

**COUNTY OF RENFREW**  
**ADMINISTRATION REPORT**

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**TO:** Development and Property Committee  
**FROM:** Paul V. Moreau, Chief Administrative Officer/Clerk  
**DATE:** October 13, 2020  
**SUBJECT:** Department Report

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**INFORMATION**

**1. Diploma in Municipal Administration**

Congratulations to Craig Kelley, Director of Development and Property on the successful completion of the Diploma in Municipal Administration. Craig's name has been inducted into the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)'s Academic Honour Role which means he has received a final cumulative grade of higher than 85%. Congratulations Craig!

## COUNTY OF RENFREW

### DEVELOPMENT AND PROPERTY DEPARTMENT REPORT

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**TO:** Development and Property Committee

**FROM:** Craig Kelley, Director of Development and Property

**DATE:** October 13, 2020

**SUBJECT:** Department Report

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#### INFORMATION

1. **5G Cell Towers**

Attached as Appendix I is a resolution received from the Township of North Algona Wilberforce forwarding correspondence from Ms. Kathryn Stuart along with a petition to stop 5G to the County of Renfrew. Over the past few months, staff has received several letters and petitions regarding 5G technology and has responded to these concerns with the attached letter (Appendix II).

2. **Algonquin Land Claim Update**

Attached as Appendix III is an update from Ontario's Chief Negotiator on the ongoing treaty negotiations with the Algonquins of Ontario. Mr. Norm Lemke, Municipal Liaison for the Province of Ontario has offered to provide a virtual update to Council.

3. **Workshop – Contract Tendering and Legal Requirements for Municipalities**

The County of Renfrew in partnership with the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) will be hosting a virtual workshop on Contract Tendering and Legal Requirements for Municipalities on October 21, 2020. This workshop will provide information on procurement legislation and case law in Ontario, which affects practice. Attendees will understand why procurement is a risky business and how to protect against challenges; review trade treaties

including new Canada-European Union Comprehensive Economic and Trade Agreement (CETA); cover tender process basics and terminology; and review sample purchasing by-laws. An invite to attend this workshop has been circulated to all local municipalities.

4. **Request for Delegated Authority for Consents – Township of Whitewater Region**

Attached as Appendix IV is correspondence from the Township of Whitewater Region requesting that the County of Renfrew delegate authority for the giving of consent under Section 53 of the Planning Act to Whitewater Region Council in respect with land situated within their Township. Staff will review this request and present a follow-up report which will provide the implications this will have for the County of Renfrew at the November Committee meeting.

**RESOLUTIONS**

5. **Renfrewshire Agreement, Renfrewshire Scotland**

**Recommendation:** THAT staff be directed to develop a community team of engaged businesses, citizens, and cultural representatives, reporting to the Development and Property Committee for the purposes of communicating with Renfrewshire, Scotland.

**Background**

County Council in June approved a Partnership Agreement between the County of Renfrew and Renfrewshire, Scotland. Staff has received confirmation from the Renfrewshire Council that a steering group has been established. For the purposes of communicating with Renfrewshire, Scotland, a community team of engaged businesses, citizens, and cultural representatives, reporting to the Development and Property Committee would communicate with the Renfrewshire steering group to determine what areas to focus on to celebrate similarities and differences between the two Counties.

6. **Economic Development Division**

Attached as Appendix V is the Economic Development Division Report, prepared by Mr. Alastair Baird, Manager of Economic Development, providing an update on activities.

7. **Ottawa Valley Tourist Association**

Attached as Appendix VI is the Ottawa Valley Tourist Association Report, prepared by Mr. Alastair Baird, Manager of Economic Development, providing an update on activities.

8. **Enterprise Renfrew County**

Attached as Appendix VII is the Enterprise Renfrew County Report, prepared by Mr. Alastair Baird, Manager of Economic Development, providing an update on activities.

9. **Forestry and GIS Division**

Attached as Appendix VIII is the Forestry and GIS Division Report, prepared by Mr. Jason Davis, Manager of Forestry and GIS, providing an update on activities.

10. **Real Property Assets Division**

Attached as Appendix IX is the Real Property Assets Division Report, prepared by Mr. Kevin Valiquette, Manager of Real Property Assets, providing an update on activities.

11. **Planning Division**

Attached as Appendix X is the Planning Division Report, prepared by Mr. Charles Cheesman, Manager of Planning Services, providing an update on activities.

