replace	0%	0%	0%					
C197	Etmanskie Swamp Culvert	Madawaska Valley (CR 62, John Street)		Design for Rehab./Replace	0%	0%	0%					
C201	Broomes Creek Culvert	Whitewater (CR7, Foresters Falls Road)		Design for Rehab./Replace	0%	0%	0%					
C252	Vanerploegs Culvert	McNab/Braeside (Russett Drive)		Design for Rehab./Replace	0%	0%	0%					

**Department of Public Works & Engineering
Operations Monthly Project Status Report - June 2020**

OPERATIONS TENDERS										
Type	Description	Term (Years)	Type	Specification	Tender	Award	Start	Complete	Status/Comments	
1	Pavement Marking	Paint/Glass Beads//Lines/Symbols	3+(+1+1+1)	Equipment/Material	March	April	May	May	November	Maintenance & Capital Markings
2	Street Sweeping	Winter/Debris Removal	1	Equipment	March	April	April	May	June	
3	Catch Basin/MH Hole Cleaning	Winter/Debris Removal	1	Equipment	March	April	April	May	June	
4	Roadside Brushing	Tree/Brush Removal	1	Equipment	February	June	June	Junly	November	
5	Sign Post Tender	Sign Installation Hardware	1	Material	March	June	June	July	July	
6	Weed Control	Wild Parsnip/Poison Ivy	5	Equipment/Material	Complete	2019	2019	June	November	Contract extended for 2020
7	Signs &Traffic Control Equipment	Road Signage	1	Material	May	June	June	July	July	
8	Winter Sand	Winter Abrasives	1	Supply/Delivery/Process	May	June	July	August	September	
9	Loader Rental	Winter Operations	1	Equipment	July	July	August	November	April	
12	Culverts	Drainage	1	CSP/HDPE	February	March	April	May	November	
13	Equipment Rental	Construction Equipment	1	Various	March	March	March	March	November	Complete
14	Fuel	Diesel/Gas/Coloured Diesel	1	Materials	Contract	Renewal	August	August	August	
15	AVL Service Renewal	Automatic Vehicle Location	1	Application/Network/Data	May	May	June	June	June	Renewal
16	Shouldering	Granular/Sealing	1	Material/Installation	June	July	August	September	September	
17	Calcium Chloride	Winter Operations	1	Material	July	July	July	August	April	
EQUIPMENT TENDERS										
Tender	Description	Quantity	Type	Specification	Tender	Award	Delivery	Status/Comments		
1	HDT (Heavy Duty Truck)	Combination Plow/Spreader	2	Replace	February	Feb - Mar	April	October		
2	LDT (Light Duty Truck(s))	(2-4x4)(1-4x2)	3	Replace	May	June	June	November		Re-tender June - COVID19
3	Asphalt Hot Box	Diesel	1	Replace	March	June	June	September		
4	Line Painting Machine	Manual	1	Replace	March	May	June	July		
5	Sweeper - Attachment	Tractor Mounted	1	Replace	March	June	June	July		
6	Mowers - Attachments	Tractor Mounted	2	Replace	March	June	June	July		
7	Equipment Refurbishment(s)	As per Spring Inspection	Varies	Existing	Inspection	February	February	October		
8	AVL (Automatic Vehicle Location)	AVL/Telematics	Varies	New	May	June	May	October		
HOUSING										
Tender	Location	Type	Type	Design	Tender	Award	Start	Complete	Status/Comments	
1	Roof & Building Repairs - Truck Bays	Cobden Patrol	Construct	Rehabilitation	Complete	May	June	July	November	
2	Foundation Repairs - Sand/Salt Domes	Cobden Patrol	Construct	Rehabilitation	Ongoing	May	June	June	September	
3	Roof Structure/Membrane- Sand Dome	White Water Road Patrol	Construct	Rehabilitation	Complete	April	June	June	August	
4	Roof Structure/Membrane- Sand Dome	Southwest Patrol	Design	Rehabilitation	N/A	March	April	April	November	
5	Roof Structure/Membrane- Salt Dome	Southwest Patrol	Design	Rehabilitation	N/A	March	April	April	November	
ROAD MAINTENANCE AGREEMENTS/FACILITY AGREEMENTS										
Service Provider	Location	Status	Type	Complete	Term	Status/Comments				
1	Town of Arnprior	County Road 1, County Road 2	2020	Winter Road Maintenance	October	10				Town of Arnprior Review
2	Town of Deep River	County Road 72, County Road 73	2020	Winter Road Maintenance	October	10				Town of Deep River Review
3	Township of Carlo Mayo	County Road 517	2019	Winter Road Maintenance	August	Annual				
4	Contractor	County Road 635	2019	Winter Road Maintenance	July	Annual				

From: [James Brose](#)
To: [Tom Peckett](#)
Cc: [Lee Perkins](#); [Paul Moreau](#)
Subject: Intersection of HWY 60 and Lake Dore Road 30
Date: June 4, 2020 6:30:18 AM

Tom

As a follow up to the County's request for MTO to investigate options to provide better traffic control at the intersection of HWY 60 and Lake Dore Road 30 in the village of Golden Lake, I believe that this issue has to be reviewed. As reported in this week's Eganville Leader the volume of traffic through this intersection on the May 30th weekend was chaotic. It required four OPP officers, to provide traffic control as well volunteers from the Pikwakanagan reserve. Since last fall when the first request was made to MTO there have been some additional factors that are contributing to an increase in the volume of traffic and safety concerns at this intersection.

- 1) The popularity of the various businesses on the reserve is generating more traffic from individuals outside of Renfrew County to purchase cannabis, cigarettes, propane and fuel.
- 2) The recent opening of a retail outlet for beer and wine sales within the Golden Lake Variety Store.
- 3) The popularity of the Cottage Cup for their butter tarts and French fries.

These factors are making Golden Lake a destination for visits especially on weekends, which was evident this past weekend, with the reopening of the businesses on the reserve. While the traffic was considerably lighter during the COVID-19 shutdowns, it was evident that with the Province reopening this has changed. The volume of traffic on the weekend required the OPP to direct traffic leaving the reserve, to use the alternate route to Eganville on Bonnechere Valley roads to Augsburg and eventually Eganville. As a result an OPP officer was staged in Eganville to handle the extra traffic using this alternate route. MTO needs to address this issue even if this volume of traffic is not a daily occurrence. Traffic lights would certainly improve this situation as this is a residential zone with a 50 km speed limit so traffic is already slowing. The foot traffic has also increased at the intersection, as people are using the parking area at our Golden Lake Community and crossing HWY 60 to get to the Cottage Cup and the variety store. Both these businesses have limited parking and are very close to the intersection, which creates more congestion, sight line challenges and pedestrian safety. I am meeting with Chief Jocko in Golden Lake today and this is one of the topics we will be discussing.

James Brose
Mayor
North Algona/Wilberforce

Sent from my iPad

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Office of the
County Warden



9 INTERNATIONAL DRIVE
PEMBROKE, ON, CANADA
K8A 6W5
613-732-4353
FAX: 613-732-0087
www.countyofrenfrew.on.ca

June 19, 2020

Minister Caroline Mulroney
Minister of Transportation
5th Floor, 777 Bay St.
Toronto, ON M7A 1Z8
minister.mto@ontario.ca

Dear Minister Mulroney:

On behalf of the County of Renfrew, I would like to thank you and your staff for your prompt attention to an intersection issue within the Village of Golden Lake along the Highway 60 corridor.

This same intersection is the access to the Algonquins of Pikwakanagan First Nation. The Ministry of Transportation has jurisdiction over the intersection, and the volume of traffic through this intersection has had a noticeable increase from approximately 1,500 to 4,500 vehicles a day. At one point, the traffic congestion required four OPP officers as well as volunteers from the Pikwakanagan First Nation to provide traffic control. Since last fall, when the first request was made to MTO, this area has become a destination for many. While we welcome the increased number of visitors to our community, the increase in traffic volumes have contributed to an increase in traffic congestion and safety concerns at this intersection.

Your Ministry of Transportation staff in Kingston, Ms. Christina Klein, P.Eng, Head, Pre-Contract Traffic Engineering and Mr. Scott Morrison, C.E.T., Traffic Analyst, responded quickly to the concerns of Renfrew County Council, moving forward with the commissioning of an operational review to be completed by the MTO's Traffic Engineering consultant to further investigate potential improvements at the intersection. This review will include a full study of the area, updated turning movement and pedestrian counts, and will identify and analyze the busiest times at the intersection.

I look forward to the continuation of your Ministry's support and the outcome of the study. We are hopeful that it will provide a solution to this ongoing issue.

Regards,

Debbie Robinson, Warden
County of Renfrew
warden@countyofrenfrew.on.ca

c: John Yakabuski, MPP, Renfrew-Nipissing-Pembroke
Chief Wendy Jocko, Algonquins of Pikwakanagan First Nation
Mayor James Brose, North Algona Wilberforce Township

June 24, 2020

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

We, your Health Committee, wish to report and recommend as follows:

INFORMATION

1. Resident Population

We wish to advise that our resident population is as follows:

POPULATION			
HOME	March 31, 2020	April 30, 2020	May 31, 2020
Bonnechere Manor	176	177	174
Miramichi Lodge	162	160	155
TOTALS	338	337	329

The Ministry of Health has suspended the requirement of long-term care homes meeting the 97% occupancy rate threshold to receive 100% ministry funding for the year 2020 due to the COVID-19 pandemic.

