



DEVELOPMENT AND PROPERTY COMMITTEE

Tuesday, February 9, 2021– 1:00 p.m.

AGENDA

1. Call to order.
2. Roll call.
3. Disclosure of pecuniary interest and general nature thereof.
4. Adoption of minutes of previous meeting held on January 12, 2021 (attached).
5. Delegations:
 - (a) 1:00 p.m. – Warden Jane Toller and Mayor Donald Gagnon, Ottawa Valley River

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| 7. | New Business. | |
| 8. | Closed Meeting – None at time of mailing. | |
| 9. | Date of next meeting (Tuesday, March 16, 2021) and adjournment. | |

NOTE: (a) **County Council: Wednesday, February 24, 2021.**
(b) Submissions received from the public, either orally or in writing may become part of the public record.

COUNTY OF RENFREW

DEVELOPMENT AND PROPERTY DEPARTMENT REPORT

TO: Development and Property Committee
FROM: Craig Kelley, Director of Development and Property
DATE: February 9, 2021
SUBJECT: Department Report

INFORMATION

1. Ontario Real Estate Association

The Ontario Real Estate Association has developed a report “[Small Towns, Big Opportunities](#)” – that unlocks growth in Ontario’s Rural and Northern Communities”. This report discusses the economic trends that have occurred in rural and Northern Ontario before the COVID-19 pandemic, and then analyzes how the pandemic appears to be changing these dynamics throughout the various types of communities across the Province. Fifteen recommendations are brought forward that aim to create and attract jobs, reverse the out-migration of young talent, close the infrastructure gap and foster more housing starts.

2. Economic Development Division

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

3. Ottawa Valley Tourist Association

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

4. **Enterprise Renfrew County**

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

5. **Forestry and GIS Division**

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

6. **Real Property Assets Division**

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

7. **Planning Division**

Attached as Appendix VI 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

February 9, 2021

INFORMATION

1. Northern and Eastern Ontario LOCAL FOOD Virtual Conference: Production, Processing, Innovation, Marketing and Agri-tourism

In collaboration with Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and the Northern Ontario Farm Innovation Alliance (NOFIA) Business Development Officer David Wybou is coordinating a virtual conference featuring four sessions over the month of March. The conference sessions will address the challenges and opportunities of navigating local food systems in a world changed by the pandemic, focusing on lessons learned, opportunities, challenges and silver linings. The dates of the conference are:

- March 10, 2021: Local Food More Important than Ever
- March 17, 2021: Agri-tourism: Operating in the COVID-19 Environment
- March 24, 2021: The Resilience of Local Food
- March 31, 2021: Innovations in the Local Food Frontier: Aquaculture, Aquaponics, Greenhouse Production and Vertical Farming

Attached as Appendix ED-I are further details about the sessions.

2. Agriculture Matters – A Guide for Municipal Councillors and Staff

The Ontario Federation of Agriculture (OFA) has developed an informative booklet titled [Agriculture Matters – a Guide for Municipal Councillors and Staff](#). This booklet shows the scale, diversity and importance of agriculture and agri-business to the people, businesses, communities and economy of Ontario.

3. **Canadian Census 2021**

Attached as Appendix ED-II is a letter from Statistics Canada sent to Wardens and Mayors across Canada to inform them that the next Canadian census will take place in May 2021.

4. **Developing a County Broadband Strategy**

County Economic Development staff will be working with the Senior Leadership Team and will begin developing a framework for a County Broadband Strategy under the Modernization Program (if approved). The goal is to ensure the County is positioned to optimize broadband service delivery across the County as rapidly and cost-effectively as possible. A Broadband Strategy will ensure the County is fully prepared to pursue and respond to broadband investment and funding opportunities, and to have full knowledge of the capabilities and areas of interest of our local Internet Service Providers.

Components of the strategy will include:

- Examination of County owned assets that we could lease to proponents.
- Coordination of fibre conduit in road infrastructure when built.
- Coordination of local Internet Service Providers (ISPs) to identify and exploit efficiencies and collaboration.
- Strengthening relationships with major cable, telecom and satellite broadband service providers.
- Coordinating the needs and opportunities emerging from our major institutions, employers, new business, and residential developments in order to identify business opportunities that will encourage all ISPs to extend coverage in the County.
- Develop a living document Business Case for broadband service in the County to be provided to all ISP providers and upper tier governments.

5. **Call for Expressions of Interest – Rural Ontario Project #4**

Attached as Appendix ED-III is a Call for Expressions of Interest to participate in the CENGN's Rural Ontario Residential Broadband Program

for Municipality, Community and Technology applicants for the Rural Ontario Project #4.