## **ECONOMIC DEVELOPMENT DIVISION REPORT**

Prepared by: Alastair Baird, Manager of Economic Development

Prepared for: Development and Property Committee

October 13, 2020

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### **INFORMATION**

#### **1. Business Closures in Non-Metro Ontario**

Attached as Appendix ED-I is a fact sheet from Rural Ontario Institute (ROI) highlighting active businesses, business openings and business closures as of April 2020. The COVID-19 pandemic has disrupted the 'normal' business dynamics and the fact sheet documents recent changes in non-metro Ontario.

#### **2. Renfrew County Employment Data**

Below is a data set compiled by Business Development Officer David Wybou providing information on employment levels in Renfrew County and the City of Pembroke.

2019 Jobs:	43,723	Job Posting from July to <b>September 2019:</b>	1,829	Median salary from advertised positions:	\$43,648
2020 Jobs:	43,910	Job Posting from July to <b>September 2020:</b>	2,620	Median salary from advertised positions:	\$43,392
Jobs Increase:	187	Increase in job posting for this period:	791	Decreased advertised Salary:	-\$256
% Increase:	0.4%	% Increase in job postings:	43.25%	Percentage salary decline from 2019 – 2020:	-0.59%

County of Renfrew Employment Stats (Source: EMSI courtesy of the Labour Market Group of Renfrew and Lanark)

#### **3. Enterra Environmental Acquires Beauman Recycling Operations**

Enterra Group, with operations in British Columbia, Saskatchewan, Manitoba and Ontario and in the United States, acquired the assets of

Beaumen Waste Management Systems Ltd. late in 2019. The company is a leader in waste collection and recycling and operates re-processing facilities for rubber, tires, liquids, organics and plastics. They are investing in significant upgrades at the Renfrew recycling plant and are establishing business relations with municipalities across Renfrew County and eastern Ontario.

Mr. Joseph Hall, General Manager, Renfrew District, is a delegation to Development and Property Committee.

#### **4. Economic Development Team Activities**

A summary of the Economic Development Team Activities is as follows:

- a) Supporting the Media Relations/Grants Coordinator communications role;
- b) Evaluating Starter Company Plus business plans;
- c) Assisting a local coalition by developing an initiative to create a shared space for local food preparation and packaging to support increased local food production, sales, market reach and volumes;
- d) Coordinating a collection of photographic imagery from communities and businesses across the County for economic development, workforce development and promotional applications in print, web and social media;
- e) Advising the local PARO Network, a source of small scale funding, and local food and agri-businesses, on the feasibility of establishing a multi-use food processing/kitchen/packaging facility in the County;
- f) Assisting a local distillery with site selection, logistics and investment attraction;
- g) Assisting a local community group with developing virtual tours for elderly and mobility challenged residents. Starting with local tourism assets and sites such as our rivers, whitewater rafting and Bonnechere Caves;
- h) Coordinating the Canadian Nuclear Laboratories (CNL) and Organization of Canadian Nuclear Industries (OCNI) Supplier Day/Trade Show for local, Canadian and international nuclear industry companies at Chalk River Laboratories; and,

- i) Assisting a Toronto-based hotel ownership group, presently operating one property in the County, with a site search for second local hotel investment opportunity.

## **OTTAWA VALLEY TOURIST ASSOCIATION REPORT**

Prepared by: Alastair Baird, Manager of Economic Development

Prepared for: Development and Property Committee

October 13, 2020

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### **INFORMATION**

#### **1. Municipal Photo Shoot**

The Ottawa Valley Tourist Association (OVTA) is coordinating photo shoots in collaboration with various municipal partners in order to collect updated imagery for tourism and recreational purposes. Photo shoots are scheduled to take place this fall, as well as during winter and summer 2021 with the following municipalities:

- Bonnechere Valley Township
- Killaloe, Hagarty and Richards Township
- Laurentian Valley Township
- Madawaska Valley Township
- McNab/Braeside Township
- Whitewater Region Township
- Town of Arnprior
- Town of Deep River
- Town of Petawawa
- Town of Renfrew

#### **2. Ottawa Valley Tourism Awards**

Nominations are now open for the 2020 Ottawa Valley Tourism Awards. Each year, the OVTA recognizes the efforts of tourism leaders, businesses and events who put their best foot forward in delivering outstanding tourism products and initiatives. Nominations will be accepted until Monday, November 16, 2020 in the following categories and based on activities and initiatives that took place in 2019:

- Marilyn Alexander Tourism Champion of the Year



- Business of Distinction
- Special Event of the Year

The awards will be presented in a virtual holiday-themed ceremony in early December.