2. Champlain Local Health Integration Network Home & Community Care Waitlist Information

Renfrew County Long-Term Care Homes	Feb 2020	Mar 2020	Apr 2020
Bonnechere Manor	191	194	202
Caressant Care Cobden	95	100	99
Deep River & District Hospital–The Four Seasons Lodge	50	52	52
Grove (The) Arnprior & District Nursing Home	134	131	135
Groves Park Lodge	152	153	163
Marianhill Inc.	189	195	193
Miramichi Lodge	338	343	339
North Renfrew Long-Term Care Services Inc.	86	87	87
Valley Manor Inc.	67	71	72
Totals	1302	1326	1342

3. Renfrew County Virtual Triage and Assessment Centre

The Virtual Triage and Assessment Centre (VTAC) was developed as a ‘made in the County of Renfrew’ response to the COVID-19 pandemic in recognition of the rural nature of our communities, lack of public transportation and the increasing health demands of an ageing population. The VTAC has enabled medical professionals to assess and manage health concerns through phone/video appointments, in-home assessments, remote-monitoring and/or referral to other services, including mental health support, all depending upon the needs of the caller.

Several quotes from medical professionals regarding the VTAC have been included. “The Renfrew County VTAC has been the right solution to best manage the primary care needs of Renfrew County residents who would otherwise need to rely on an Emergency Department for non-emergency health concerns,” said Dr. Jonathan Fitzsimon, Chief of Medicine, Arnprior Regional Health, and RC VTAC Clinical Coordinator. “Our early results show that we are providing the right patients with the right care in the moments they need it.”

“Primary care teams from across Renfrew County shared the concern that the pandemic would amplify the issue of many residents not having access to a family physician,” said Karen Simpson, Executive Director, Arnprior and District Family Health Team and RC VTAC Administrative Lead. “In response, we came together as a health-care system across the county, with support from an impressive number of health-care providers and medical receptionists representing all areas in Renfrew County to ensure we can provide 24/7 care to all our residents.”

Kim Sell, a home care provider, was visiting a client in a Pembroke area retirement home and noticed the individual’s wound had deteriorated and required follow-up. Because her client does not have a family physician, Kim called Renfrew County VTAC to connect with a family physician, who was able to deal with the problem over the phone. “My client avoided an unnecessary Emergency Department visit, two taxi rides and many hours in a waiting room,” said Kim, Client Services Supervisor with Carefor Health and Community Services.

“Our goal remains ensuring our 911 Paramedic resources and Emergency Departments are being used for the most critical patients who are experiencing a life-threatening emergency,” said Mike Nolan, Chief, County of Renfrew Paramedic Service. “The Renfrew County Virtual Triage & Assessment Centre has extended our existing Community Paramedic model by providing access to a primary care physician. This allows us to support and keep people safely at home for as long as possible through in-home assessments, point-of-care testing, virtual remote monitoring, and leave-behind wireless devices.”

At County Council on May 28, 2020, support was given for the continuation of the VTAC beyond the immediate needs of the pandemic. Chief Nolan was directed to pursue

sustainable operating and funding models for its continued operation. Algonquin College has been commissioned to complete a statistical review of the utilization of the VTAC.

A stakeholder engagement strategy is underway to ensure that key informants are being consulted regarding uninterrupted Virtual Triage and Assessment Centre function supporting residents of Renfrew County who do not have access to a family physician.

On June 16, 2020, Warden Robinson, Councillor Michael Donohue (Chair of Health Committee), Councillor Peter Emon and staff met with MPP John Yakabuski to ask for his assistance to work with the Minister of Health and the Premier to continue the Renfrew County Virtual Assessment Centre beyond the COVID-19 Pandemic. The Warden will be writing a letter to MPP Yakabuski summarizing the advantages on keeping this assessment centre available to our residents.

4. Non-Medical Masks

On Friday, June 5, 2020, boxes of masks labeled 'non-medical' were discovered within the County of Renfrew Paramedic Service. These masks were pulled from service and reported to the Provincial Emergency Operation Centre (PEOC) and with other Paramedic Services, Long-Term Care Homes, hospitals and Public Health. The mask inventory has been reviewed and any suspect masks were pulled within the Paramedic Service and the two County of Renfrew Long-Term Care Homes, Bonnechere Manor and Miramichi Lodge. The Joint Occupational Health and Safety Committees have been notified, as well as all staff. As a safety precaution all Paramedics are being tested for COVID-19 and the long-term care (LTC) staff at both Homes have completed the first swab testing in the month of June as per the Provincial directive, noting that all LTC staff at the two Homes were swabbed in May as well.

5. COVID-19 - Static Testing Sites

On Friday, May 22, 2020, a provincial mandate to increase testing was released. Static testing sites have been established throughout the County and teams consisting of Sierra Team members, administrative staff, logistics staff, and a Commander will be assigned to each location. Swabbing registration can be done on-line through VTAC to facilitate the process.

6. Ministry of Health 2019 Ambulance Service Review

On May 29, 2020, the Ministry of Health, Emergency Health Regulatory and Accountability Branch provided a certificate that attests that the County of Renfrew Paramedic Service has met the criteria for certification as required under the Ambulance Act and the Regulations. The Service will be required to recertify in November 2022.

7. Public Access Defibrillator Program – Bill 141 AED Registry

The *Defibrillator Registration and Public Access Act, 2020* is enacted. The Act imposes certain requirements respecting the installation, maintenance, testing and availability of defibrillators on designated premises or public premises. The Act also requires defibrillators at such premises to be registered within specified time periods, and for the prescribed persons to be notified of the registrations. Regulations may be made under the Act setting out details relating to the requirements under the Act.

The County of Renfrew Public Access Defibrillator Program (PAD) complies with all requirements of the Act. All 351 active defibrillators in the County are registered with the Central Ambulance Communications Centre, all signage is in place, with locations clearly marked, and maintenance is completed as per the manufacturer's recommendations. A registry of all active defibrillators within the County of Renfrew is maintained with pad and battery expiry dates. All sites are contacted when batteries and pads are set to expire, and a bulk purchasing plan has been developed through a supplier to cost effectively obtain products and equipment. The Public Access Defibrillator Program Coordinator replaces the pads and batteries when required and troubleshoots all defibrillator calls from the public. He is certified by the Heart & Stroke Foundation of Canada to provide First Aid, Cardio-Pulmonary Resuscitation (CPR) and Defibrillator training.

8. 2020/21 Universal Influenza Immunization Program (UIIP)

The Service has applied and been accepted to participate in the Universal Influenza Immunization Program for the 2020/21 influenza season. Once received, vaccine will be stored in specifically designated refrigerators that have been inspected by Public Health. The vaccine will be used to assist with surge capacity for the next influenza season.

9. COVID -19 Pandemic Update – Long-Term Care

- On June 2, 2020 the Government announced another investigation, Ontario Patient Ombudsman, into the resident and caregiver care experience in long-term care homes during the COVID-19 pandemic. This inquiry will look into how issues such as staffing levels, visitation restrictions, infection prevention and control procedures and communication of information affected the resident and caregiver experience.
- On June 1, 2020 Ontario Ombudsman Paul Dubé **launched an investigation** into the oversight of long-term care homes (LTCHs) by the Ministry of Long-Term Care (MOLTC) and the Ministry of Health (MOH) during the ongoing COVID-19 pandemic. (<https://www.ombudsman.on.ca/resources/news/press-releases/2020/ontario-ombudsman-to-investigate-government%E2%80%99s-oversight-of-long-term-care-homes-during-pandemic>) The MOH's Patient Ombudsman handles complaints about the quality and functioning of LTCHs, and the MOLTC's Inspections Branch takes complaints about individual homes and whether they are in

compliance with standards. The Ontario Ombudsman oversees both ministries, including these bodies.

The key highlights are as follows:

- The investigation will focus on whether the oversight of LTCHs by those ministries during the coronavirus crisis is adequate to ensure the safety of residents and staff.
 - Investigators with the Special Ombudsman Response Team, which handles the Ombudsman's large-scale systemic investigations, will review the ministries' standards and policies for LTCHs during the pandemic, as well as the adequacy of oversight mechanisms to ensure compliance including complaint handling, inspections carried out by the MOLTC, emergency planning, steps taken to support LTC homes during the COVID-19 crisis, collection of data on coronavirus cases, rates of infection and deaths in long-term care (LTC), and communication with LTC residents, staff and the public. There is no set timeframe yet.
- On May 31, 2020, the province advised that it will require continued surveillance testing of long-term care homes (LTCHs) staff effective immediately. It is intended that all LTCH staff be tested, at reasonable intervals, a minimum twice in the month of June.
 - We have developed an outdoor visiting process based on the known transmission risks of COVID-19 that the Renfrew County & District Health Unit has reviewed and supports including:
 - Residents and visitors wearing masks
 - Visits limited to two (2) visitors from same household
 - Physical distancing maintained to 2 meters or greater
 - Visits limited to 20 minutes in length
 - Staff supervision to ensure compliance

However, we will not implement if the Home is in suspect outbreak/outbreak. On May 29, 2020, the province released a document containing the following statement: "We continue to monitor and test in long-term care homes and are exploring visitor policies to reconnect residents with their loved ones while ensuring resident, staff and visitor safety." To this end, staff are considering how we could facilitate indoor visits but will not implement until province has directed.