6. **Applications to Rural Economic Development (RED) Program**

Economic Development Services and the Forestry and GIS Division, with the assistance of Mr. Michael Barber, Media Relations/Grants Coordinator have submitted two applications to the RED Program.

- Economic development website, social media, marketing outreach platforms and content development, and support and hosting an Economic Summit on Investment and Business Opportunities.
- Infrastructure (gates, wayfinding signage) for the Algonquin Trail.

7. **COVID-19 Impact on Rural Employment**

A [COVID-19 Impact on Rural Employment: Ontario in the Canadian context in December, 2020](#) is a report from the Rural Ontario Institute (ROI) on the impact COVID-19 has had on Rural Employment in Ontario.

8. **Shop the Valley and New Business Spotlight Social Media Campaign Results**

Economic Development delivered Shop the Valley, a campaign via print, radio and social media from November to the first week of January to promote local shopping. In January Shop the Valley was followed up with a complementary campaign to promote new local businesses directly raising awareness and encouraging shopping from local businesses by specifically profiling them on social media platforms. Results from the social media metrics are below. These clearly show that the level of interest in local Christmas shopping options, and then interest in learning about new local businesses was very high and the social media information shared enabled and encouraged people to investigate and learn more about them.

- **Social Media Impressions: 42,619** (increase of 165% compared to previous 60 days) – Number of times content was displayed to users.
- **Engagement: 3,763** (increase of 115% compared to previous 60 days) – Number of times users engaged in posts.

- **Link Clicks: 445** (up 411% Compared to previous 60 days) – Number of times users clicked on links in posts, indicating they were seeking more information and direct contact with the business.
- **Followers Gained: 67** (up 267% compared to previous 60 days).

Results from Invest Renfrew County Instagram Page, New Business Spotlight – January

- **Impressions: 2,908** (up 12.7%)
- **Interactions/Engagement: 380** (up 57.6 %)
- **Followers Gained: 28** (up 4.8%)

OTTAWA VALLEY TOURIST ASSOCIATION REPORT

Prepared by: Alastair Baird, Manager of Economic Development

Prepared for: Development and Property Committee

February 9, 2021

INFORMATION

1. Ottawa Valley Women's Collective

Local Tourism Marketing respecting COVID-19 Precautions – Profiling Women Leaders in the Tourism Sector

The Ottawa Valley Tourist Association (OVTA), in partnership with Enterprise Renfrew County, Your Ottawa Valley TV and myFM Radio are working with Holly Molenaar of OV Boss Babes to host the first *Ottawa Valley Women's Collective* in support of International Women's Day on March 8, 2021.

The "Ottawa Valley Women's Collective" is a podcast series that recognizes 12 influential and entrepreneurial female leaders from across Renfrew County. The women represent a variety of sectors and businesses, including tourism, retail, not-for-profit and community awareness. Each woman will be sharing how they #choosetochallenge (International Women's Day theme) through raising awareness against bias and taking action for equality.

Each week, leading up to March 8, 2021, OV Boss Babes will announce two women from the Collective and how they are making a difference through community building, women empowerment, business awareness and volunteerism. On March 8, a special two-hour podcast featuring the 12 women will be released, as well as a one-hour TV episode on YourTV.

The OV Boss Babes podcast is available on Spotify and Apple.

2. Winter Photo/Video Shoots

Winter photo and video shoots are planned for February and March in partnership with various municipalities. The purpose of the photo and video shoots are to gather updated digital assets that can be used for tourism and recreational promotion by the Ottawa Valley Tourist Association, municipal and tourism partners. The dates are as follows:

- February 9, 2021 – Deep River
- February 24, 2021 – Renfrew
- February 25, 2021 – Laurentian Valley
- March 2021 – Madawaska Valley (date TBC)
- March 2021 – Bonnechere Valley (date TBC)

3. Recent Tourism Funding & Support Programs

The [TRIP Capital Funding Program](#), announced by the Ontario's Highlands Tourism Organization in January, is now fully subscribed. This program supports Small and Medium Enterprises (SME) with up to \$20,000 in a non-repayable grant, whereby the applicant is responsible for 20% of total project costs. Funding is to support eligible capital investments related to COVID-19, including re-configuration of spaces, purchase of personal protective equipment (PPE), digitization of experiences, including virtual ticketing, e-commerce, etc.

A webinar with the Honourable Lisa MacLeod, Minister of Heritage, Sport, Tourism and Culture Industries and government representatives was held on February 4, 2021 to review the various funding and support programs currently available from the Ontario Government. The webinar was open to all tourism operators, not-for-profits and community organizations from across the Ontario's Highlands region.