## **ENTERPRISE RENFREW COUNTY REPORT**

Prepared by: Alastair Baird, Manager of Economic Development

Prepared for: Development and Property Committee

October 13, 2020

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### **INFORMATION**

#### **1. Starter Company Plus Funding Grants Awarded**

At the conclusion of the training program of summer intake of entrepreneurs, 12 clients elected to compete for up to \$5,000 in funding provided by the Province of Ontario. This was a very high quality cadre of entrepreneurs launching and growing innovative and exciting new business ventures. After the business plan pitch contest, six of our client entrepreneurs scored high enough to qualify for the \$5,000 funding. They are:

- a) Studio Dreamshare, City of Pembroke – Music and art lessons, publishing.
- b) Essence Luxe Couture, Town of Deep River – Ethically produced wigs supported by a customized artificial intelligence fitting and style selection system.
- c) bra love co., Town of Petawawa – Unique, sustainable, natural recyclable bras with interchangeable components.
- d) Paradisio Bees Ltd., Township of Killaloe, Hagarty and Richards – Organic, natural wild field infused honey and products.
- e) Swoop Media, Town of Petawawa – Unique graphic recording of meetings and events and graphic design.
- f) Curandera's Garden, City of Pembroke – Herbal remedies, supplements and guided walks and education.

#### **2. Winter Intake Starter Company Plus**

The next intake of entrepreneurs to the Starter Company Plus Program opens on October 15, 2020. Operators of new businesses seeking assistance to grow and develop their business, and entrepreneurs planning to launch a new business are invited to apply to this free and invaluable

program. Participants benefit tremendously from coaching and mentoring from business, legal, insurance and accounting professionals and will have the opportunity to compete for funding at the conclusion of the training programs.

## FORESTRY AND GIS DIVISION REPORT

Prepared by: Jason Davis, Manager of Forestry and GIS

Prepared for: Development and Property Committee

October 13, 2020

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### INFORMATION

#### 1. Forestry Activities

- a) Below is the Forestry Activity Tracker information for the month of September 2020:

Summary	County Forester Hours	County Forester %	Forestry and Trails Tech. Hours	Forestry and Trails Tech. %
Management of County Forests	87	92	35	24
Industry Support	2	2	0	0
Species at risk	0	0	0	0
Trails	0	0	112	76
GIS	N/A	N/A	0	0
Municipal Support	0	0	0	0
Education and Public	3	3	0	0
Learning/Conference/Workshop	0	0	0	0
Admin/Other	3	3	0	0
<b>Total</b>	<b>95</b>	<b>100</b>	<b>147</b>	<b>100</b>

- b) Shea Duffy, a Forestry Technician student at Algonquin College, completed a two-week co-op placement with forestry and trails staff.
- c) The County Forester continues to promote forestry within the County of Renfrew and beyond and has been a part of “Volvo Penta – Mighty Jobs – The mighty people behind the mighty machines on the side”. The following video clip highlights Lacey Rose and her adventures over the past few years with Volvo Penta.

<https://www.youtube.com/watch?v=j3T8PQTlxAc&feature=youtu.be>

d) Cutting and hauling is complete at Elliot and Beachburg Tracts. Operations continue at Opeongo Tract. An update on 2020 harvest progress is included below.

- Opeongo Line is a multiple year contract, due to the size of the harvest area. It is expected that this work and revenue will continue into 2021.
- Simpson's Pit Tract volume was significantly lower than expected. Areas of this plantation have a number of issues including poor growth rate, deformed stems and heavy removal in the past. These factors contributed to the reduced volume compared to the estimate. Note that the bid prices received are estimates only, and actual revenue reflected actual volume harvested and weighed. Similar factors contributed to a lower than estimated revenue for Beachburg Tract as well. Estimates are calculated by staff based on field observations and historical data, but can vary from what results from harvest.