- On May 27, 2020, the Ontario government announced additional immediate action at high-risk LTCHs, following the disturbing allegations outlined by the Canadian Armed Forces (CAF): the Ministry of Long-Term Care (MOLTC) has deployed long-term care inspection teams to conduct comprehensive, detailed inspections at high-risk LTCHs over the next 21 days. At the same time, the MOLTC has started the process of appointing temporary management at Eatonville Care Centre, Hawthorne Place Care Centre, Altamont Care Community, Orchard Villa, and Camilla Care Community. Further, the recently announced independent commission into Ontario's long-term care system will

now begin its work in July 2020. The full press release can be found here: https://news.ontario.ca/opo/en/2020/05/ontario-taking-action-at-high-risk-long-term-care-homes.html?utm_source=ondemand&utm_medium=email&utm_campaign=p.

- On May 26, 2020, the Canadian Armed Forces released a **report** documenting their findings on five long-term care homes (LTCHs) at which the military was assisting. (<https://advantageontario.informz.ca/advantageontario/data/images/COVID-19/May%2026/OP%20LASER%20-%20JTFC%20Observations%20in%20LTCH%20in%20ON%20May%202014,%202020.pdf>) The government subsequently issued a **media release** and the Premier has called on the federal government and the Canadian Armed Forces to extend their current mission for at least an additional 30 days. (<https://news.ontario.ca/opo/en/2020/05/ontario-takes-immediate-action-to-investigate-worst-hit-long-term-care-homes.html>) He also announced that one of the deaths has been referred to the Office of the Chief Coroner for investigation. The report details serious concerns around infection prevention, safety, staffing and level of care. The contents are very disturbing and upsetting. While there is no doubt this pandemic has magnified and compounded the challenges in long-term care; the sector and its supporters, including the County of Renfrew/City of Pembroke, have long been calling for changes to address chronic provincial underfunding.
- In the Ottawa Citizen article, Reporter Ms. Payne states that “the COVID-19 crisis has shone a devastating light on one of Ontario’s worst-kept secrets: The province’s system of caring for the elderly is underfunded, inadequately staffed and badly designed”. (<https://ottawacitizen.com/news/local-news/how-the-pandemic-might-spur-real-change-in-ontarios-long-term-care-homes>) Council is reminded of the government’s own 2008 Sharkey Report, now twelve years old that called for four hours of care/resident/day – resident care needs have only increased since then.
- Equally disturbing is an article that alleges that the long-term care system is broken from the inside: <https://www.tvo.org/article/disturbing-insights-into-long-term-care-from-a-former-inspector>.

10. Accommodation Co-payment Resident Rate Increases - June 1, 2020

On June 1, 2020 the Ontario government announced that due to the COVID-19 pandemic, the annual increase for long-term care resident co-payment rates will be deferred from July 1, 2020 until January 1, 2021.

The Ontario government will ensure that long-term care homes will not lose any revenue resulting from this deferral. The government will fully fund the level of care increases that would have been collected from basic accommodation co-payments. In addition, the

government will compensate for the preferred accommodation premium increases that would have been applicable during the deferral period.

11. Bargaining Update – Miramichi Lodge and Canadian Union of Public Employees (CUPE) Local 3586

As Council will recall, the Miramichi Lodge bargaining team comprised of Mike Blackmore, Administrator, Jennifer White, Director of Care, Jill Eady, Administration Supervisor, Shelley Sheedy, Director of Long-Term Care and led by Bruce Beakley, Director of Human Resources met with the Canadian Union of Public Employees (CUPE) Local 3586 bargaining committee and National representative Paul Edwards for bargaining on February 6, 2020 and found themselves so far apart in proposal expectations that the Employer took the position that conciliation was seen as the only option to move the talks forward. The union's proposals were both cost prohibitive and unreasonable given the current economy and therefore current climate of fiscal constraint as well as our local budget realities.

On May 28, 2020 the same team participated in conciliation with CUPE Local 3586 and Conciliator Serge Gagnon, Ministry of Labour. On May 29, 2020 the Conciliator advised the Employer that the Union requested a No-board report be issued and therefore there will be no further conciliation and the parties will go to arbitration.

Negotiations with Bonnechere Manor CUPE Local 1508 were scheduled for March 18, 2020 but postponed related to COVID-19.

12. Seniors' Housing Strategy Assessment Consultant

Further to the 2020 budget approval to issue a Request for Proposal (RFP) for a Seniors' Housing Strategy Assessment Consultant, this RFP is being advertised with the submission of the Consultant's report deadline scheduled for September 30, 2020.

The RFP is advertising for the services of a qualified consultant to undertake a comprehensive review of senior services to conduct a "Seniors' Housing Strategy" intended to assist the County of Renfrew in strategic decision making and policy development regarding seniors' housing options not limited to "brick and mortar" and including:

- Assisted living;
- Supportive housing;
- Long-Term Care (LTC) / Community Paramedic Partnership in the client's home/virtual care; and/or
- Additional Long-Term Care Beds.

13. Bonnechere Manor Seniors Care without Walls

Following the declaration of the COVID-19 pandemic, Bonnechere Manor had to pause its Adult Day Program related to transportation. The Adult Day Program staff have continued

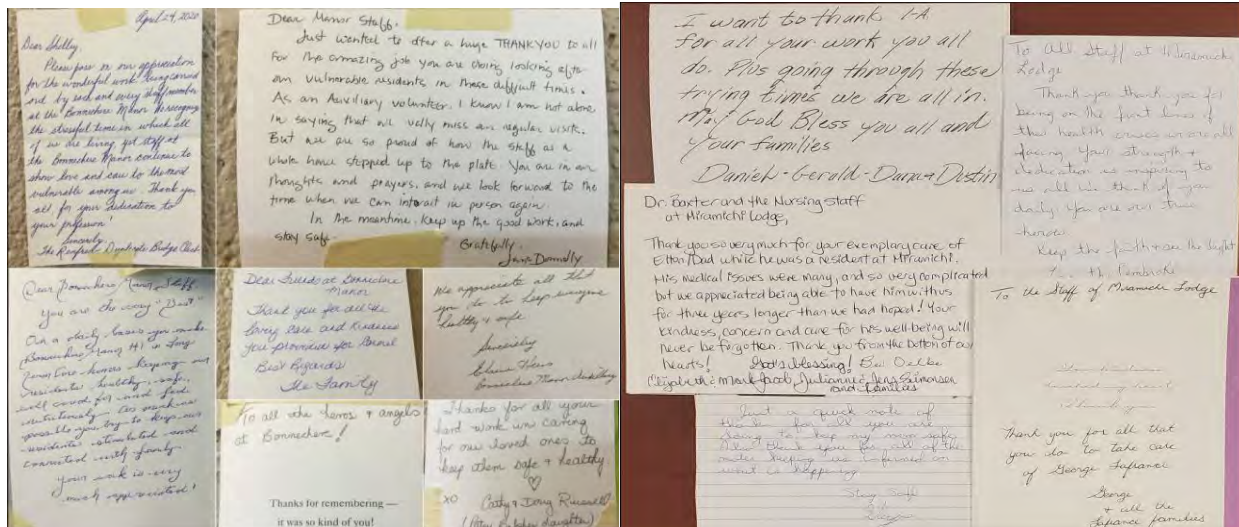
to touch base with the clients by telephone and starting June 1, 2020 the program launched 'Senior Centres without Walls'. This new initiative facilitates group conversations and events through the phone and will continue to support Adult Day Program clients to stay connected to others during the COVID-19 Pandemic. This new service is fully funded as an extension of The Good Companions *Seniors Centre without Walls* program, which receives the support of the City of Ottawa, United Way East Ontario, the Ontario Ministry for Seniors and Accessibility, and the Older Adult Centres Association of Ontario. The goal is to ensure that agencies in Champlain region and across the province are able to deliver this option to clients affected by COVID-19 disruptions. For more information contact Erin Wilson, Client Programs Supervisor 613-433-8308 or ewilson@countyofrenfrew.on.ca.

14. Expressions of Gratitude

Both Bonnechere Manor and Miramichi Lodge have received incredible community support and recognition as captured in the collages below:

Bonnechere Manor:

Miramichi Lodge:



15. Fundraising

- The Bonnechere Manor fundraising initiative 'Strides for Smiles', where 99 year old, Bonnechere Manor resident Mr. Harold Irving walked 2 to 3 times per week in May 2020 has raised over \$6,000. Thank you to Mr. Irving, his family and to all those that supported this fundraising event.
- The County of Renfrew Long-Term Care Homes have launched the newest fundraising project to support the implementation of the Butterfly Approach Project: A Butterfly Garden. A floral garden design will cover a wall adjacent to the Butterfly Home Area in each Home and glass butterflies designed by local artist Janet Springer representing project donors of \$100 will adorn the garden.

- c) Miramichi Lodge residents are being encouraged to participate in a virtual journey across Canada during the month of June, with the option of family and community members sponsoring a resident during their journey. Any donations will be provided to the Miramichi Lodge Foundation. Collectively their goal is to travel across Canada in celebration of Seniors Month.

