

COUNTY OF RENFREW



MINUTES OF THE PROCEEDINGS of the COUNCIL OF THE CORPORATION of the COUNTY OF RENFREW

- Fifth Ordinary Session -

County Council
Pembroke, Ontario
April 27, 2022

GENERAL SESSION

The General Session of the Council of the Corporation of the County of Renfrew met at 10:00 a.m. on Wednesday, April 27, 2022.

The Warden, Debbie Robinson, presided.

Warden Robinson cited the Land Acknowledgement, identifying that the meeting was being held on the traditional territory of the Algonquin People.

The meeting opened with a moment of silent reflection and the singing of the National Anthem.

The roll was called and all members were found to be present except Councillors Doncaster, Love and Tiedje. No pecuniary interest was disclosed.

Moved by Councillor Peckett

Seconded by Councillor Murphy

THAT the minutes of March 23, 2022 be adopted. CARRIED.

Moved by Councillor Lynch

Moved by Councillor Grills

THAT the minutes of March 30, 2022 be adopted. CARRIED.

Warden Robinson addressed Council as follows:

Members of County Council:

During the month of April, I attended 24 meetings on County business.

On April 1, I attended a virtual meeting with United Way Eastern Ontario to discuss the community service sector capacity with a focus on the implications of the human resource challenges they are all facing and working to address. Topics of discussion were staff recruitment, retention, and health; volunteerism in the post-COVID landscape; the role of innovation and addressing the ongoing crises.

On April 6, I attended an announcement virtually by the Honourable Helena Jacek, Minister responsible for the Federal Economic Development Agency advising of a Government of Canada investment of \$68.5 million to support Indigenous and Regional Tourism Organizations (RTOs). This investment will help tourism businesses and communities safely welcome back visitors, recover from the impacts of the pandemic and prepare for future growth. Eleven RTOs will receive a combined investment of \$65 million to distribute funding through non-repayable contributions of up to \$100,000 to Ontario tourism-oriented businesses and organizations to innovate and invest in new and enhanced tourism experiences to attract visitors from within Canada and around the world.

On April 7, I participated in the Ottawa Valley Tourism Awards Judging. It has been my pleasure to judge these awards the past three years. It is astonishing to witness the determination and resilience of our tourism operators who, for two plus years of a pandemic, continue to promote this County of Renfrew and all it has to offer. I want to thank my fellow judges Marc Bru and Angela Ziebarth, two individuals who put a lot of thought and effort into choosing the winning recipients.

- Marilyn Alexander Tourism Champion: Cindy Jamieson, The Whitewater Inn/Valley Cycle Tours
- Business of Distinction: Braiding Rivers
- Special Event of the Year: Tour de Bonnechere.

On April 14, I attended a virtual Town Hall meeting with the Ministry of Infrastructure on high-speed internet. As I am sure Councillor Murphy will attest, EORN continues to keep a watchful eye on the progress being made under both the provincial and federal broadband programs.

Much of my time has been spent considering the process we will undertake to find Mr. Moreau's replacement. On April 20, the CAO Recruitment Committee

held its first meeting and I am feeling very confident that we have an excellent recruitment strategy moving forward. A report asking County council to approve the process will be discussed later in this meeting.

Tomorrow I will participate in an embargoed technical briefing hosted by the Deputy Minister of Finance prior to the release of the 2022 Ontario Budget.

I am honoured to be asked to contribute to the creation of a mural on May 10. Algonquin College's [Inclusion & Diversity Circle](#) is leading an exciting project to add a mural in a street art/graffiti style to each campus to help address representation as a barrier to belonging at the College. The lead artists for the Pembroke Campus are Jimmy Baptiste, Allan André and Kalkidan Assefa, who will be onsite to guide the art.

The Silver Chain Challenge is on for 2022. I encourage all of council and all our residents to register for the challenge and start clocking your kilometres. It is an opportunity to improve our mental and physical health, be more active in our community and hopefully win bragging rights.

Today is National Administrative Professionals' Day. It is an opportunity for us to recognize the work of secretaries, administrative assistants, receptionists, and other administrative support professionals. Central to any business and in our case municipal government, these professionals keep an office organized and efficient. Imagine if we had to operate without these talented men and women. It is not a pretty picture.

Lastly, we are preparing to host the EOWC's May 12-13 meeting here at the County Administration building. I understand that it has been more than five years since we have had the opportunity to host the EOWC members. We are trying to give them the best experience possible, which includes a shopping excursion in Laurentian Valley and Whitewater Region, golf in Laurentian Valley, and dinner at Garrison Petawawa's Golf Club. I want to thank Mr. Moreau and Ms. Gruntz for all their hard work in preparing for this event, as well as staff from the OVTA who will be the tour guides.

I will remind those assembled here of the following - the County of Renfrew, Experience our history, Share our future.

This concludes my address for this session of County Council.

Debbie Robinson, Warden

Delegations were heard as follows:

- a) Ms. Jennifer Gardner, Communications Advisor and Micro Modular Reactor Project at Chalk River; Mr. Jos Dening, Managing Director; Mr. Eric McGoey, Director of Communications and Engagement, Global First Power.

Councillor Michael Donohue, Chair of the Health Committee brought in and read the resolutions of the following report:

April 27, 2022

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. Clinical Assessment Centres [Strategic Plan Goal # 3]

The County of Renfrew began the transition from COVID-19 testing clinics to Clinical Assessment Centres over the past several weeks to continue the process of monitoring the transmission and contraction rates of the population. Operating in stationary and mobile teams, the Emergency Services Department is now performing COVID-19 rapid molecular testing through a nasopharyngeal (NP) swab and the use of ID Now equipment. Should a patient test positive, based on risk factors they are then provided an assessment to determine their eligibility in receiving antivirals. At this time COVID-19 testing appointments are booked through RCVTAC to ensure eligibility and are performed on site by paramedics with administrative support. Tests are processed and uploaded to Ontario Laboratory Information System (OLIS) through Mobile Ordering Results Entry (MORE) system.

2. Vaccine Update [Strategic Plan Goal # 3]

With the increase of the number of COVID-positive cases in the community, the province has requested the Service to begin preparation for delivery of fourth dose vaccinations. The Ministry of Health has updated COVID-19 Vaccine third dose booster recommendations.

The Renfrew County and District Health Unit plans to move forward to support this increase in demand by continuing pop up clinics in partnership with Emergency Services throughout the county.

3. **National Public Safety Telecommunicators Week**

The County of Renfrew shares a unique working relationship with our partners in care delivery at the Central Ambulance Communications Centre. The Service is dependent upon the information provided by Dispatch often from frightened or injured callers, to arrive in a safe and timely manner prepared to assist.

The week of April 10-16 was National Public Safety Telecommunicators Week. We acknowledged the vital service performed with bravery, patience and compassion by the men and women at Central Ambulance Communications Centre, during this week dedicated to them.

4. **COVID-19 Pandemic Update – Long-Term Care (Strategic Plan Goal #1)**

As previously reported, the government plans to provide eligible full-time nurses with a retention incentive of up to \$5,000 per person and a prorated payment of up to \$5,000 for eligible part-time and casual nursing staff to help retain nurses. The employer has not received this funding to date.

The Co-Payment Waiver Program introduced on April 23, 2021 for long-term care residents admitted from hospitals as a temporary, emergency measure to support hospital capacity at the peak of the third wave is expected to end as of the day the Fixing Long-Term Care Act, 2021 comes into force on April 11, 2022. The program waives the co-payment for patients in Alternate Level of Care (ALC) beds in hospitals who agree to move to a long-term care home that is not their first-choice home. Currently the government continues to fund two Bonnechere Manor residents and five Miramichi Lodge residents, as their fees are waived until they are offered and accept a spot in their preferred home, they refuse the offer of a bed in the home of their first choice, or exit the long-term care system per the existing eligibility criteria.

On March 29, the government announced the Pandemic and Emergency Preparedness Act, 2022 that, if passed, will address the following:

Recruitment of more doctors, nurses and personal support workers (PSWs):

- Invest \$142 million to launch the new “Learn and Stay” grant to expand the Community Commitment Program for Nurses for up to 1,500 nurse

graduates each year to receive full tuition reimbursement in exchange for committing to practice for two years in an underserved community. Starting in Spring 2023, applications will open for up to 2,500 eligible students each year who commit to stay in their region working in an underserved community for up to two years after graduating. Students will be eligible to receive full, upfront funding for tuition, books and other direct educational costs.

- Make it easier and quicker for foreign-credentialed health workers to begin practicing in Ontario by reducing barriers to registering with and being recognized by health regulatory colleges.
- Make the \$3.00 per hour temporary wage enhancement for PSWs and \$2.00 per hour direct support workers (DSWs) permanent.
- Train more doctors through an expansion of medical school education. Ontario is adding 160 undergraduate seats and 295 postgraduate positions over the next five years.
- Invest \$41.4 million annually to support the clinical education component in Ontario's nursing education programs to expand laboratory capacity supports and hands-on learning for students.

Expand domestic production of personal protective equipment (PPE) and critical supplies:

- Attract new investment and encourage early adoption of Ontario-made innovations in hospitals and the health system and leverage the province's extensive manufacturing capability wherever possible to maintain a healthy stockpile of quality PPE.
- Prohibit the sale of government-provided PPE and CSE that has been provided without charge or payment of a fee, preventing hoarding and protecting consumers from bad actors.

Strengthen emergency oversight and coordination by:

- Establishing clear accountability and governance frameworks for emergencies.
- Requiring the development of a provincial emergency management plan that is publicly available, reviewed and revised at least every five years, with an annual public report on progress of the plan.
- Enhancing identification, assessment and planning requirements for potential emergency threats.

5. **Fixing Long-Term Care Act, 2021 (Strategic Plan Goal #1)**

Fixing Long-Term Care Act, 2021 came into force on April 11, 2022, which repeals and replaces the existing Long-Term Care Homes Act, 2007 and revokes Ontario Regulation 79/10.

This new Act will enhance resident quality of care and life in several key areas including:

- **Resident Rights:** Aligning the language in the Residents' Bill of Rights more closely with the grounds of discrimination in the Ontario Human Rights Code. Expanding the rights of residents to have support from their caregivers and assistance in contacting them, as well as to receive care and services based on a palliative care philosophy.
- **Hours of Care:** Enshrining a commitment to provide a system target average of four hours of direct care per resident per day by March 2025; and a target average of 36 minutes of allied health care by March 2023. Including interim annual targets and requiring public reporting on progress towards these targets – including a plan to address barriers if targets are not being met.
- **Resident Safety and Wellbeing:** Expanding and clarifying infection prevention and control roles and requirements. Introducing a new requirement for air conditioning in resident rooms. Increasing menu planning flexibility and allowing more food choice to better meet the needs of residents.
- **Caregivers:** Defining a caregiver and requiring all long-term care homes to have a visitor policy that respects the Residents' Bill of Rights and ensures that caregivers continue to have access to homes during an outbreak subject to any applicable laws.
- **Quality:** Placing greater emphasis on resident quality of care, quality of life and continuous quality improvement, including provisions to enable the Minister to establish a Long-Term Care Quality Centre.
- **Development and Redevelopment:** Streamlining processes and providing more flexibility in managing licence expiries.
- **Emergency Planning:** Enhancing requirements to support greater preparedness during emergencies, including outbreaks, epidemics and pandemics. Ensuring continuity of certain requirements that currently reside under the Reopening Ontario Act, 2020.

- Medical Directors: Clarifying roles and responsibilities to improve oversight.
- Accountability: Setting out the criteria and amounts for issuing administrative monetary penalties. Expanding whistleblower protection when information is disclosed to resident and family councils. Enhancing screening measures for staff, volunteers and members of a board of directors based on offences that involve elements of abuse, improper care, intentional harm, and the misuse of finances of vulnerable persons.
- Palliative Care: Requiring that the interdisciplinary assessment of a resident's palliative care needs for their plan of care considers their physical, psychological, emotional, social, cultural and spiritual needs. Clarifying that, based on an interdisciplinary assessment, an explanation of palliative care options may include early palliative care and, where appropriate, end-of-life care and that the palliative care options made available include (at minimum) quality of life improvements, symptom management, psychosocial support and end-of-life care (if appropriate). It also reaffirms that consent is required.

6. Four Hours of Care Funding – Update on Year 2 Funding (Strategic Plan Goal #2)

- A point of clarification regarding funding allocation. The Ministry communicated the annual notional allocation to homes last year through separate letters and the Long-Term Care Staffing Increase Funding Policy. As pointed out by AdvantAge Ontario, the documents did not mention that the funding would not be cumulative. Therefore, it led to the expectation and understanding that homes might receive funding in an increasing trend (last year + current year funding). This is not the case.
- At the outset of the Ministry announcement regarding intent to achieve four hours of resident care, there were assumptions made that this meant each Ontario Long Term Care Home would be required to achieve this standard. The Ministry identified that Homes are expected to use the allocated funding to increase the staffing level towards the provincial average targets, not the home level.

7. 2022 Unbudgeted Tangible Capital Assets (Strategic Plan Goal #2)

During the development of the 2022 Budget, computer file server replacements at both Homes were not reflected on the capital budget, in error. We anticipate that a surplus from operations in 2022 will create sufficient room to finance the purchase of these two file servers. In addition, there were several other capital items not added to the 2022 budget for capital replacement that will be financed from COVID subsidies, as shown in the chart below:

Home	Item	2022 Budget	2022 Estimate	Funding Source
Miramichi Lodge	Computer File Server	0	18,400	Operating Savings
Miramichi Lodge	3 Dishwashers	0	57,000	COVID Containment
Miramichi Lodge	Outdoor Sign	0	41,800	COVID Containment
Bonnechere Manor	Computer File Server	0	18,400	Operating Savings
			135,600	

RESOLUTIONS

8. Bonnechere Manor Senior/Adult Day Program Multi-Sector Service Accountability Agreement (M-SAA) Schedule F – Declaration of Compliance (Strategic Plan Goal #2)

RESOLUTION NO. H-CC-22-04-43

Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden and Chief Administrative Officer/Clerk to sign Schedule F – Declaration of Compliance for the period April 1, 2021 to March 31, 2022, as part of the Multi-Sector Service Accountability Agreement (M-SAA) Amending Agreement between Ontario Health and Bonnechere Manor Senior/Adult Day Program for the continuation of 100% funding.