Tract	Sale #	Harvest Type	Allocated Area (ha)	Total Bid Received (\$)*	Status	Invoiced** Revenue to Date (\$)	% of bid price
Opeongo Line	11-19	Poplar /Mixedwood Clearcut shelterwood	162	\$115,445	This contract is from July 2, 2019-December 31, 2021. Harvest and hauling underway. Started May 2020. It is expected this work will continue into 2021.	\$30,840.52	27%
Shrine Hill/Yantha	17-19	Spruce/Red Pine Thinning	19	\$7,525	This contract is from July 2, 2019-December 31, 2020. Not started.	--	--
Simpson's Pit	17-20	Red Pine Thinning	48	\$95,868	Harvest and haul complete	\$60,155.39	63%
Beachburg	18-20	Red Pine Thinning	15	\$28,118	Harvest and haul complete	\$23,051.92	82%
Germanicus	19-20	Red Pine Thinning	12	\$22,068	Not started	--	--
Elliott	20-20	Red Pine Thinning	9	\$11,000	Harvest and haul complete	\$14,465.79	132%
<b>TOTAL</b>				<b>\$240,024</b>		<b>\$128,513.62</b>	<b>54%</b>

\*Actual invoiced amount will depend on actual, weighed volume (m3) harvested. Bid is based on estimated volume.

\*\*Invoicing can occur as long as 30 days post-haul. Mills must send in weigh slips before invoicing can occur.

## 2. GIS

Attached as Appendix FORGIS-I is the GIS Activity information for the month of September 2020. GIS staff worked on a total of 85 GIS projects.

## **REAL PROPERTY ASSETS DIVISION REPORT**

Prepared by: Kevin Valiquette, Manager of Real Property Assets

Prepared for: Development and Property Committee

October 13, 2020

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### **INFORMATION**

#### **1. Real Property – Projects Update**

Attached as Appendix RP-I is a summary report of all projects currently underway that involve the Real Property Assets Division. Details on each project are included in the comments section.

#### **2. Real Property – 2020 Capital and Capital Under Threshold Projects**

Attached as Appendix RP-II is a summary report of capital and capital under threshold projects approved in the 2020 budget.

#### **3. Broader Sector Public Reporting: Energy Reporting and Conservation**

Ontario Regulation 507/18 Broader Public Sector: Energy Reporting and Conservation and Demand Management Plan requires public organizations to submit their 2018 facility energy usage by October 1, 2020. This information was provided on September 30, 2020.

#### **4. Service Delivery Improvement Project (SDIP)**

- Phase 1 (Development and Property and Public Works area, 2nd floor and the Front Reception Area) is scheduled for turnover on November 9, 2020.
- Phase 1B (Court Room and Waiting Area) is scheduled for turnover on December 15, 2020.
- Exterior work is underway including the new front entrance, new sidewalks for the Court, Social Services and Courtyard areas as well as the new entrance for the Justice of the Peace.
- New furniture for Phase 1 interior areas is scheduled for installation the week of October 26, 2020.

- The Renfrew County and District Health Unit (RCDHU) has indicated they will be able to meet the October 31, 2020 lease expiry date.
- Phase 3 (Social Services area) and Phase 2 (Boardrooms and Collaborative Space) in the previous Public Works area will be undertaken at the same time with the RCDHU area vacated. This will positively impact the construction schedule and these phases will be started early November.

## **PLANNING DIVISION REPORT**

Prepared by: Charles Cheesman, MCIP, RPP, Manager of Planning Services

Prepared for: Development and Property Committee

October 13, 2020

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### **INFORMATION**

#### **1. Planning Division Activity Tracker**

Attached as Appendix PLAN-I is the Activity Tracker for September 2020. In September, the Planning Division opened 10 new severance applications and prepared 20 planning checklists for general inquiries (pre-consultations).

For the period January – September 2020, the County of Renfrew opened 74 severance applications compared to 78 over the same period in 2019. With respect to decisions, 52 decisions were rendered from January – September 2020 compared to 107 rendered over the same period in 2019.

#### **2. Community Benefits Charge Regulation under Planning Act**

Attached as Appendix PLAN-II is correspondence from the Honourable Steve Clark, Minister of Municipal Affairs and Housing advising that the new Community Benefits Charge (CBC) regulation under the Planning Act was filed and came into force on September 18, 2020. A backgrounder from the Association of Municipalities Ontario (AMO) is also provided as Appendix PLAN-III. The County of Renfrew does not have a Development Charges By-law or a Community Benefits Charge. This information item is being included with the Planning Division Report because it may be useful to your local municipalities.