For more information regarding these fundraising projects for either Bonnechere Manor or Miramichi Lodge please contact Ms. Lainy Boldt-Johnson, Fundraising Coordinator at lboldtjohnson@countyofrenfrew.on.ca, or 1-343-369-4259.

RESOLUTIONS

16. Unbudgeted Capital Equipment Purchase – Miramichi Lodge Carpet Extractor

RESOLUTION NO. H-CC-20-06-40

Moved by Chair

Seconded by Committee

THAT County Council approve the approximately \$18,000 in savings from the PBX Phone System Replacement Capital project to fund the unbudgeted replacement of a carpet extractor.

Background

The carpet extractor is the primary piece of equipment used to clean and maintain all carpeted flooring throughout Miramichi Lodge including all resident home area hallways, resident rooms, lounges, common areas and offices. The machine has been in service for 15 years and has been repaired several times over this period. The machine has been discontinued resulting in prohibitive repair costs where assuming the required part is available. The recommendation is made to purchase a new carpet extractor consistent with the Corporate Procurement Policy, utilizing savings achieved through the PBX Phone System Replacement Capital project.

The 2020 PBX Phone System Replacement budgeted at \$70,000 was purchased for approximately \$30,000. The unexpected savings were achieved upon determination that integration of our existing Panasonic phone system was viable. To note, approximately \$22,000 of these \$40,000 savings were approved to be utilized to replace the unanticipated and unbudgeted costs to the main dishwasher, as noted in Mr. Moreau's May 2020 report to County Council.

BY-LAWS

17. **Champlain Local Health Integration Network – Service Accountability Agreements**

RESOLUTION NO. H-CC-20-06-41

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and the Chief Administrative Officer/Clerk to sign the “Extending Letter” for the extension of the Service Accountability Agreements from June 30, 2020 to March 31, 2021 between the Champlain Local Health Integration Network and the Corporation of the County of Renfrew, Bonnechere Manor and Miramichi Lodge for compliance with the Local Health System Integration Act, 2006 for submission by the deadline of June 26, 2020.

Background

On May 22, 2020, the Champlain Local Health Integration Network (CLHIN) provided notice that the 2019/20 Service Accountability Agreements (SAAs) extended from April 1 to June 30, 2020 is further extended until March 31, 2021.

On June 2, 2020, the CLHIN requested the SAA “Extending Letter” to be signed and returned by the deadline of June 26, 2020. This will amend each and every SAA (Multi-Sector Service Accountability Agreement, Long-Term Care Service Accountability Agreement) entered into with the CLHIN as applicable, extending the current Service Accountability Agreement to March 31, 2021.

All of which is respectfully submitted.

M. Donohue, Chair

And Committee Members: D. Bennett, G. Doncaster, D. Grills, K. Love, J. Murphy, C. Regier and D. Robinson.

COUNTY OF RENFREW

BY-LAW NUMBER 79-20

A BY-LAW TO AMEND BY-LAW 15-20 AND 16-20 BEING BY-LAWS AUTHORIZING THE WARDEN AND CLERK TO EXECUTE LONG-TERM CARE SERVICE ACCOUNTABILITY AGREEMENTS (BONNECHERE MANOR AND MIRAMICHI LODGE) AND A MULTI-SECTOR SERVICE ACCOUNTABILITY AGREEMENT (BONNECHERE MANOR) WITH SERVICE ACCOUNTABILITY AGREEMENT WITH THE CHAMPLAIN LOCAL HEALTH INTEGRATION NETWORK

WHEREAS Sections 8, 9 and 11 of the Municipal Act, 2001, S.O. 2001, as amended, authorizes Council to enter into agreements;

WHEREAS the County of Renfrew deems it desirable to extend the Long-Term Care Service Accountability Agreements for both Bonnechere Manor and Miramichi Lodge and the Multi-Sector Service Accountability Agreement for Bonnechere Manor by entering into a Service Accountability Agreement with the Champlain Local Health Integration Network by signing the "Extending Letter" for ongoing provincial funding effective until March 31, 2021;

NOW THEREFORE the Council of the Corporation of the County of Renfrew hereby enacts as follows:

1. THAT the Service Accountability Agreement "Extending Letter" marked as Schedule "I", attached to and made part of this by-law, shall constitute an amended agreement between the Corporation of the County of Renfrew, Bonnechere Manor and Miramichi Lodge, to the Champlain Local Health Integration Network and executed by Council.
2. That the Warden and Clerk are hereby empowered to do and execute all things, papers, and documents necessary to the execution of this by-law.
3. That this by-law shall come into force and take effect upon the passing thereof.

READ a first time this 24th day of June 2020.

READ a second time this 24th day of June 2020.

READ a third time and finally passed this 24th day of June 2020.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

1900 City Park Drive, Suite 204
Ottawa, ON K1J 1A3
Tel 613.747.6784 • Fax 613.745.1928
Toll Free 1.866.902.5446
www.champlainlhin.on.ca

1900, promenade City Park, bureau 204
Ottawa, ON K1J 1A3
Téléphone : 613 747-6784 • Télécopieur : 613 745-1928
Sans frais : 1 866 902-5446
www.rliisschamplain.on.ca

June 2, 2020

Ms. Shelley Sheedy
Director of Long-Term Care
Corporation of the County of Renfrew
470 Albert Street
Renfrew, ON K7V 4L5

DELIVERED ELECTRONICALLY

Dear Ms. Sheedy:

Re: LHSIA s. 20 Notice and Extension of Service Accountability Agreement(s) ("Extending Letter")

The *Local Health System Integration Act, 2006* requires the Champlain Local Health Integration Network (the "LHIN") to notify a health service provider when the LHIN proposes to enter into, or amend, a service accountability agreement with that health service provider.

In this COVID-19 outbreak, the LHIN hereby gives notice and advises Corporation of the County of Renfrew (the "HSP") of the LHIN's proposal to amend each and every service accountability agreement (as described in the *Local Health System Integration Act, 2006*) currently in effect between the LHIN and your HSP (each a "SAA").

Subject to the HSP's acceptance of this Extending Letter, each SAA will be amended with effect on June 30, 2020. All other terms and conditions of the SAA remain in full force and effect.

The terms and conditions in the SAA are amended as follows.

- 1) **Term** – With respect to a SAA that is a hospital service accountability agreement only, in section 2.2, "June 30, 2020" is deleted and replaced by "March 31, 2021".
- 2) **Schedules** – The Schedules in effect on June 29, 2020 shall remain in effect until March 31, 2021, or until such other time as may be agreed to by Parties.

Unless otherwise defined in this letter, all capitalized terms used in this letter have the meanings set out in the SAA.

Please indicate the HSP's acceptance and agreement to the amendment of the SAA as described in this Extending Letter by signing below and returning one scanned copy of this letter by e-mail no later than the end of business day on **June 26, 2020** to: Elizabeth Woodbury, Director, Health System Accountability, ch.accountabilityteam@lhins.on.ca (the "LHIN Contact").

The HSP and the LHIN agree that the Extending Letter may be validly executed electronically, and that their respective electronic signature is the legal equivalent of a manual signature. The electronic signature of a party may be evidenced by one of the following means and transmission of the Extending Letter may be as follows:

- 1) a manual signature of an authorized signing representative placed in the respective signature line of the Extending Letter and the Extending Letter delivered by facsimile transmission to the other party;
- 2) a manual signature of an authorized signing representative placed in the respective signature line of the Extending Letter and the Extending Letter scanned as a pdf and delivered by email to the other party;
- 3) a digital signature, including the name of the authorized signing representative typed in the respective signature line of the Extending Letter, an image of a manual signature or an Adobe signature of an authorized signing representative, or any other digital signature of an authorized signing representative with the **other party's** prior written consent, placed in the respective signature line of the Extending Letter and the Extending Letter delivered by email to the other party; or
- 4) any other means with the other party's prior written consent.

Should you have any questions regarding the information provided in this Extending Letter, please contact Sam Malek, Senior Accountability Specialist at sam.malek@lhins.on.ca.

Sincerely,



Renato Discenza
Chief Executive Officer

Sincerely,



James Fahey
Interim Vice President, Integration,
Accountability, Communications and
Engagement

c. Debbie Robinson, Warden, Corporation of the County of Renfrew

AGREED TO AND ACCEPTED BY

Corporation of the County of Renfrew

By:

Paul Moreau
Chief Administrative Officer/Clerk for the County of Renfrew
I have authority to bind the HSP

Date: _____
mm/dd/yyyy

And By:

Debbie Robinson,
Warden
I have authority to bind the HSP

Date: _____
mm/dd/yyyy

June 24, 2020

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

We, your **Social Services Committee**, wish to report and recommend as follows:

INFORMATION

1. RENTCafé Community Housing

2020 Community Housing Registry Waitlist Statistics as of April 30, 2020					
	New Eligible Applications	Total Eligible Applications	Total # of Applicants	Eligible Transfer Applicants	Eligible SP Applicants
Senior	4	79	102	9	2
Adult	10	242	268	23	7
Family	9	132	158	19	19
TOTALS	23	453	528	51	28

Total Number of Applications as of April 30, 2020			
Bedroom Size	Senior	Adult	Family
1	75	231	0
2	4	11	66
3	0	0	44
4	0	0	19
5	0	0	3
TOTALS	79	242	132

Total Number of Applicants as of April 30, 2020				
Bedroom Size	Senior	Adult	Family	Dependents
1	92	246	0	0
2	10	22	78	64
3	0	0	51	89
4	0	0	23	57
5	0	0	6	14
TOTALS	102	268	158	224

2. Ontario Works Caseload Statistics

	2020 Total Caseload	2019 Total Caseload
January	1273	1331
February	1287	1302
March	1327	1319
April	1344	1331
May		1341
June		1299
July		1246
August		1227
September		1175
October		1214
November		1231
December		1230

3. Opeongo Non-Profit Housing Amalgamation Update

The anticipated amalgamation of Opeongo Non Profit to Renfrew County Housing has been delayed. The maintenance agreement that was entered into in 2019 will continue until the transfer can occur. Updates will be provided at future Council meetings.