Background

Bonnechere Manor has been operating a Senior/Adult Day Program in Renfrew since February 1997. The program is available to residents in and around the communities, Monday to Friday from 8:00 a.m. to 4:00 p.m. Access into the day program is through the Home and Community Care Support Services.

For the continuation of 100% funding for the Bonnechere Manor Senior/Adult Day Program, Ontario Health is requesting the signed Schedule F – Declaration of Compliance for the period of April 1, 2021 to March 31, 2022 attached as Appendix I.

All of which is respectfully submitted.

Michael Donohue, Chair

And Committee Members: D. Bennett, G. Doncaster, P. Emon, D. Grills, K. Love, J. Murphy, D. Robinson

The Report was adopted as presented.

Councillor James Brose, Chair of the Community Services Committee brought in and read the resolutions of the following report:

April 27, 2022

To the Council of the Corporation
Of the County of Renfrew

Members of County Council:

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

INFORMATION

1. **Community Housing Renewal Strategy (CHRS)** [Strategic Plan Goal #1]

Attached as Appendix I is a letter dated March 31, 2022 from the Honourable Steve Clark, Minister of Municipal Affairs and Housing, introducing a new regulatory framework under the CHRS.

2. **More Homes for Everyone Plan** [Strategic Plan Goal #1]

Attached as Appendix II is a letter dated March 31, 2022 from Kate Manson-Smith, Deputy Minister, Ministry of Municipal Affairs and Housing, regarding the More Homes for Everyone Plan that proposes targeted policies and initiatives for the immediate term to address market speculation, protect homebuyers and increase housing supply.

3. **Social Services Relief Fund** [Strategic Plan Goal #2]

The Social Services Relief Fund (SSRF) is a new investment by the Ontario government as a result of the COVID 19 pandemic. The SSRF provides assistance to individuals to help protect the health and safety of the province's most vulnerable people, including people who are homeless or at-risk of becoming homeless, low-income households, social assistance recipients, people without jobs, households who depend on housing supports to maintain stable housing, people whose financial situation is precarious due to the COVID-19 crisis, people who live in community and supportive housing, and people who depend on social services, to meet their basic needs.

This SSRF was first announced on March 23, 2020. Since then, there have been four rounds of the SSRF. In addition to providing direct support to tenants and clients through Renfrew County Housing Corporation, Child Care and Early Years and Ontario Works, over 60 Renfrew County community-based agencies received funding through the SSRF to provide services and supports to residents of Renfrew County. These supports include food security, emergency housing support, transportation support, community-based counselling and support services, enhanced cleaning and protection supplies, safety enhancements, and supplies and services for those affected by COVID 19.

Since April 2020, the County of Renfrew has received \$6,688,196:

April 2020 – SSRF 1	\$1,773,100
August 2020 – SSRF 2	\$1,137,918
December 2020 – SSRF 2	\$ 332,600 – Additional Funds
March 2021 – SSRF 3	\$1,621,978
August 2021 – SSRF 4	\$1,822,600 (includes \$1,500,00 towards a capital project)

RESOLUTIONS

4. **Homelessness Prevention Program Transfer Payment Agreement** [Strategic Plan Goal #3 (b)]

RESOLUTION NO. CS-CC-22-04-32

Moved by Chair

Seconded by Committee

THAT County Council authorizes the Warden and Clerk to execute the amended Homelessness Prevention Program Transfer Payment Agreement between the County of Renfrew and the Ministry of Municipal Affairs and Housing.

Background

On April 7, 2022 the Ministry of Municipal Affairs and Housing notified the County of Renfrew of a conditional allocation of Social Services Relief Phase 5 funding in the amount of \$800,400 for the 2022-23 fiscal year, pending approval of the Investment Plan.

5. **New Child Care Supervisor Position** [Strategic Goal #2 (a)]

RESOLUTION NO. CS-CC-22-04-34

Moved by Chair

Seconded by Committee

THAT County Council approve that a contract Child Care Supervisor be hired in Group 7 of the Salary Range (\$70,758 to \$80,748); AND FURTHER THAT 100% of the funding for the position be from the Canada-Wide Early Learning and Child Care (CWELCC) funding.

Background

This position will support the implementation of the new Canada Wide Early Learning and Child Care Plan funded through the province at a rate of 100%. Program implementation time is short and anticipated changes reflecting the new Guidelines will be complex and broad.

Attached as Appendix III is a memorandum to CMSMs dated April 12, 2022, from Holly Moran, Assistant Deputy Minister, Ministry of Education, providing information on the implementation of the Canada-Wide Early Learning and Child Care Plan between the Province of Ontario and the Government of Canada. Appendix A in the memorandum provides an initial allocation of funding as follows:

- Fee Reduction \$2,500,655
- Workforce Compensation \$208,024
- Administration \$122,943
- Total CWELCC Funding \$2,881,622

Attached as Appendix IV is the Business Case for the Child Care Supervisor position to assist with the roll out of the CWELCC Plan.

BY-LAWS

6. **Contract Approval – RFP RCHC-22-05 Window Replacement at 1030-1106 Lea Street, Pembroke Ontario** [Strategic Plan Goal #3]

RESOLUTION NO. CS-CC-22-04-28

Moved by Chair

Seconded by Committee

THAT County Council approve the awarding of Request for Proposal RCHC-22-05 for the replacement of windows in four (4) town home blocks at 1030-1106 Lea Street, Pembroke, as submitted by Valley Window and Door,

Pembroke, Ontario in the amount of \$214,534 plus HST; AND FURTHER THAT County Council pass a By-law to Authorize Execution of the Contract.

Background

Renfrew County Housing Corporation issued a Request for Proposal for the replacement of windows in four (4) town home blocks located at 1030 – 1106 Lea Street Pembroke, Ontario. Proposals were received until 2:00 p.m., March 31, 2022. Improvement of energy efficiency is a priority in our buildings and the replacement of existing windows with new efficient units will result in improved efficiency. Four (4) companies requested the proposal documents, and three companies were in attendance of the mandatory site meeting. All three companies in attendance submitted a proposal to complete the work. The results of the proposals are as follows:

- | | |
|---|--------------|
| 1. Valley Window and Door, Pembroke, ON | \$214,534.00 |
| 2. 11425579 Canada Inc., Pembroke, ON | \$284,694.85 |
| 3. Renovco Ottawa Inc., Ottawa, ON | \$293,819.72 |

All amounts exclude 13% HST

Procurement of the services included in this tender, followed the requirements set out in Corporate Policy GA-01 – Procurement of Goods and Services.

Financial Implications

The cost for this contract is covered in our capital plan at \$275,000. There are sufficient funds in the 2022 Departmental budget to complete the project as proposed.

All of which is respectfully submitted.

James Brose, Chair

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

The Report was adopted as presented.

Councillor Thomas Peckett, Chair of the Operations Committee brought in and read the resolutions in the following report:

April 27, 2022

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 Status Report** [Strategic Plan Goal No. 3]

Attached as Appendix I is the Monthly Project Status Report for the information of Council.

2. **Capital Program Variance Report** [Strategic Plan Goal No. 3]

Attached as Appendix II is the Capital Program Variance Report for the information of Council.

3. **Increase in Speed Limits – Provincial Highways**

Attached as Appendix III is a letter from the Ministry of Transportation advising of the increase in speed limit along certain 400 series and appropriate sections of provincial highways. Of particular interest to the County of Renfrew is the section of Highway 417 from Kanata to Arnprior which increased from 100 km/h to 110 km/h on April 22, 2022.

4. **On-Site and Excess Soil Management, Ontario Regulation 406/19**

On March 22, 2022 County Staff facilitated a virtual meeting with Laura Blease, Senior Policy Advisor, Environmental Policy Branch, Ministry of the Environment, Conservation and Parks to discuss the On-Site and Excess Soil Management, Ontario Regulation 406/19. Eleven of our partner municipalities were in attendance. Attached as Appendix IV is a copy of the PowerPoint slides that Ms. Blease presented to the group. This legislation will not have any major impacts on County operations or projects going forward. Staff are working on an Excess Soils Policy which will be brought forward to Council at a future date.

5. **2022 Council Project Tour**

During the summer of 2021, Warden Robinson and CAO Paul Moreau attended several planned, ongoing, and completed Capital Projects for the 2021 construction season. The 'project tour' was considered beneficial and may be of benefit to Council to witness the wide expanse of projects undertaken annually on roads, bridges, and structure culverts. Our Committee directed staff to schedule a road tour in August.

6. **B005 (Scollard Bridge) Design Update** [Strategic Plan Goal No. 2]

Design is continuing for the rehabilitation of County Structure B005 (Scollard Bridge) by HP Engineering Incorporated. Three design alternatives were evaluated during the preliminary design and the table below provides a summary for comparison of each alternative:

Alternative	Description	Design Life (years)	Construction Duration (weeks)	Net Present Value	Estimated Cost (Class C)
1	Replace Superstructure minimal additional works	20 - 25	8 - 10	\$729,417	\$533,412
2	Replace Superstructure with new foundation supports in existing	75	10 - 12	\$676,917	\$617,832
3	Replace Superstructure with full restoration of substructure	50 - 60	10 - 12	\$707,401	\$637,572
4	Full Replacement	75	14 - 16	\$909,085	\$850,000

As seen above, Alternative 2 provides a substantially greater design life (50+ years) for a relatively low increase in cost (estimated \$84,420 higher cost than Alternative 1). Due to the benefit of a greater service life, and little negative implications, staff have directed HP Engineering Incorporated to continue detailed design on Alternative 2.

7. **County Road 512 (Foymount Road) Timeline Update** [Strategic Plan Goal No. 2]

The tender for close-cut clearing along County Road 512 (Foymount Road), from Miller Road to Harrington Creek Bridge, in the Township of Bonnechere Valley, closed on April 7, 2022. As the project is proceeding,

County staff reached out to staff at Bell and Hydro One to advise that close-cut clearing is anticipated to be completed by June 2, 2022. Bell staff have advised that utility relocations could take up to one year to complete due to the large number of poles to be relocated and 83 requiring rock drilling.

Following this news, County staff discussed further with Bell and Hydro staff and are in the process of preparing a plan by which Bell and Hydro could complete a portion of the relocations at the west end of the project by mid to late August allowing for a section of the road works to be undertaken and the County structure replaced. Further coordination will be required with Hydro and Bell to ensure that no issues arise with two contractors working in the same area.

8. **Transportation Master Plan Update** [Strategic Plan Goal No. 2]

In response to some local municipalities inquiring on the possibility of including local Transportation Master Plans (TMP) with the County of Renfrew's to realize savings, an email has been issued to all local Municipal Public Works staff and County representatives requesting they provide the Public Works staff with a timetable for an official decision on whether they wish to be included. As part of the Request for Proposal, local Municipal TMP's will be included as provisional items. By doing so, a local Municipality may withdraw their TMP without penalty to the County or other participating local municipalities.

9. **Winter Operations** [Strategic Plan Goal No. 3]

Table 1 provides a summary of winter events, material usage and precipitation amounts for the 2021/2022 winter months. Table 2 outlines the Significant Weather Events declared to date for the 2021/2022 winter season. Staff continues to be ready to respond to winter events as they occur.

Table 1

Month	No. of Event Days		Type of Event (days)			Material Used (tonnes)		Precipitation	
	Weekday	Weekend	Snow	Blowing Snow	Freezing Rain	Salt	Sand	Weather Station	Amount (mm)
Nov	7	2	7	0	7	665.6	588.7	Petawawa	41.0
								Bancroft	62.2
Dec	18	8	19	1	8	5,565.4	1,679.9	Petawawa	55.0
								Bancroft	78.9
Jan	16	3	17	2	2	4,354.2	2,186.4	Petawawa	33.2
								Bancroft	52.2
Feb	16	7	14	12	4	5,803.3	1,724.4	Petawawa	57.4
								Bancroft	100.8
Totals	57	20	57	15	21	16,388.5	6,179.4	Petawawa	186.6
								Bancroft	294.1

Table 2

Declaration Start			Declaration End			Reason
Month	Day	Time	Month	Day	Time	
Dec	5	3:00 PM	Dec	7	8:00 AM	Snow/Ice
Dec	10	10:30 PM	Dec	12	6:46 AM	Ice
Dec	15	7:00 AM	Dec	16	8:00 AM	Ice
Dec	24	3:27 PM	Dec	26	7:14 AM	Ice
Jan	16	6:30 PM	Jan	19	1:30 PM	Snow
Feb	17	2:00 PM	Feb	18	1:30 PM	Snow
Feb	21	4:00 PM	Feb	23	3:00 PM	Snow/Ice
Mar	6	7:30 AM	Mar	6	12:00 PM	Ice
Mar	23	2:50 PM	Mar	25	9:00 PM	Ice
Mar	30	2:00 PM	Mar	31	10:02 AM	Ice

10. **Spring Load Restrictions** [Strategic Plan Goal No. 2]

The County of Renfrew By-law 11-12 to Designate a Reduced Load Period on County Roads pertains to spring load restrictions that may be imposed commencing March 1 and extend to May 31 each year. The County placed advertisements in the local newspapers and provided notifications to the local municipalities to advise the public and commercial haulers that spring load restrictions commenced on March 21, 2022. Staff are monitoring the progress of the spring breakup to determine whether it will be possible to lift road restrictions prior to May 31. The signs indicating the restrictions will be adjusted to reflect any changes to the period of the restrictions.