4. OVTA Detailed Draft 2021 Budget

The draft 2021 budget, submitted to the OVTA Board at the November 18, 2020 meeting has been approved. As per the annual approval process, the draft budget will be presented to the City of Pembroke during the OVTA's annual presentation to their Council on March 16, 2021. Once approved by

City Council, the budget will be presented to County Council for final review and approval.

5. **OVTA Tourism Awards**

The 2021 OVTA Tourism Awards presentation will resume its normal schedule of presentation at the Annual General Meeting at the end of April (date to be confirmed). Awards are for merit and events taking place in 2020 and will be launched on March 1, 2021 in three categories:

- Marilyn Alexander Tourism Champion Award for an individual.
- Business of Distinction Award for a deserving business.
- Special Event of the Year for an in-person or virtual event.

ENTERPRISE RENFREW COUNTY REPORT

Prepared by: Alastair Baird, Manager of Economic Development

Prepared for: Development and Property Committee

February 9, 2021

INFORMATION**1. Ontario Together Fund**

Attached as Appendix ERC-I is a letter to Ms. Colleen Sadler, Enterprise Renfrew County from MPP John Yakabuski. In the letter, MPP Yakabuski offers congratulations to the Enterprise Renfrew County (ERC), as an Ontario Small Business Enterprise Centre (SBEC), for receiving a portion of the Ontario Together Fund to support our provision of small business advice and information during the COVID-19 pandemic.

2. Ontario Small Business Support Grant

Attached as Appendix ERC-II is information with regards to the Ontario Small Business Support Grant that is now open through the Province. This grant is to assist businesses with additional costs incurred with the COVID-19 safety measures that have been implemented due to provincial public health requirements.

3. County of Renfrew COVID-19 Business Development Fund Final Reports from Recipients

The final reports from the 74 businesses that received the special COVID-19 funding have been processed, and the program is wrapping up very successfully. Recipient businesses were extremely grateful for this vital financial support to their businesses as they expended all efforts to mitigate the harm created for them by the pandemic.

4. Summer Company Student Entrepreneur Program Open for 2021

The first two applications from students have been received and our promotional campaign is beginning to roll out via social media with

excellent assistance from County secondary school teachers. Participants receive business planning and operational training from ERC staff, guidance from local insurance, accounting and legal professionals and business mentoring and coaching from successful business owners and operators. They also will receive a \$3,000 grant to develop and operate their business.

5. **Starter Company Plus**

Participants in our final intake for the 2020/21 fiscal year are nearing completion of their training. ERC staff are now focusing on assisting our clients with their business plan communications materials and their business pitch presentation. This is to prepare them for the Business Pitch Contest component of Starter Company Plus where those who wish may compete for a \$5,000 funding award. It is also important to prepare them for making their business case to financial institutions, funding agencies and potential business partners and investors.

6. **Past Starter Company Plus Client Outstanding Success**

Past Starter Company client, Valley Eats, is growing rapidly, and is now expanding service to Lanark County and beyond towards the Seaway Valley.

FORESTRY AND GIS DIVISION REPORT

Prepared by: Jason Davis, Manager of Forestry and GIS

Prepared for: Development and Property Committee

February 9, 2021

INFORMATION**1. Forestry Activities**

(a) Below is the Forestry Activity Tracker information for the month of January 2021:

Summary	County Forester Hours	County Forester %	Forestry and Trails Tech. Hours	Forestry and Trails Tech. %
Management of County Forests	135	97	62	47
Industry Support	0	0	0	0
Species at risk	0	0	0	0
Trails	2	1	51	39
GIS	N/A	N/A	1	1
Municipal Support	0	0	0	0
Education & Public	3	2	3	2
Learning/Conference/Workshop	0	0	0	0
Admin/Other	0	0	15	11
Total	140	100	132	100

- (b) The County Forester provided a forest health update at the Eastern Ontario Forest Health Network virtual Pest Review which is attached as Appendix FORGIS-I. It is expected that Gypsy Moth will continue to be a problem in 2021 in our area. A forecast prepared by the Ministry of Natural Resources and Forestry should be available soon.
- (c) Operations are continuing at Opeongo Tract, and operations has started at Byer's Creek Tract for the 2021 tender. There is additional revenue that will be applied to 2020 once the weigh slips up to December 31, 2020 are received for the Opeongo Tract. A small amount of area

remains to be harvested at Germanicus Tract and will be finished as soon as possible, pending equipment issues. This revenue will be applied to 2021.

2. **GIS**

Attached as Appendix FORGIS-II is the GIS Activity information for the month of January 2021. GIS staff worked on a total of 82 GIS projects.

REAL PROPERTY ASSETS DIVISION REPORT

Prepared by: Kevin Valiquette, Manager of Real Property Assets

Prepared for: Development and Property Committee

February 9, 2021

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. Service Delivery Improvement Project (SDIP)

Project Status as of February 1, 2021:

- (a) Front Reception Area – waiting on glass for reception area before remaining work can be done. Glass tentatively scheduled to arrive by February 10.
- (b) Phase 1B Courtroom, Entrance and Waiting Area – February completion date.
- (c) Phase 2 Boardrooms, Collaborative Area – areas framed and dry walled.
- (d) Phase 3 Community Services and Paramedic Areas framed, dry walled and sanded, plumbing installed for new washrooms, flooring started.
- (e) Council Chambers – Lighting being retrofitted, Council desks sent out for refinishing, demolition of fabric walls started.
- (f) Department Relocations – meeting with departments every two weeks to review move in requirements and logistics.

Financials

Approved Construction Contract:	\$3,417,307
Approved Council Chambers Reno:	\$300,000
Change Order Contingency:	\$175,000 (part of \$3,417,307 cost)
Change Orders to Date:	\$133,085
Contingency Balance:	\$41,915 (credit)

RESOLUTIONS

3. Natural Gas Procurement

Recommendation: THAT the Development and Property Committee recommend that County Council pass a By-law to execute an agreement with Local Authority Services (LAS) to participate in a Natural Gas Procurement Program.

Background

The County of Renfrew has been part of the Natural Gas Procurement Program offered by LAS to Ontario Municipalities for more than twenty years along with over one hundred and sixty other municipalities, cities, towns and townships in the Province. The advantages of the program are:

- (a) Budget Stability;
- (b) Maximized Purchasing Power;
- (c) Periodic Program Rebates.

The annual consumption of Natural Gas at County facilities has averaged approximately 750,000 cubic metres for the past five years.

LAS was asked to provide a review of their program historical pricing compared with costing from the Natural Gas supplier Enbridge. The review summary indicated that over the past seven years the LAS program has been over \$60,000 higher or 6% annually. There are a number of factors that contribute to this:

- (a) The LAS program is designed to provide natural gas pricing stability and not necessarily to beat utility prices;
- (b) Abundance of gas availability compared to demand;
- (c) Milder winters;
- (d) Historically low natural gas prices.

The Real Property Assets Division is recommending renewal of the agreement with LAS. The renewal is for a two-year period after which the municipality can opt out of the program. The program can then be reviewed for effectiveness prior to the two-year expiry but guarantees stability for the period especially with the unknowns for the future of the natural gas industry with issues like the pandemic, future demands and government regulations.

PLANNING DIVISION REPORT

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

Prepared for: Development and Property Committee

February 9, 2021

INFORMATION**1. Planning Division Activity Tracker**

Attached as Appendix PLAN-I is the Activity Tracker for January 2021. In January, the Planning Division opened 11 new severance applications compared to 10 in 2020, and prepared 24 planning checklists for general inquiries (pre-consultations). A total of 20 general inquiry submissions were received. With respect to decisions, 12 severance decisions were rendered in January 2021 compared to 4 in January 2020.

The following files were also processed:

- Arnprior – Draft Approval of a Plan of Subdivision: 47T19004 Baskin Drive – 24 town house units; 64 apartment units.
- Arnprior – Final Approval of a Plan of Subdivision: 47T14002 Marshalls Bay – Phase 1: 28 singles; 20 semis; 25 town house units; 2 apartment blocks totalling 120 units.
- Petawawa – Final Approval of a Plan of Subdivision: 4714004 Laurentian Highlands – Phase 2C: 63 singles; 2 blocks.
- Renfrew – Part Lot Control Exemption By-law Approval: PLC20009 Hunter Gate – 1 block – 4 town house units.

2. Lake Clear – Sensitive, At Capacity Lake

Attached as Appendix PLAN-II are pieces of correspondence received from cottage owners regarding the RV issue on Lake Clear.

RESOLUTIONS**3. County of Renfrew Official Plan Amendment (OPA) No. 31**

Recommendation: THAT the Development and Property Committee recommend that County Council approve the changes made to the draft Official Plan

Amendment (OPA) No. 31 in accordance with staff recommendations; AND FURTHER THAT the revised OPA No. 31 be circulated to the prescribed public bodies in accordance with the requirements of the Planning Act.

Background

As directed by County Council, Planning staff circulated the November 2020 draft of OPA No. 31 to all local municipalities and asked them for comments on the document by January 15, 2021. Attached as Appendix PLAN-III are the nine responses that were received. Staff are preparing a chart to be provided at the meeting that will summarize these comments and provide staff responses/recommendations.