4. Renfrew County Housing Corporation COVID-19 Update

The Renfrew County Housing Corporation (RCHC) offices located in Pembroke, Renfrew and Arnprior remain closed to the public. Staff are present in the office and are providing essential services during our normal hours of business while assisting to maintain regular administrative operations. Although offices are not open to the public, staff are available to the public by phone and email to assist as necessary. Some RCHC staff continue to work from home while continuing to provide all services to tenants.

All RCHC workplaces are unique given that there are many separate work locations. RCHC encourages proper hand hygiene, keeping surfaces and objects clean and physical distancing for staff safety. The existing safety controls that are in place and the protection advice that continues to help reduce the risk of exposure to all.

5. Community Gardens – Renfrew County Housing Corporation (RCHC)

RCHC is in the process of establishing community gardens on RCHC properties to encourage tenants to participate in growing their own food at no cost to them. Community gardens provide tenants with access to fresh produce and an opportunity to be outside and physically active. The Community Garden initiative has also been a good way to connect and engage with tenants. Fourteen vegetable planters are built and ready for use. The tabled documents provided by the

Renfrew County and District Health Unit, are guidelines to follow to ensure a safe environment for all when setting up community gardens. These guidelines are being shared with all applicants who applied for the Community Garden funding through the Social Services Relief funding.

6. The Canada Emergency Student Benefit

Tabled is a memo from the Ministry of Children, Community and Social Services (MCCSS), outlining how the recently announced Canada Emergency Student Benefit (CESB) will be treated under social assistance. The CESB is a federal income replacement benefit for recent high school graduates and postsecondary students who are unable to find summer employment due to COVID-19 and do not qualify for the Canada Emergency Response Benefit (CERB). Students who are eligible for CESB will receive \$1,250/month (or \$2,000 if they have dependent children or a disability) for the period of May – August 2020. The CESB income will be treated as follows:

- For Ontario Works recipients granted prior to May 1/20 and all Ontario Disability Support Program recipients – CESB is fully exempt for full-time students, and partially exempt for part-time students (first \$200 is exempt plus 50% of the remainder). Where income deductions render recipients ineligible for social assistance, they will maintain health coverage (e.g. drug/dental).
- For Ontario Works recipients granted after May 1/20 – CESB income is deducted dollar-for-dollar for the first three months of assistance, and in the fourth month the income exemptions would apply as described above. Where income deductions make recipients ineligible, files will be closed at the end of the month to avoid retroactive adjustments/overpayments.

7. Ontario Works Operational Update

The volume of applications for Ontario Works emergency and ongoing assistance has levelled off since the start of the pandemic. Another spike in application volume is anticipated when the four months of CERB comes to an end. Ministry of Children, Community and Social Services (MCCSS) continues to deploy all system interventions to ensure the continuity of benefits for social assistance recipients and allow staff time to be devoted to priority areas of service. The Ministry recognizes that social assistance clients are being connected with essential supports and services in a very streamlined and effective manner during this pandemic and they are looking to incorporate many of the successful strategies into future service delivery planning. Ontario Municipal Social Services Association (OMSSA) has developed several virtual training sessions which our front-line and management staff have participated in such as “Tips and Tools for Working from Home” and “Leading a Team Remotely”. These webinars are proving to be a valuable and cost-effective way to ensure staff continue to receive opportunities for additional learning and skill development. In addition, regular virtual staff meetings are held to share information, connect with other community agencies, and ensure staff have the tools they need to continue delivering a high level of service to vulnerable residents.

8. Emergency Child Care Update

Two additional sites have recently been approved to offer Emergency Child Care: Deep River Nursery School and the Pembroke Military Family Resource Centre (PMFRC). Deep River Nursery School opened June 3 to serve five children and PMFRC opened on June 1 to serve eight children. PMFRC will only be serving military members and will manage their own waitlist.

9. Child Care Program Re-Opening

The Province of Ontario has announced as part of Stage Two of the provincial plan which permitted licensed Child Care facilities to reopen with proper precautionary measures in place on June 12, 2020. The County of Renfrew Child Care has been involved in the planning of the re-opening at a provincial and local level, through weekly provincial teleconferences and weekly child care program teleconferences.

All of which is respectfully submitted.

James Brose, Chair

And Committee Members: D. Grills, K. Love, C. Regier, J. Reinwald, D. Robinson



Renfrew County and District Health Unit

COVID-19 FACTSHEET

Community Gardens - Safe Operating Requirements for Gardeners & Coordinators

On April 25, 2020, the province of Ontario announced that community gardens are now permitted to open **following the guidance of Renfrew County and District's Medical Officer of Health**. Renfrew County and District Health Unit provides the following requirements, incorporating instructions from the Ontario Ministry of Health on the safe use of community gardens.

Until further notice, community gardens are not a recreational space or place for social gatherings. Their purpose is solely for planting, maintenance, and harvesting food only. In-person events such as work bees, **children's events**, workshops or potlucks are not allowed. If guidelines change with respect to provincially mandated physical distancing guidelines, those guidelines will also apply.

This factsheet provides specific guidance for gardeners and for garden coordinators as both groups play a role in creating safe spaces for community gardening.

Under the Emergency Order, only gardens with the capacity to meet the public health requirements for community garden use are permitted to operate.

1) Directives for Gardeners

All garden users and plot owners should read and agree to follow these practices prior to using the garden. Please confirm your membership and current contact information with your community garden coordinator, and your agreement to follow the requirements.

Entrance Restrictions

Each gardener must self-screen prior to entering the garden. Review the ["Should I Enter the Garden?"](#) signage posted at the garden entrance for signs and symptoms of COVID-19. Do the COVID-19 [self-assessment](#) tool daily. DO NOT come to the garden if you:

- Have a fever, new or worsening cough, difficulty breathing or other symptoms of illness
- Have had close contact with a confirmed case of COVID-19
- Have been asked to self-isolate due to travel or close contact with someone who is ill with respiratory symptoms
- No guests are allowed in the community garden.
- Children can only be in the garden as necessary, and must follow all physical distancing (e.g., using a stroller or baby carrier) and hygiene recommendations.
- No pets are allowed. Service animals must be leashed, wearing service vest or identification, and may not be in direct contact with the edibles.



Renfrew County and District Health Unit

COVID-19 FACTSHEET

Community Gardens - Safe Operating Requirements for Gardeners & Coordinators

Physical Distancing

- Everyone must always stay 2 metres or 6 feet apart (unless gardening with members of the same household).
- A maximum of 5 people are allowed in the garden at any given time.
- Avoid gathering in or around the garden.
- Keep trips to and time spent at the garden to a minimum. Follow the garden schedule and only go when it is your scheduled time.
- Sign-in before and sign-out after using the garden to help public health contact gardeners in case another gardener becomes ill.

Cleaning and Disinfection

Hand hygiene is key to preventing the spread of COVID-19.

- Wash hands with soap and water before and after handling common equipment such as hoses or gates, and before and after gardening, entering or leaving the site.
 - If there is not a sink available, bring hand wipes to remove dirt, followed by alcohol-based hand sanitizer (containing at least 70% alcohol). Do this often.
 - Gloves are not a substitute for washing hands.
 - Avoid touching your nose, mouth, eyes and face.
- Wearing a personal mask is a recommended precaution to protect others from the spread of droplets from breathing, talking, coughing, sneezing, etc.
 - Wash hands before putting the mask on.
 - **Don't share** personal masks with others. Wash reusable masks after each use.
 - Dispose of single-use masks and gloves in a lined (garbage bag) trash bin only.
- Cover your cough or sneeze with your sleeve or a tissue, then immediately throw the tissue in the garbage and wash your hands.
- Bring your own garden tools, equipment, gardening gloves, and disinfecting products and take these items with you when you leave.
 - [Clean and sanitize](#) tools after use, following the manufacturer's instructions.
 - Each gardener must wear their own pair of gloves, and launder after use.
 - Speak with the garden coordinator if bringing your own tools is not an option.
 - Place all trash in a lined trash bin. If one is not available, gardeners must take trash with them to dispose of at home.



Renfrew County and District Health Unit

COVID-19 FACTSHEET

Community Gardens - Safe Operating Requirements for Gardeners & Coordinators

2) Directives for Garden Coordinators

Before opening gardens, garden coordinators must ensure the following are in place to protect gardeners and reduce the spread of COVID-19. Use the [COVID-19 Action Plan Template for Opening of Community Gardens](#) to decide how you will meet the necessary public health requirements for your garden layout, number of plots, amenities on site, etc.