RESOLUTIONS

11. **Target Bridge Condition Index (BCI) and Pavement Condition Index (PCI) Values** [Strategic Plan Goal No. 2]

RESOLUTION NO. OP-CC-22-04-40

Moved by Chair

Seconded by Committee

THAT County Council amend the existing Asset Management Plan to set target system average condition values at 68 for Bridge and Structural Culvert assets.

Background

Attached as Appendix V is a staff report regarding the recommended target system average condition values for Bridges, Structural Culverts, and Roads. It is recommended the level of service identified in the County's current Asset Management Plan for Roads be maintained but be updated for Bridges and Structure Culverts.

BY-LAWS

12. **Request for Tenders** [Strategic Plan Goal No. 2]

The following Request for Tenders were issued during the month of April for the Public Works and Engineering Department. Staff have reviewed the projected costs and confirm there is sufficient funds in the Capital and Operations Budget to complete the projects as tendered and proposed. The Tenders were processed in accordance with County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services. All amounts exclude applicable taxes.

- a) **PWC-2022-57 – Rehabilitation of County Structure B057 (Mount St. Patrick Bridge)**

RESOLUTION NO. OP-CC-22-04-41

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-57 as submitted by Coco Paving Inc., Kingston, Ontario for the rehabilitation of County Structure B057 (Mount St. Patrick Bridge) in the amount of \$686,698

plus HST; AND FURTHER THAT a By-law to Authorize Execution of the Contract be passed.

Background

County Structure B057 (Mount St. Patrick Bridge) is located on Mount St. Patrick Road, 5km south of Highway 132, in the geographic Township of Brougham in the Township of Greater Madawaska. A Request for Tender (RFT) was issued for the rehabilitation of Mount St. Patrick Bridge and the results were as follows:

- | | |
|--|--------------|
| 1. Coco Paving Inc., Kingston, ON | \$686,698.00 |
| 2. Bonnechere Excavating Inc., Renfrew, ON | \$754,760.00 |
| 3. 2274084 Ontario Ltd., a/o GMP Contracting Ltd., Markham, ON | \$772,019.87 |

The current 2022 Capital Works budget includes funds in the amount of \$800,000 for the rehabilitation of County Structure B057. A comparison of the 2022 budget and projected costs is provided in the following table:

B057 (Mount St. Patrick Bridge)			
	2022 Budget	Low Tender	
		Projected	Variance Over/(Under)
Construction	620,000.00	698,783.88	78,783.88
Engineering - Design/Tendering	30,000.00	40,000.00	10,000.00
Project Administration & Construction Supervision	90,000.00	82,735.97	(7,264.03)
Material Testing (Allowance)	10,000.00	10,000.00	-
Contingency	50,000.00	34,939.19	(15,060.81)
Total	800,000.00	866,459.05	66,459.05
* All costs are net HST			
* Projected costs are based on Tender results			

Design services for the rehabilitation of County Structure B057 (Mount St. Patrick) were solicited through a Request for Proposal (RFP) and awarded to HP Engineering under the signing authority of the CAO. The RFP terms of reference identified the potential for follow-on works under the contract for Contract Administration (CA) services and a proposal for CA services was requested from HP Engineering Incorporated. HP has provided a proposal, with a proposed cost of \$81,305, plus HST. The CA services have been awarded to HP Engineering under the signing authority of the CAO.

b) PWC-2022-18 – Rehabilitation of County Structure B319 (Bucholtz Bridge)

RESOLUTION NO. OP-CC-22-04-42

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-18 as submitted by 2274084 Ontario Ltd., a/o GMP Contracting Ltd., Markham, Ontario for the rehabilitation of County Structure B319 (Bucholtz Bridge) in the amount of \$835,495.47 plus HST; AND FURTHER THAT a By-law to Authorize Execution of the Contract be passed.

Background

County Structure B319 (Bucholtz Bridge) is located on County Road 58 (Round Lake Road), 100 metres east of Bucholtz Road, in the geographic Township of Alice in the Township of Laurentian Valley. A Request for Tender (RFT) was issued for the rehabilitation of Bucholtz Bridge and the results are as follows:

1. 2274084 Ontario Ltd., a/o GMP Contracting Ltd., Markham, ON	\$835,495.47
2. Bonnechere Exacavating Inc., Renfrew, ON	\$845,159.00
3. Dalcon Constructors Ltd., Ottawa, ON	\$847,000.00
4. Coco Paving Inc., Kingston, ON	\$976,544.50
5. Urban Links, Grimsby, ON	\$1,008,000.00
6. Willis Kerr Contracting Ltd., Kemptville, ON	\$1,274,758.60

The current 2022 Capital Works budget includes funds in the amount of \$950,000 for the rehabilitation of County Structure B319. A comparison of the 2022 budget and projected costs is provided in the following table:

B319 (Bucholtz Bridge) Rehabilitation			
	2022 Budget	Low Tender	
		Projected	Variance Over/(Under)
Construction	750,000.00	850,200.19	100,200.19
Engineering - Design/Tendering	1,000.00	1,000.00	-
Project Administration & Construction Supervision	100,000.00	90,719.04	(9,280.96)
Material Testing (Allowance)	15,000.00	15,000.00	-
Contingency	84,000.00	42,510.01	(41,489.99)
Total	950,000.00	999,429.24	49,429.24
* All costs are net HST			
* Projected costs are based on Tender results			

c) PWC-2022-09 – Close-Cut Clearing along County Road 512 (Foymount Road)

RESOLUTION NO. OP-CC-22-04-43

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-09 as submitted by Six Nations Aecon Joint Venture, Toronto, Ontario for close-cut clearing along County Road 512 (Foymount Road) from Miller Road to County Structure B257 (Harrington Creek Bridge) in the amount of \$151,477.44 plus HST; AND FURTHER THAT a By-law to Authorize Execution of the Contract be passed.

Background

County Road 512 (Foymount Road) is due for reconstruction from Miller Road to County Structure B257 (Harrington Creek Bridge).

Reconstruction of this section of road requires substantial utility relocations in order to accommodate realignment of the deficient horizontal curves. To accommodate these utility relocations and improve sightlines throughout the project, clearing of all trees from within the new County right-of-way is required.

A Request for Tender was issued for the close-cut clearing of County Road 512 (Foymount Road) from Miller Road to Harrington Creek Bridge and results were as follows:

1. Six Nations Aecon Joint Venture, Toronto, ON \$151,477.44

The current 2022 Capital Works budget includes funds in the amount of \$2,336,180 for the reconstruction of this section of County Road 512 (Foymount Road).

d) PWC-2022-04 Rehabilitation of County Road 517 (Dafoe Road)

RESOLUTION NO. OP-CC-22-04-45

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-04 as submitted by Greenwood Paving (Pembroke) Ltd., Pembroke, Ontario for the rehabilitation of County Road 517 (Dafoe Road) in the amount of \$943,818.01 plus HST; AND FURTHER THAT a By-law to Authorize Execution of the Contract be passed.

Background

Tenders were requested and received for the rehabilitation of County Road 517 (Dafoe Road) from Serran Road to County Road 62 (Combermere Road), a distance of 3.36 kilometres in the Township of Madawaska Valley as follows:

- | | |
|--|----------------|
| 1. Greenwood Paving (Pembroke) Ltd., Pembroke ON | \$943,818.01 |
| 2. R.G.T. Clouthier Construction Ltd., Pembroke ON | \$984,994.00 |
| 3. Bonnechere Excavating Inc., Renfrew ON | \$1,096,283.78 |
| 4. H&H Construction Inc., Petawawa ON | \$1,196,858.64 |

County Road 517 (Dafoe Road) Rehabilitation			
	2022 Budget	Low Tender	
		Projected	Variance Over/(Under)
Construction	1,005,894.55	962,973.21	(42,921.34)
Engineering - Design/Tendering	10,000.00	10,000.00	-
Project Administration & Construction Supervision	15,000.00	15,000.00	-
Material Testing (Allowance)	3,000.00	3,000.00	-
Contingency	100,589.45	48,148.66	(52,440.79)
Total	1,134,484.00	1,039,121.87	(95,362.13)
* All costs are net HST			
* Projected costs are based on Tender results			

The current 2022 Capital Works budget includes funds in the amount of \$1,134,484 for the rehabilitation of County Road 517 (Dafoe Road). A comparison of the 2022 budget and projected costs is provided in the following table:

e) **PWC-2022-65 Rehabilitation of County Road 65 (Centennial Lake Road)**

RESOLUTION NO. OP-CC-22-04-46

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-65 as submitted by Greenwood Paving (Pembroke) Ltd., Pembroke, Ontario for the rehabilitation of County Road 65 (Centennial Lake Road) in the amount of \$1,143,330.89 plus HST; AND FURTHER THAT a By-law to Authorize Execution of the Contract be passed.

Background

Tenders were requested and received for the rehabilitation of County Road 65 (Centennial Lake Road) from the Black Donald Access Point to Deer Mountain Road, a distance of 4.45 kilometres in the Township of Greater Madawaska as follows:

1. Greenwood Paving (Pembroke) Ltd., Pembroke ON	\$1,143,330.89
2. R.G.T. Clouthier Construction Ltd., Pembroke ON	\$1,230,524.00
3. H&H Construction Inc., Petawawa ON	\$1,309,292.92
4. Bonnechere Excavating Inc., Renfrew ON	\$1,445,357.88
5. The Eastway Contracting Inc., Pembroke ON	\$1,454,272.82

The current 2022 Capital Works budget includes funds in the amount of \$1,128,270 for the rehabilitation of County Road 65 (Centennial Lake Road). A comparison of the 2022 budget and projected costs is provided in the following table:

County Road 65 (Centennial Lake Road) Rehabilitation			
	2022 Budget	Low Tender	
		Projected	Variance Over/(Under)
Construction	998,427.27	1,167,015.11	168,587.84
Engineering - Design/Tendering	6,000.00	6,000.00	-
Project Administration & Construction Supervision	21,000.00	21,000.00	-
Material Testing (Allowance)	3,000.00	3,000.00	-
Contingency	99,842.73	58,350.76	(41,491.97)
Total	1,128,270.00	1,255,365.87	127,095.87
* All costs are net HST			
* Projected costs are based on Tender results			

f) PWO-2022-01 Light Duty Pick-Up Trucks

RESOLUTION NO. OP-CC-22-04-47

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWO-2022-01 as submitted by Surgenor Chevrolet Buick GMC Cadillac, Ottawa, Ontario for the supply and delivery of eight light duty pick-up trucks in the amount of \$432,318 plus applicable taxes; AND FURTHER THAT a By-law to Authorize the Execution of the Contract be passed.

Background

Tenders were requested for the supply and delivery of eight pick-up trucks and received as follows:

- | | |
|--|-----------|
| 1. Surgenor Chevrolet Buick GMC Cadillac, Ottawa, ON | \$432,318 |
| 2. Urban Ford Sales Ltd., Arnprior, ON | Rejected |

The current 2022 Department Budget includes funds in the amount of \$297,000 for seven pick-up trucks. An additional light duty pick-up truck was added to the 2022 tender due to an incident that occurred in January 2022. The submission from Urban Ford Sales Ltd. was rejected due to incompleteness of the tender and not meeting the minimum requirements as set out in the specifications.

g) PWO-2022-02 Pavement Marking

RESOLUTION NO. OP-CC-22-04-48

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWO-2022-02 as submitted by Provincial Road Markings Inc., Guelph, Ontario for Pavement Marking in the amount of \$657,003 plus HST; AND FURTHER THAT a By-law to Authorize Execution of the Contract be passed.

Background

Tenders were requested and received for pavement marking of various County Roads as follows:

1. Provincial Road Markings Inc., Guelph, ON	\$657,003.00
2. Almon Equipment Ltd., Toronto, ON	\$754,777.35
3. Trillium Pavement Marking, Carleton Place, ON	Incomplete
4. Northside Pavement Markings Ltd., Fredericton, NB	Incomplete

The Townships of Admaston/Bromley, Bonnechere Valley, Greater Madawaska, Horton, Laurentian Valley, Madawaska Valley and McNab/Braeside were participants on this Tender. The bid price stipulated in this report does not include their portion of the Tender. In alignment with previous years, staff will provide the municipalities with the results for their portion of the Tender to award as per their procurement policy.

13. County Road 65 (Centennial Lake Road) Transfer of Land – McKinnon [Strategic Plan Goal No. 2]

RESOLUTION NO. OP-CC-22-04-44

Moved by Chair

Seconded by Committee

THAT County Council pass a By-law to acquire Part 1 on Plan 49R-20034 in the geographic Township of Matawatchan in the Township of Greater Madawaska from Korey McKinnon for the sum of \$1.00; AND FURTHER THAT Part 1 on Plan 49R-20034 be dedicated as part of the public highway upon registration of the transfer documents.

Background

An application for consent for a property along County Road 65 (Centennial Lake Road) within part of Lot 15, Concession 9, in the geographic Township of Matawatchan in the Township of Greater Madawaska has been received.

In order to consolidate the lands, the County of Renfrew has included a condition of consent to application No. B43/21 that the applicants convey a one-foot square piece of property to the adjacent road authority. Since Centennial Lake Road is a County Road (County Road 65), the one-foot square is to be conveyed to the County of Renfrew. All costs associated with the transfer will be the responsibility of the applicants. The property to be transferred to the County is identified as Part 1 on Plan 49R-20034 on the attached Appendix VI.

14. **PWC-2022-56 – Rehabilitation of County Structure B203 (Petawawa River Bridge) [Strategic Plan No. 2]**

RESOLUTION NO. OP-CC-21-04-51

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-56 as submitted by Bonnechere Excavating Incorporated, Renfrew, Ontario for the rehabilitation of County Structure B203 (Petawawa River Bridge) in the amount of \$1,806,574 plus HST; AND FURTHER THAT additional funds be allocated from the Working Capital Reserve to finance the project above the original budget allocation; AND FURTHER THAT County Council pass a By-law to Authorize Execution of the Contract.

Background

County Structure B203 (Petawawa River Bridge) is located on County Road 51 (Petawawa Boulevard), 300m south of County Road 55 (Paquette Road), in the geographic Township of Petawawa, and the Town of Petawawa.

A Request for Tender (RFT) was issued for the rehabilitation of Petawawa River Bridge. Tenders were received until 2:00 p.m., Tuesday, April 12, 2022 and the results were as follows:

Bonnechere Excavating Inc., Renfrew, ON	\$1,806,574
All amounts exclude applicable taxes.	

The original schedule for design of this structure had a preliminary design, with an updated budget estimate, to be submitted before the end of 2021 in an effort to ensure that if budget changes were needed, they could be addressed accordingly. Unfortunately, the complexity of the project led to the preliminary design submission at the end of February containing a higher estimated cost than the County's budget for the project, which was higher than the submitted amount. At this time, staff requested that the Design Consultant work to remove any items which may be over and above what is needed in the project. However, even with a number of low priority items removed, costs for items such as asphalt, waterproofing, bearing pads, expansion joints, and other manufactured items are coming in significantly higher than anticipated this year. The Design Consultant has

advised that the submitted tender is competitive and lower than expected when compared to recent similar tender closings in the City of Ottawa.

Though Petawawa River Bridge would be considered in generally good condition overall, the works included in the project are necessary in order to ensure further deterioration does not occur and lead to deterioration of significant structural members. Additionally, several emergency repairs have been undertaken on the expansion joints, and to the wearing surface, in the past in order to allow for the safe use until works were undertaken this year.

Financial Implications

The current 2022 Capital Works budget includes funds in the amount of \$1,300,000 for the rehabilitation of County Structure B203. A comparison of the 2022 budget and projected costs is provided in the following table:

B203 (Petawawa River Bridge)			
	2022 Budget	Low Tender	
		Projected	Variance Over/(Under)
Construction	1,000,000.00	1,838,369.70	838,369.70
Engineering - Design/Tendering	10,000.00	20,000.00	10,000.00
Project Administration & Construction Supervision	100,000.00	98,415.15	(1,584.85)
Material Testing (Allowance)	15,000.00	15,000.00	-
Contingency	175,000.00	91,918.49	(83,081.51)
Total	1,300,000.00	2,063,703.34	763,703.34
* All costs are net HST			
* Projected costs are based on Tender results			

Staff has reviewed the tender results and, as noted above, there are significant overages compared with the budget. However, as costs for this project are not anticipated to be reduced should the project be postponed, and the works tendered are necessary in order to ensure more significant works are not needed in the near future, it is recommended the contract be awarded. It is recommended that additional funds be allocated from the Working Capital Reserve in order to complete this project in 2022 as tendered.

Tenders were processed in accordance with County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services.

15. **Alterations to County Roads and Structures [Strategic Plan No. 3]**

RESOLUTION NO. OP-CC-21-04-52

Moved by Chair

Seconded by Committee

THAT County Council pass a By-law approving the alterations to County Roads and Structures.

Background

Section 35 of the Municipal Act 2001, S.O. 2001, c.25, as amended allows a municipality to pass By-laws removing or restricting the common law right-of-passage by the public over a highway and the common law right-of-access to the highway by an owner of land abutting a highway. For several of our 2022 capital projects, the work may include temporary or permanent changes, alterations or restrictions to the use of the highway, or to private entrances. These works, therefore, should be authorized by By-law.

Approval of the alterations to a highway is intended to be the final step in the design process, wherein the Council authorize the work to proceed, subject to the budget and tender process. The approval is intended to apply only to those Capital Projects, which would result in alterations to the highway that could affect a person's access to and from their land, or that could significantly restrict or alter the use of the highway for a period of time. Only those projects that involve significant alterations are presented for approval.

The approval of the alterations deals solely with the nature and extent of the work and does not approve funding or contract awards for the work. The approval of funding and contracts for the work would remain a part of the normal budget, tendering, review and approval processes. Temporary road closures or lane restrictions, and entrance closures may be required during construction. All existing entrances will be reinstated. "Schedule I" to the By-law outlines the projects that will involve changes to the highways and infrastructures which could affect the common law right-of-passage over the highway, or vehicle access to an adjacent private property.

16. **PWC-2022-56 – Rehabilitation of County Structure B203 (Petawawa River Bridge) [Strategic Plan No. 2]**

RESOLUTION NO. OP-CC-21-04-51

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-56 as submitted by Bonnechere Excavating Incorporated, Renfrew, Ontario for the rehabilitation of County Structure B203 (Petawawa River Bridge) in the amount of \$1,806,574 plus HST; AND FURTHER THAT additional funds be allocated from the Working Capital Reserve to finance the project above the original budget allocation; AND FURTHER THAT County Council pass a By-law to Authorize Execution of the Contract.

Background

County Structure B203 (Petawawa River Bridge) is located on County Road 51 (Petawawa Boulevard), 300m south of County Road 55 (Paquette Road), in the geographic Township of Petawawa, and the Town of Petawawa.

A Request for Tender (RFT) was issued for the rehabilitation of Petawawa River Bridge. Tenders were received until 2:00 p.m., Tuesday, April 12, 2022 and the results were as follows:

Bonnechere Excavating Inc., Renfrew, ON	\$1,806,574
All amounts exclude applicable taxes.	

The original schedule for design of this structure had a preliminary design, with an updated budget estimate, to be submitted before the end of 2021 in an effort to ensure that if budget changes were needed, they could be addressed accordingly. Unfortunately, the complexity of the project led to the preliminary design submission at the end of February containing a higher estimated cost than the County's budget for the project, which was higher than the submitted amount. At this time, staff requested that the Design Consultant work to remove any items which may be over and above what is needed in the project. However, even with a number of low priority items removed, costs for items such as asphalt, waterproofing, bearing pads, expansion joints, and other manufactured items are coming in significantly higher than anticipated this year. The Design Consultant has

advised that the submitted tender is competitive and lower than expected when compared to recent similar tender closings in the City of Ottawa.

Though Petawawa River Bridge would be considered in generally good condition overall, the works included in the project are necessary in order to ensure further deterioration does not occur and lead to deterioration of significant structural members. Additionally, several emergency repairs have been undertaken on the expansion joints, and to the wearing surface, in the past in order to allow for the safe use until works were undertaken this year.

Financial Implications

The current 2022 Capital Works budget includes funds in the amount of \$1,300,000 for the rehabilitation of County Structure B203. A comparison of the 2022 budget and projected costs is provided in the following table:

B203 (Petawawa River Bridge)			
	2022 Budget	Low Tender	
		Projected	Variance Over/(Under)
Construction	1,000,000.00	1,838,369.70	838,369.70
Engineering - Design/Tendering	10,000.00	20,000.00	10,000.00
Project Administration & Construction Supervision	100,000.00	98,415.15	(1,584.85)
Material Testing (Allowance)	15,000.00	15,000.00	-
Contingency	175,000.00	91,918.49	(83,081.51)
Total	1,300,000.00	2,063,703.34	763,703.34
* All costs are net HST			
* Projected costs are based on Tender results			

Staff has reviewed the tender results and, as noted above, there are significant overages compared with the budget. However, as costs for this project are not anticipated to be reduced should the project be postponed, and the works tendered are necessary in order to ensure more significant works are not needed in the near future, it is recommended the contract be awarded. It is recommended that additional funds be allocated from the Working Capital Reserve in order to complete this project in 2022 as tendered.

Tenders were processed in accordance with County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services.

17. **Alterations to County Roads and Structures [Strategic Plan No. 3]**

RESOLUTION NO. OP-CC-21-04-52

Moved by Chair

Seconded by Committee

THAT County Council pass a By-law approving the alterations to County Roads and Structures.

Background

Section 35 of the Municipal Act 2001, S.O. 2001, c.25, as amended allows a municipality to pass By-laws removing or restricting the common law right-of-passage by the public over a highway and the common law right-of-access to the highway by an owner of land abutting a highway. For several of our 2022 capital projects, the work may include temporary or permanent changes, alterations or restrictions to the use of the highway, or to private entrances. These works, therefore, should be authorized by By-law.

Approval of the alterations to a highway is intended to be the final step in the design process, wherein the Council authorize the work to proceed, subject to the budget and tender process. The approval is intended to apply only to those Capital Projects, which would result in alterations to the highway that could affect a person's access to and from their land, or that could significantly restrict or alter the use of the highway for a period of time. Only those projects that involve significant alterations are presented for approval.

The approval of the alterations deals solely with the nature and extent of the work and does not approve funding or contract awards for the work. The approval of funding and contracts for the work would remain a part of the normal budget, tendering, review and approval processes. Temporary road closures or lane restrictions, and entrance closures may be required during construction. All existing entrances will be reinstated. "Schedule I" to the By-law outlines the projects that will involve changes to the highways and infrastructures which could affect the common law right-of-passage over the highway, or vehicle access to an adjacent private property.

Moved by Councillor Murphy

Seconded by Councillor Peckett

THAT Section 66, Notice of Motion, of the Procedural By-law be suspended in order to bring forward a motion regarding Highway 512. CARRIED.

Moved by Councillor Murphy

Seconded by Councillor Hunt

THAT the Warden send a letter to Bell Canada and Hydro One to advise them that the delay on the construction of Highway 512 is unacceptable and to advise them that the project needs to be completed this year. CARRIED.

All of which is respectfully submitted.

T. Peckett, Chair

And Committee Members: D. Bennett, B. Hunt, S. Keller, D. Lynch, D. Robinson, J. Tiedje

The Report was adopted as amended.

Councillor Jennifer Murphy, Chair of the Finance & Administration Committee brought in and read the resolutions of the following report:

April 27, 2022

To the Council of the Corporation
Of the County of Renfrew

Members of County Council:

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

INFORMATION

1. **Media Relations and Social Media Coordinator**

Ms. Tina Peplinskie was the successful candidate for the position of Media Relations and Social Media Coordinator at the County of Renfrew effective April 11, 2022. Tina comes to us from the Pembroke Observer and News and has had a close relationship with the County, reporting on local events and programs at the County of Renfrew for over 20 years.

2. **Retirement – Information Technology Department – IT Technician / Webmaster**

Mr. Roger Goldberg has provided notice of his retirement effective June 13, 2022. Roger joined the County on April 15, 2002 and will reach 20 years of service this month. We would like to extend our thanks for the many contributions Roger has made to the County of Renfrew and we wish him health and happiness as he moves on to this next chapter in life.

3. **COVID-19 Corporate Financial Summary to December 31, 2021** [Strategic Plan Goal #2 (b)]

Attached as Appendix I is a chart summarizing the financial activities for all County of Renfrew Departments in relation to our COVID-19 initiatives to December 31, 2021.

4. **Unaudited 2021 Financial Statements** [Strategic Plan Goal #2 (a)]

Attached as Appendix II are the 2021 Unaudited Financial Statements for the Renfrew County Housing Corporation, Bonnechere Manor, Miramichi Lodge and the General Revenue Fund. Please note that these Financial Statements not only include a Statement of Revenue and Expenditures and Balance Sheet for the year ending December 31, 2021, but also a breakdown of the Accumulated Surplus for each entity as at December 31, 2021. The Statement of Revenue and Expenditures is presented comparing the actual results for 2021 to the 2021 budget adopted by County Council. These Financial Statements reflect a total municipal surplus of \$472,085.

To convert these statements to be fully PSAB compliant, we must add back amortization expense but remove any impact for capital, reserve transfers, debt principal and debt proceeds. The adjusted Accounting Surplus totals \$9,736,941 which is allocated as follows:

- \$6,828,317 increase to tangible capital assets (net of amortization)
- \$1,682,225 decrease in long term debt
- \$375,000 decrease in unfinanced capital (Centennial Lake Bridge)
- \$4,589,922 increase in employee liabilities
- \$306,640 increase in reserves
- \$5,134,681 increase in unallocated surplus
 - \$815,158 to Renfrew County Housing Corporation
 - \$924,390 to Bonnechere Manor
 - \$307,861 to Miramichi Lodge
 - \$3,087,271 to the General Revenue Fund.

The 2020 Accumulated Surplus increased by \$9,736,941 to \$334,218,994 as at December 31, 2021.

5. **2022 Annual Repayment Limit (ARL)**

Attached as Appendix III is a letter from Ruchi Parkash, Director (A), Municipal Finance Policy Branch, Ministry of Municipal Affairs and Housing enclosing the County's 2022 Annual Repayment Limit (ARL). The Province has adjusted the joint local board fees and revenues for Long-Term Care Homes reported in the County's 2020 FIR to include only our share of such revenues.

6. **Municipal Finance Officers' Association of Ontario (MFOA) 2022 Federal Budget Summary** [Strategic Plan Goal #2]

Attached as Appendix IV is a Municipal Finance Officers' Association of Ontario (MFOA) Summary of the 2022 Federal Budget document dated April 7, 2022.

7. **Provincial Offences Administration Backlog** [Strategic Plan Goal #3]

The following chart highlights the ongoing backlog of court matters due to the COVID-19 shutdown:

Month 2022	# of Courts Originally Scheduled	# of Courts Cancelled	# Part I Charges in Backlog	Part III New Charges	# Part III Charges in Backlog	Total Backlog Charges	Number of Court Days Required for Backlog	Months to Clear Backlog at Current Rate
January	6	2	494	124	279	897	37	12.5
Feb	5	3	460	62	422	944	39	13
March	4	4	456	60	403	919	39	13

RESOLUTIONS

8. **Ottawa Valley Ontario Health Team Reserve**

RESOLUTION NO. FA-CC-22-04-30

Moved by Chair

Seconded by Committee

THAT County Council approve that an Ottawa Valley Ontario Health Team (OVOHT) Reserve be established in the amount of \$65,000 for use of the OVOHT steering committee consistent with the provisions outlined in the Transfer Payment Agreement.

Background

The Province has provided a provincial subsidy from October 2021 to March 2023 to the Ottawa Valley Ontario Health Team to be administered through the County of Renfrew. This funding includes up to \$65,000 of administration costs. The OVOHT has requested that the County of Renfrew charge the full administration allocation in March 2022 and retain these funds for use in the event the OVOHT exceeds its funding allocation in the future.

BY-LAWS

9. 2022 Tax Policy [Strategic Plan Goal #3(b)]

RESOLUTION NO. FA-CC-22-04-33

Moved by Chair

Seconded by Committee

THAT County Council approve that a By-law setting the starting 2022 tax ratios for County purposes and lower-tier purposes for the year 2022 be adopted.

RESOLUTION NO. FA-CC-22-04-34

Moved by Chair

Seconded by Committee

THAT County Council approve that the 2022 tax ratio By-law include a revenue neutral ratio for the Landfill class at 1.189066.

RESOLUTION NO. FA-CC-22-04-35

Moved by Chair

Seconded by Committee

THAT County Council approve a reduction in the Broad Industrial Ratio down to the Provincial Threshold of 2.63, phased in over a 2-year period beginning with the 2022 taxation cycle.

RESOLUTION NO. FA-CC-22-04-36

Moved by Chair

Seconded by Committee

THAT County Council approve that the 2022 tax rates for the County of Renfrew include a calculation to apply a municipal budgetary tax increase to the industrial and large industrial classes equal to 50% of the tax rate increase over the 2022 notional tax rate for the residential class.

Background - Executive Summary of 2022 Tax Policy Recommendations from the Tax Policy Working Group

The Finance Division held a Virtual Tax Policy Working Group meeting Tuesday, March 22, 2022 that included the local Municipal Treasurers. The following is an Executive Summary of the recommendations from the Tax Policy Working Group. A slide deck was prepared for the March 22 meeting of the TPWG and is available upon request.

Ratios - The Tax Policy Working Group (TPWG) is recommending that we maintain the 2022 starting ratios. The option is not available in 2022 to reset the ratios to avoid tax shifts between the classes because there was no reassessment impact in 2022. In addition, TPWG suggests that we hold firm to the valuation principles we established many years ago. If we had the ability to move to revenue neutral ratios and prevent properties from receiving the benefit of lower valuations, then we have made a fundamental shift in these principles.

At our April 2021 County Council meeting, approval was received to reduce the Industrial Class Ratio down to the Provincial Threshold of 2.63, phased in over a 2-year period, beginning with the 2022 taxation cycle. The broad industrial starting ratio will therefore reduce from 3.19541 to 2.900678 in 2022. Once fully implemented, this change would remove the last tax classes that are subject to levy restriction. All tax classes would then be at or below the provincial threshold and any municipal budgetary increase would be applied to all tax classes.

New Landfill Class and Ratios - On December 13, 2016, an amendment to Ontario Regulation 282/98 under the Assessment Act was filed, which implements several of the Landfills Assessment Review recommendations. The regulation prescribes the use of the historic valuation methodology to assess landfills for the 2016 reassessment. The historic methodology values landfills as vacant industrial land, with structures assessed based on the replacement cost approach; prescribes the exclusion of environmental protection features from the assessed value of landfills; and establishes a new landfill property class. Municipalities with properties in the Landfill class in their jurisdiction must include a Landfill class tax rate and tax ratio starting in 2017. On April 5, 2017 the Ministry of Finance advised all municipalities that Ontario Regulations 94/17, 95/17, 97/17, 98/17 and 99/17 had been filed to implement the municipal tax policy framework. In 2017, Renfrew County chose a Starting Ratio for the Landfill class to be the same as the 2017 Starting Ratios for the Commercial class at 1.814700.

For the 2022 taxation year, confirmation has been received from the Ministry of Finance that O. Reg 95/17, Section 10.2 will continue to be applied for tax year 2022. Therefore, the transition ratio for the Landfill class is the Revenue Neutral ratio, with the ability to increase it up to 5%.

The revenue neutral ratio for 2022 is 1.189066. If this regulation does not change for subsequent years, then the Transition Ratio for the Landfill Class will be recalculated every year since it has to equal the Revenue Neutral Ratio for that class. The Revenue Neutral Ratios are calculated to raise the same proportion of the levy for each class as it paid in the previous tax year. **Therefore, TPWG is recommending that for 2022, County Council adopt the revenue neutral ratio for the Landfill class at 1.189066.**

Multi Residential Ratios - The TPWG considered a reduction in the Multi-Residential Ratio to match the ratio in the New Multi-Residential Ratio Tax Class. There are 108 multi-residential properties in the County (average CVA of \$1.5M) and 5 new multi-residential properties (average CVA \$2.5M). A reduction in the Multi-Residential Ratio to match the ratio in the New Multi-Residential Ratio Tax Class would result in a shift of the property tax burden away from multi residential (47.9%) and onto all other classes (1.17%). This decision has been deferred until after the next market based reassessment and after we survey our peers.

Levy Restriction - Although we have reduced the Industrial Ratios halfway to provincial threshold, they are still above this threshold and therefore they are still subject to a levy restriction of 50%. County staff are recommending that the County elect to increase the industrial and large industrial tax rates by 50% of the residential based on notional tax rates. This option was also chosen by County Council in prior years.

Notional Rate Adjustment - In response to municipal requests, a technical adjustment to the provincially prescribed notional property tax rate calculation was announced in the 2016 Ontario Budget. This adjustment ensures that when calculating notional tax rates, municipalities and the Province are able to address any unintended effects due to specific in-year property assessment changes, such as assessment appeal losses. Municipalities have the option to adjust the year-end assessment used in the notional property tax rate calculation to offset changes resulting from certain in-year reassessment related changes, including: Assessment Review Board decisions; Request for Reconsiderations; Post Roll Amended Notices; and Special Advisory Notices. In 2016, regulations were enacted for each municipality that adopted the adjustment. For 2017 and future years, the Ministry has taken steps to ensure a more streamlined process,

which will not require further regulations. Adoption of the adjustment can be implemented for any municipality by selecting the adjustment through the OPTA system. To ensure the ongoing integrity of education property tax revenues, the property tax rate calculation adjustment is also applied to education property tax rates. **TPWG is not recommending that we adjust year end taxation through the use of this option.**

Discount Rates - The County has always used the legislated reductions of 30% for Commercial and 35% for Industrial vacant units, vacant land and excess land. The Province began providing municipalities with broad flexibility for 2017 and future years to tailor the programs to reflect community needs and circumstances, while considering the interests of local businesses. Municipalities can implement changes to the existing discount by notifying the Minister of Finance of their intent to utilize this flexibility and provide details of the proposed changes along with a council resolution. In 2018, County Council passed a resolution seeking Ministerial consent to eliminate the vacant and excess land subclasses as well as the vacant building rebate program for the 2019 taxation year and thereafter.

On December 7, 2018, O. Reg. 490/18 was filed amending O. Reg. 580/17 under the Municipal Act, 2001 to implement requested changes to the Vacant and Excess Land Subclasses. For the purposes of subsection 313 (1.3) of the Act, the County of Renfrew is authorized to pass a by-law providing that a tax rate reduction in paragraph 2, 3, 4 or 5 of subsection 313 (1) of the Act does not apply for a taxation year after 2018.

Also, on December 7, 2018, O. Reg. 491/18 was filed amending O. Reg. 325/01 under the Municipal Act, 2001 to implement requested changes to the Vacant Unit Rebate. For the 2019 taxation year and subsequent taxation years, the lower-tier municipalities in the County of Renfrew are not required to have a program to provide tax rebates to owners of property that have vacant portions.

Optional Small Business Subclass - TPWG is not recommending the introduction of this new subclass at this time. To date, Toronto and Ottawa are the only two municipalities that have elected to implement this subclass. The new subclass allows for an up to 35% reduction in the commercial and industrial rates, with the possibility of the province matching the reduction in the education rate. At the fall 2021 tax policy

working group meeting, it was recommended that this subclass not be adopted for the following reasons:

Municipalities must establish a process for identifying properties and portions of properties eligible for inclusion in the subclass. This can be an application-based process and/or a criteria-based determination process not requiring individual applications by property owners. They may also use both a criteria-based determination process and an application process.

Municipalities opting to use the subclass must appoint a Program Administrator and an Appellate Authority.

The Program Administrator is responsible for providing MPAC with a list of the properties, or portions of properties, that are approved for inclusion in the subclass for a taxation year.

The Appellate Authority is responsible for hearing any appeals of the Program Administrator's eligibility decisions.

This reduction in the tax burden for this new class would result in a shift in taxation onto all other classes.

Optional Small Scale On-Farm Business Subclass - TPWG is not recommending the introduction of this new subclass at this time. This subclass, if adopted, provides for a 75% reduction off the commercial or industrial tax rate of the first \$50,000 of applicable assessment. New to 2022, the municipality may opt to apply the reduction on up to the first \$100,000 of assessment. Currently there are 5 properties in Renfrew County who are eligible under this subclass with a combined CVA of only \$192,600. Due to the limited number of properties, it was recommended that this subclass not be adopted.

Tax Relief for Low Income Seniors/Disabled - TPWG is not recommending any changes to the current policy to **defer** assessment related tax increases for low income and disabled seniors.

Tax Relief on Eligible Property Occupied by Eligible Charities - TPWG is not recommending any change to the current by-law establishing a tax rebate program for eligible charities in the amount of 40% of the taxes payable on eligible commercial or industrial properties.

Deadlines for LTM Tax Rating By-laws - As we are all using OPTA to generate all business class property tax bills, the system will not be available until **ALL** LTM's complete their budget processes and adopt a rating by-law. TPWG is recommending that all tax rating by-laws should be adopted prior to **June 17, 2022** and all tax rates should be entered by each municipality into the OPTA system by that same date. This process would allow the issuance of property tax bills to the business community before the summer vacation period.

10. **2022 County of Renfrew Tax Rate By-law [Strategic Plan Goal #3(b)]**

RESOLUTION NO. FA-CC-22-04-37

Moved by Chair

Seconded by Committee

THAT County Council approve that a By-law to establish the 2022 Tax Rates for County of Renfrew Purposes be adopted.

Background

At the January 17, 2022 Session of County Council, By-law Number 5-22, being a By-law to Adopt the Estimates for the Sums Required During the Year 2022 for General, Capital and All Purposes of the County of Renfrew was adopted in the amount of Fifty Million, Five Hundred and Forty Thousand, Three Hundred and Eighty Dollars (\$50,540,380) as the estimate of property tax levy required during the year 2022. As a result of our Tax Policy recommendations we are now able to recommend the adoption of the County tax rates for 2022. The following table provides a summary of the 2022 County tax rates with a comparison to the 2021 rates:

Property Class	2021 Tax Rates	2022 Tax Rates
Residential	0.00375065	0.00381620
Residential - FAD (Phase I)	0.00131273	0.00133567
Multi-Residential	0.00728975	0.00741717
New Multi-Residential	0.00375065	0.00381620
Commercial - Occupied	0.00680630	0.00692526
Commercial - Vacant	0.00680630	0.00692526
Commercial - FAD (Phase I)	0.00131273	0.00133567
Industrial - Occupied	0.01051561	0.01028676
Industrial - Vacant	0.01051561	0.01028676

Property Class	2021 Tax Rates	2022 Tax Rates
Large Industrial - Occupied	0.01311897	0.01160081
Large Industrial – Vacant	0.01311897	0.01160081
Landfill	0.00445977	0.00453772
Pipelines	0.00499886	0.00508623
Farmland	0.00093766	0.00095405
Managed Forest	0.00093766	0.00095405

11. **Human Resources Corporate Policies and Procedures** [Strategic Plan Goal #2]

RESOLUTION NO. FA-CC-22-04-38

Moved by Chair

Seconded by Committee

THAT County Council approve Corporate Policies A-09 Misconduct in the Workplace, E-01 Hours of Work and Overtime, E-02 Statutory and Paid Holiday FT, E-03 Statutory and Paid Holiday Other than FT and E-04 Vacation; AND FURTHER THAT a By-law to amend By-law 63-03, being a By-law to Establish Human Resources Corporate Policies and Procedures for the County of Renfrew be adopted.

Background

A-09 Misconduct in the Workplace

At the Finance and Administration Committee meeting held October 14, 2021 revised policy A-09 Misconduct in the Workplace was presented. Committee directed that this policy be returned to Human Resources for further review and clarification regarding the term “illegal drugs” versus “narcotic” or other appropriate terminology. Staff advised that there currently is another Corporate Policy G-08 Impairment in the Workplace – Drug and Alcohol/Fitness for Duty that addresses the management of impairment related issues.

The policy has been amended to refer to policy G-08 removing the references to illegal drugs.

E-01 Hours of Work and Overtime

- Last revision was 2 years ago
- Updated to match new policy template
- Realignment of information for ease of use
- Removed hours and standardized to working days

- Overtime changed from daily hours of work to weekly hours of work
- Listed ESA entitlements for breaks and lunches
- Clarified policy for non-full-time employees
- For Group B added appendices to revise automatically with Employment By-law #1 changes.

E-02 Statutory and Paid Holidays FT

- Last revision was 6 months ago
- Updated to match new policy template
- Included process banking public holidays per the ESA
- Clarified expectation for paying out public holiday banks in an effort to manage ongoing corporate liability.

E-03 Statutory and Paid Holidays for All Employees Other than FT

- Last revision was 6 months ago
- Updated to match new policy template
- Included process banking public holidays per the ESA
- Clarified expectation for paying out public holiday banks in an effort to manage ongoing corporate liability.

E-04 Vacation

- Last revision was 13 years ago
- Updated to match new policy template
- Clarified process for vacation time entitlement for part time employees
- Restructured for ease of reference
- Codified current practice when vacation is in excess of policy
- Clarified process for change in employment status and impact to vacations
- Included policy references linking back to ESA.

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

The Report was adopted as presented.

Council recessed at 11:48 a.m. Council reconvened at 12:45 p.m. with the same persons present.

Councillor Robert Sweet, Chair of the Development & Property Committee brought in and read the resolutions of the following report:

April 27, 2022

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

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

INFORMATION

1. Twinning – Renfrewshire [Strategic Plan Goal No. 1]

Chair Robert Sweet, Director Craig Kelley, Manager of Economic Development Alastair Baird, and members of the Upper Ottawa Valley Chamber of Commerce (UOVCC) met on Tuesday April 5, 2022 to discuss opportunities as they relate to a Chamber Initiated Business Twinning Mission with Renfrewshire's Chamber of Commerce(s) in late 2022/early 2023. The UOVCC is extremely excited at the prospect of working with likeminded individuals in Renfrewshire, Scotland and the opportunities that exist, and will be forming a small committee of community leaders to shepherd this initiative forward in the coming months.

2. Building Broadband Faster Act, 2021

Attached as Appendix I is the submission made jointly by the Eastern Ontario Wardens' Caucus (EOWC) and Eastern Ontario Regional Network (EORN) chairs to Ontario's Standing Committee on General Government Policy on the Building Better Broadband Act and Getting Ontario Connected Act on March 30, 2022. Notice for the opportunity to provide comment was received on Monday, March 28, 2022. EORN worked collaboratively with staff from Southwestern Integrated Fibre Technology (SWIFT) in southwestern Ontario and Blue Sky in northern Ontario to ensure that there was alignment on messaging about the concerns. Association of Municipalities Ontario (AMO) staff appeared before the Standing Committee on March 30, 2022 to voice concerns on behalf of their

members. The attached response (Appendix II) was provided by the April 7, 2022 deadline to the Standing Committee on General Government. The response was based on previous positions adopted by Council.

3. **Canadian Nuclear Laboratories (CNL) Industry Day** [Strategic Plan Goal No. 1]

Business Development Officer David Wybou participated in a meeting with members of the Canadian Nuclear Laboratories organizing team for CNL's annual Industry Day. This year's event will take place on Thursday, June 2, 2022 at CNL's new Logistics building at the entrance to the Chalk River Laboratories. Renfrew County businesses will have the opportunity to participate with a booth at no charge. Trades contractors and manufacturers will find this business development opportunity of particular interest. Mr. Wybou continues to work closely with CNL and is recruiting local businesses to participate and build business relationships with CNL, and its many contractors.

4. **Major Tourism Funding Announcement** [Strategic Goal No. 3]

Attached as Appendix III is an announcement from the Federal Economic Development Agency for Southern Ontario (FedDev Ontario) on a new funding stream to be delivered via the Federal Government Tourism Relief Fund via the Regional Tourism Organization (RTO) network in Ontario. RTO 11, Ontario's Highlands Tourism Organization (OHTO) supports the County of Renfrew, as well as the Counties of Hastings, Lanark, Frontenac and Lennox and Addington, and will have \$3 million in funding to deliver across the region. OHTO and the Ottawa Valley Tourist Association (OVTA) have been anticipating this funding announcement and welcome the positive news to help our tourism sector rebuild and innovate in our recovery from COVID-19. OHTO will circulate further information regarding the application process to all members of Council.

5. **Weed Inspection** [Strategic Plan Goal No. 3]

Correspondence was sent to all lower-tier municipalities reminding of the 2014 appointment of Jason Davis as the County's Area Weed Inspector and also requesting to be informed if the lower-tier municipality has appointed their own local Weed Inspector.

6. **Secondary Dwellings** [Strategic Plan Goal No. 3]

Secondary dwellings are a self-contained residential unit that has kitchen and bathroom facilities that is located on the same property as the primary dwelling. It can be lived in by the property owner, other family members, or rented out. They are commonly known as in-law flats, secondary suites, coach houses, and accessory or basement apartments. Changes to the Planning Act and County of Renfrew Official Plan have made secondary dwellings a new housing option for municipalities and property owners to consider. Municipalities are updating their zoning by-laws and developing provisions for allowing these housing units.

Attached as Appendix IV is a brochure that County staff has prepared which will be made available on the County of Renfrew website and provided to all local municipalities as information to the public. The brochure provides an explanation of what a secondary dwelling is and the current policies regarding their use.

7. **Plan of Subdivision Final Approval** [Strategic Plan Goal No. 3]

Two plans of subdivision were given final approval. The Shames subdivision in the Town of Petawawa creates 14 lots. The Combermere Lodge subdivision and condominium in the Township of Madawaska Valley creates 44 new lots.

8. **Official Plan Amendment No. 11 (OPA No. 11)**

On March 24, 2022, the Ministry of Municipal Affairs and Housing approved OPA No. 11 for the Township of Whitewater Region. The approval triggers an appeal period and if no appeals are received by the Ministry then the decision is final.

9. **Whitewater Comprehensive Review Settlement Boundary**

The County received an application to amend the Official Plan from the Township of Whitewater Region. The application proposes changes to the settlement boundary of Cobden and some of the land use designations in the area. Staff will be processing the application in accordance with the requirements of the Planning Act and a public meeting will be scheduled to be held at the municipal office of the Township of Whitewater Region in June.

10. **Planning Assistance to the Township of Whitewater Region**

The Township of Whitewater Region has requested County assistance for an eight-week period while the Township Planner is on leave. The County will be primarily preparing notices required under the Planning Act. In addition, planning staff will be preparing consent reports and attending a Committee of Adjustment meeting on April 21, 2022.

11. **News Release – Ontario is Making it Easier to Buy a Home**

On March 30, 2022, the Ministry of Municipal Affairs and Housing issued a news release, attached as Appendix V, on a plan to act on recommendations from the Housing Affordability Task Force, and the Provincial-Municipal Housing Summit.

A few of the highlights include:

- Working with municipalities to identify and enhance measures that will crack down on land speculation and protect home buyers. This is in response to feedback the Province solicited from municipalities regarding projects that are approved by the municipality, but unbuilt by the developer.
- Supporting municipalities with resources, tools and standards to provide timely review and adjudication processes by both **extending legislated timelines for decisions while focusing the decision-making process (emphasis added)**.
- Investing more than \$19 million to help the Ontario Land Tribunal (OLT) and the Landlord and Tenant Board to reduce their backlogs.
- Making it easier to build more community housing by making better use of provincially owned lands for non-profit housing providers. To preserve the existing stock of community housing and modernize the system for those who depend on it.
- The Province will be consulting with the public and municipalities on how to develop recommendations on how to support gentle density for multi-generational and missing middle housing, as well as addressing housing needs in rural and northern communities.

RESOLUTIONS

12. Departmental Capacity Review – Planning

RESOLUTION NO. DP-CC-22-04-36

Moved by Chair

Seconded by Committee

THAT County Council direct staff to review the complement of Planning Division staff, along with a forecast of planning applications, including general inquiries and bring a report back to Council; AND FURTHER THAT business cases for additional resources, if identified as being required, are brought forward at the same time.

Background

The Focused Strategic Review of Planning Services identified several priorities that referenced staff capacity, workload, and/or succession planning. As mentioned to Council, the Planning Division is currently witnessing an unprecedented volume of applications and inquiries, likely fueled by property values and the attractiveness of investing in Renfrew County post-pandemic. In order to respond to these applications in an expeditious manner, it is prudent to review our human resources and determine what roles need to be filled and act upon those findings. Recent announcements of the Provincial government indicate to our Department that the process for planning approvals is likely going to be more intensive at the local level. Additionally, as we provide planning support for the majority of the County's local municipalities, we want to ensure we have the appropriate capacity into the future and continue to develop our planning staff to assume roles left vacant due to retirement.

13. Nuclear Energy Omission from Federal Green Bond Framework Funds Program [Strategic Plan No. 1]

RESOLUTION NO. DP-CC-22-04-37

Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden to send a letter to the Honourable Chrystia Freeland, Deputy Prime Minister and Minister of Finance, calling for the inclusion of nuclear energy in the Green Bond Framework.

Background

To support Pan-Canadian environmental protection the federal government is creating a Green Bond Framework to help finance investments in a broad range of areas that will support and foster pollution reduction, green energy production and greenhouse gas emission reductions. Nuclear energy is specifically omitted from the list of Eligible Green Expenditures. Categorizing nuclear energy in a very negative and inappropriate manner, the Green Bond Framework identifies nuclear energy in a list of industrial investment areas that are specifically excluded from the Green Bond Framework. This list includes transportation, exploration and production of fossil fuels, nuclear energy, arms manufacturing and gambling, manufacture and production of tobacco products and manufacture and production of alcoholic beverages.

Omission from what will be a very important financial support for research and development and product and process development will be very detrimental to the nuclear industry, including operations at Chalk River Laboratories and the development and demonstration of next generation Small Modular Reactors (SMRs) here in Renfrew County and at other licenced nuclear research and development sites across Canada. Nuclear energy is a non-Green House Gas (GHG) emitting source of both electrical and thermal energy. Presently nuclear energy provides 60% of Ontario's electrical supply. In order to achieve a non-GHG energy future it is highly likely that globally, nuclear energy will be a key contributor to the electrical supply needs globally.

The Canadian Association of Nuclear Host Communities (CANHC) of which the Town of Deep River and County of Renfrew are both members, all its member municipalities, and nuclear sector businesses and organizations across Canada have chosen to communicate to the federal government their objections to this exclusion of nuclear energy from the Green Bond Framework.

Extract from Green Bond Framework:

"The Government of Canada intends to allocate an amount equal to the net proceeds of any green bonds issued (the "Green Bonds") to finance and/or refinance, in whole or in part, expenditures that meet any of environmental eligibility criteria set out in this Framework (the "Eligible Green Expenditures"), with the intent that these expenditures would

not cause significant harm to any of the priorities identified in Section 1.1.

Eligible Green Expenditures can include any government expenditures, including but not limited to transfer payments (e.g., grants, contributions, etc.), loans, subsidies, fiscal measures (e.g., tax credits and tax expenditures) and capital and operational expenditures (e.g., salaries and operating expenses). Expenditures related to research and development, funding for scientific purposes, and international transfers in support of the eligible green expenditure categories can also be included, as appropriate. Eligible Green Expenditures are limited to federal government expenditures, including those of departments, agencies and select Crown corporations occurring no earlier than two fiscal years prior to the issuance, the fiscal year of issuance, and no later than two fiscal years following the fiscal year of issuance (the “Eligible Expenditure Window”).”

14. **Bill 109 – More Homes for Everyone Act, 2022** [Strategic Plan Goal No. 1]

RESOLUTION NO. DP-CC-22-04-39

Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden to send a letter to the Minister of Municipal Affairs and Housing in response to Bill 109, that addresses: i) concern regarding municipalities ability to achieve the proposed timelines without penalty; ii) the need for increased funding resources to assist with the need to add staff capacity to meet the new approval timelines; iii) clarity on timelines for agency feedback and concurrent provincial approvals; and, iv) increased resources to encourage post-secondary students to pursue a career in municipal planning.

Background

On March 30, 2022 the Province introduced Bill 109 which intends to “support a plan to crack down on speculators who are driving up the cost of housing, protect homebuyers from predatory development practices, and create more housing options for homeowners and renters by accelerating development timelines to get more homes built faster.” Attached as Appendix VI is the release issued by the Province. The Bill proposes the following changes that will impact the municipal planning application review process.

- Municipalities that do not process site plan applications, zoning amendments, and official plan amendment applications within the legislated timelines will need to gradually refund the application fees starting at 50% of the fee after 60 days of receiving a completed application, to a full refund of the fee if not processed within 120 days of receiving a completed application.
- Creation of a Community Infrastructure and Housing Accelerator, a new tool to help accelerate the municipal planning process. Municipalities would need to pass a council resolution and submit a formal request to the Minister of Municipal Affairs and Housing to utilize the tool.
- Empower the Minister of Infrastructure to make a regulation to authorize land owners and applicants the use of types of surety bonds and other prescribed instruments to secure agreements for local approval of land use planning matters.

Timelines for Official Plans, Zoning By-laws and Site Plan Approvals

The County of Renfrew approves Official Plan amendments for both local official plans and the County of Renfrew Official Plan. Historically, it is estimated that an application to amend an Official Plan has taken 150 to 180 days for straight-forward applications. More complicated proposals take longer. The County does not have the resources that would enable us to make decisions within 60 days for Official Plans (County approvals) or the necessary support for municipalities for site plan approval or zoning approvals in 60 days.

Community Infrastructure and Housing Accelerator

Attached as Appendix VII is the draft guideline for the Community Infrastructure and Housing Accelerator. At this time, staff are not aware of how this process would work and what stages of development approvals would be accelerated. The draft guideline provides the following information.

The Minister will consider making a community infrastructure and housing accelerator order on the request of the council of a local municipality (lower- or single-tier) where the Minister believes it is in the public interest to do so.

A community infrastructure and housing accelerator order can be used to regulate the use of land and the location, use, height, size and spacing of buildings and structures to permit certain types of development.

In issuing an order, the Minister is able to:

- provide an exemption for other necessary planning-related approvals from provincial plans, the Provincial Policy Statement and municipal official plans, but only if this is specifically requested by the municipality; and,
- impose conditions on the municipality and/or the proponent.

The Minister may make a community infrastructure and housing accelerator order to expedite the following types of priority developments:

- community infrastructure that is subject to Planning Act approval including: lands, buildings, and structures that support the quality of life for people and communities by providing public services for matters such as health, long-term care, education, recreation, socio-cultural activities, and security and safety;
- any type of housing, including community housing, affordable housing and market-based housing;
- buildings that would facilitate employment and economic development; and,
- mixed-use developments.

When making a community infrastructure and housing accelerator order, subsection 34.1 (15) of the Planning Act would allow the Minister, upon request of a local municipality, to provide that specific subsequent approvals are not subject to provincial plans, the Provincial Policy Statement and municipal official plans. Subsequent approvals are licences, permits, approvals, permissions or other matters that are required before a use permitted by a community infrastructure and housing accelerator order could be established, such as plans of subdivision and site plan control.

Surety Bonds

Many planning agreements (i.e. plan of subdivision or site plan) require developers to post securities to ensure that infrastructure will be constructed to an approved standard. The cost of providing security (i.e., cash or letter of credit) can be significant depending on the scale of the development. Planning staff support this proposed change as it should still provide the assurances necessary to have the infrastructure completed while reducing development costs.

In March 2022, the County commented on the 55 recommendations provided by the Ontario Housing Affordability Task Force. Action item 22 was a recommendation to simplify planning legislation and policy documents. The County response agreed with this Task Force recommendation. This introduced legislation does the opposite, it adds to the complexity of the Planning Act and does not address any of the issues creating the long development times in Ontario. In simple terms, this introduced Bill says “municipalities do it faster or we will penalize you” but the proposed legislation doesn’t provide a municipality with any meaningful tools, resources, or processes to improve.

For example, the proposed “Community Infrastructure and Housing Accelerator” appears to be a method of allowing municipalities to circumvent development policies contained in the Provincial Policy Statement and the Official Plan. If the Province views these policies as limiting and slowing the development process, instead of creating a new complicated “accelerator” process to deal with complicated policies, a more reasonable approach and long-term solution would be to eliminate or change the policies.

The review of site plans, zoning amendments and official plans have increasingly become more complex over the past few decades. Each of these processes include circulation to a variety of agencies and utility providers including telephone, gas, hydro, school boards, land registry office, provincial ministries, and first nations consultation. The information package circulated by the Province makes note that in the Greater Golden Horseshoe it takes on average 12-30 months’ time for site plan approval, 7-25 months for subdivision approval, and 9-25 months for a zoning amendment.

The Planning Act has sometimes been referred to as a piece of legislation that is a “patch on a patch”. The proposed Bill 109 does not reduce or change the complexity or details that a municipality is to go through, just reduces the time for it to make a decision and penalizes the municipality if it cannot achieve that standard. The Province appears to be saying to municipalities, these 12-30 month processes now must be done in 60 days but it does not change or address the root of the issue of the complexity that development has become. The legislation appears to be saying to municipalities, do the same job and reduce the timelines by 90% or else the taxpayers will be responsible for covering the cost of the growth. It does not appear to improve processes or implement penalties on any of the other agencies that a municipality is required to accommodate. The proposed amendment would add another patch to the already complex Planning Act.

Throughout Ontario there is already a shortage of staff in nearly every aspect of development review and approvals. Whether it is at a provincial ministry, an engineer, a surveyor, a biologist, an architect, an archaeologist, or a planner. There are currently more municipal planning job postings now than at any time in memory. If the Province implements these requirements for reduced approval timelines, all municipalities across Ontario will need to increase planning staff capacity. Municipalities will be competing even harder for an already limited supply of potential employees. It is already a challenge for rural Ontario to attract staff and this legislation would exasperate that task. To meet the expanding need for planners it is recommended that the Province undertake a program that encourages more post-secondary students to pursue a career in planning.

15. **New Planner Position** [Strategic Goal No. 3]

RESOLUTION NO. DP-CC-22-04-47

Moved by Chair

Seconded by Committee

THAT County Council approve the addition of one County Planner position in the Planning Division to be hired in Group 7 of the Salary Range (\$70,758 to \$80,748).

Background

The Planning Division Services is experiencing a significant increase in planning activity, much of it stemming from much more complicated files, updating of zoning by-laws, and an increase in the use of general inquiries. With the impending changes to planning policies by the Province with the passing of Bill 109, there will be increased pressure on our staffing resources to review applications for rural severances, subdivisions, and to complete general inquiries within a much more limited period. We have also been asked to increase our Planning assistance, including Land Division/Committee of Adjustment services, for select municipalities. In an effort for modernization, the Planning Division is working towards the digitalization of the planning process and the successful applicant will need to be familiar with ArcGIS software, data editing and GIS concepts.

This proposal aims to bring one more planning professional onboard who will work with municipalities, in concert with the Manager of Planning and the County Planners, to provide professional planning advice and assistance to municipalities and the general public on matters relating to the development and use of land and resources.

Attached as Appendix VIII is the business case which provides the background and financial implications to the County of Renfrew with the creation of an additional County Planner position.

BY-LAWS

16. **Program Services Agreement – Futurpreneur Canada** [Strategic Plan Goal No. 1]

RESOLUTION NO. DP-CC-22-04-38

Moved by Chair

Seconded by Committee

THAT County Council pass a By-law to enter into a Program Services Agreement with Futurpreneur Canada to assist in the delivery of programs in the community.

Background

Futurpreneur Canada, a not-for-profit corporation established to support and provide business loans to entrepreneurs, has been a partner of Enterprise Renfrew County (ERC) for eleven years. ERC directs our clients

to Futurpreneur Canada resources, information, entrepreneurial support and business loans. This has been a positive relationship for ERC and our clients. As part of this Agreement, should any of the ERC clients we refer to Futurpreneur Canada enter into a business loan agreement with Futurpreneur Canada, ERC will receive an 'administrative payment' for the referral. For the first five loans that payment will be \$200 per loan, and for subsequent loans it will be \$400 per loan.

17. **Delegation of Approval – Planning Services Agreement(s)** [Strategic Plan Goal No. 2]

RESOLUTION NO. DP-CC-22-04-40

Moved by Chair

Seconded by Committee

WHEREAS the County provides planning services to 12 local municipalities regarding local approvals and processes; AND WHEREAS in September 2021 County Council directed staff to circulate local municipalities a service agreement with respect to local planning services; AND WHEREAS these agreements provide stability and predictability to the planning services that the County provides to local municipalities; NOW THEREFORE it is recommended a By-law be passed delegating authority to the Director of Development and Property to enter Planning Services Agreement(s) with local municipalities; AND FURTHER THAT staff be directed to correspond with local municipalities for which the County provides local planning services that have not yet signed a Planning Services Agreement.

Background

The County of Renfrew provides planning services for three functions:

- a) County Approvals (i.e. Subdivision, Official Plan Amendments, Consents)
- b) Local Approvals (i.e. Zoning, Minor Variances, and Site Plan)
- c) Special Projects (i.e. Comprehensive Zoning Updates)

As part of the County review of strategic services and modernizing the Planning Division, in September, County Council directed staff to reach out to formalize a shared service agreement with local municipalities with respect to local planning approvals. A draft agreement and an invitation to meet was sent to all local municipalities. These agreements are intended to provide formality, stability and predictability so that the County can manage our resources effectively and efficiently.

Due to an unprecedented year in the number of submitted applications, combined with being understaffed, the timelines for processing applications have been impacted. In addition, as most organizations, the timelines have been impacted by the pandemic. The Planning Division had to prioritize different applications and processes to efficiently deliver services. The Division has prioritized plans of subdivision, zoning amendment and official plan amendments so that there are no delays for these applications, and in recognition of the legislative timelines that we are obligated to meet. It is estimated that in 2021 more than 50% of staff time was spent on processing planning approvals on behalf of local municipalities.

The backlog of Consent Files and General Inquiries (County processes) is a result of the Division giving priority to local approvals over the County approvals. The County Planning Division provides planning support to 12 local municipalities.

- Admaston/Bromley
- Bonnechere Valley
- Brudenell Lyndoch and Raglan
- Deep River
- Head, Clara and Maria
- Horton
- Killaloe, Hagarty and Richards
- Laurentian Hills
- Madawaska Valley
- McNab/Braeside
- North Algona Wilberforce
- Petawawa

Planning staff have met with most municipalities to discuss the agreements. To date, the only municipalities that have approved the Planning Services Agreement are the Townships of Bonnechere Valley and Killaloe, Hagarty and Richards. An executed By-law will allow the Director of Development and Property to sign and enter into agreements with the local municipalities.

The Province is proposing to shift approval timelines and this will impact County staff ability to provide timely and efficient services to local municipalities. To be able to address and analyze staffing capacity, the County needs to know and estimate the anticipated workload. Without understanding the long-term predicted work for local municipalities, County staff are not able to address any capacity issues. It is recommended that the local municipalities that utilize County planning services for local approvals again be approached to enter into these Service Agreements as directed by County Council.

18. Telecommunication Tower [Strategic Plan Goal No. 1]

RESOLUTION NO. DP-CC-22-04-45

Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden and the Chief Administrative Officer/Clerk to enter into a Lease Agreement with Rogers Communications Inc. for the installation of a telecommunication tower on the County of Renfrew owned forest property, the Ireland South Tract, at Lalande Road and Little Ireland Road in the Township of Brudenell, Lyndoch and Raglan; AND FURTHER THAT a By-law to execute the agreement be passed; AND FURTHER THAT the revenue will be used by the Forestry Division and re-evaluated if the term is extended.

Background

Rogers Communications Inc. is proposing to install on County of Renfrew owned forest property, the Ireland South Tract, at Lalande Road and Little Ireland Road in the Township of Brudenell, Lyndoch and Raglan to provide wireless voice and data for the surrounding area.

Staff engaged the services of the County solicitor Mr. David Stewart of the law firm McNab, Stewart and Prince who reviewed the proposal against the existing cell tower agreement with Rogers Communications Inc. for the tower site on Miramichi Lodge lands in the City of Pembroke. Mr. Stewart has advised that he has no concerns with the proposed Agreement.

All of which is respectfully submitted.

Robert Sweet, Chair

And Committee Members: P. Emon, S. Keller, D. Lynch, C. Regier, J. Reinwald, D. Robinson, J. Tiedje

The Report was adopted as presented.

Councillor Peter Emon, Chair of the 2023 Ontario Winter Games brought in and reviewed the following report:

Ontario Winter Games

As noted previously our games will be held:

February 2 – 5, 2023 Thursday to Sunday

February 9 -12, 2023 Thursday to Sunday

The Transfer Payment Agreement (Amending) with the Province of Ontario has been signed and returned to the Ministry.

A hybrid Games Organizing Committee meeting was scheduled and held on April 6, 2022. It was well attended with most Chairs attending.

If I may briefly outline the next steps for you:

- Our next Games Organizing Committee meeting is scheduled for May 04, 2022. All of the Volunteer Chairs and Sarah Smith of the province are expected to attend.
- The search for a Volunteer Chair that would feel comfortable in the role and also using the online sign up and scheduling system. All opportunities are still being listed for volunteers and the system should be ready very soon. Opportunities are the specific requests and list the duties, event, venue and time frame in February 2023.
- The venues are confirmed and we are in the process of scheduling visits with the individual Provincial Sport Organizers.
- As noted our venue sites remain:
Dundonald Hall, Mateway Park, Merivale Bowling, Renfrew Curling Club, Pembroke Curling Club, Mackenzie High School, Algonquin College, Nick Smith Centre, Bell Sensplex, Calabogie Peaks, Valour High School, Opeongo High School, Fellowes High School, Petawawa Civic Centre, MVDHS, ADHS and a couple of others are up in the air as we are tying the venue to accommodations in some instances.
- The sports that have confirmed are: Artistic swimming (218), Biathlon (67), Bowling (119), Curling (fours) (66), Curling (Mixed) (24), Judo (118), Kick Boxing (195), Ringette (183), Speed Skating (113), Men's Hockey (205), Futsal (196), Alpine Skiing (141), XC Skiing (165), Fencing (121), Karate (167), Sledge Hockey

(126), Squash (82), Weightlifting (57), Wrestling (226), Wushu (163), Target Shooting (23), Field Hockey (78).

- We have some conversations and we have some alpine events returning and will have some more details in the next few months about which events and how many participants.
- For the time being we can report twenty-three (23) sports featuring approximately 3,000 participants.

Completed to Date:

No changes to report

Form Games Organizing Committee

Provide Certificate of Insurance

Hire General Manager

Secure office space for General Manager, **another place required**

Submit budget for Ministry approval

Conduct sport venue tours with Provincial and Multi-Sport Organizations, **will do again**

Create a French language service plan

Create sponsorship package with target sponsor list, **will be adding to it**

Conduct orientations with all GOC Chairs, **will conduct a focused reset**

Launch volunteer registration system, **will examine to get better results with tweek**

Secure sport venue contract, **ongoing**

Launch website, **re-working it a bit, commerce, social media etc.**

Secure accommodation contracts, **ongoing**

Identify accommodation allocation by sport, **first draft completed, ongoing**

Secure Sport Managers, **evolving throughout year**

Conduct first one-on-one meeting with Provincial and Multi-Sport Organizations, **repeat**

Next Steps:

Progress is still being made on the following expectations

Create medical plan, **completed and being reviewed**

Secure Games headquarters location and create plan, **started**

Create security plan, **completed and being updated**

Secure Games warehouse/storage location, **started and being updated**

Conduct second one-on-one meetings with Provincial and Multi-Sport Organizations
Create accessibility plan, **initiated**
Create meal schedule, **lots of conversations**
Create transportation schedule, **initiated and early days**
Secure required sport equipment, **initiated and early days**
Secure transportation provider, **reviewing with previous contractors(s)**
Secure food service contracts, **collecting info**
Conduct third one-on-one meetings with Provincial and Multi-Sport Organizations
Create food menus, **later in year**
Establish run-of-show for Opening Ceremony, **late fall – December**
Launch participant registration system, **late fall**
Create volunteer training and operational plans, **late fall**
Create participant handbook development schedule, **late fall a lot of work completed**
Signage deployment/retrieval plan, **not started, late fall, early January**
Create logistics plan, **lots of notes, late fall**
Conduct fourth and final one-on-one meetings with Provincial and Multi-Sport Organizations
Complete post-Games Economic Impact Assessment, **not in sight yet**
Create and implement legacy plan, **will start talking in October**
Conduct post-Games debriefs with Provincial and Multi-Sport Organizations, **not in sight**
Complete financial reporting requirements, **organizing how we store numbers**
Submit satisfactory final report, **a lot of loose notes**

Immediate Local initiatives

Our merchandising sub committee is meeting next week and initiate three merchandise lines:

- a) Summer/fall logoed clothing line – release June 01
- b) Winter logoed clothing line – release September 30/October 01
- c) Keep sake items – sale October 15

We expect it will be based on web sales but will also examine the possibility of point of sale in locations but we worry about the inventory needed to establish and supply those.

Community Outreach

We will be sending out two communications to our municipal partners. The first offering an in-person presentation to them at council meetings during the month of June, July and August.

The second email will be to request names from your community, two people, we can approach to assist us in our sponsorship program. We want to ensure any and all businesses regardless of size have the opportunity to have a presence at the Games.

We have revised the sponsorship package and it will be brought to the next Council meeting to share it with you. We will also be engaging with local service clubs Chambers and BIA's as well and will be dependent on you to assist us in identifying contacts.

Quick Look Budget:

	REVENUE	
Hosting Grant	\$900,000	
Hosting Grant - Additional Funds		\$400,000*
Participant Registration Fees	\$225,000	
Municipal Contributions	\$75,000	
Admission Fees	0	
Sponsorship/Fundraising	\$170,000**	
Merchandise	\$ 20,000***	
Legacy Funds	\$100,000	
Total Revenue (a)	\$1,490,000	\$400,000

An early scan of our estimated costs, indicate increases in food, travel and accommodations.

I suspect ** will see us insert a figure of \$520,000

I suspect *** will see us insert a figure of \$70,000

Total Revenue (b)	\$1,890,000	\$400,000
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Not to induce panic as we will continue to bargain hard and at the same time work hard to increase our sponsorships and merchandise sales.

Respectfully Submitted by:

Peter Emon, Chair, 2023 OWG Organizing Committee

Moved by Councillor Emon

Seconded by Councillor Murphy

THAT the Ontario Winter Games Report be accepted as presented. CARRIED.

Warden Robinson overviewed the CAO Recruitment Committee Report and read the recommendations as follows:

April 27, 2022

To the Council of the Corporation
Of the County of Renfrew

Members of County Council:

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

INFORMATION

1. Timing/Municipal Elections

Section 275 (1) of the Municipal Act speaks to Restricted Acts of Council after Nomination Day on August 19, 2022 (see provisions of the Municipal Act below). If the recruitment process is commenced in May, it could be completed by the middle of August and there may be an opportunity for some overlap, depending on the candidate and the wishes of the Recruitment Committee and Council.

In terms of the municipal election, 13 councillors will need to declare their intention to run for office by the close of nominations on August 19, 2022, to avoid lame duck prior to Election Day. After the election on October 24, 2022, there will be a lame duck council if there are 5 or more new councillors.

It is important for the Ad Hoc CAO/Clerk Recruitment Committee to have concluded the recruitment process by August 19, 2022.

RESOLUTIONS

2. Human Resources Division Lead on Recruitment Process

RESOLUTION NO. RC-CC-22-04-02

Moved by Chair

Seconded by Committee

THAT County Council approve that the Human Resources Division lead the recruitment process for the County's CAO/Clerk position.

Background

With the creation of the Corporate Services Department and a separate Human Resources Division, the County of Renfrew is better positioned to assist the Committee and County Council with the recruitment process.

The Human Resources Division will undertake the following tasks at the direction of the CAO/Clerk Recruitment Committee.

- Prepare Job Ad and Advertising Resources for Committee review
- Post Ad once reviewed by Committee members
- Gather resumes, prepare matrix of applicants and portfolio for review of Committee, including short listing qualified candidates
- Assist Committee with candidate selection for Interviews
- Prepare PXT performance model, and conduct PXT assessments (if Committee directs, and after stage 1 interviews complete)
- Assist with interview process design (questions, presentations, projects etc.)
- Coordinate Interviews including logistics, interview package (questions, resumes etc.) for as many rounds of interviews as necessary
- Assist with conducting reference checks
- Assist with drafting offer letter and contract of employment for successful candidate
- Unsuccessful applicant notifications, after acceptance of offer
- Onboarding and orientation of CAO/Clerk.

3. **Internal versus Internal/External Competition for CAO/Clerk Position**

RESOLUTION NO. RC-CC-22-04-01

Moved by Chair

Seconded by Committee

THAT County Council approve that an Internal/External Competition be used for the CAO/Clerk position recruitment process.

Background:

While there might be a number of internal candidates for the CAO/Clerk position, the benefits of an external competition far outweigh seeking a replacement through an internal competition limited to only internal candidates. The Ad Hoc CAO/Clerk Recruitment Committee has determined that:

- An external recruitment process will ensure a larger pool of candidates for the position of CAO/Clerk. A larger pool of candidates means that you can be more selective and outline preferred requirements regarding education, expertise, and experience.
- Bringing in candidates from outside the County will allow for applicants with a more varied skill set. A new perspective can help outline areas of improvement while recommending new approaches to work. These new approaches can result in positive workplace changes that increase productivity and improve overall performance among other employees.
- Diversity is a welcome development in every municipality, and external recruitment can help companies achieve this.

4. **CAO Recruitment Budget**

RESOLUTION NO. RC-CC-22-04-03

Moved by Chair

Seconded by Committee

THAT County Council approve a \$50,000 budget to be taken from the Provision for Unallocated Funds Account.

Background

It is necessary to approve a budget for costs related to advertising the job ad as well as to pay for an external venue for interviews.

All of which is respectfully submitted.

Debbie Robinson, Chair

And Committee Members: P. Emon, J. Murphy, R. Sweet

The Report was adopted as presented.

APPENDIX I

RESTRICTED ACTS AFTER NOMINATION DAY

Restricted acts

275 (1) The council of a local municipality shall not take any action described in subsection (3) after the first day during the election for a new council on which it can be determined that one of the following applies to the new council that will take office following the election:

1. If the new council will have the same number of members as the outgoing council, the new council will include less than three-quarters of the members of the outgoing council.
2. If the new council will have more members than the outgoing council, the new council will include less than three-quarters of the members of the outgoing council or, if the new council will include at least three-quarters of the members of the outgoing council, three-quarters of the members of the outgoing council will not constitute, at a minimum, a majority of the members of the new council.
3. If the new council will have fewer members than the outgoing council, less than three-quarters of the members of the new council will have been members of the outgoing council or, if at least three-quarters of the members of the new council will have been members of the outgoing council, three-quarters of the members of the new council will not constitute, at a minimum, a majority of the members of the outgoing council. 2001, c. 25, s. 275 (1).

Basis for determination

- (2) If a determination under subsection (1) is made,
 - (a) after nomination day but before voting day, the determination shall be based on the nominations to the new council that have been certified and any acclamations made to the new council; or

- (b) after voting day, the determination shall be based on the declaration of the results of the election including declarations of election by acclamation. 2001, c. 25, s. 275 (2).

Restrictions

- (3) The actions referred to in subsection (1) are,
 - (a) the appointment or removal from office of any officer of the municipality;
 - (b) the hiring or dismissal of any employee of the municipality;
 - (c) the disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
 - (d) making any expenditures or incurring any other liability which exceeds \$50,000. 2001, c. 25, s. 275 (3); 2006, c. 32, Sched. A, s. 114 (1).

Moved by Councillor Peckett

Seconded by Councillor Reinwald

BE IT RESOLVED THAT Council move into a closed meeting pursuant to Section 239 of the Municipal for the purpose of of litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Insurance Claims and RCP Lease). Time: 1:40 p.m. CARRIED.

Moved by Councillor Brose

Seconded by Councillor Hunt

THAT this resume as an open session of County Council. Time: 1:56 p.m. CARRIED.

Moved by Councillor Brose

Seconded by Councillor Murphy

THAT the following By-laws be enacted and passed:

- a) By-law 41-22 – A By-Law to Set Tax Ratios for County Purposes and Lower-Tier Purposes for the Year 2022.
- b) By-Law 42-22 - A By-Law to Set Tax Rate Reductions for Prescribed Property Subclasses for County Purposes and For Lower-Tier Purposes for the Year 2022.
- c) By-law 43-22 - A By-Law to establish the 2022 Tax Rates for County of Renfrew Purposes.
- d) By-law 44-22 - A By-Law to amend By-Law 63-03 Human Resources Corporate Policies and Procedures for the County of Renfrew.

- e) By-law 45-22 - A By-Law for the Execution of Contract PWC-2022-57 Rehabilitation of County Structure B057 (Mount St. Patrick Bridge).
- f) By-law 46-22 - A By-Law for the Execution of Contract PWC-2022-18 Rehabilitation of County Structure B319 (Bucholtz Bridge)
- g) By-law 47-22 - A By-Law for the Execution of Contract PWC-2022-09 Close-Cut Clearing of County Road 512 (Foymount Road).
- h) By-law 48-22 - A By-Law for the Execution of Contract PWC-2022-04 Rehabilitation of County Road 517 (Dafoe Road).
- i) By-law 49-22 - A By-Law for the Execution of Contract PWC-2022-65 Rehabilitation of County Road 65 (Centennial Lake Road).
- j) By-law 50-22 - A By-Law for the Execution of Contract PWO-2022-01 for the Supply and Delivery of Eight Light Duty Pick-Up Trucks.
- k) By-law 51-22 - A By-Law for the Execution of Contract PWO-2022-02 For Pavement Marking.
- l) By-law 52-22 - A By-Law to Acquire Land County Road 65 (Centennial Lake Road).
- m) By-law 53-22 - A By-Law to Execute a Program Services Agreement with Futurpreneur Canada.
- n) By-law 54-22 - A By-Law to Delegate to the Development and Property Committee and to Appointed Officers the Authority Vested in the Council of the County of Renfrew with Respect to Entering Planning Service Agreements with Local Municipalities.
- o) By-law 55-22 - A By-Law for the Execution of Request for Proposal RCHC-22-05 Window Replacement at 1030-1106 Lea Street, Pembroke Ontario.
- p) By-law 57-22 - A By-Law for the execution of Contract PWC-2022-56 Rehabilitation of County Structure B203 (Petawawa River Bridge).
- q) By-law 58-22 - A By-Law to alter highways and structures in the County of Renfrew.
- r) By-law 59-22 - A By-Law to enter into an Agreement with Rogers Communications Inc. for the Installation and Operation of a Telecommunication Tower on County of Renfrew Owned Forest Property, the Ireland South Tract. CARRIED.

Written Reports from Representatives Appointed to External Boards

- (a) Association of Municipalities Ontario (AMO)
Councillor Emon reported that AMO will be pursuing the Payment in Lieu (PIL) issue again. The Ministry now has a representative, Matthew Wilson, working on it.

(b) Eastern Ontario Regional Network (EORN)

EORN staff attended and provided an update to the EOWC CAOs working group on February 18, 2022, and the April 8, 2022 meeting. EORN staff participated in the EOWC staff preparatory work meetings on March 1, 2022, and March 9, 2022, with the EOWC, CAOs and Strategy Corp. to determine a list of priorities for the EOWC members to consider for 2022. Broadband and cellular connectivity continues to be important but will move to secondary priorities the caucus has. EORN staff participated at the March 11, 2022, EOWC in person meeting held in Napanee. An update on the progress of the EORN Cell Gap Project was provided as well as discussion around the provincial Building Better Broadband Act.

The AMO/MOI working group met on March 23, 2022, and met again on April 5, 2022, to discuss the provincial Access to High-Speed Internet Program and the Building Better Broadband Act. MOI provided input on the Technical Assistant Team they are creating to assist municipalities if they have issues during the process of approval of sites. EORN, SWIFT and BlueSky are working collaboratively on questions that municipalities will be provided to submit if they wish, to the province on both the BBFA and the penalties.

New tower builds - working with both First Nations we have been successful in getting their support for the construction of six new tower sites; three in the Algonquins Of Pikwakanagan First Nation settlement area (specifically in the United Counties of Prescott and Russell and in the United Counties of Stormont, Dundas).

A primary focus for the 2022 construction season is on completing collocations on existing third-party towers. This work has no dependency on Duty to Consult but is dependent on getting approval, including both legal and engineering, from the third-party tower owners. Rogers' current plan is to complete 29 collocations in 2022. Rogers has 149 uplifts in service.

The budget had some challenges with new allocation to archeological assessments and Duty to Consult but were mitigated with some savings in other areas. The budget was approved for this year.

Respectfully submitted.

(c) Federation of Canadian Municipalities (FCM)

No Report.

(d) Rural Ontario Municipal Association (ROMA).

No report.

Moved by Councillor Grills

Seconded by Councillor Regier

THAT the reports from representatives appointed to External Boards be accepted.
CARRIED.

Moved by Councillor Lynch

Seconded by Councillor Hunt

THAT the following resolution adopted at the March 30, 2022 meeting of County Council be amended as follows:

WHEREAS Ukraine is facing an unprecedented and unjustified attack on their sovereignty and way of life; and

WHEREAS every day, news stories and photographic and video images describing the tenacity and bravery of the Ukrainian people and President Volodymyr Zelenskyy are being distributed around the world; and

WHEREAS the County of Renfrew stands with other communities around the world, and all the people of Ukraine to strongly condemn this unprovoked attack;
THEREFORE, BE IT RESOLVED THAT our thoughts are with the people of Ukraine during this deeply troubling time;

THAT we support the rights of Ukrainian people to live in a peaceful, prosperous, and sovereign country;

THAT we show support to Ukraine and the Ukrainian community by raising the Ukrainian flag at County Administration Buildings;

THAT the Ukrainian flag remain raised until the end of this term of Council;

AND FURTHER THAT the Warden have the authority to alter this decision should the situation in Ukraine warrant a change or other circumstances arise requiring a change in this direction. CARRIED.

Mr. Moreau advised that the Eastern Ontario Leadership Council is looking for elected representatives on their board. Councillor Murphy expressed an interest in putting her name forward.

Moved by Councillor Grills

Seconded by Councillor Keller

THAT By-law 60-22, being a By-law to confirm the Proceedings of the Council of the County of Renfrew at the meeting held on April 27, 2022 be now numbered, deemed read three times and passed. CARRIED.

Moved by Councillor Lynch

Seconded by Councillor Grills

THAT County Council adjourn. Time – 2:16 p.m. CARRIED.