Physical Distancing

- Post signage that the garden is closed to the public. Only staff, garden members, and volunteers can access it. If there is no fence or gate, monitor to make sure crowding doesn't occur.
- Each person must always maintain a distance of 2 metres (6 feet), unless from the same household. A maximum of 5 people are allowed in the garden at any given time. Make a schedule to let gardeners know when they can safely tend to their plot.
- When scheduling times, consider the space between plots and stagger accordingly to maximize the space between gardeners at the time of use and ensure that the 2 metres (6 feet) distances can be maintained.
- Remove or tape-off picnic tables and other structures meant for communal seating and gathering.
- Make a garden plan showing the configuration of the garden, plot layouts, spacing changes because of physical distancing, etc. Share with members.

Infection Control: Cleaning and Disinfection

- If possible, provide a hand washing station and/or hand sanitizer at the garden, with signage on how to wash hands properly, or how to use hand sanitizer correctly.
 - Sanitizer should be at least 70% alcohol.
 - Ask gardeners to bring hand wipes and hand sanitizer with them when gardening.
 - If hands are visibly soiled, handwashing with soap and water is preferred, but hand sanitizer can be effective provided grime and dirt is removed from hands first.



Renfrew County and District Health Unit

COVID-19 FACTSHEET

Community Gardens - Safe Operating Requirements for Gardeners & Coordinators

- Instruct garden users and plot owners to wash their hands or use hand sanitizer before entering and after leaving the garden site, as well as before and after using shared equipment (e.g., garden hose, wheel barrow).
- Post signage at the garden entrance(s) and spaces where shared equipment is held.
 - [How to Wash Your Hands](#)
 - [How to Use Hand Sanitizer](#)
 - [Physical Distancing](#)
 - [Cleaning and Disinfection for Public Settings](#)

Tools and Equipment

- Remove shared tools and gloves and encourage gardeners to bring their own.
 - If removing shared tools is not possible, gardeners are to wear their own gloves when using shared tools or wash/sanitize their hands after using shared tools.
 - When cleaning tools, be sure to follow the **manufacturer's instructions**.
- Set up a sanitizing schedule for equipment and tools using approved disinfectant and cleaners that are effective for COVID-19:
 - Clean equipment and high-touch surfaces such as water taps and hoses, locks, and gates at opening and closing.
 - Post signage instructing individuals to wash hands before and after handling common items like hoses, gates etc.
 - If needed, have a system where used dirty tools are dropped off in one area for cleaning, and clean disinfected tools picked up in another. A designated person must clean and disinfect tools.
- Make up a system to minimize touching of shared surfaces such as shed doors such as assigning one person to open at the start of the day, and another to lock up.
- Post signage and provide resources to gardeners so they know the steps they must take to safely use tools, how to clean and disinfect frequently touched surfaces, hand hygiene, and other requirements.
- Garden coordinators may wish to have a scheduled rotation of members to perform site maintenance duties.



Renfrew County and District Health Unit

COVID-19 FACTSHEET

Community Gardens - Safe Operating Requirements for Gardeners & Coordinators

Signage and Communication

- Inform all garden users and plot owners of the requirements prior to allowing access to the garden. Use the ["Tracking Tool for Community Garden Coordinators"](#) to update contact information and confirm membership prior to opening.
- Have a sign-in/sign-out sheet to track who uses the garden. Include name, date, time in and time out to help public health with communication and contact tracing, if needed.
- Post clear, visible signage throughout the garden reminding users of the requirements that must be followed when using the garden, the number of persons allowed in the garden at a time, no sharing of food or personal items, physical distancing, how to safely share garden tools, how to clean and disinfect frequently touched surfaces.
- Post the ["Should I Enter the Community Garden"](#) signage instructing those with symptoms or who have had contact with a confirmed case of COVID-19 to not enter the garden. Advise garden users to monitor their health and do the [self-assessment](#) each day. Direct members to stay home if they are sick and contact the Renfrew County and District Health Unit COVID-19 Intake Line at 613-735-8654 for a COVID-19 risk assessment.

Compliance

- Review the requirements with members, users, and volunteers, explaining they must be followed in order to have continued access to the garden. To help you track those who have agreed to participate under COVID-19 requirements consider using the [Tracking Tool for Community Garden Coordinators](#).

Renfrew County and District Health Unit Resources for Community Gardens

- [COVID-19: Action Plan for Opening of Community Gardens](#)
- [Tracking Tool for Community Garden Coordinators: COVID-19 Requirements](#)
- [Should I Enter the Community Garden? Signage](#)

Information

- [Sustain Ontario - COVID-19 Recommendations for Community Gardens](#)
- [Public Health Ontario](#)
- [Public Health Agency of Canada](#)

If you have any questions, please feel free to reach out to Carolyn Froats-Emond, RD at 1-800-267-1097 or 613-735-8654, ext. 517. Thank you for all you do to promote community gardens and support garden safety.

Source: Ontario Ministry of Health COVID-19 Advice to Public Health Units regarding Community Gardens. Adapted from KFL&A Public Health, Sustain Ontario, Durham Region Health Department, Windsor Essex County Health, and Hastings Prince Edward Public Health. Current as of May 15, 2020.



Renfrew County and District Health Unit

COVID-19: Action Plan Template for Opening of Community Gardens

Community gardens are now considered essential services and permitted to open, provided instructions from local public health agencies are followed. Gardens operating in Renfrew County and the District must follow the [Safe Operating Requirements for Gardeners & Coordinators](#) from Renfrew County and District Health Unit (RCDHU).

This *Action Plan for Opening of Community Gardens* is a tool to help community gardens meet the requirements set by RCDHU. Coordinators and members of community gardens are encouraged to use this tool as they plan to safely re-open gardens.

NOTE: Renfrew County and District Health Unit has signage for: Handwashing, Hand Sanitizing, Physical Distancing, and [Should I Enter the Community Garden?](#) See the resources below.

Before your garden opens, take the time to think about how you will meet the following public health requirements in order to be permitted to open.

Physical Distancing

Community gardeners must maintain a physical distance of at least 2 metres (6 feet) from each other while at the garden, except for members of the same household. A maximum of 5 people are allowed in the garden at any given time. Children should only be brought to the garden on an as-needed basis and physical distancing should be considered when bringing children to the garden. Pets should not be brought to the garden. Service animals are permitted with proper identification/vest.

Other tips that may help your garden maintain physical distancing:

- Remove or tape-off communal seating and picnic areas.
- Make a schedule to ensure a maximum of 5 people in the garden at any given time. Consider scheduling gardeners based on the location of their plot to maintain physical distancing.
- Have members sign in before entering and after leaving the garden so members know who is already in the garden.

For your community garden, how will physical distancing be managed? (e.g., schedules, closing communal areas, etc.)



Renfrew County and District Health Unit

COVID-19: Action Plan Template for Opening of Community Gardens

Member List and Attendance Log

The community garden coordinator must keep a list of all gardeners, volunteers, and staff who may use the garden, including the name and contact information for each. Garden members are expected to provide current contact information to their community garden coordinator and must agree to follow the [Safe Operating Requirements for Gardeners & Coordinators](#). Here is a link to a sample [Tracking Tool for Community Garden Coordinators](#).

In addition, gardens should use a sign-in and sign-out system to track who is in the garden each day. This can be a paper or electronic sign-in sheet. This helps public health reach out to gardeners who may be affected if another gardener becomes ill. If your garden uses a paper sign-in sheet, encourage gardeners to bring their own pens. See below for an example of a sign-in sheet. A printable template is at the end of this document.

Name	Date	Time In	Time Out

For your community garden, what needs to be done to create an updated contact list? (e.g., notify gardeners to share current contact information with the coordinator, by a specific date).

For your community garden, what would the best option be for a sign-in sheet? (e.g., Electronic? Paper? Other?) Where should it go? How will the sign-in sheet be communicated to gardeners?



Renfrew County and District Health Unit

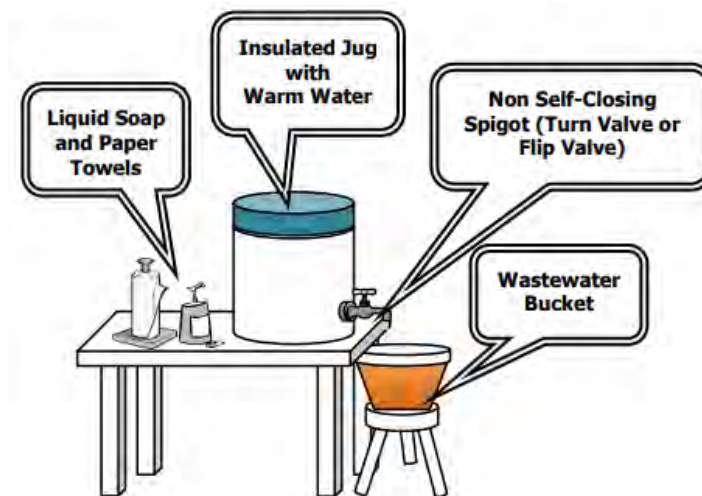
COVID-19: Action Plan Template for Opening of Community Gardens

Hand Hygiene

Good hand hygiene helps to prevent the spread of COVID-19. Have a place for gardeners to wash their hands or use hand sanitizer. Ask gardeners to bring their own hand sanitizer with them when gardening. Each person must ensure proper hand hygiene: before entering and after leaving the community garden; before or after touching their face; and, before or after touching common touch areas, shared tools or other objects. Signage must be posted instructing community gardeners to maintain proper hand hygiene.

The following methods for hand hygiene in a community garden setting are acceptable. Think about which method will work best for your garden.

- Handwashing sink equipped with hot and cold running water under pressure, liquid soap and paper towels.
- Hand wipes to remove dirt and debris, followed by alcohol-based hand sanitizer (containing at least 70% alcohol).
- Temporary handwashing station prepared as per the picture below. This method may only be used if wastewater can be discarded appropriately, such as into a sink or toilet. Wastewater containing soap may not be discharged onto the ground.



Source: https://www.fraserhealth.ca/-/media/Project/FraserHealth/FraserHealth/Health-Topics/Food-Safety/Temporary_Food_Premises_Application.pdf

For your community garden, what actions can be taken to help facilitate handwashing and hand hygiene? (e.g., set up a temporary handwashing station, ask gardeners to bring their own handwipes and hand sanitizer, etc.) Who will clean and maintain the handwashing set-up?



Renfrew County and District Health Unit

COVID-19: Action Plan Template for Opening of Community Gardens

Cleaning and Disinfection

Frequently touched surfaces/items should be cleaned and disinfected at least twice daily or more often as required: garden hoses, spigots, faucet and door handles, shed locks/handles, gate locks, as well as shared garden tools. Items must be cleaned and free of debris before they are disinfected and the manufacturer's recommended contact time for disinfection must be followed. Refer to [Public Health Ontario's Cleaning and Disinfection for Public Settings handout](#).

Health Canada has prepared a [list of approved disinfectants](#) that are effective against the COVID-19 virus. Follow the manufacturer's instructions when using the approved disinfectant. Store all disinfectants safely out of children's reach and monitor their use.

A bleach-water solution may be used as an effective disinfectant. To prepare, add 4 teaspoons of bleach for every litre of water. Allow a contact time of at least 60 seconds before wiping away the disinfectant or allow the disinfectant to evaporate. If using a bleach-water solution as a disinfectant, it must be prepared daily. Vinegar is not approved as a disinfectant by Health Canada as it is not effective against pathogens such as the COVID-19 virus.

For your community garden, what actions can be taken to make sure that proper cleaning and disinfection takes place? (e.g., make bleach available, provide a container for mixing and sign with instructions; choose another disinfectant from the Health Canada list, etc.) Where will products be stored?

Garden Tools

Gardeners must wear their own gloves, and preferably bring their own set of tools. Sharing tools is discouraged, but if necessary, shared tools must be cleaned and disinfected between each use, as described above. For your community garden, what actions can be taken to make sure that gardeners have their own set of gloves and use their own tools, or that tools are disinfected between uses? (e.g., post signs, provide disinfectant, etc.)



Renfrew County and District Health Unit

COVID-19: Action Plan Template for Opening of Community Gardens

Entrance Restrictions

Gardeners must not enter the garden if they are feeling unwell or showing any signs of illness. As of March 30, 2020, those over the age of 65 or those with compromised immune systems or underlying medical conditions, are advised to stay home.

Prior to opening the garden, garden coordinators are to post a sign instructing gardeners with illness to not enter the garden. Each gardener must self-screen prior to entering the garden. A decision tree "[Should I Enter the Community Garden?](#)" has been created to help gardeners decide on whether they may enter the garden. The decision tree includes signs and symptoms of COVID-19 and where to get help if gardeners have symptoms.

If gardeners have symptoms of respiratory illness, they must return home immediately and either complete the online [Ontario Self-Assessment](#) tool or contact the COVID-19 Intake Line Renfrew County and District Health Unit at 613-735-8654. All recommendations from the self-assessment tool or RCDHU must be followed.

How will you communicate the entrance restrictions to gardeners? (e.g., post the decision tree, send an email update on entrance restrictions to members, etc.) What are some strategies your garden could use, if some gardeners cannot use their plots this season? (e.g., gardeners temporarily giving plots to others; using open plots to grow food to donate to community programs, or those who are unable to garden this year, etc.)

Resources:

- RCDHU link: [Community Gardens – Safe Operating Requirements for Gardeners & Coordinators.](#)
- RCDHU Signage link: [Should I Enter the Community Garden?](#)
- RCDHU. [Tracking Tool for Community Garden Coordinators: COVID-19 Requirements Available.](#)
- RCDHU. Community Garden Sign-In Sheet (See below).
- Public Health Ontario (2020). Cleaning and Disinfection for Public Settings. Available from: www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-environmentalcleaning.pdf?la=en
- Health Canada (2020). Hard Surface Disinfectants and Hand Sanitizers (COVID-19). Available from: www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19.html



Renfrew County and District Health Unit

COVID-19: Action Plan Template for Opening of Community Gardens

- Public Health Ontario (2020): How to Handwash, How to Hand Rub: <https://www.publichealthontario.ca/en/health-topics/infection-prevention-control/hand-hygiene>
- Physical Distancing Signage. Available from: <https://www.rcdhu.com/novel-coronavirus-covid-19-2/>

If you have any questions, please feel free to reach out to Carolyn Froats-Emond, RD Public Health Dietitian at 1-800-267-1097 or 613-735-8654, ext. 517 for support. Thank you for helping to keep community gardens healthy and safe.

Community Garden Sign-In Sheet

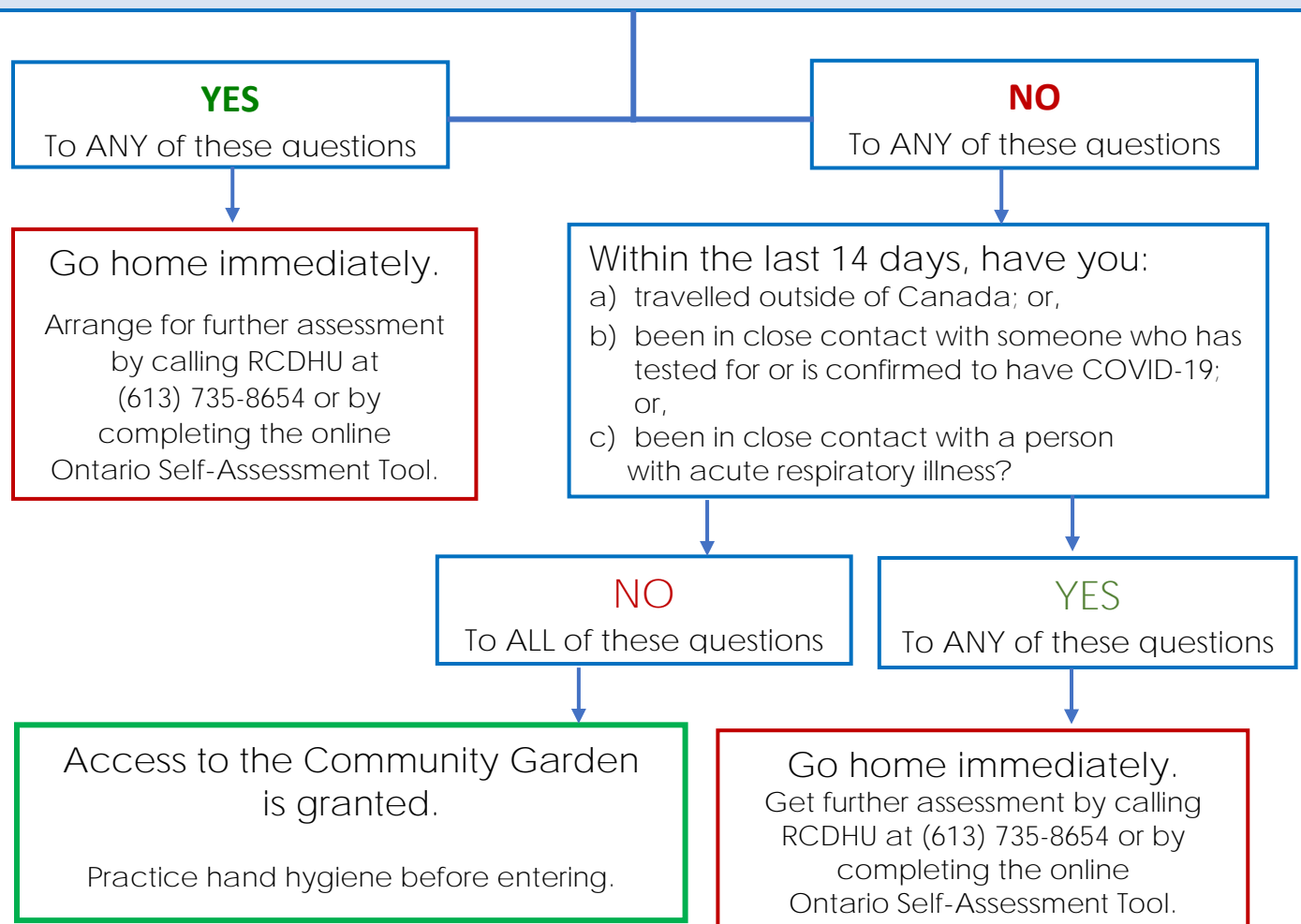
Community Garden:			
Name	Date	Time In	Time Out



STOP

Should I Enter the Community Garden?

- Do you have a fever, new or worsening cough or difficulty breathing?
- Do you have other signs of a respiratory illness, including: barking cough (squeaky or whistling noise when breathing), sore throat, chills, runny nose, sneezing, nasal congestion, hoarse voice, difficulty swallowing, new smell or taste disorder(s), headache, nausea/vomiting, diarrhea or abdominal pain?
- Do you have other new or unexplained symptoms? See Ontario's COVID-19 Self-Assessment at <https://covid-19.ontario.ca/self-assessment/> for most current symptoms.



Remember to clean your hands upon entering and before leaving the community garden.

Adapted and reprinted with permission from Peterborough Public Health. Current as of May 15, 2020.



Renfrew County and District Health Unit

Tracking Tool for Community Garden Coordinators: COVID-19 Requirements

This tool will support community garden coordinators to:

1. Keep an updated list of community garden members and their contact information.
2. Confirm that each member has read and understood the requirements and relevant documents before accessing the community garden.

If a community garden member becomes ill with COVID-19, Renfrew County and District Health Unit might need to contact the community garden coordinator to do contact tracing.

Each gardener using the garden for the 2020 season needs to:

- a) Let you know that they have read, understood and agree to follow the requirements in [Community Gardens – Safe Operating Requirements for Gardeners & Coordinators](#).
- b) Provide you with any updates to their contact information.

Thank you for the service you are providing to the community during challenging times. We appreciate your efforts to keep community gardens safe! If you have any questions, please feel free to reach out to Carolyn Froats-Emond, RD at 1-800-267-1097 or 613-735-8654, ext. 517.

Gardener's Name	Date that the gardener has read, understood and agreed to follow the requirements in "Community Gardens – Safe Operating Requirements for Gardeners & Coordinators"	Current Contact Information	Notes



Renfrew County and District Health Unit

Tracking Tool for Community Garden Coordinators: COVID-19 Requirements

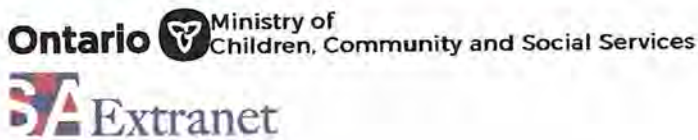
Gardener's Name	Date that the gardener has read, understood and agreed to follow the requirements in "Community Gardens – Safe Operating Requirements for Gardeners & Coordinators"	Updated Contact Information	Notes

Name of Garden: _____

Address of Garden: _____

Name of Coordinator: _____

Coordinator Contact Information: _____



The Canada Emergency Student Benefit (CESB) and Social Assistance

Quick Summary

The federal government recently announced a Canada Student Emergency Benefit (CESB) to provide financial support to post-secondary students, and recent post-secondary and high school graduates, who are unable to find work due to the COVID-19 outbreak or are working but their income from employment is less than \$1,000 during the four-week period for which they are applying.

For students on social assistance who are eligible for the CESB, this income replacement will be treated similarly to the way earned income is currently treated for students – consistent with the Ontario government's position on the Canada Emergency Response Benefit (CERB).

FYI for

- Ontario Works Administrators
 - Municipalities and DSSABs
 - First Nations
- Social Assistance Program Division Directors
- Social Assistance Program Managers
- Program Supervisors
- ODSP Managers
- ODSP Staff
- Ontario Works Case Managers

Canada Emergency Student Benefit (CESB)

The CESB is a federal income support benefit, which is intended to provide income support to postsecondary students and new graduates who are not eligible for the Canada Emergency Response Benefit (CERB), Employment Insurance (EI) and are unable to work due to the COVID-19 outbreak or are working but have less than \$1,000 of employment income during the four-week period for which they are applying.

The CESB will provide income support of \$1,250 per month for eligible students or \$2,000 per month for eligible students with dependents or disabilities. This benefit will be available from May to August 2020 and will be delivered through the Canada Revenue Agency (CRA).

Details regarding eligibility for CESB are available on [the federal government's website](https://www.canada.ca/en/departement-finance/economic-response-plan.html#individuals) (<https://www.canada.ca/en/departement-finance/economic-response-plan.html#individuals>)

What's Happening

CESB payments are not employment earnings; however, in the unprecedented context of the COVID-19 outbreak, the government has approved an exemption of CESB payments similar to the way in which earnings are currently treated for students. This also aligns with the treatment of the new Canada Emergency Response Benefit (CERB).

For all ODSP clients and Ontario Works clients who were on the program prior to May 1, 2020, income received under the CESB will be treated as either partially or fully exempt, depending on the person's student status (see below for details including qualifying period for new Ontario Works). This approach enables existing clients to retain the full amount of the CESB and depending on their student status, some or all, of their social assistance payments, and to continue to access health and other benefits while receiving the CESB.

- For existing Ontario Works benefit units (i.e., cases granted prior to May 1, 2020) and all ODSP benefit units, the CESB would be fully exempt for adult students in full-time secondary or postsecondary studies (including the 16-week pre-study period) and students under 18 years of age. For adult part-time postsecondary students and recent postsecondary graduates, the CESB will be partially exempt – the first \$200 is fully exempt and the remaining amount is 50 per cent exempt.

- Recent secondary school graduates are considered postsecondary students if they have completed, or are expected to complete, their high school or their high school equivalency in 2020 or later and have applied for a postsecondary educational program that starts before February 1, 2021.

- For new Ontario Works benefit units granted on or after May 1, postsecondary students and graduates would be subject to a three-month qualifying period, during which time income from the CESB would be deducted dollar-for-dollar. After the qualifying period, the CESB would be partially or fully exempt for these benefit unit members, depending on student status. This would not apply to students who are under 18 or full-time adult secondary students.

- For new Ontario Works applicants granted on or after May 1, CESB payments will be treated as non-exempt when determining eligibility for social assistance. However, recognizing that many clients were waiting for federal benefit payments, delivery partners should not create/issue overpayments for those retroactively reassessed as ineligible.

Ontario Works and ODSP recipients who qualify for the CESB partial exemption but become financially ineligible (i.e., where the income reduction from CESB reduces budgetary requirements to \$0) will not lose access to health and other benefits. These recipients will remain on social assistance, at a nominal amount, to ensure continued access to benefits and case management supports.

If a client is in receipt of the CESB but is participating in activities or receiving employment income that would make them eligible for benefits related to employment, then those benefits should be issued as normal.

Treatment of Earnings, the CERB, and the CESB for Various Types of Students

Recipient	Earnings	CERB	CESB
Student under 18 years old	100% exempt	100% exempt	100% exempt
Adult secondary school graduate enrolling in postsecondary	100% exempt for 16-week pre-study period	100% exempt for 16-week pre-study period	100% exempt for 16-week pre-study period
Full-time postsecondary student	100% exempt*	100% exempt*	100% exempt*
Part-time postsecondary student	\$200+50% exempt*	\$200+50% exempt*	\$200+50% exempt*
Postsecondary graduate	\$200+50% exempt*	\$200+50% exempt*	\$200+50% exempt*

*New Ontario Works applicants would be subject to a 100% deduction during a three-month qualifying period.

Key Dates

- Changes to the treatment of the CESB are effective May 1, 2020.

More Information

- CESB income reporting will operate similarly to the current earnings reporting in Ontario Works and ODSP. Further details, including SAMS information, will be available shortly.
- The CERB Social Assistance Policy Support Document will be updated shortly to include more detailed information about the CESB.

Contact

- Ontario Works – Lee Tregwin, Manager, Social Assistance Program Policy Branch – [416-312-2696 \(tel:416-312-2696\)](tel:416-312-2696) or [Lee.Tregwin@ontario.ca \(mailto:Lee.Tregwin@ontario.ca\)](mailto:Lee.Tregwin@ontario.ca)
- ODSP – James Lee, Manager, A/Manager, Social Assistance Program Policy Branch – [416-399-3547 \(tel:416-399-3547\)](tel:416-399-3547) or [James.Lee@ontario.ca \(mailto:James.Lee@ontario.ca\)](mailto:James.Lee@ontario.ca)

Sent from

- Laura Belfie, Director, Social Assistance Program Policy Branch

Audience

- CMSMs/DSSABs

COUNTY OF RENFREW

BY-LAW NUMBER 80-20

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL
OF THE COUNTY OF RENFREW AT THE MEETING HELD
ON JUNE 24, 2020**

WHEREAS Subsection 5(1) of the *Municipal Act, 2001, S.O. 2001, Chapter 25*, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the County of Renfrew at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the County of Renfrew enacts as follows:

1. The action of the Council of the County of Renfrew in respect of each motion and resolution passed and other action taken by the Council of the County of Renfrew at this meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Warden and the appropriate officials of the County of Renfrew are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the County of Renfrew referred to in the preceding section.
3. The Warden, and the Clerk, or in the absence of the Clerk the Deputy Clerk, are authorized and directed to execute all documents necessary in that behalf and to affix thereto the corporate seal of the County of Renfrew.
4. That this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 24th day of June 2020.

READ a second time this 24th day of June 2020.

READ a third time and finally passed this 24th day of June 2020.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK