



## **DEVELOPMENT AND PROPERTY COMMITTEE**

**Tuesday, May 10, 2022**

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A meeting of the Development and Property Committee was held on Tuesday, May 10, 2022 at 1:00 p.m., at the County of Renfrew Administration Building, Pembroke, Ontario.

Present were:      Chair Robert Sweet  
                            Warden Debbie Robinson  
                            Vice-Chair Cathy Regier  
                            Councillor Peter Emon  
                            Councillor Sheldon Keller  
                            Councillor Daniel Lynch  
                            Councillor John Reinwald  
                            Councillor Janice Tiedje

Staff Present:      Paul Moreau, Chief Administrative Officer/Clerk  
                            Craig Kelley, Director of Development and Property  
                            Jason Davis, Manager of Forestry and GIS  
                            Bruce Howarth, Acting Manager of Planning  
                            Kevin Raddatz, Manager of Real Estate  
                            Tina Peplinskie, Media Relations and Social Media Coordinator  
                            Evelyn VanStarkenburger, Administrative Assistant

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Chair Sweet called the meeting to order at 1:00 p.m. The land acknowledgement identifying that the meeting was being held on the traditional territory of the Algonquin People was recited. The roll was called, and no pecuniary interests were disclosed.

**RESOLUTION NO. DP-C-22-05-50**

Moved by Councillor Regier

Seconded by Councillor Emon

THAT the minutes of the April 12, 20 and 27, 2022 meetings be approved.

CARRIED.

Ms. Ann Pohl, on behalf of the delegation from the Council of Canadians, provided a presentation, attached as Appendix A, on their concerns with nuclear waste. She advised that the Council of Canadians will be presenting on June 1, 2022 at the public hearing of the Canadian Nuclear Safety Commission on the application from the Canadian Nuclear Laboratories (CNL) to amend its Chalk River Laboratories (CRL) site licence to authorize the construction of a near surface disposal facility, which is scheduled to be held from May 30 to June 3, 2022 at the Best Western Pembroke Inn and Conference Centre.

Committee advised the delegation that the County of Renfrew is scheduled to make a presentation at the hearing on June 3, 2022.

**Development and Property**

Mr. Kelley overviewed the Development and Property Department Report which is attached as Appendix B.

Discussion occurred with regards to the draft Transportation Plan for Eastern Ontario "Connecting the East" that was received from the Province of Ontario. Committee has concerns that there is no mention of fibre technology in the report and would like to have local members be part of the Task Force that is being established to make recommendations to the Ministry of Transportation on additional actions to improve rail, bus and local transit services in across Eastern Ontario. Warden Robinson advised that an Eastern Ontario Wardens' Caucus (EOWC) meeting is scheduled for May 13, 2022, and she will bring this forward under new business.

**RESOLUTION NO. DP-C-22-05-51**

Moved by Councillor Lynch

Seconded by Councillor Emon

THAT the Development and Property Committee recommend that County Council approve the 1-year contract position of a Capital Projects Administrator; AND FURTHER THAT funds from the Social Services Relief Fund Phase 4/5 be used to fund the position. CARRIED.

Warden Robinson advised that she has shared the design of the Reconciliation Garden with Chief Wendy Jocko of the Algonquins of Pikwakanagan and has advised her that the County is willing to consider an alternate name for the garden that includes something in their language.

**RESOLUTION NO. DP-C-22-05-52**

Moved by Councillor Emon

Seconded by Councillor Regier

THAT the Development and Property Committee recommend to County Council to award RFP-DP-2021-03 County of Renfrew Reconciliation Garden to William Sons, Petawawa, Ontario with a budget of \$100,000. CARRIED.

**Economic Development**

Mr. Kelley overviewed the Economic Development Division Report, which is part of the Development and Property Department Report.

**Ottawa Valley Tourist Association**

Mr. Kelley overviewed the Ottawa Valley Tourist Association Report, which is part of the Development and Property Department Report.

Councillor Tiedje vacated the meeting at 1:59 p.m.

**RESOLUTION NO. DP-C-22-05-53**

Moved by Councillor Keller

Seconded by Councillor Regier

THAT the Development and Property Committee recommend that County Council approve the Ottawa Valley Tourist Association 2022 Draft Budget as presented. CARRIED.

**Enterprise Renfrew County**

Mr. Kelley overviewed the Enterprise Renfrew County Report, which is part of the Development and Property Department Report.

Councillor Tiedje re-entered the meeting at 2:03 p.m.

**RESOLUTION NO. DP-C-22-05-54**

Moved by Councillor Reinwald

Seconded by Councillor Lynch

THAT the Development and Property Committee recommend that a By-law be passed to Execute a Transfer Payment Agreement for the provision of financial support for Enterprise Renfrew County from the Province of Ontario for a two-year period from April 1, 2022 to March 31, 2024; AND FURTHER THAT By-law 27-22 be repealed. CARRIED.

**Forestry and GIS**

Mr. Davis overviewed the Forestry and GIS Division Report, which is part of the Development and Property Department Report.

**RESOLUTION NO. DP-C-22-05-55**

Moved by Warden Robinson

Seconded by Councillor Lynch

THAT the Development and Property Committee direct staff to install two additional urban gates at (or in the area of) Dairy and Resmer Roads on the Algonquin Trail in the Township of Laurentian Valley as part of the 2022 work plan and budget. CARRIED.

**RESOLUTION NO. DP-C-22-05-56**

Moved by Councillor Lynch

Seconded by Councillor Keller

THAT the Development and Property Committee recommend that County Council approve the trail pass requirement for All-Terrain Vehicles (ATVs) on the Algonquin and K & P Recreational Trails, in principle, pending a successful negotiation; AND FURTHER THAT staff be directed to negotiate the existing agreement with the Renfrew County ATV Club to include an annual contribution to the County of Renfrew Trails; AND FURTHER THAT the K & P Recreational Management Advisory Committee be informed of this direction. CARRIED.

**RESOLUTION NO. DP-C-22-05-57**

Moved by Councillor Keller

Seconded by Councillor Regier

THAT the Development and Property Committee recommend that County Council adopt a By-law to amend By-Law 59-02 Corporate Policies and Procedures for the County of Renfrew to enact Policy GA-13 – Land Use Agreement – County of Renfrew Owned Trails. CARRIED.



**Real Estate**

Mr. Raddatz overviewed the Real Estate Division Report, which is part of the Development and Property Department Report.

**RESOLUTION NO. DP-C-22-05-58**

Moved by Warden Robinson

Seconded by Councillor Keller

THAT the Development and Property Committee recommend that County Council approve the proposal submitted by Lair's Construction, Pembroke, Ontario for the building envelope repairs in the amount of \$99,400 plus HST; AND FURTHER THAT additional funds in the amount of \$39,400 be allocated from the Building Reserve Fund to finance the project above the original budget allocation; AND FURTHER THAT a contract be executed. CARRIED.

Committee was advised that the intent of the proposed cameras is for security and will monitor the entrances and exits to the County Administration Building. It was noted that with the multi-uses that are now occurring within the building staff accept that cameras are a necessary addition to ensure the security for all. Three cameras will be installed inside the building at the main entrances and 12-13 cameras outside. The cameras will be strategically placed and will cover approximately 80% of the grounds. Signage will be posted advising of the cameras.

**RESOLUTION NO. DP-C-22-05-59**

Moved by Councillor Regier

Seconded by Councillor Lynch

THAT the Development and Property Committee recommend that County Council approve the quotation received from The Security Company for security system upgrades to supply and install Video Surveillance Cameras in the amount of \$25,740 plus HST; AND FURTHER THAT funding for this project be allocated from the Building Reserve Fund. CARRIED.

**RESOLUTION NO. DP-C-22-05-60**

Moved by Councillor Reinwald

Seconded by Councillor Keller

THAT the Development and Property Committee recommend that County Council approve the proposal submitted by 1000187812 Ontario Inc., Petawawa, Ontario for the window sealant replacement in the amount of \$75,788 plus HST; AND FURTHER THAT additional funds in the amount of \$29,933 be allocated from the

Building Reserve Fund to finance the project above the original budget allocation; AND FURTHER THAT a contract be executed. CARRIED.

Mr. Moreau advised that with the increase in fuel prices, staff are noticing that pricing has increased for anything that requires production using oil-based inputs and it is having an impact on the budget.

### **Planning**

Mr. Howarth overviewed the Planning Division Report, which is part of the Development and Property Department Report.

Mr. Howarth commented on the questions/answers from the Municipal Outreach Session specific to the application refund, i.e. What happens when something occurs beyond the control of the municipality that results in a delay of the process? The Ministry response was that the municipality will be required to provide a refund.

The Province has suggested that all necessary information and material required for site plan approval should be identified as part of the pre-consultation process and that municipalities have the authority to refuse an application if it is deemed incomplete. Mr. Howarth advised that an Official Plan Amendment will be required to amend the policies related to the requirements for a complete site plan application.

Mr. Howarth advised that the County of Renfrew does not have site plan control by-laws and the local municipality is responsible for the approval of site plans. The Province has enacted a new provision whereby it is now mandatory that Council pass a by-law that gives delegated approval authority to a person, whether it is an officer, employee or agent of the municipality, who will carry out the site plan approvals. This change takes effect on July 1, 2022.

### **RESOLUTION NO. DP-C-22-05-61**

Moved by Councillor Emon

Seconded by Councillor Lynch

THAT the Development and Property Department Report attached as Appendix A be approved. CARRIED.

**RESOLUTION NO. DP-C-22-05-62**

Moved by Councillor Tiedje

Seconded by Councillor Reinwald

THAT this meeting adjourn and the next regular meeting be held on June 14, 2022. Time: 2:55 p.m. CARRIED.

## Nuclear waste does not belong next to major water ways.



"Water is a public trust, it belongs to other species and it belongs to future generations as much as it belongs to this one."

- Maude Barlow



## Council of Canadians' Nuclear Waste Concerns

1. The highest priority in any decision must be to protect the water.
2. The authorities regulating Canada's nuclear industry seem preoccupied with industry profitability and basically unconcerned with protecting the health and wellbeing of all life within our watersheds.
3. Radioactive waste requires diligent, perpetual care for the full lifetime of all its toxic emissions or until technology advances to the point that the waste can be made inert.
4. Transportation of all waste must be very carefully controlled and monitored by public agency inspectors.
5. There must be no importation of global nuclear waste. Canadian industries have seven decades of stockpiled and abandoned domestic industrial waste and will continue to produce radioactive waste from CANDU reactors and other sources. This will add on to the seven decades of waste stockpiled or abandoned.
6. Everyone has the right to know the full and true scientific facts about how industrial development and practices impact their personal health, communities and the natural world that sustains all life.
7. Indigenous Peoples have the human right to full, informed, timely, and culturally-appropriate consultation and consent regarding anything to do with their traditional territories. This respects their traditional cultural responsibility to caretake the water, land, air, and all life within their regions on behalf of the next seven generations.

**In a democracy, all Peoples have the**  
**Right to be Fully Informed and Consent**  
**to industrial impacts on the environment that sustains all life.**

- Indigenous Peoples and Canadians have a right to access information, to engage in decision-making, and to know the risks.
- Democracy is an evolving social system of government. Valid community consultation is now a core element of democratic practice in regards to industrial and other development plans that could reasonably be seen to affect the lives of grassroots community people. Open and accessible opportunities for people to express their views must occur prior to governmental decision-making on these plans or they are at best meaningless, and probably hypocritical.
- The “Duty to Consult” with Indigenous Peoples is now inscribed in the laws of our nation as having four principles summed in the acronym FPIC (free, prior and informed consent). The land on which the proponent wishes to erect this proposed nuclear waste dump is the unceded, untreated territory of the entire Algonquin Anishinabeg nation, which has raised its voice to tell CNSC that its people have not been properly consulted.
- The Canadian Nuclear Safety Commission has done some public engagement on the NSDF, but it is not trusted to be “fair” in considering community concerns, and is widely considered to have been “captured” by industry. Renfrew County Council has not done its due diligence in this area either.

**Failure to**  
**Validly**  
**Consult**  
**Indigenous**  
**Peoples**



- Proponent used expired protocols (from 2011) for Indigenous consultation.
- Algonquin Anishinabeg Tribal Council withdrew from the funding agreement with CNSC and consequently did not engage with Renfrew County Council’s consultants
- Kebaowak First Nation, a First Nation member of the Algonquin Tribal Council, asked CNSC for a postponement of the licensing hearing due to inadequate implementation of protocols and this was denied.

# Chalk River Radioactive Waste Dump Hazards

In 2015, federal nuclear sites management was contracted to the private sector consortium of foreign partners and SNC-Lavalin, with a clause that encourages “cheap and fast” waste disposal. A lot of the issues arise from this clause.

- The “Near Surface Disposal Facility” is actually designed as an aboveground mound that can reach seven stories and accommodate one million cubic metres of radioactive waste. It will only function properly for a few hundred years but some of the waste inside it will be dangerously radioactive for much longer.
- There is no transportation plan for moving waste to this proposed facility. Safely managed and monitored transportation of this waste is very important as no community enroute wants to risk contamination from an accident.
- There is no accurate inventory of the contents of much of the stockpiled waste in Chalk River that will go into the NSDF.. Accurate classification and traceability of materials are key requirements for public safety and health.
- It is known that this trash contains disused Cobalt-60 and related medical use Intermediate Level radioactive materials, which are intended for disposal in the NSDF and that the International Atomic Energy Agency says this sort of design is not a safe approach for that sort of waste. If the program of accepting global disused radioactive medical waste continues, there will be increasing industrial demand to dispose of this imported radioactive trash in the proposed NSDF.

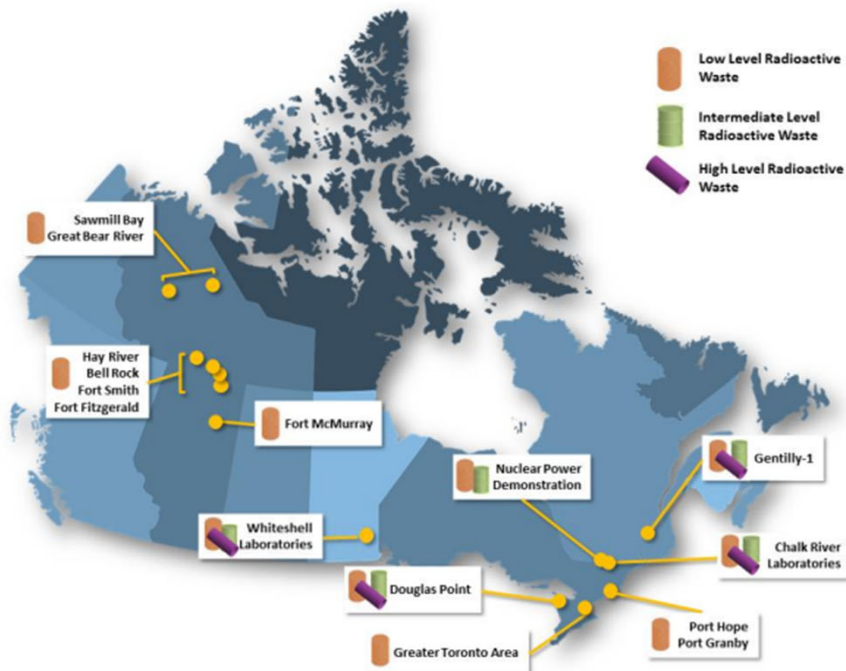


Figure 1-1 CNL Locations with Radioactive Waste

# The environmental impact assessment for this proposal was maneuvered into a timewarp.

As the MDB Insight consultants' report to the County of Renfrew – *Socio, Economic & Environmental Impact of CNL/CRL* – clarifies, the 2019 *Impact Assessment Act* is far superior to the 2012 legislation that it replaced, but this 2021 proposal has been reviewed under the minimal requirements of the 2012 federal *Environmental Assessment Act*. Despite the report's title suggesting otherwise, the consultants also state that they have not evaluated the environmental impact of the NSDF:

- *"This section of the report presents the result of a **desktop-review undertaken to understand the regulatory process** that governs the nuclear industry in Canada and CNL... This desktop review is **not intended to be an environmental assessment or audit.**"* (my emphasis)
- The Canadian Nuclear Safety Commission (CNSC) is the only public authority that has reviewed the environmental impact of this current proposal.
- CNSC is known to be preoccupied with industry priorities and not sympathetic to addressing community or broader ecological concerns. A careful read of their mandate clarifies this bias. A 2016 independent study commissioned by the federal government found a serious "erosion of public trust" in CNSC's in-house assessment process with a strong public view that CNSC decisions are "preordained" by industry, and that continued failure to ensure public confidence – through a transparent, inclusive, and scientific public engagement process – means "a higher likelihood of protests and court challenges, longer time frames to get to decisions, and less certainty that the decision will actually be realized."

## Fails!

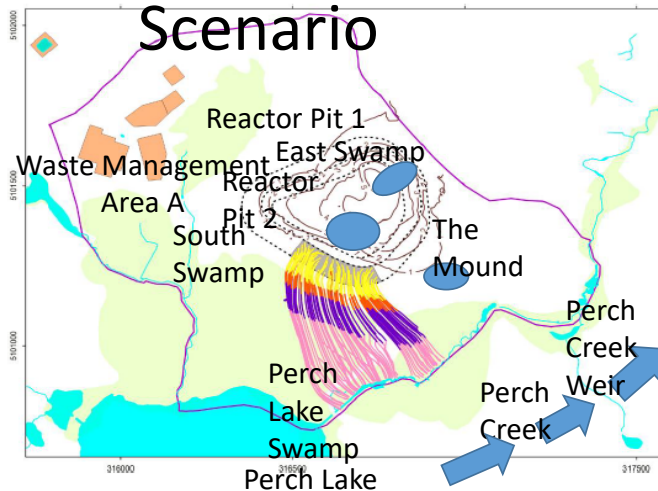
**Review Process:** The IAEA has published a Specific Safety Guide for Near Surface Disposal Facilities Radioactive Waste (SSG-29). Neither the proponent (CNL) nor the regulatory agency (CNSC) has based their promotion of the current design on the standards that Canada has agreed to uphold.

**Technology:** Landfill-type facilities are only suitable for very low level, short-lived radioactive wastes according to the [IAEA Safety Standard No. SSR-5, Disposal of Radioactive Waste](#). Furthermore no geological survey has been done.

**Location:** 1 km from the Ottawa River in an area riddled with surface water that facilitates further contamination of nearby wetlands and streams; specifically no identification of the impacts of constructing a pipeline to discharge contaminated effluent into Perch Lake; high risk of flooding; did not seriously consider alternatives.

**Existing Liability Management:** After World War 2, a meltdown and another major reactor accident at Chalk River resulted in reactor parts and other radioactive material being buried in sandy trenches. These liabilities are currently estimated at about \$7B, and consist of buildings, a wide variety of buried and stored waste, and affected lands. This proposal does not address their remediation.

# The “Bathtub” Scenario



**Figure 8-5 Conceptual Representation of the “Bathtub” Scenario**  
Source: *Performance Assessment for Near Surface Disposal Facility to Support the Environmental Impact Statement*  
March 2017 232-509240-ASD-001 Revision 0



“Upon cover failure, untreated leachate discharges into Perch Creek along its northern stream bank (between Perch Lake and Perch Creek Weir approximately 1.5 km from Ottawa River) at a daily average flow rate of 120 m<sup>3</sup>/d (43,200 m<sup>3</sup>/yr). The total waste volume will require approximately 25 years to fully discharge into Perch Creek.”  
(Source: EIS, p. 5-212)

## Specific Health & Environmental Issues

- No accurate inventory of what type of waste (including its toxicity and half-life) is actually currently “temporarily stored” on the Chalk River site and intended for the proposed facility.
- Human, flora and fauna exposure to nuclear waste *not* from CNL origin but arriving from off-site industries: (a) transporting in international waste; and (b) doing their own unsupervised classification of waste levels originally from domestic operations.
- No consideration of risks to workers from accidents involving highly-radioactive industrial cobalt-60 irradiator wastes, an Intermediate Level material that is anticipated to be prominent in the existing and proposed future mix. Also, failure to consider contamination from lead used to shield cobalt-60 wastes.
- Radioactive and other hazardous wastes (such as arsenic, mercury, dioxins, PCBs, etc.) will leak into the Ottawa River, essentially forever.



# Is it fair to say the Nuclear Industry is Greenwashing itself?

- the nuclear industry brags that they produce a much smaller amount of waste than other energy generation industries – size is immaterial here, the nuclear industry's waste is the most toxic of all, but the claim makes a sweet fluffy talking point
- the nuclear industry is regulated by an independent commission of technical experts (CNSC), in conjunction with the federal department of Natural Resources Canada (NRCan), so the public interest in community and environmental health is protected – “not so” say many Canadians consulted back when the federal government drafted the Impact Assessment Act, nor if you ask communities affected by the industry.
- the plans proposed by the industry will address nuclear waste safely and forever, and are based on scientific and technological evidence – no, they originate from the industry's desperate desire to improve their bottom line and represent nothing more at this stage than wishful thinking and guesswork based on theoretical approaches, motored by intense public communication strategies designed to silence or obscure valid scientific and community-based knowledge: in Renfrew County this means local municipalities are being whipped into supporting the Near Surface Disposal Facility without full disclosure in plain language of its many environmental risks, by avoiding talk about the real concerns and shortcomings of the proposal, simply reminding that the industry is a primary economic engine for the region
- there are many more points I would like to make at another meeting of this committee, where we can discuss in more detail, for example, the industry's claim that more nuclear electricity is needed to get Canada off fossil fuels and combat the climate crisis (I am not convinced!), OR that the nuclear industry is not an “emitter” of carbon (which it clearly is) – I hope to be able to return and present on these topics to you because I speak for an organization concerned with the Common Good, especially protection of the water and human health.

**Follow the Precautionary Principle.  
First do no harm.**

Fundamentals for honest, democratic, accountable, and respectful consideration of this proposal:

- 1) Proceed with caution: adopt precautionary measures when scientific evidence about an environmental or human health hazard is uncertain and the stakes are high.
- 2) CNL's role in the regional economy is a major quality of life factor but nothing is more important than a healthy environment.
- 3) The threat to the health of the water and all other life in this huge watershed from improperly stored nuclear waste, both the current temporary arrangements and the proposed deficient design.
- 4) There are far too many unknowns, as the CNSC staff report makes clear.
- 5) Diligent public oversight of and accountability by the industry are essential.

**There is a way forward  
– an approach  
that makes sense.**



**COUNTY OF RENFREW**

**DEVELOPMENT AND PROPERTY DEPARTMENT REPORT**

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**TO:** Development and Property Committee

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

**DATE:** May 10, 2022

**SUBJECT:** Department Report

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**INFORMATION**

**1. Staffing Update – Retirement**

Alastair Baird, Manager of Economic Development Services, Ottawa Valley Tourist Association (OVTA) and Enterprise Renfrew County (ERC) has provided notice of his intent to retire from the County of Renfrew effective June 30, 2022. Alastair has been with the County for 20 years and is recognized throughout the region for providing businesses with very professional, educated, and sage economic development advice. His passion for the tourism sector, for micro and macro business propositions, and his general knowledge and business acumen across our pillars of economic development will be missed by both staff and the network of business colleagues he has built over the years.

**2. Connecting the East: A Draft Transportation Plan for Eastern Ontario**

The Province of Ontario has released its plan to build a better transportation system in eastern Ontario. Attached as Appendix I is the complete report “Connecting the East: A draft transportation plan for eastern Ontario” which gives the details of the current governments’ accomplishments and plans for expansion to all forms of transportation, trails, transit and cycling. This plan includes infrastructure, service improvements and policies organized under five goals:

- Connecting people and places
- Supporting a competitive and open for business environment
- Providing more choice and convenience
- Improving safety and inclusion
- Preparing for the future.

Unfortunately, no new funding opportunities have been identified, but the document will make an additional reference when applying for transportation initiatives within the County of Renfrew.

### 3. **Treasurer's Report**

Attached as Appendix II is a copy of the March 2022 Treasurer's Report for the Development and Property Department.

### 4. **Residential Market Activity**

Attached as Appendix III is the residential market activity for the month of March and year-to-date for all the municipalities within the County of Renfrew.

## **RESOLUTIONS**

### 5. **Business Case – Capital Projects Administrator**

**Recommendation:** THAT the Development and Property Committee recommend that County Council approve the 1-year contract position of a Capital Projects Administrator; AND FURTHER THAT funds from the Social Services Relief Fund Phase 4/5 be used to fund the position.

#### **Background**

Attached is Appendix IV is a Business Case that provides background information on the request to hire a contract position to assist the Housing and Real Estate Division. As indicated, the Renfrew County Housing portfolio is currently dealing with a large number of capital works projects, along with an impending capital build of new housing units in Pembroke. More recently, we've had to adjust to accommodate staff shortages at the supervisory level without delaying contracts. The Renfrew County Housing Corporation (RCHC) planned capital budget tops \$4 million this year, and staff are working with several contractors to ensure that we

meet our planned project end dates. With the varied projects in different communities throughout the region, staff is expected to be on-site more often creating pressure on the administration of contracts, payables, proposal writing, etc.

The proposed Capital Projects Administrator position would work with the Manager of Real Estate, the Supervisor of Technical Services, and the Operations Coordinator to:

- Coordinate/undertake infrastructure projects and studies using in house and outsourced technical and engineering resources.
- Coordinate/undertake the preparation of engineering designs, contract documents and engineering studies for capital works projects.
- Coordinate/undertake contract administration and inspection duties on Capital Works projects.
- Coordinate consultants retained by the Department to undertake studies, prepare designs, tender contracts and supervise construction activities for assigned projects.
- Prepare various draft reports and program summaries to document the progress of the assigned projects.
- Assist and coordinate the contracting and tendering process for all non-recurring projects and for major recurring contracts, such as preventative maintenance contracts; ensure contractors are notified of upcoming tender calls and requests for proposals or quotations; respond to contractor enquiries regarding scopes of work and/or the contracting process.

The Administrator should be familiar with procurement processes and building techniques. Funding for the position will be covered by the Social Services Relief Fund.

## **6. Reconciliation Garden**

**Recommendation:** THAT the Development and Property Committee recommend to County Council to award RFP-DP-2021-03 County of Renfrew Reconciliation Garden to William Sons, Petawawa, Ontario with a budget of \$100,000.

## **Background**

At the March 8, 2022 meeting of Development and Property Committee, the following resolution was passed: “THAT the Development and Property Committee direct staff to engage with William Sons, Petawawa, Ontario on their proposal for the construction of a Reconciliation Garden at the County Administration Building to determine a revised scope and budget; AND FURTHER THAT the revised proposal and budget be presented to this Committee and County Council for consideration.”

Since that time, County of Renfrew staff along with the Warden, have been presented with a revised design of the proposed Reconciliation Garden at the County Administration Building, Pembroke, attached as Appendix V. The proponent is engaged with a member of the Algonquins of Pikwakanagan First Nation on the design and has shown his desire to obtain and engage local supplies, labour, and artists wherever possible. There will be a consistent mix of stone, rock, wood, trees, and indigenous plantings, accompanied by artistic representations and interpretative signage. County staff is encouraged by the discussions with the proponent and the level of detail that will be afforded to the project to ensure that our recognition of our relationship with the Algonquins is represented in an appropriate fashion. It is anticipated that the project can start immediately and will be completed by the end of September 2022.

### **7. Economic Development Division**

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

### **8. Ottawa Valley Tourist Association**

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

### **9. Enterprise Renfrew County**

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

**10. Forestry and GIS Division**

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

**11. Real Estate Division**

Attached as Appendix X is the Real Estate Division Report, prepared by Mr. Kevin Raddatz, Manager of Real Estate, providing an update on activities.

**12. Planning Division**

Attached as Appendix XI is the Planning Division Report, prepared by Mr. Bruce Howarth, Acting Manager of Planning Services, providing an update on activities.





# Connecting the East:

A draft transportation plan  
for eastern Ontario

April 2022





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Caroline  
Mulroney

Minister of  
Transportation

# Minister's Message

Our government has a plan to build a stronger Ontario and that is why we are getting shovels in the ground on critical infrastructure projects like highways, roads, bridges and transit. Our vision includes an interconnected transportation network that is safe, convenient and affordable for all Ontarians, no matter where they live. Since taking office, we have taken decisive action to create a comprehensive and coordinated approach to transportation planning that will serve as the foundation of a healthy and prosperous Ontario for generations to come.

Eastern Ontario is home to almost two million people and nearly one million jobs. This diverse and thriving region faces challenging and costly gridlock on the highways surrounding our nation's capital, along with a lack of intercommunity bus services to help people get to work, access education and other essential services, and visit their loved ones.


People in eastern Ontario deserve transportation that works for them. And under Premier Ford's leadership, we're delivering on our promise to develop a regional plan that addresses the region's unique needs while supporting our broader goal to build a better Ontario.

Our regional transportation plan for eastern Ontario – ***Connecting the East*** – contains more than 50 actions that will lay the foundation to improve people's access to jobs, housing, healthcare, education and family and friends. This plan outlines strategies and improvements across different modes of travel to connect people and places, support a competitive and open business environment, provide more choice and convenience, improve safety and inclusion, and help us prepare for the future.

With that in mind, our plan considers many new challenges including significant population growth, economic transitions, impacts of climate change, new technologies and shifting demographics that present new and increased demands on Ontario's current and future transportation systems.

This plan will guide our historic investments as we increase the capacity of the infrastructure and improve the movement of people and goods along the key eastern corridors. It includes a commitment to look at practical approaches to fill gaps in travel options for smaller communities and expand the level of choice in larger ones. And all of the measures contained within this plan consider ways to increase safety as we build a transportation network that makes life more convenient for travellers while embracing innovation and technological change.

Our plan is an evergreen, living document that will continuously evolve, be updated and improved to be responsive to the needs of people and businesses. We are committed to continuing to work closely with municipal, Indigenous, and Francophone communities, transportation



agencies, including Metrolinx, industry, and businesses to align planning and improve transportation in eastern Ontario. We will also establish a regional transportation task force to provide a venue for local municipal and Indigenous leaders to work together to help connect people to the places they need to go.

Together we're building Ontario and this includes a transportation network for the East that ensures people have access to the roads, highways, bridges, transit and ferries they need to enjoy a better quality of life and that supports economic growth and prosperity.

# Executive Summary

Eastern Ontario is a thriving region in our province. It is home to the nation's capital and one of the nation's most significant trade corridors, popular tourist destinations, and a diverse economy. However, people and businesses in the region today are facing numerous transportation challenges. These challenges range from fighting gridlock on highways in the Ottawa area to accessing more options to travel within and between communities. The regional economy depends on efficient multimodal links, while adapting to rapid changes in technology and increasing climate impacts present a challenge for all areas of our province.

***Connecting the East: a draft transportation plan for eastern Ontario*** contains more than 50 actions to help build a safe, reliable and connected transportation system that keeps people and goods moving within and across the region. It includes investments to rehabilitate and expand highways, improve transit and intercommunity bus options, support economic development opportunities and ensure that the region's transportation system is ready for the future.

## **VISION:**

***Individuals, families and businesses across eastern Ontario have access to safe and reliable options within a transportation system that connects local communities, and contributes to the health, well-being and economic prosperity of the entire region.***

The actions are organized under five goals to improve transportation in the region:

## **Goal 1: Connecting people and places**

Transportation systems are fundamentally about providing people and businesses with connections to get themselves and products and services to where they need to go safely and as easily and efficiently as possible. We are taking action to expand infrastructure in strategic locations to manage growth, ensuring current facilities and

services are well-maintained and improved, and continuing work to identify needs and opportunities. Highlights include expanding Highway 417 to fight gridlock in Ottawa, widening Highway 17 from Arnprior to Renfrew, improving ferry services that are essential for passengers and goods in many communities, and establishing an eastern region task force to support plan implementation and advise on potential improvements and new initiatives.

## **Goal 2: Supporting a competitive and open for business environment**

A reliable, efficient transportation system is critical for the success of a growing and prosperous economy in eastern Ontario. Actions in this area of the plan will help create a competitive business environment by reducing red tape, helping highways that are heavily used for goods movement run more smoothly and exploring opportunities to maximize the potential of the multimodal transportation system including the rail, marine, air and road transport modes. To support the crucial trade corridor along Highway 401, there will be more truck parking and more interchanges compatible with long-combination vehicles (LCVs). A new marine strategy will be developed to help address challenges and opportunities. And the province will continue to collaborate with the goods movement sector to streamline processes, such as the online renewal of commercial vehicle licence plates and adoption of electronic logging devices (ELDs) to track compliance with hours of service requirements.

## **Goal 3: Providing more choice and convenience**

Public engagement during the development of this plan underscored a desire in the region to add more options for travelling between communities and more ways to travel within them. The actions in this section of the plan include investments to provide new intercommunity bus services

in 10 communities in eastern Ontario through the Community Transportation Grant Program, including some in partnership with Indigenous communities and organizations. Transit and active transportation improvements in 20 eastern municipalities are supported through the dedicated Gas Tax program. The deregulation of the intercommunity bus sector in 2021 will encourage new small businesses to provide additional service routes to complement those offered by established bus companies. The permanent increase of the speed limit on Highway 417 supports faster connections between communities.

#### **Goal 4: Improving safety and inclusion**

Making sure the transportation system is safe and reliable for all users is a key priority for this plan. Actions include investments in new, larger, full-colour, bilingual electronic signs at 11 locations that will reduce distractions and will be clearer to read in both English and French. The Ontario 511 service will continue to provide real-time local highway information to keep drivers aware of current conditions, collisions, snow plow locations, construction activities and emergency detour routes. Design and maintenance standards will consider the needs associated with slow-moving farm equipment, as well as ways to manage Wild Parsnip, an invasive species that grows rapidly and blocks sightlines along roads.

#### **Goal 5: Preparing for the future**

Technological advances are propelling significant changes in transportation, providing both an economic opportunity and a chance to prepare the region for the arrival of innovative technology like connected and automated vehicles that could transform the way people live, work and move in the province. Actions under this theme include investments in the new Ontario Vehicle Innovation Network (OVIN), along with cutting-edge test sites for new technologies at Area X.O. in Ottawa. Other actions include expanding high-speed internet across the region, assessing provincial locations for alternative fueling stations and using the latest climate data to assess risks to infrastructure.

*Connecting the East* will deliver a better transportation system for the people and communities of eastern Ontario, giving them more options to get where they need to go, when they want to get there. We are committed to working with the federal government, municipalities, states and provinces, Indigenous communities and organizations as well as Francophone residents and organizations, transportation providers, businesses, industry, and academia to ensure the transportation system supports the prosperity of the regional economy and provides a better quality of life for eastern residents and all Ontarians.



# Introduction

***Connecting the East: a draft transportation plan for eastern Ontario*** aims to build a safe, convenient and connected transportation network that addresses the unique needs of the eastern region. The plan contains more than 50 actions that will help connect local communities, fight gridlock on our busy highways and roads and keep them safe and reliable, add more public transit and active transportation, and support a globally competitive economy.

The area covered by the plan extends from the District of Muskoka in the west to the Counties of Prescott and Russell in the east. The largest urban centres in the region are Ottawa and Kingston, followed by the mid-sized cities of Cornwall, Belleville and Quinte West, along with many smaller towns and villages.

The City of Ottawa is the nation's capital and the largest city in eastern Ontario, containing more than half of the region's total population. It has a complex multimodal transportation network, which includes dedicated higher-order transit in the form of the Transitway bus rapid transit (BRT) and O-Train light rail transit (LRT) systems.

Eastern Ontario as a whole is home to 1.8 million people<sup>1</sup>. The region is expected to experience gradual population growth, achieving just under 2.45 million residents in 2051<sup>2</sup>. Approximately 75% of this growth is expected to occur in the Ottawa area.

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1 Statistics Canada. *Census of Population, 2016: Profile for Canada, Provinces, Territories, Census Divisions, Census Subdivisions and Dissemination Areas*.

2 Based on Ontario Ministry of Finance forecasts.



# About Eastern Ontario

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**1.8 million people**  
over 44,000 square km  
(Density: 41 People/km<sup>2</sup>)



**Population expected to grow**  
to over 2.4 million by 2051



**15% of the region's population**  
identifies as Francophone



**53% of Eastern Ontarians reside in Ottawa,**  
which is growing the fastest in the region



**28% of the population**  
lives in rural areas



## Key Industries

Public services, retail, professional services, education, hospitality



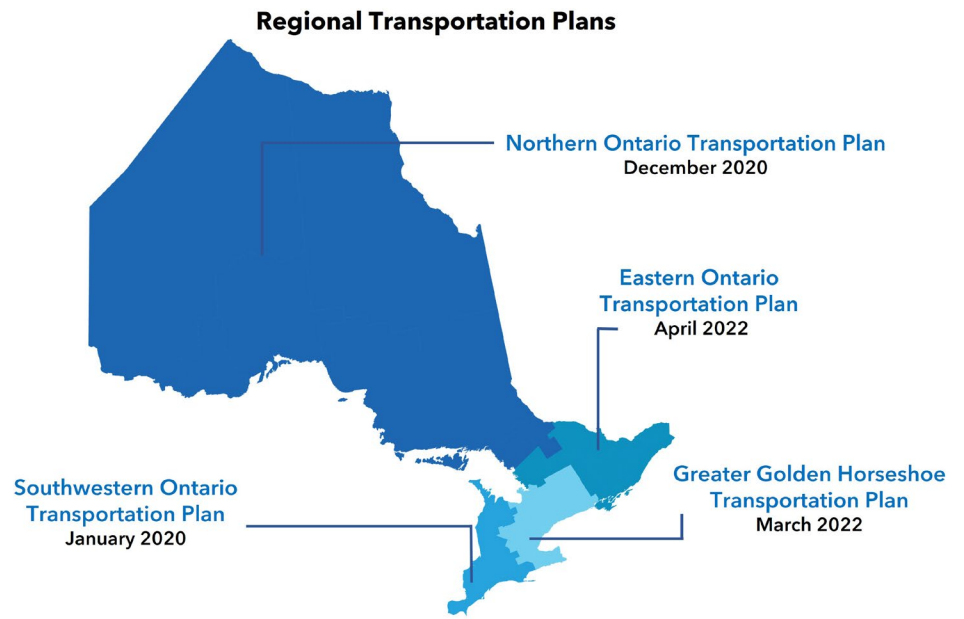
## The natural landscape

includes Canadian Shield, St. Lawrence Lowlands and protected areas such as Thousand Islands National Park.



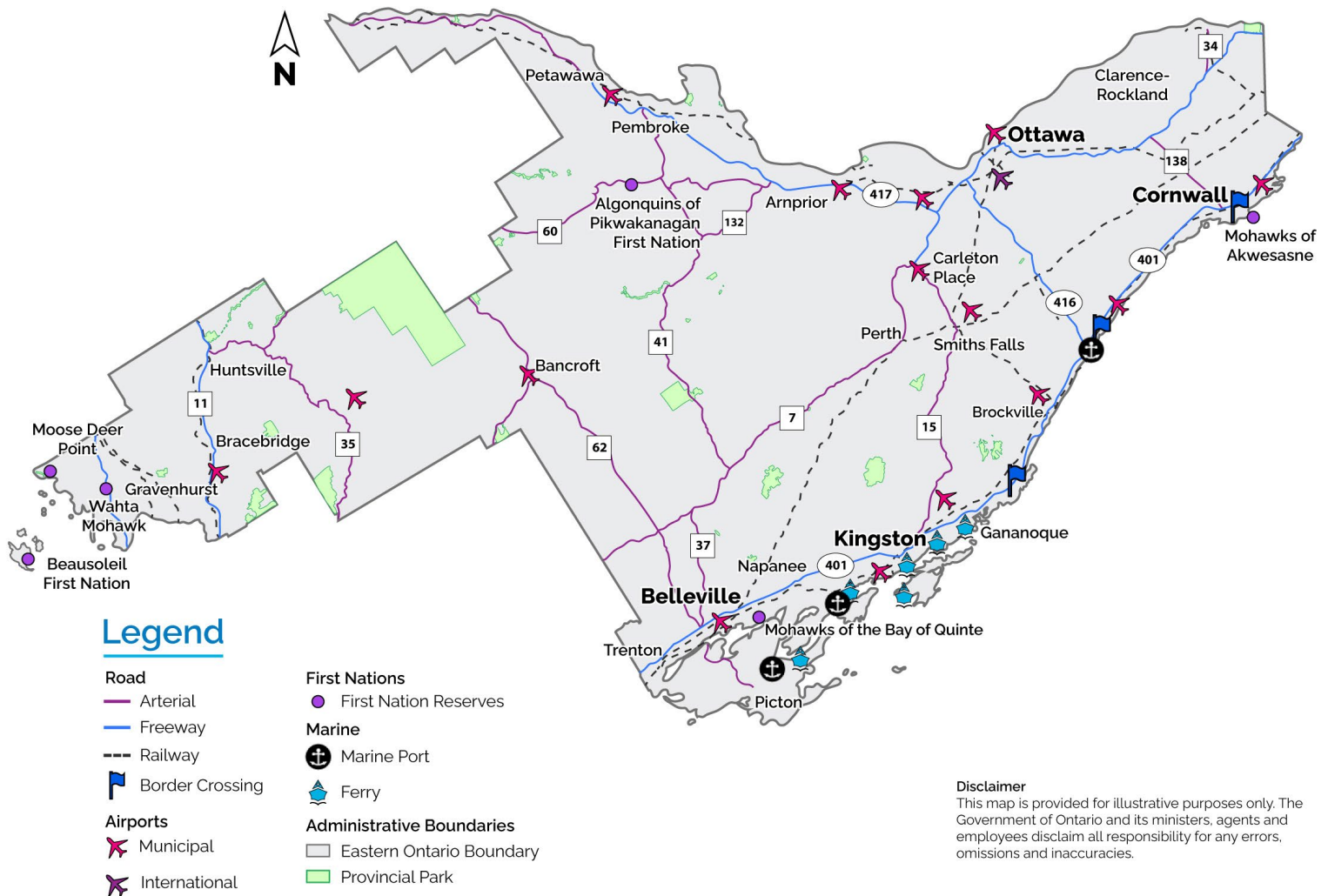
## The Role of Regional Transportation Plans

In 2019, Ontario committed to developing regional plans to build a better, more seamless transportation system across the province. Regional transportation plans consider all modes of travel – road, rail, air and marine – as one integrated system and provide a vision of the transportation system of the future. This plan for eastern Ontario is the final of four plans addressing the distinct transportation needs of each region of the province. In January 2020, *Connecting the Southwest: a draft transportation plan for southwestern Ontario* was released, followed by *Connecting the North: a draft transportation plan for Northern Ontario* in December 2020. *Connecting the GGH: A Transportation Plan for the Greater Golden Horseshoe* was released in March 2022.





# Eastern Ontario Transportation Infrastructure



## Why Do We Need a Transportation Plan for Eastern Ontario?

### Eastern Ontario's Transportation Network Today

Eastern Ontario occupies a strategic location between the Greater Golden Horseshoe in the west and Greater Montreal in the east – Canada's two largest urban centres.

Highway 401 is a major trade corridor between Montreal and Toronto. It is heavily used to move both passengers and goods, along with Highways 416 and 417, which connect the 401 to the Ottawa region. These highways serve the region's

advanced manufacturing sector, agriculture shipments and food processing as well as a vibrant logistics and warehousing sector. Highways 17 and 7 are also important corridors, connecting Ottawa to the North and to Peterborough respectively, along with Highway 11 in Muskoka District.

The rail network in eastern region plays a vital role in the transportation of goods and people and is made up of rail lines operated by Canadian

National Railway (CN), Canadian Pacific Railroad (CP), and VIA Rail (passenger service that connects Montreal and Ottawa to Toronto). In eastern Ontario, there are three international/regional airports: Ottawa's Macdonald - Cartier International Airport, Kingston Norman Rogers Airport and Muskoka Regional Airport. The Ottawa Airport is the region's only international airport; the other two, located in Kingston and Muskoka respectively, offer scheduled passenger service.

Besides numerous bridges that connect Ontario and Quebec, especially in the Gatineau region, there are three border crossings to the U.S. located at the Thousand Islands Bridge, Ogdensburg-Prescott International Bridge (which is owned and operated by the Ogdensburg Bridge and Port Authority, a New York State public-benefit corporation) and the Three Nations Crossing associated with the Seaway International Bridge. The Thousand Islands Bridge

between Lansdowne, Ontario and Alexandria Bay, New York, is the only bridge in eastern Ontario that ranks in the top 20 Canada-U.S. border crossings, coming in 7th nationally and 5th in Ontario. The other two highway border crossings are located at Cornwall and Johnstown. They mainly serve non-truck traffic. The Cornwall Crossing connects Highway 138 in Ontario to New York State Highway 37.

Along the St. Lawrence Seaway, the three major commercial ports that ship bulk minerals and agricultural goods are located in Johnstown, Bath/Lafarge and Picton. Ferry services provide important connections to locations along the shores of Lake Ontario and the St. Lawrence, with two of the most important being the Glenora Ferry and Wolfe Island Ferry, which carry both goods and passengers.



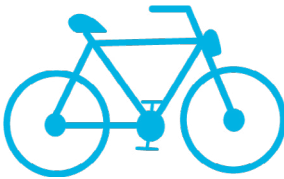


# Facts about the Eastern Ontario Transportation Network

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**1,140 km**  
of 400 series highways



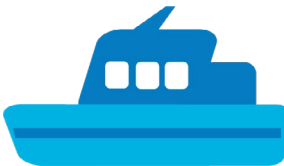
**Over 2,300 km of cycling routes**  
as part of the province-wide cycling network



**4 intercommunity bus companies**



**1 international airport**  
and 15 municipal airports



**3 major ports**  
and 11 ferry services



**Passenger and freight rail services**  
provided by VIA Rail, CN and CP



# Challenges and Opportunities

## Fighting gridlock on provincial highways in the Ottawa area

With 75% of eastern Ontario's population growth in the next 30 years expected to occur in the Ottawa area, it is clear that action must be taken to increase the capacity of current infrastructure. Gridlock is a common experience for commuters on Highway 417 driving into the city, which has the largest commuter shed in the eastern region. Across the city during the morning peak, the Queensway between the Highway 416/417 interchange and Montreal Road is regularly above capacity, creating substantial delays for commuters and leading to economic costs in lost productivity. For interprovincial commercial trucking, trucks must often travel through the downtown area, adding to local congestion.

This plan will address gridlock and plan for future growth through the rehabilitation and expansion of local highway capacity in Ottawa and throughout the region, ensuring that the regional transportation system supports the efficient movement of both people and goods well into the future.

## Addressing gaps in smaller cities and rural areas

The highway and road network in eastern Ontario forms the backbone of the regional transportation system. Most trips in the region occur by car, and whether a trip involves a car, bus, or truck, all depend on a robust road network to

get people and goods where they need to go. Rehabilitation projects, new bridges and interchanges are all needed to maintain network capacity and fight gridlock.

For those who do not have access to a car, the availability of other passenger transportation options is critically important, particularly in rural communities. Many people depend on intercommunity bus services to get to their jobs in neighbouring communities, to access education or essential services, and to visit friends and family. Yet intercommunity bus services in the region have suffered from a lack of competition due to the former licencing regime, and more recently have been weakened with the departure of Greyhound and the suspension of service routes due to the COVID-19 pandemic.

This plan identifies improvements to the eastern Ontario highway and road network to ensure it continues to provide reliable connections across the region and beyond. It includes plans to widen sections of Highway 17, add new interchanges, repair bridges and multiple highway structures.

In support of intercommunity passenger travel, this plan also includes investments to fill service gaps by launching new local and intercommunity bus services in partnership with local providers. Through deregulation, Ontario is also supporting a streamlined safety regime for smaller vehicles such as van services providing passenger





travel to under 10 people. The plan supports the efforts of municipalities with local transit networks to extend and improve their services and encourages experimentation with newer, on-demand service models. It also recognizes that incorporating safe active transportation links including sidewalks and bike lanes along regional roads or across a bridge can better connect people with a neighbouring community.

### **Strengthening goods movement and unlocking economic growth**

Highway 401 is the key artery of the Ontario-Quebec trade corridor, with trucks representing up to half the daily traffic volume. As the goods movement sector expands, there is an increased need for truck parking and rest stops, and interchanges that can accommodate long-combination vehicles (LCVs). At the same time, there may be opportunities to increase the use of other modes for goods movement, such as through intermodal marine and rail facilities and regional airports.

This plan not only includes actions to support the commercial trucking sector and plan for the long-term widening of the 401 corridor, but it also considers longer-term strategic opportunities for more multimodal goods movement with the development of a marine strategy and consideration of municipal airports, which can be an efficient mode for courier services and time-sensitive goods.

### **The Transportation Needs of Food Production**

There are 7,257 farms in eastern Ontario that produced \$1.56 billion in gross farm receipts in 2020, about 9% of the province's total. Transportation planning needs to account for the unique needs of farmers, whether this means ensuring roads are wide enough to allow for the movement of farm equipment, minimizing traffic noise proximity to animals, or reducing winter salt contamination of fields. Agricultural commodities like dairy, corn and soybeans need to travel to processing facilities before going to market, and while dairy is often consumed locally, corn and soybeans grown in the east region are part of complex international supply chains. This plan ensures that farmers can move their equipment where it needs to go while not impeding the local road network.

### **Adapting to current and future challenges**

The COVID-19 pandemic has had significant impacts around the world and across Ontario. The pandemic has created and exacerbated financial challenges for transportation service providers and transit systems, and while we are seeing some services





beginning to recover, the longer-term impacts remain unclear. COVID-19, along with the more frequent and intense weather events associated with a changing climate, underscores the challenge of ensuring the transportation system is reliable and resilient in the face of uncertainty.

In response to the COVID-19 pandemic, Ontario has allocated up to \$260 million through Safe Restart Agreement (SRA) funding in three phases, and up to \$1.9 million through Municipal Transit Enhanced Cleaning (MTEC) funding to support municipal transit systems in eastern Ontario. Additionally, to make up for reduced gas sales due to the COVID-19 pandemic, the 2021-22 Gas Tax program funding includes one-time additional funding of \$120.4 million to ensure that Gas Tax recipients across Ontario can continue to support their transit systems.

In addition to COVID-19, the current pace of technological change is leading to a transformation in transportation on a scale that parallels the invention of the automobile. The proliferation and availability of data tools, GPS and satellite imagery have spurred advances in everything from navigation, to fleet telematics, to transit integration and live traffic reports. Advances are occurring simultaneously in new forms of micro-mobility such as e-scooters, electrified transport and alternative fuels, and connected and automated vehicles.

We understand that these challenges are also opportunities to build a stronger and more resilient transportation system that has a reduced carbon footprint while building on Ontario's strengths in auto manufacturing to become an advanced manufacturing hub, for example of electric vehicles.

We have the opportunity to build a system that leverages new technologies to improve services and manage costs. As the transportation sector changes, Ontario is poised to reap economic benefits from investments in cutting edge technologies pioneered and tested in eastern Ontario.

### **Area X.O. and the Ontario Vehicle Innovation Network**

The eastern region is known for being the home of some of Canada's strongest contributors to science and technology, such as the Chalk River nuclear research facility in Deep River. Today in Ottawa, some of Canada's most exciting research in transportation technologies is occurring at [Area X.O.](#), which is tapping into the talent of the local technology sector. Area X.O. is one of seven regional technology development sites (RTDS) funded across the province by the [Ontario Vehicle Innovation Network \(OVIN\)](#). These sites are business incubators for start-ups and small- and medium-sized enterprises to develop and test connected, automated and/or electric vehicle technologies. One Area X.O. project, in collaboration with partners like Transport Canada, EasyMile, and others, successfully piloted Ontario's first-ever on-road Low-Speed Automated Shuttle (LSAS) under Ontario's Automated Vehicle Pilot Program in the fall of 2020. This trial provided valuable insight and lessons learned on how to integrate these vehicles into Ontario's transportation system in the future.



## Vision:

Individuals, families and businesses across eastern Ontario have access to safe and reliable options within a transportation system that connects local communities, and contributes to the health, well-being and economic prosperity of the entire region.

# A Plan for Eastern Ontario

This section outlines more than 50 actions that are being taken to achieve the transportation vision for eastern Ontario. The actions are organized across the following goal areas:

1. Connecting people and places
2. Supporting a competitive and open for business environment
3. Providing more choice and convenience
4. Improving safety and inclusion
5. Preparing for the future

This plan is intended as a living document, designed to be updated to ensure that it continues to meet the needs of people and businesses in eastern Ontario.

We know that the success of the plan will depend on working closely with many partners.

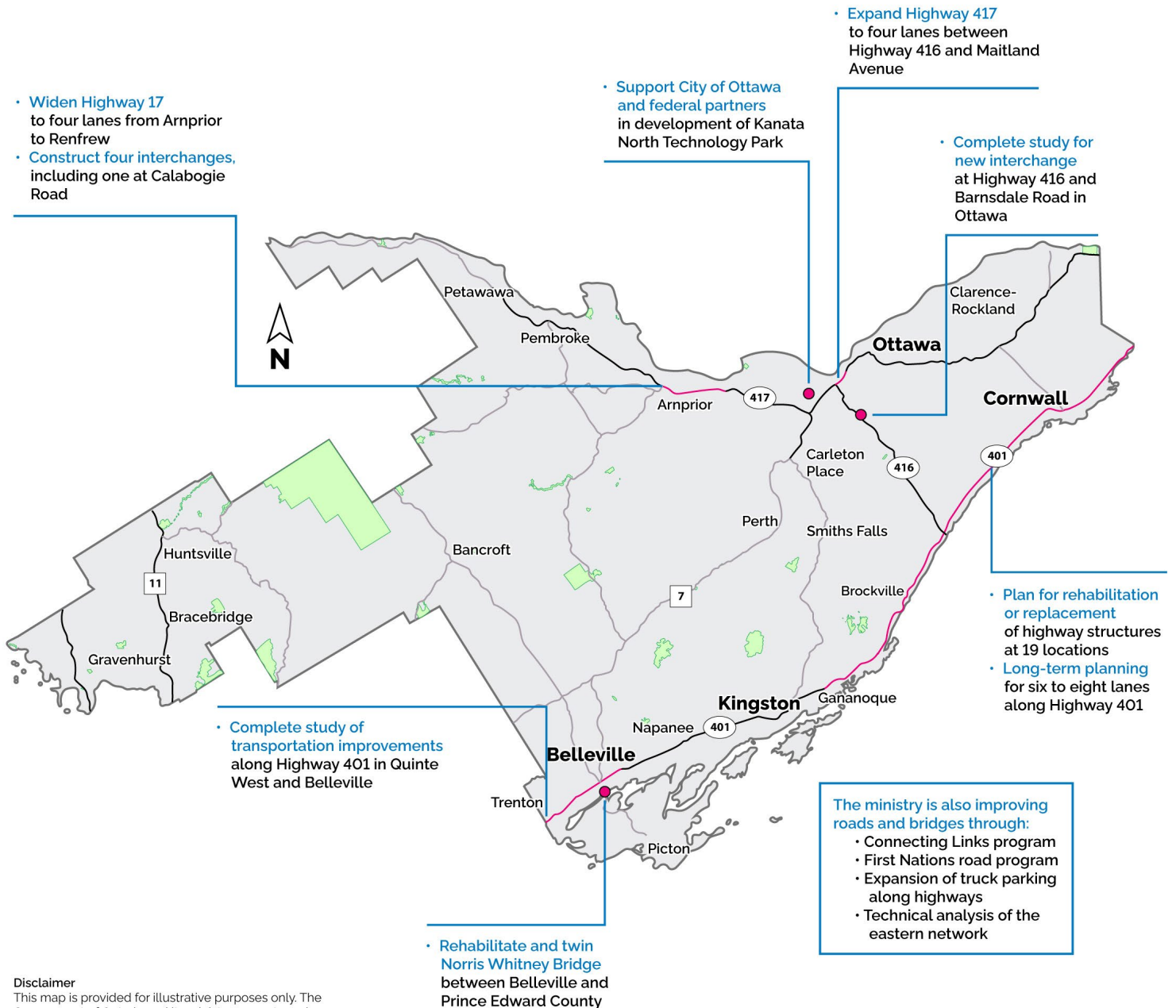
We are committed to working with the federal government, municipalities, Indigenous communities and organizations, Francophone residents and organizations, transportation agencies and local businesses as we move forward to implement the plan actions, gather feedback and identify opportunities for improvement.

With ongoing engagement and collaboration, the implementation of this plan will create a reliable and effective transportation system that provides a foundation for the continued strength and prosperity of eastern Ontario.





# Eastern Ontario Road and Highway Improvements



## Goal 1: Connecting People and Places

Transportation systems are fundamentally about providing people and businesses with connections to get where they need to go as easily and efficiently as possible. Actions in this section of the plan help connect people and places by investing in infrastructure capacity, including by ensuring that infrastructure improvements along Highway 401 will be able to accommodate future widening

of the corridor, with work also ongoing to prioritize highway segments for expansion along the 401. Other actions include convening a task force to inform further plan development and launching a technical study of the region's transportation system that will include review of transportation needs and options for Muskoka District and Haliburton County.





## Actions

- 1.** Expand Highway 417 in the City of Ottawa by widening to four continuous lanes in each direction between Highway 416 and Maitland Avenue.
- 2.** Widen Highway 17 from two to four lanes from Arnprior to Renfrew and construct four interchanges, including one at Calabogie Road.
- 3.** Rehabilitate and twin the existing Norris Whitney Bridge between Belleville and Prince Edward County. Twinning the existing bridge will ensure that there is enough capacity for forecasted traffic demand and also allow the rehabilitation of the existing structure before 2030.
- 4.** Plan for the rehabilitation or replacement of highway structures at 14 locations in the United Counties of Leeds and Grenville and Stormont, Dundas and Glengarry. This includes determining long-term plans for the Maitland Road, Edward Street and Highway 16 interchanges, and planning for six to eight lanes along Highway 401.
- 5.** Plan for the rehabilitation or replacement of highway structures at five locations in the area of Brockville and the United Counties of Leeds and Grenville. This work also includes planning for six to eight lanes along Highway 401 in Brockville.
- 6.** Complete Preliminary Design and Class Environmental Assessment (EA) study to identify rehabilitation, safety, and operational needs, and recommend transportation improvements along Highway 401 in Quinte West and Belleville.
- 7.** Complete Preliminary Design and Class EA study for a new interchange at Highway 416 and Barnsdale Road in Ottawa.
- 8.** Explore opportunities to add passing lanes on Highway 35 south of Lindsay to alleviate local congestion.
- 9.** Explore opportunities to support improvements being planned in Kanata North, as part of longer-term plans to redevelop the Kanata North Special Economic District.
- 10.** Support eastern Ontario municipalities through the Connecting Links program to repair roadways and bridges to improve connections to communities or border crossings. Ontario has provided \$25 million since 2018 to eastern Ontario municipalities. Projects in eastern Ontario include pedestrian and road safety improvements at the Highway 33 intersection in Prince Edward County, Beckwith Street renewal between Russell Street and Elmsley Street in Smiths Falls and reconstruction of O'Brien Road in Renfrew.
- 11.** Complete an update to the 2017 Environmental Assessment (EA) and an addendum to the associated report for the intersection of County Road 42 and Highway 15 to determine preferred improvements at this location.

**12.** Invest in on-reserve road construction and maintenance projects with First Nation communities through the First Nations Road Program. Since 2018, \$2.3 million has been provided to five First Nations communities in eastern Ontario.

**13.** Establish a task force of local mayors and Indigenous leaders to make recommendations to the Ministry of Transportation (MTO) on additional actions to improve rail, bus and local transit services across eastern Ontario. The task force will focus on the transportation needs and opportunities in eastern Ontario with a strong emphasis on ensuring people can travel more efficiently and connect to critical services.

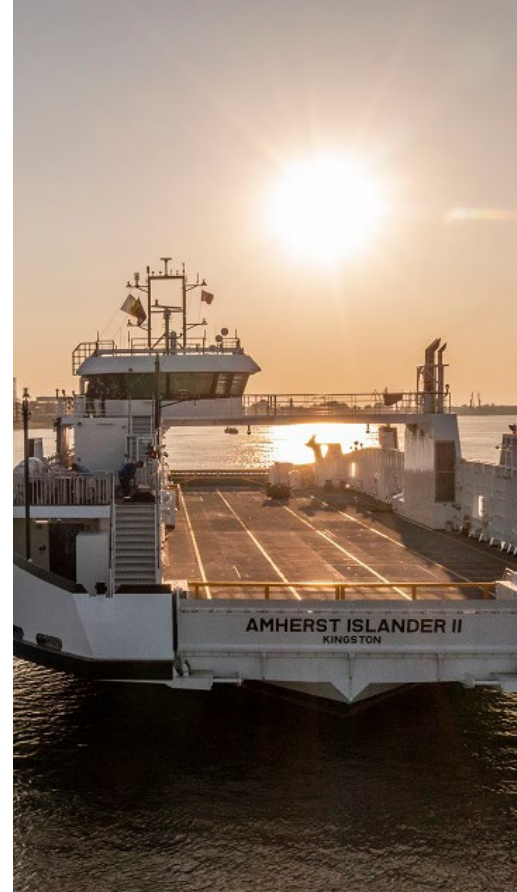
**14.** Continue to ensure Ontario's provincial ferry services connect communities on Wolfe Island, Amherst Island, Simcoe Island and Howe Island as well as between Glenora and Adolphustown. Ontario's first fully electric ferries, the Amherst Islander II and Wolfe Islander IV, are expected to begin service in Spring 2022. Both new vessels will feature loading areas to separate pedestrians and cyclists from vehicles as well as improved safety, accessibility and

sustainability features. Ontario is also procuring a new vessel for Simcoe Island that will be operational in late 2022.

**15.** Undertake a technical study and analysis to support the implementation and further development of the eastern transportation plan, including for the District of Muskoka and Haliburton County. This eastern Ontario transportation planning study will consider long range economic and travel demand forecasts and identify additional infrastructure, services and policies to meet future transportation needs.

**16.** As part of MTO's work on the eastern Ontario transportation plan technical study, undertake an assessment of needs along Highway 416, including new interchanges and rest stops.

**17.** As part of MTO's work on the eastern Ontario transportation plan technical study, explore the potential of an Ottawa ring road to reduce congestion in the city core.





## Goal 2: Supporting a Competitive and Open for Business Environment

An efficient and reliable multimodal transportation system is critical to the economy. A strong goods movement sector helps attract investment, keeps business costs down and ensures necessary supplies are available. The actions under this goal will improve the functioning of key corridors and support the trucking industry by reducing red tape and making it easier for truckers to find parking where and when they need it. Actions also explore opportunities to leverage other modes including air and marine for greater flexibility and responsiveness to market demand.

### Actions

**18.** Ensure highway interchanges are designed to accommodate Long Combination Vehicles (LCVs) and make improvements on existing interchanges where appropriate. In eastern Ontario, planning along Highway 401 near Belleville includes interchanges that may be able to accommodate LCVs in the future. Since each LCV replaces two conventional tractor trailers, they reduce shipping costs and cut overall fuel use and emissions. They also have a better safety record than single-trailer trucks.

**19.** Continue provincial highway corridor improvements for interchanges along Highway 401 near Belleville, including

working with the municipality on future opportunities such as the proposed Belleville Eastern Arterial Road (BEAR) interchange.

**20.** Continue to expand truck parking along provincial highways. The government is improving four rest areas in eastern Ontario including:

- Converting a former vehicle inspection facility in Gananoque to a truck rest area with 29 spaces (completed July 30, 2021).
- Increasing truck parking at the ONroute in Bainsville.
- Increasing truck parking at the Trenton South ONroute.
- Increasing truck parking at the existing rest area at Gibson Lake along Highway 17.

**21.** Consider mitigation measures when upgrading major rail corridor crossings (for example, Toronto to Montreal rail corridor), so that farm equipment access to fields and farm operations is not impeded.

**22.** Cut red tape for the commercial vehicle industry by implementing digital solutions for products and services the industry relies upon. This includes implementing online renewal for heavy commercial vehicle licence plates in 2022, continued monitoring and promotion of online products introduced by



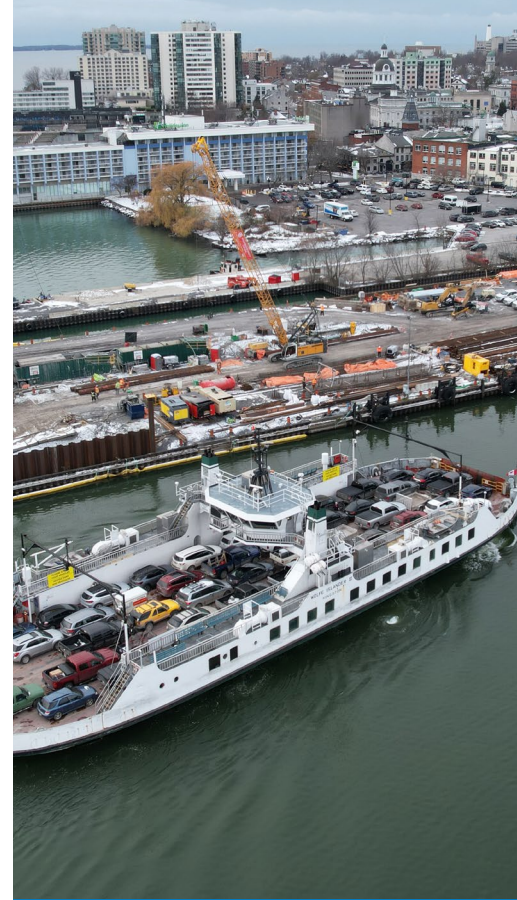
MTO (for example, Oversize/ Overweight Permits), supporting industry in the forthcoming adoption of Electronic Logging Devices (ELDs) as a tool to support industry compliance with hours of service requirements, and continued monitoring of the use of pre-clearance and pre-screening technologies at truck inspection stations to reduce administrative delays and improve road safety.

**23.** Continue to support tourism in eastern Ontario through promotional partnerships with Destination Ontario and the Travel Information Centre located at the Bainsville ONroute Centre along Highway 401.

**24.** Support the sustainability of local airports in the region. MTO recently conducted an airport survey to update data on the role of Ontario's local airports in supporting economic development and public service delivery. The survey results will provide insight on the current state of Ontario's local and regional aviation sector, as well as a view to future needs and opportunities for supporting the multimodal transportation system.

**25.** Continue to work with stakeholders and operators to support the recovery and growth of the passenger cruise ship industry. This includes working with the federal government to resolve regulatory issues related to operating cruises in the Great Lakes.

**26.** Develop an Ontario Marine Strategy, with private and public partners, to improve the performance and sustainability of the marine transport system, including within the Great Lakes and St. Lawrence River.

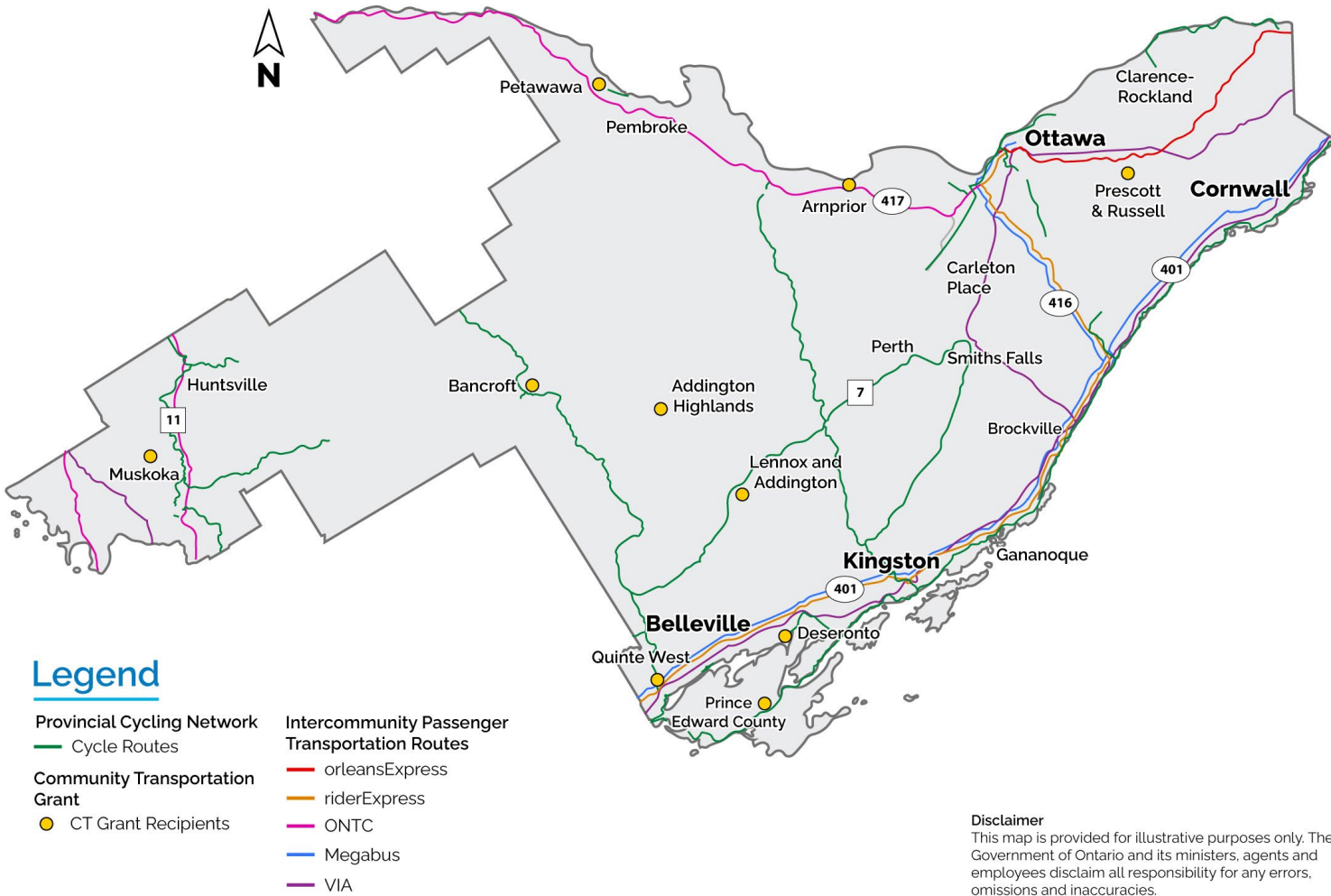


# Goal 3: Providing More Choice and Convenience

Whether in a city, small town, agricultural area or the highlands, access to different travel options that are convenient means more people can get where they need to go. The actions in this section fill in service gaps in smaller communities and increase choice in larger ones. The actions also add choices and connections for tourism and recreation. A short distance from Ottawa, for example, is the largest

theme waterpark in Canada. The Rideau Canal is popular for skating in winter and boat trips along the Canal's locks in the summer. Prince Edward County is criss-crossed by multi-use trails and is very popular for its wineries, farm-to-table restaurants and Sandbanks Provincial Park. From Gananoque, visitors can take a dinner boat cruise to tour the beautiful Thousand Islands National Park.

## Eastern Ontario Community Connections





## Actions

**27.** Improve public transit through provincial contributions towards the Investing in Canada Infrastructure Program. As of November 2021, Infrastructure Canada has approved 21 projects across 8 eastern Ontario municipalities which will add 45 new buses, information technology upgrades including passenger counters and new active transportation facilities connected to transit.

**28.** Support community transportation in areas that are unserved or underserved by transit services through the Ontario Community Transportation Grant Program (CT Program). Ten municipalities in eastern Ontario are receiving up to \$8.3 million over seven years (2018-2025) to deliver local and intercommunity bus services, including some that have partnered with Indigenous communities and organizations.

**29.** Fund transportation programs and investments across all modes in collaboration with municipal and federal governments, including through existing programs such as Ontario's Dedicated Gas Tax Funds for Public Transportation Program. In 2021-22 through the Gas Tax program, approximately \$46 million will be provided to 19 municipalities to expand and improve municipal transit systems and infrastructure in eastern Ontario. This funding can be used to extend service hours, buy transit vehicles, add routes, improve accessibility or upgrade infrastructure.

**30.** Continue taking action to improve the province's highway network by increasing posted speed limits permanently on six sections of provincial highway, including two sections in eastern Ontario along Highway 417 from Gloucester (east of Ottawa) to the Quebec border and from Kanata to Arnprior. Each highway section has been carefully selected based on their ability to safely accommodate the higher speed limit.

**31.** Continue to make it easier for companies to provide intercommunity bus services. The province deregulated the sector effective July 1, 2021, which now provides for a significantly more open market for new bus service providers to enter, and for existing bus carriers to alter or offer more routes. This supports improved transportation options, economic

### The Ontario Tourism Recovery Program

The Ministry of Heritage, Sport, Tourism and Culture Industries launched the \$100 million Ontario Tourism Recovery Program to help stabilize the province's tourism industry as it recovers from the impacts of COVID-19. The program supports eligible Ontario-based tourism businesses in the for-profit attractions, accommodations and transportation sectors that have been hardest hit by COVID-19. Funding recipients will be notified soon.



recovery and red tape reduction for business. The province also continues to support the growth of smaller providers who use vehicles carrying fewer than 10 passengers by enhancing safety and insurance oversight.

**32.** Work with the federal government to advance planning for their High Frequency Rail proposal to provide frequent, electrified passenger rail service from Toronto to Peterborough, Ottawa, Montréal, and Québec City.

**33.** Explore opportunities, such as a technical assessment or pilot program, for increased passenger rail service to better connect municipalities in the Greater

### **Dedicated Gas Tax Funds for Public Transportation Program**

Ontario's Dedicated Gas Tax Funds for Public Transportation Program has provided funding to enable Ottawa to support service route changes and growth, as well as move forward on the design and construction of new park and ride facilities and support the purchase of 37 replacement transit buses. Belleville used its 2020 funding toward new shelters, bus stop upgrades and transit terminal expansion. Renfrew used part of its 2020 funding toward a new van for its specialized transit service.

Golden Horseshoe with the eastern region.

**34.** Prioritize active transportation and local transit improvements that connect the regional transit network with underserved communities, to make it safer, easier and faster for residents to access amenities, attractions, employment opportunities, educational institutions and critical services. This will include:

- Promoting walking and cycling as a first choice for short trips and access to transit stations by connecting active transportation routes to make a safe and convenient network.
- Supporting the use of on-demand micro-transit to better serve low demand conventional routes or new routes, and to improve first-mile/last-mile connections to conventional public transit services, such as bus routes and light rail transit.

**35.** Update the Low Speed Vehicle Pilot to reduce burden on industry and consumers and support uptake of the pilot program. Low Speed Vehicles are fully electric vehicles powered by a rechargeable motor. The pilot program supports the Made In Ontario Environment Plan objectives.





**36.** Improve local and regional cycling linkages by working with municipalities, Indigenous communities, private landowners, conservation authorities and provincial transportation agencies to expand cycling routes, infrastructure and amenities identified in the province-wide cycling network study. Recent accomplishments include the completion of cycling routes along Highway 28 from Lakefield to Bancroft, on Highway 118 from Loon Lake to Highway 28, along portions of Highway 33 between Kingston and Prince Edward County, as well as park and ride facilities along the Thousand Island Parkway Waterfront Trail.

**37.** Continue to support a world-class system of diversified trails across the region, planned and used in an environmentally responsible manner, that enhance the health and prosperity of locals and visitors. In eastern Ontario these trails serve a variety of modes and connect communities and tourism destinations in the region with Northern and central Ontario, Quebec and New York state.

### **Cycling Tourism in Eastern Ontario**

Tourism is an important part of eastern Ontario's economy, with walking and cycling growing in popularity. In 2019, there were 2.1 million visits from domestic and overseas tourists to the region that included cycling and hiking, generating over \$662.1 million in tourism spending<sup>3</sup>.

<sup>3</sup> Statistics Canada's National Travel Survey + Visitor Travel Survey 2019



## Goal 4: Improving Safety and Inclusion

Ontario's transportation network is among the safest in North America, but there remain areas for improvement. Actions in this section increase safety and help the transportation system to better serve all users. Actions include making more real-time information available about road conditions which supports safer travel decisions. Improving safety often reinforces inclusion, as when a single bilingual electronic sign replaces smaller, separate English and French ones, reducing distractions and making wayfinding easier for everyone. And some actions are about making sure that transportation decisions and investments consider all potential users' needs and all who may be impacted by a project.

### Actions

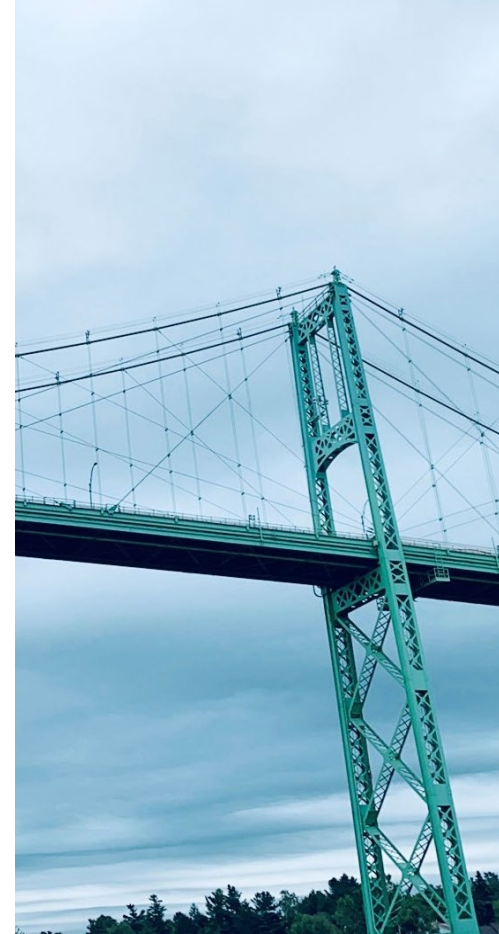
**38.** Increase availability of near real-time highway information to keep travellers aware of current conditions, including collisions, road and weather conditions, snow plow locations, construction activities and emergency detour routes. The Ontario 511 mobile app is available for free for all drivers and offers a 'trucker mode' to help truck drivers find places where they can safely stop and rest, eat at truck-friendly restaurants, use washrooms and more.

**39.** Invest in larger electronic signage to deliver important messages to road users in both English and French. This initiative will improve the delivery of French-language services to Francophone motorists, and by

replacing separate English and French variable message signs (VMS) with a single larger full colour bilingual VMS, it will also enhance safety by reducing the frequency of roadside distractions. The province is currently supporting the design and installation of three new bilingual VMS in frequently travelled designated bilingual areas of eastern Ontario, and planning for new installations at 11 more sites along Highways 7, 17, 401, and 417.

**40.** Raise awareness of human trafficking by working in partnership with the private sector, including the province's ONroute operators and the commercial trucking industry, as well as MTO agencies as appropriate. The travelling public and front-line workers will be encouraged to recognize the signs of suspicious activity and report them to authorities. Actions include investing in added lighting and security cameras for rest areas, promoting anti-human trafficking information and resources at transportation hubs, engaging Ontario's trucking industry as a key partner in combatting human trafficking, and providing training opportunities for truck drivers and Ministry of Transportation staff.

**41.** Continue to work with Indigenous communities and organizations to facilitate early and meaningful engagement and consultation on projects, including identifying how reconciliation will be incorporated.





**42.** Adapt and respond to emerging commercial vehicle safety priorities in Ontario. This includes continuing to work with the commercial vehicle sector and policing partners, and enforcing safety requirements for commercial vehicles including trucks, tractors or buses on-road by MTO enforcement officers and police officers, as well as through facility audits.

**43.** Expand services to support Ontario's important Franco-Ontarian community. As of September 2020, individuals can request their Francophone name be printed with French characters on their driver's licence or Ontario photo card. This is an example of the French Language Services Strategy in action.

**44.** Work with municipalities and private sector partners to improve lighting at road/rail crossings, commuter parking lots and rest areas, and find ways to incorporate alternative sources of energy such as solar power in remote locations.

**45.** Address the threats and challenges of invasive vegetation species such as Wild Parsnip along provincial highways. Wild Parsnip is a noxious weed, common in eastern Ontario, that grows rapidly within the highway right-of-way. Serious rashes, burns or blisters can occur on a person's skin when exposed to the sap in combination with sunlight. The province will continue to develop a strategy to

## Indigenous Wayfinding on Ottawa's LRT System

An Algonquin Wayfinding Wheel was unveiled in 2021 at the Pimisi O-Train Station and City Hall in Ottawa, and will be installed at all O-Train stations. The Wayfinding Wheel is inspired by the traditional four sacred directions and reflects Algonquin culture and the history of the Algonquin territory. It was designed through a participatory process involving Algonquin Elders and community members from Algonquins of Pikwàkanagàn First Nation and Kitigan Zibi Anishinabeg, as well as representatives from the Algonquins of Ontario (AOO) organization. The province has provided funding support to this initiative through an up to \$600 million commitment to the Ottawa Light Rail Transit Stage 1 project.<sup>4</sup>



<sup>4</sup> To learn more about the Wayfinding Wheel installations, please see the [City of Ottawa news release](#).

manage invasive species with the Ministry of Northern Development, Mines, Natural Resources and Forestry to effectively manage invasive species vegetation along provincial roadsides.

**46.** Establish accessible signage and wayfinding standards that recognize areas of Indigenous cultural, ecological and spiritual significance, including communities and place names. This may include accessible signage and wayfinding provided in multiple languages where appropriate to advance Indigenous tourism in Ontario.

**47.** Develop a framework for transportation access and inclusion that will guide MTO in considering the experiences of underserved people or communities, such as racialized groups and Indigenous peoples, inclusive of age, gender, income and persons with disabilities, in its transportation decisions.

**48.** Consider the movement and safety risks associated with large, slow-moving farm equipment and transportation of agricultural products to market in road and rail design, such as shoulder, curb and traffic circle design, speed limits and signage.

**49.** Develop and follow best practices for highway planning and design that consider wildlife crossing opportunities. Such highway planning design and construction processes protect essential ecological processes and public health and safety, while minimizing environmental and social impacts, and providing recreational opportunities. In eastern Ontario, recent improvements to Highway 15 included passage and exclusion systems to protect Blanding's Turtle (federally designated as an endangered species), including two concrete box culverts and permanent fencing.





## Goal 5: Preparing for the Future

Eastern Ontario needs a transportation network that is resilient and reliable in the face of extreme weather and other events, that embraces innovation and technological change, and prepares the region for the increased use of drone technology and electrified and automated vehicles. With many people increasingly working and connecting with others from home as a result of the COVID-19 pandemic, these actions include investments in broadband and cellular networks to create a level playing field in services across the region.

### Actions

**50.** Use the most up-to-date climate data and information, including findings from Ontario's provincial level Climate Change Impact Assessment (PCCIA), to help ensure that transportation infrastructure takes into account climate change impacts and risks.

**51.** Review locations for alternative fueling stations for public use, including electric and hydrogen. This will support potential private sector commercial partnerships and competitiveness as well as contribute to ensuring our clean electricity system is ready to accommodate electric and innovative transportation. Recently, Ontario announced a

partnership to install electric vehicle charging stations at all ONroute locations, including several locations in eastern Ontario such as Odessa, Mallorytown and Morrisburg.

**52.** Develop a Transportation Electrification Policy to support electric vehicle (EV) uptake in Ontario. The development of the policy will be informed by stakeholder engagement, including through the Transportation Electrification Council. The Council was established in fall 2021 with representation from industry leaders and community stakeholders to identify opportunities in the areas of charging infrastructure, awareness-raising, information on upfront costs and the supply of EVs in Ontario. This dovetails with the Driving Prosperity provincial commitment to position Ontario as a North American leader in the production of hybrid and electric vehicles and batteries, as well as with Ontario's announcement in October 2020 that it would provide \$295 million to support Ford Motor Company's \$1.8 billion investment to transform its Oakville Assembly Complex into an electric vehicle manufacturing hub.

**53.** Invest in improvements to broadband internet and cellular infrastructure in eastern





Ontario, including in Indigenous communities, as part of a commitment to ensure all Ontarians have access to high-speed internet by the end of 2025. This is part of a nearly \$4 billion investment in Ontario's first-ever broadband and cellular strategy. High-speed internet and cellular connectivity are essential in enabling rural Canadians to work, learn and keep in touch with family and friends – particularly as the COVID-19 pandemic necessitates a shift to online activities. In 2021, Ontario announced a joint investment of over \$362 million to bring high-speed internet to 90,124 rural households in eastern Ontario. Ontario is also supporting a cellular connectivity project led by the Eastern Ontario Regional Network and Rogers, with over \$300 million to significantly improve mobile access across the region.

**54.** Prepare Ontario's transportation system for the safe deployment of connected and automated vehicle (CV/AV) technology to increase access to mobility options and boost economic development by:

- Updating the legislative and regulatory framework to support CV/AV adoption.
- Considering cross-border initiatives to prepare for interjurisdictional travel.
- Engaging with stakeholders and the public through a series of discussion papers to better understand the key issues and impacts of CV/AV deployment.

**55.** Explore the use of advanced air mobility (AAM) technology, including drones, for shipping goods, providing better connections to remote communities and improving safety services. The province is working with federal partners to get a better understanding of AAM and how it can support Ontario's transportation goals. Potential safety uses for AAM include the ability to inspect infrastructure, monitor forest fires and investigate road collisions.

**56.** Invest \$56.4 million over the next four years to create the new Ontario Vehicle Innovation Network (OVIN). This investment will help accelerate the development of next generation electric, connected and autonomous vehicle and mobility technologies that contribute to a lower environmental and carbon footprint and support the development of made-in-Ontario advanced automotive and smart mobility technology.

### **Area X.O. tests drones**

Located in Ottawa, Area X.O. is one of the Ontario Vehicle Innovation Network's (OVIN) seven regional technology development sites (RTDS). Area X.O. includes a drone testing zone that provides over 1,000 acres of private land to safely pilot drone projects and use cases.



# The City of Ottawa



**Population**  
1.0M  
City of Ottawa



**Land Mass**  
2,796 km<sup>2</sup>



**Population Forecast**  
40% Growth  
Rate, 1.4M by  
2046



**Roads**  
6,000 km  
(city owned)



**Airports**  
1 international,  
3 municipal



**Active Transportation**  
2,150 km of  
sidewalks, 365 km  
of bike lanes



**Public Transit**  
900 buses with 57  
stations, 56.5 km  
LRT line with 37  
stations (stage 1,2)

The City of Ottawa is the nation's capital and the largest city in eastern Ontario. Its diversified local economy hosts four post-secondary institutions and a vibrant technology sector. It is a major tourist and business hub with one of the largest convention centres in the province and a popular National Hockey League team. It has a complex multimodal transportation network, which includes dedicated higher-order transit in the form of the Transitway bus rapid transit (BRT) and O-Train light rail transit (LRT) systems.

Active transportation and public transit are used more extensively in Ottawa than in the rest of the region. In an online survey that was held to support this plan's development, 44% of Ottawa respondents (versus 33% across the region) reported using active transportation to get to work, purchase groceries or attend a medical appointment. Ottawa respondents also indicated they used this mode more often than a private car.

The province has committed up to \$600 million towards Stage 1 and up to \$1.2 billion towards Stage 2 of the City of Ottawa's LRT project. In December 2021, the province appointed the Honourable Justice William Hourigan as Commissioner to lead the public inquiry into the commercial and technical circumstances that led to the breakdown

and derailment of Stage 1 LRT. While the inquiry is underway, the expansion of this critical transit project continues and will play a key role in the city's new Transportation Master Plan, which seeks to provide flexible, safe options for all residents while helping the city to meet its climate change goals.

The Rideau Canal and Ottawa River add to the city's natural beauty, but they also create challenges for commercial truck traffic crossing between Ottawa and Gatineau into Quebec, adding to downtown gridlock. The province stands ready to collaborate with the city, the Province of Quebec, and the National Capital Commission (NCC) on solutions to downtown gridlock and interprovincial crossings. The eastern Ontario transportation plan contains many actions that will complement those in the city's Transportation Master Plan and help Ottawa to achieve its transportation goals. The plan will manage growth and add to quality of life in part by expanding capacity on Highway 417 so that commuters can spend more time with their families instead of stuck in gridlock. It will expand the availability and convenience of multimodal options with funding for more local transit and active transportation infrastructure. And with an eye to the future, it includes investment in new transportation technologies and preparations for their deployment.



Highlights of actions in this plan that respond to the needs of Ottawa-area residents include:

- Action 1 – Widening Highway 417 to four lanes between Highway 416 and Maitland Avenue
- Action 7 – Completing preliminary design and class environmental assessment for a new interchange at Highway 416 and Barnsdale Road
- Actions 15, 16, and 17– Undertake technical analysis of the eastern transportation network including an assessment of needs such as new interchanges and rest stops along Highway 416 and the potential of a ring road around Ottawa
- Action 24 – Supporting the sustainability of local airports
- Action 29 – Expanding transit infrastructure and services with Gas Tax program funding. In Ottawa, these funds have over the years enabled service route changes and growth, contributed to design and construction of new park-and-ride facilities, and supported the purchase of 37 replacement transit buses
- Action 34 – Prioritizing active transportation and local transit improvements that connect the regional transit network to underserved communities (see e-scooter pilot call out box).
- Action 42 - Adapting and responding to emerging commercial vehicle safety priorities in Ontario
- Action 50 - Using the most up-to-date climate data and information, including findings from Ontario's provincial level Climate Change Impact Assessment (PCCIA), to help ensure that transportation infrastructure takes into account climate change impacts and risks
- Action 55 – Exploring the use of drone technology for shipping goods and improving safety
- Action 56 – Investing \$56.4 million over the next

four years to create the new Ontario Vehicle Innovation Network (OVIN), supporting made-in-Ontario advanced automotive and mobility technologies and the lower carbon footprint that deployment can bring

Collectively, these actions will make the lives of Ottawa-area residents easier by shortening their commute, providing them with more travel options and ensuring all travel options are safer and more convenient. These actions along with the others in this plan will contribute to the sustainability and resilience of the network, support the needs of businesses by keeping goods moving across a variety of modes and ensure opportunities for made-in-Ontario advances are given the support they need to add to our collective prosperity. At the same time, the actions contained here are not a final list. They will be improved and supplemented with further actions as feedback is gathered during plan implementation. This plan is a living document and it will continue to be updated with the help of our many partners.

### **E-scooter pilot project**

In January 2020, the province launched a 5-year pilot project allowing e-scooters on public roads, subject to municipal requirements. Ottawa introduced its e-scooter by-law in June 2020 under the province's pilot regulation, with several companies including Bird Canada, Lime and Neuron participating in the 2021 season. E-scooters can reduce traffic congestion, provide a way for residents to get around their communities and provide first and last mile connections to transit, particularly in areas where the trip is too long to walk.



# Working Together with Partners

Collaboration and partnerships will be essential to the successful implementation of this plan and the ongoing development of the actions it contains. This is of particular importance in the National Capital Region where the governments of Canada, Quebec and Ontario each have their respective areas of jurisdiction, along with the cities of Ottawa, Gatineau and the National Capital Commission (NCC). The NCC is responsible for areas of federal urban planning, conservation and improvement of interprovincial bridge crossings: there are five bridges in the capital region that have a significant role in connecting Ontario to Quebec.

The formation of a regional transportation task force, one of the actions in this plan, will provide a venue for local municipal and Indigenous leaders to discuss transportation needs and opportunities in the region, and provide additional advice to the province on how to ensure people can travel more efficiently and connect to critical services.

Ontario has a legal obligation to consult with Indigenous peoples where it contemplates decisions or actions that may adversely impact asserted or established Aboriginal or treaty rights. We are committed to working together with Indigenous communities and organizations as we implement this plan.

We also remain committed to identifying and removing barriers for people with disabilities and will continue to work with government, service providers and industry so that actions in this plan will follow the standards of the Accessibility for Ontarians with Disabilities Act (AODA) and federal accessibility legislation.

# Next Steps

***Connecting the East: a draft transportation plan for eastern Ontario*** delivers on our promise to build a safe, connected and affordable transportation network tailored to the needs of the eastern region.

Implementing the actions in this plan and collaborating with partners and stakeholders on future improvements will help connect local communities, fight gridlock on our highway network, add more public transit and active transportation options, support a globally-competitive economy, and increase the safety and resilience of the regional transportation network.

We know there is more to be done, and many of the actions in this plan are underway but not yet complete. This plan is a living document that will be updated as we receive more feedback and identify opportunities for improvement.

An important component of the work going forward is the action to undertake a technical study that will provide long-range economic and travel demand forecasts. This work and the accompanying analysis will help to identify additional infrastructure, services and policies to meet future transportation needs.

The eastern plan is the final of four regional plans, following the southwestern and Northern Ontario plans released in 2020, and the plan for the Greater Golden Horseshoe released in March 2022.

Together, these plans will set out a path to achieve a better-connected and more efficient transportation network across the province, providing the foundation for a healthy and prosperous Ontario.

Ministry of Transportation  
[ontario.ca/easterntransportation](https://ontario.ca/easterntransportation)

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Disponible en français

**COUNTY OF RENFREW**  
**TREASURER'S REPORT - Development & Property Committee**  
**March 2022**

Appendix II

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<b><u>PROPERTY - Pembroke Admin</u></b>	<b><u>58,411</u></b>	<b><u>58,983</u></b>	<b><u>(572)</u></b>	<b><u>107,733</u></b>
Advertising	0	249	(249)	1,000
Capital - under threshold	0	0	0	0
COVID	0	0	0	0
Depreciation	101,759	56,751	45,008	227,000
Elevator Maintenance	1,621	1,938	(317)	7,755
Employee Benefits	13,205	12,121	1,084	45,025
Garbage Disposal	1,879	1,551	328	6,200
Groundskeeping	229	1,440	(1,211)	5,765
Insurance	40,165	37,812	2,353	37,812
Janitorial Contract	17,170	27,501	(10,331)	110,000
Legal	0	501	(501)	2,000
Lights, Heat & Power	34,117	30,750	3,367	123,000
Mechanical	2,281	4,974	(2,693)	19,890
Memberships/Subscriptions	722	624	98	2,500
Miscellaneous	2,543	5,700	(3,157)	22,800
Office Supplies	10,223	6,888	3,335	27,546
Professional Development	0	1,251	(1,251)	5,000
Recoveries - County	(123,691)	(127,761)	4,070	(511,052)
Recoveries - Other	(44)	(14,751)	14,707	(59,000)
Recruitment	0	189	(189)	750
Repairs & Maintenance	9,326	14,847	(5,521)	59,384
Revenue - Provincial - One Time	0	0	0	0
Salaries	47,178	39,425	7,753	146,438
Security & Monitoring	697	1,530	(833)	6,120
Special Projects	0	31,251	(31,251)	125,000
Surplus Adjustment - Capital	0	86,001	(86,001)	344,000
Surplus Adjustment - Depreciation	(101,759)	(56,751)	(45,008)	(227,000)
Surplus Adjustment - TRF from Reserves	0	(107,499)	107,499	(430,000)
Surplus Adjustment - TRF to Reserves	0	0	0	0
Telephone	595	375	220	1,500
Travel	141	1,200	(1,059)	4,800
Vehicle Expenses	54	876	(822)	3,500
 <b><u>PROPERTY - Renfrew County Place</u></b>	 <b><u>(61,070)</u></b>	 <b><u>(58,967)</u></b>	 <b><u>(2,103)</u></b>	 <b><u>(228,416)</u></b>
Capital - Under Threshold	0	0	0	0
COVID	0	0	0	0
Depreciation	48,869	48,750	119	195,000
Elevator Maintenance	1,068	1,737	(669)	6,948
Garbage Removal	611	975	(364)	3,903
Groundskeeping	7,240	6,501	739	26,000
Insurance	17,723	16,260	1,463	16,260
Janitorial Contract	20,112	23,805	(3,693)	95,217
Lease Revenue- Outside	(83,891)	(87,963)	4,072	(351,850)
Lights, Heat & Power	28,409	23,751	4,658	95,000
Mechanical	8,317	4,161	4,156	16,646
Miscellaneous	0	1,245	(1,245)	4,972
Municipal Taxes	4,267	4,125	142	16,500
Office Supplies / Admin Costs	4,782	1,764	3,018	7,060
Recoveries - County	(82,440)	(88,185)	5,745	(352,740)
Recoveries - Outside	0	(4,125)	4,125	(16,500)
Repairs & Maintenance	5,316	9,843	(4,527)	39,372
Revenue - Provincial - One Time	0	0	0	0
Salaries	7,347	25,669	(18,322)	95,344

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			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
Security & Monitoring	70	1,470	(1,400)	5,882
Surplus Adjustment - Capital	0	122,970	(122,970)	491,875
Surplus Adjustment - Depreciation	(48,869)	(48,750)	(119)	(195,000)
Surplus Adjustment - TRF from Reserves	0	(122,970)	122,970	(491,875)
Surplus Adjustment - TRF to Reserves	0	0	0	63,570
<b><u>PROPERTY - Base Stations</u></b>	<b><u>(38,361)</u></b>	<b><u>(41,214)</u></b>	<b><u>2,853</u></b>	<b><u>(164,871)</u></b>
BLDG - Repairs & Maint	4,949	10,992	(6,043)	43,952
Capital Under Threshold	0	0	0	0
COVID	0	0	0	0
Depreciation	15,431	15,441	(10)	61,750
Groundskeeping	21,085	11,226	9,859	44,904
Internal Charges	0	0	0	0
Janitorial Contract	3,830	7,899	(4,069)	31,593
Lights, Heat & Power	11,184	9,075	2,109	36,300
Mechanical	2,076	2,682	(606)	10,727
Misc - Building Expenses	1,960	1,560	400	6,240
Recoveries - County	(83,444)	(84,648)	1,204	(338,587)
Recoveries - Provincial One Time	0	0	0	0
Surplus Adjustment - Capital	0	8,775	(8,775)	35,095
Surplus Adjustment - Depreciation	(15,431)	(15,441)	10	(61,750)
Surplus Adjustment - TRF from Reserves	0	(8,775)	8,775	(35,095)
Surplus Adjustment - TRF to Reserves	0	0	0	164,871
<b><u>PROPERTY - Arnprior Office</u></b>	<b><u>(12,238)</u></b>	<b><u>(19,632)</u></b>	<b><u>7,394</u></b>	<b><u>0</u></b>
Bldg - Repairs & Maintenance	887	1,374	(487)	5,500
Capital Under Threshold	3,562	0	3,562	0
COVID	0	0	0	0
Depreciation	9,611	9,624	(13)	38,500
Groundskeeping	4,549	1,005	3,544	4,023
Insurance	3,027	2,754	273	2,754
Janitorial Contract	5,003	6,750	(1,747)	27,000
Lights, Heat & Power	2,206	3,312	(1,106)	13,249
Mechanical	3,008	501	2,507	2,000
Misc Bldg Other	0	126	(126)	500
Recoverable County	(34,544)	(35,829)	1,285	(143,321)
Recoverable Outside	(5)	0	(5)	0
Revenue - Provincial - One Time	0	0	0	0
Security	70	375	(305)	1,500
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(9,611)	(9,624)	13	(38,500)
Surplus Adjustment - TRF from Reserves	0	0	0	0
Surplus Adjustment - TRF to Reserves	0	0	0	86,795
<b><u>PROPERTY - Renfrew OPP</u></b>	<b><u>53,438</u></b>	<b><u>45,882</u></b>	<b><u>7,556</u></b>	<b><u>0</u></b>
Salaries / Benefits	14,734	6,122	8,612	22,740
Capital Under Threshold	0	0	0	0
Expenses Recoverable from Others	0	0	0	0
Garbage Removal	365	525	(160)	2,100
Groundskeeping	6,784	8,379	(1,595)	33,520
Insurance	13,674	12,480	1,194	12,480
Interest Expense	9,268	9,268	0	103,647
Internal Charges	2,941	2,937	4	11,752
Depreciation	28,940	28,875	65	115,500

**COUNTY OF RENFREW**  
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			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
Mechanical	941	0	941	0
Municipal Taxes	11,022	11,250	(228)	45,000
Office Expenses	703	0	703	0
Repairs & Maint	2,454	7,878	(5,424)	31,510
Revenue - Lease - Base Rent	(116,283)	(115,290)	(993)	(461,158)
Revenue - Lease - Expense Recoveries	(39,715)	(42,300)	2,585	(169,203)
Security/Monitoring	1,917	0	1,917	0
Surplus Adjustment - Capital	0	2,499	(2,499)	10,000
Surplus Adjustment - Depreciation	(28,940)	(28,875)	(65)	(115,500)
Surplus Adjustment - From Reserves	0	(2,499)	2,499	(10,000)
Surplus Adjustment - Debt Principal Payments	144,633	144,633	0	291,443
Surplus Adjustment - TRF To Reserves	0	0	0	76,169
<b><u>FORESTRY DEPT.</u></b>	<b><u>38,913</u></b>	<b><u>13,993</u></b>	<b><u>24,920</u></b>	<b><u>31,132</u></b>
Advertising	0	75	(75)	300
Benefits	12,146	0	12,146	0
Conventions	125	450	(325)	1,800
COVID	0	0	0	0
Depreciation	4,193	5,751	(1,558)	23,000
Legal	0	225	(225)	900
Memberships/Subscriptions	150	2,226	(2,076)	8,900
Miscellaneous	0	249	(249)	1,000
Office Supplies	444	1,224	(780)	4,900
Professional Development	0	375	(375)	1,500
Recoveries - Other	0	(249)	249	(1,000)
Revenue - Provincial - One Time	0	0	0	0
Revenues - Timber Sales	(8,484)	(45,000)	36,516	(180,000)
Salaries	30,809	46,042	(15,233)	167,432
Small Tools / Supplies	0	249	(249)	1,000
Special Project	331	624	(293)	2,500
Special Project - Well Remediation	0	900	(900)	3,600
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(4,193)	(5,751)	1,558	(23,000)
Surplus Adjustment - TRF from Reserves	0	0	0	(8,100)
Surplus Adjustment - TRF to Reserves	0	0	0	0
Travel	0	1,251	(1,251)	5,000
Tree Marking	0	2,976	(2,976)	11,900
Tree Planting	0	501	(501)	2,000
Vehicle Expenses	3,392	1,875	1,517	7,500
<b><u>TRAILS DEPT.</u></b>	<b><u>68,886</u></b>	<b><u>62,511</u></b>	<b><u>6,375</u></b>	<b><u>314,210</u></b>
Algonquin - Rental Recoveries	(17,084)	(17,000)	(84)	(30,000)
Algonquin Trail Development	78,889	736,590	(657,701)	2,946,355
Algonquin Trail Donations	0	0	0	(3,500,000)
Algonquin Trail Federal Recoveries	0	0	0	0
Algonquin Trail Municipal Recoveries	0	0	0	0
Algonquin Trail Other Recoveries	(5,517)	0	(5,517)	0
Algonquin Trail Prov Recoveries	0	(63,924)	63,924	(255,699)
Bad Debt Expense	0	0	0	0
CN Rail Development	0	0	0	0
K&P Rail Line Development	67	7,221	(7,154)	28,878
K&P Rail Recoveries - Provincial	0	0	0	(6,500)
Office Expense	0	126	(126)	500
Recruitment	0	0	0	0
Salaries / Benefits	0	4,577	(4,577)	16,998
Salary Allocations	12,532	12,534	(2)	50,134
Surplus Adj - Capital	0	0	0	3,534,000

**COUNTY OF RENFREW**  
**TREASURER'S REPORT - Development & Property Committee**  
**March 2022**

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
Surplus Adj - Trf From Reserve	0	(617,613)	617,613	(2,470,456)
Surplus Adj - Trf To Reserve	0	0	0	0
Travel	0	0	0	0
<b><u>GIS</u></b>	<b><u>80,137</u></b>	<b><u>66,478</u></b>	<b><u>13,659</u></b>	<b><u>248,544</u></b>
Benefits	12,280	12,540	(260)	46,575
Cell Telephone/Pagers	69	0	69	0
Computer Supply/Maintenance	22,085	8,001	14,084	32,000
Conventions	0	126	(126)	500
Depreciation	1,420	0	1,420	0
Membership	100	0	100	0
Office Supplies	0	249	(249)	1,000
Professional Development	0	126	(126)	500
Recoverable Outside	0	(375)	375	(1,500)
Recoveries - Municipal	0	(3,000)	3,000	(12,000)
Salaries	45,604	48,184	(2,580)	178,969
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(1,420)	0	(1,420)	0
Surplus Adjustment - Transfer From Reserves	0	0	0	0
Travel	0	126	(126)	500
Weed Inspection	0	501	(501)	2,000
<b><u>ECONOMIC DEVELOPMENT</u></b>	<b><u>94,753</u></b>	<b><u>110,728</u></b>	<b><u>(15,975)</u></b>	<b><u>440,167</u></b>
Benefits	18,625	18,630	(5)	69,195
Computer Maintenance	1,602	750	852	3,000
Conventions	707	375	332	1,500
COVID	0	0	0	0
Hospitality	0	249	(249)	1,000
Marketing Program	10,079	17,499	(7,420)	70,000
Memberships/Subscriptions	2,657	876	1,781	3,500
Office Expense	1,530	750	780	3,000
ON Winter Games expenses	21,119	324,999	(303,880)	1,300,000
ON Winter Games Recoveries - other	(27,500)	0	(27,500)	0
ON Winter Games Recoveries - Provincial	0	(324,999)	324,999	(1,300,000)
Professional Development/Staff Training	0	186	(186)	750
Recoveries-Other	(53)	(1,251)	1,198	(5,000)
Recoveries-Provincial	0	(6,249)	6,249	(25,000)
Salaries	65,846	69,664	(3,818)	258,752
Special Projects - Agriculture	0	0	0	22,470
Special Projects - Renfrewshire	0	1,251	(1,251)	5,000
Special Projects- Ride Share	0	6,249	(6,249)	25,000
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	0	0	0	0
Surplus Adjustment - Transfer From Reserves	0	0	0	0
Surplus Adjustment - Transfer To Reserves	0	0	0	0
Travel	143	1,749	(1,606)	7,000
<b><u>ENTERPRISE CENTRE</u></b>	<b><u>7,383</u></b>	<b><u>5,940</u></b>	<b><u>1,443</u></b>	<b><u>28,055</u></b>
Benefits	10,383	9,755	628	36,233
COVID	0	0	0	0
Marketing	0	1,251	(1,251)	5,000
Office Expenses	820	744	76	2,971
Professional Development	0	174	(174)	700
Purchased Service	1,550	1,551	(1)	6,201
Recoveries - Federal	0	0	0	0
Recoveries - Municipalities	(6,000)	(6,000)	0	(6,000)



**COUNTY OF RENFREW**  
**TREASURER'S REPORT - Development & Property Committee**  
**March 2022**

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
Recoveries - Other	0	(1,251)	1,251	(5,000)
Recoveries - Provincial	(38,640)	(41,520)	2,880	(166,075)
Recoveries - Provincial - One Time	0	0	0	0
Recruitment	369	0	369	0
Salaries	36,441	38,191	(1,750)	141,851
Special Projects	1,829	1,251	578	5,000
Special Projects - Summer Company	0	6,000	(6,000)	24,000
Starter Company - Provincial Revenue	(18,611)	(15,000)	(3,611)	(60,000)
Starter Company - Special Projects	18,611	15,000	3,611	60,000
Summer Company - Provincial Revenue	0	(6,000)	6,000	(24,000)
Telephone/Internet Access	571	876	(305)	3,500
Travel	61	918	(857)	3,674
<b><u>OTTAWA VALLEY TOURIST ASSOCIATION</u></b>	<b><u>57,071</u></b>	<b><u>75,224</u></b>	<b><u>(18,153)</u></b>	<b><u>283,195</u></b>
Benefits	12,963	14,806	(1,843)	54,995
Direct Contribution to OVTA	0	13,259	(13,259)	53,034
Recoveries	0	0	0	0
Salaries	44,108	47,159	(3,051)	175,166
<b><u>PLANNING DEPARTMENT</u></b>	<b><u>207,338</u></b>	<b><u>201,498</u></b>	<b><u>5,840</u></b>	<b><u>735,746</u></b>
Computer Supplies / Maintenance	14,672	3,000	11,672	12,000
Conventions	458	750	(292)	3,000
Employee Benefits	50,425	52,238	(1,813)	194,026
Land Division Advertisement Costs	0	0	0	0
Legal Fees	0	249	(249)	1,000
Memberships	562	1,176	(614)	4,700
Office Expense	1,313	4,125	(2,812)	16,500
Professional Development	101	750	(649)	3,000
Recoveries - Provincial - One Time	0	0	0	0
Recruitment	0	501	(501)	2,000
Revenues - Municipal Projects	0	(9,999)	9,999	(40,000)
Revenues - Other	0	(501)	501	(2,000)
Revenues - Service Charges	(13,300)	(8,751)	(4,549)	(35,000)
Revenues - Severance Applications	(16,650)	(34,374)	17,724	(137,500)
Revenues - Subdivision Applications	(6,200)	(6,249)	49	(25,000)
Salaries	175,694	193,582	(17,888)	719,020
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - TRF from Reserves	0	0	0	0
Travel	262	5,001	(4,739)	20,000
<b>Total Development &amp; Property</b>	<b>554,662</b>	<b>521,424</b>	<b>33,238</b>	<b>1,795,495</b>

MLS® Residential Market Activity										
Month of March										
AREA	TWP	Units Sold		% Change	5 Year Average	Average Days on Market	Average Sale Price		% Change	5 Year Average
		2022	2021				2022	2021		
541	Admaston/Bromley	3	5	-40.0%	3	27.7	538,000	388,280	38.6%	306,931
550	Arnprior	28	32	-12.5%	20.8	35.7	639,329	515,666	24.0%	418,072
581	Beachburg	2	3	-33.3%	2.8	9.5	367,500	292,000	25.9%	273,854
572	Brudenell/Lyndoch/Raglan	0	1	-100.0%	0.4	0	-	420,000	-100.0%	241,000
511	Chalk River	8	13	-38.5%	6.6	18.5	450,425	288,415	56.2%	277,427
582	Cobden	0	7	-100.0%	2.6	0	-	416,000	-100.0%	257,433
510	Deep River	4	17	-76.5%	7.6	97	642,475	263,954	143.4%	305,037
560	Eganville/Bonnechere	7	10	-30.0%	7	9.7	330,871	347,451	-4.8%	240,327
542	Great Madawaska Twp	4	5	-20.0%	3.4	14	966,250	807,000	19.7%	583,481
512	Head Twps	1	1	0.0%	0.4	53	750,000	302,000	148.3%	-
544	Horton Twp	4	9	-55.6%	4.4	33	565,250	788,167	-28.3%	486,578
571	Killaloe/Round Lake	2	1	100.0%	1.2	103	196,500	350,000	-43.9%	256,125
513	Laurentian Hills North	0	1	-100.0%	0	0	-	789,900	-100.0%	789,900
531	Laurentian Valley Twps	5	23	-78.3%	10.6	22	543,000	319,704	69.8%	349,116
570	Madawaska Valley	4	2	100.0%	4.2	88.3	430,138	511,250	-15.9%	361,226
551	McNab/Braeside Twps	8	11	-27.3%	7.8	17.5	596,250	550,610	8.3%	433,578
561	N Algona/Wilberforce Twp	7	5	40.0%	4.6	25.3	438,571	488,980	-10.3%	394,687
530	Pembroke	20	47	-57.4%	23.2	19.6	343,400	274,800	25.0%	243,031
520	Petawawa	61	85	-28.2%	47.8	8.4	525,229	424,998	23.6%	372,286
540	Renfrew	9	9	0.0%	9.6	6.9	360,667	308,311	17.0%	270,644
580	Whitewater Region	7	8	-12.5%	4.4	12.3	468,143	637,750	-26.6%	336,029
Total		184	295	-37.6%	172.6		\$ 509,316	\$ 409,003	24.5%	301,685

Year - To - Date										
AREA	TWP	Units Sold		% Change	5 Year Average	Average Days on Market	Average Sale Price		% Change	5 Year Average
		2022	2021				2022	2021		
541	Admaston/Bromley	6	8	-25.0%	6.2	32.5	620,958	285,413	117.6%	309,697
550	Arnprior	74	51	45.1%	44.8	26.9	599,532	502,013	19.4%	396,369
581	Beachburg	7	8	-12.5%	6	9.4	322,857	382,313	-15.6%	321,175
572	Brudenell/Lyndoch/Raglan	3	5	-40.0%	2.2	44.3	663,333	347,980	90.6%	322,578
511	Chalk River	11	22	-50.0%	11.6	19.4	401,936	270,814	48.4%	243,438
582	Cobden	7	9	-22.2%	6.6	39.6	498,933	383,778	30.0%	274,037
510	Deep River	14	33	-57.6%	17	38.6	478,979	265,828	80.2%	256,180
560	Eganville/Bonnechere	17	14	21.4%	13.4	15.1	410,006	366,108	12.0%	257,417
542	Great Madawaska Twp	8	10	-20.0%	9.8	22	786,375	588,750	33.6%	505,476
512	Head Twps	2	1	100.0%	0.6	116.5	722,500	302,000	139.2%	512,250
544	Horton Twp	7	12	-41.7%	6.6	27.7	612,114	699,875	-12.5%	448,845
571	Killaloe/Round Lake	5	6	-16.7%	3	55.8	287,600	299,000	-3.8%	271,650
513	Laurentian Hills North	0	2	-100.0%	0.6	0	-	519,450	-100.0%	489,725
531	Laurentian Valley Twps	17	45	-62.2%	22.8	18.6	514,476	343,957	49.6%	354,162
570	Madawaska Valley	19	18	5.6%	13.4	52.2	430,653	380,105	13.3%	315,623
551	McNab/Braeside Twps	15	22	-31.8%	16	12.3	560,003	493,813	13.4%	422,389
561	N Algona/Wilberforce Twp	15	9	66.7%	9.4	43.6	540,067	472,100	14.4%	377,534
530	Pembroke	54	86	-37.2%	54.2	44.5	362,370	257,250	40.9%	240,669
520	Petawawa	99	132	-25.0%	83.4	8.7	523,803	410,861	27.5%	359,658
540	Renfrew	25	27	-7.4%	24.4	22	422,552	289,518	46.0%	265,466
580	Westmeath Twp	12	18	-33.3%	11.8	12.3	480,132	494,073	-2.8%	332,936
Total		417	538	-22.5%			\$ 620,958	\$ 470,427	32.0%	353,094

MLS® Residential Market	March 2022	Compared to		
		Mar-21	Mar-20	Mar-19
New Listings	279	-27.2	21.3%	3.0%
Active Listings	185	-29.9	-62.2%	-72.8%



## BUSINESS CASE - STAFFING REPORT

Date: **May, 2022**

Department: **Development and Property**

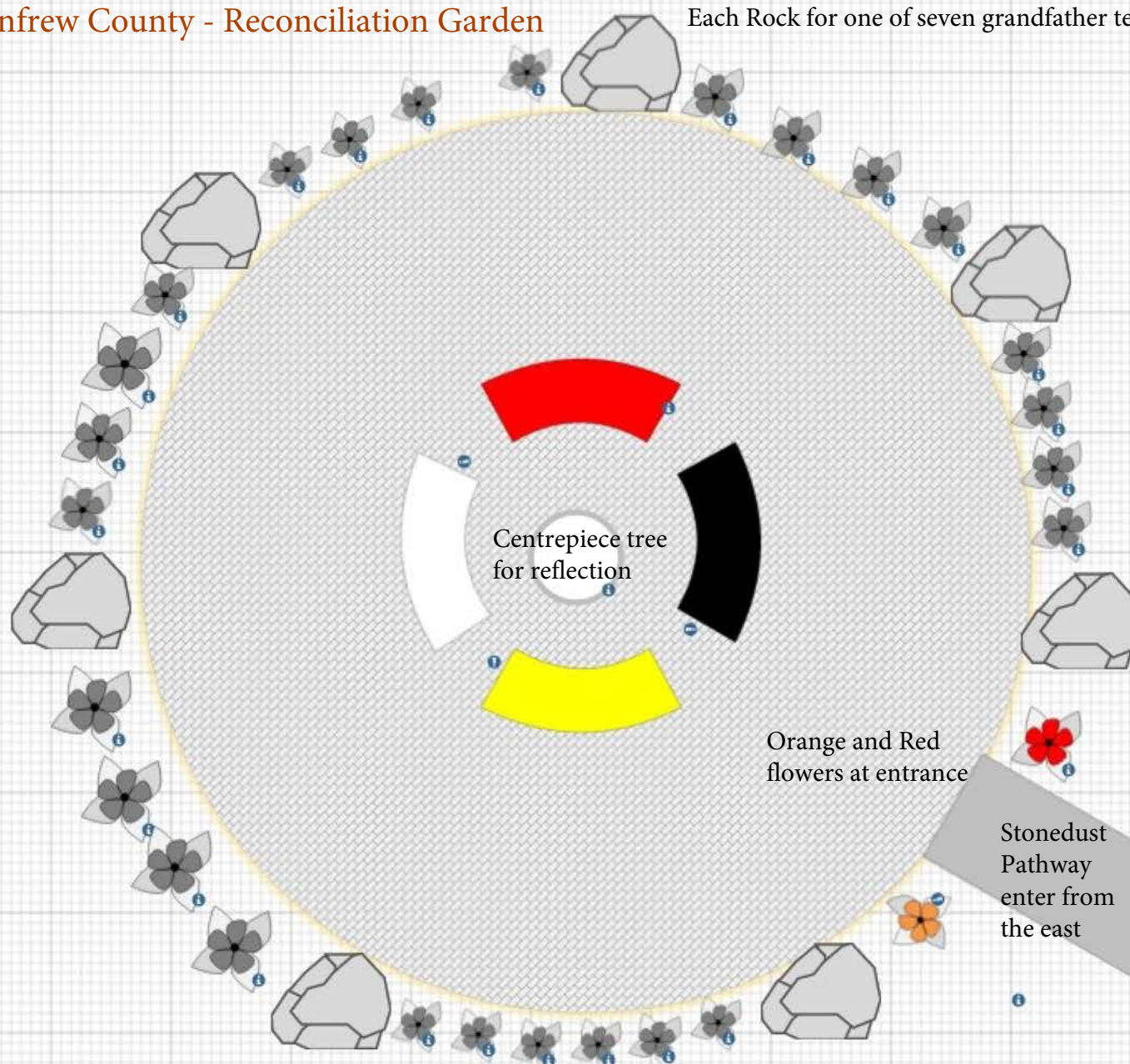
Report Prepared by: **Craig Kelley**

<b>PROPOSAL</b>	To hire a co-ordinator/administrator to assist the capital projects underway in the Housing portfolio, on a 1-year contract basis
<b>POSITIONS</b> Union <input type="checkbox"/> Non-Union <input checked="" type="checkbox"/>	Capital Projects Administrator (1-year contract)
<b>SUMMARY</b> <ul style="list-style-type: none"> <li>• <b>Background</b></li> <li>• <b>Discussion</b></li> </ul>	<p>The Renfrew County Housing portfolio is currently dealing with a large number of capital works projects, along with an impending capital build of new housing units in Pembroke. More recently, we've had to adjust to accommodate staff shortages at the supervisory level without delaying contracts. The RCHC planned capital budget tops \$4million this year, and we are working with several contractors to ensure that we meet our planned project end dates. With the varied projects in different communities throughout the region, staff is expected to be on-site more often creating pressure on the administration of contracts, payables, proposal writing, etc.</p> <p>The proposed Capital Projects Administrator position would work with the Manager of Real Estate, the Supervisor of Technical Services, and the Operations Coordinator to:</p> <ul style="list-style-type: none"> <li>• Coordinates/undertakes infrastructure projects and studies using in house and outsourced technical and engineering resources.</li> <li>• Coordinates/undertakes the preparation of engineering designs, contract documents and engineering studies for capital works projects.</li> <li>• Coordinates/undertakes contract administration and inspection duties on Capital Works projects.</li> <li>• Coordinates consultants retained by the Department to undertake studies, prepare designs, tender contracts and supervise construction activities for assigned projects.</li> <li>• Prepares various draft reports and program summaries to document the progress of the assigned projects.</li> <li>• Assists and coordinates the contracting and tendering process for all non-recurring projects and for major recurring contracts, such as preventative maintenance contracts; ensures contractors are</li> </ul>

	<p>notified of upcoming tender calls and requests for proposals or quotations; responds to contractor enquiries regarding scopes of work and/or the contracting process.</p> <p>The Administrator should be familiar with procurement processes and building techniques.</p> <p>The Social Services Relief Funds 4/5 will allocate a percentage of funding towards administrative functions. This contract position is in keeping with those funding requirements.</p>															
RECOMMENDATION	THAT the Development & Property Committee recommends that County Council approves the 1-year contract position of Capital Projects Administrator, AND THAT funds from the Social Services Relief Fund Phase 4/5 be used to fund the position.															
FINANCIAL CONSIDERATIONS	<p>Fees from planning applications will offset by the administrative funds allocated by SSRF 4/5 and will not impact the general levy.</p> <table><tr><td>Salary costs for term of contract</td><td>\$73,598</td><td>(Group 6)</td></tr><tr><td>Recruiting</td><td>\$1,000</td><td></td></tr><tr><td>Laptop, Monitor, licence, etc.</td><td><u>\$4,000</u></td><td></td></tr><tr><td>Proposed Budget</td><td>\$78,598</td><td></td></tr><tr><td>Net Impact to Levy</td><td>\$0</td><td></td></tr></table>	Salary costs for term of contract	\$73,598	(Group 6)	Recruiting	\$1,000		Laptop, Monitor, licence, etc.	<u>\$4,000</u>		Proposed Budget	\$78,598		Net Impact to Levy	\$0	
Salary costs for term of contract	\$73,598	(Group 6)														
Recruiting	\$1,000															
Laptop, Monitor, licence, etc.	<u>\$4,000</u>															
Proposed Budget	\$78,598															
Net Impact to Levy	\$0															

# Renfrew County - Reconciliation Garden

Each Rock for one of seven grandfather teachings



Rosebel Pavers  
To be used on  
Hardscaped  
Area



Concept of  
benches to be  
used



Site  
Location



Rocks to be  
similar to  
this with  
teaching on  
each one.  
Words will  
be painted  
or engraved

Orange and Red  
flowers at entrance

Stonedust  
Pathway  
enter from  
the east

Plantings to be planted: Tobacco, Sweet Grass, Sage, Cedar



## **ECONOMIC DEVELOPMENT DIVISION REPORT**

Prepared by: Alastair Baird, Manager of Economic Development

Prepared for: Development and Property Committee

May 10, 2022

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### **INFORMATION**

**1. Economic Developers Council Ontario Conference, Tradeshow and AGM, Toronto, April 5-6, 2022 [Strategic Plan Goal No. 1]**

Alastair Baird, Manager of Economic Development, and David Wybou, Business Development Officer, attended this event to network with the many Ontario Government representatives who participate. Ministries represented included: Ontario Ministry of Heritage, Sport, Tourism and Culture Industries (MHSTCI); Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA); Ministry of Economic Development, Job Creation and Trade (MEDJCT); Ministry of Municipal Affairs and Housing (MMAH); Ministry of Energy (MOE); Ministry of Environment, Conservation and Parks (MECP); Ministry of Infrastructure (MOI); Ministry of Northern Development, Mines, Natural Resources and Forestry (MNDMNRF) and Invest Ontario (IO).

**2. Canadian Nuclear Association (CNA) Tradeshow/Conference, Ottawa, April 12-13, 2022 [Strategic Plan Goal No. 1]**

David Wybou, Business Development Officer, attended the conference and tradeshow networking with national and international nuclear industry sector businesses and federal government representatives. Mr. Wybou also attended a meeting of the Canadian Association of Nuclear Host Communities (CANHC) on behalf of the Warden.

**3. Newcomers Canada Global Talent Career Fair, Toronto, April 30, 2022 [Strategic Plan Goal No. 1]**

Mr. Baird and Mr. Wybou exhibited at the Newcomers Canada Global Talent Career Fair to network with job seekers from across Ontario and Canada. Newcomers Canada works with new Canadians, landed in Canada and eligible to work and/or already working. This was the first live recruiting and workforce development event that staff participated in since

2020. 218 contacts were directly established with whom we shared career opportunity job listings, insights into local employers and lifestyle benefits of the County of Renfrew and the Ottawa Valley. Overall event participation was 790.

**4. Foreign Direct Investment (FDI), Montreal, May 2-4, 2022 [Strategic Plan Goal No. 1]**

In partnership with Ontario East Economic Development Commission, Business Development Officer David Wybou, attended the Foreign Direct Investment (FDI) Forum. This event provided an opportunity to meet with investors and supporting organizations from around the world and to learn about the latest insights, trends and best practices for attracting foreign direct investment.

**5. Intervention Submission to Canadian Nuclear Safety Commission [Strategic Plan Goal No. 1]**

Economic Development Services, per County Council direction, prepared and submitted an intervention document in support of the Near Surface Disposal Facility (NSDF) being proposed for Chalk River Laboratories (CRL). Nearby host communities and Canadian Nuclear Laboratories (CNL) leadership team had requested County of Renfrew and municipal support with this project which will facilitate continued site renewal at CRL and long-term management of low-level nuclear waste materials. In this written intervention County Council also requested to participate in the public hearings on this matter scheduled to begin in the first week of May 2022 in Renfrew County.

**6. Eastern Ontario Business Journal [Strategic Plan Goal No. 1]**

Continuing our 2022 marketing program with Ottawa Business Journal (OBJ) and Great River Media, staff has provided content for the broadly distributed [Eastern Ontario Business Journal](#) Spring issue. We continue to highlight career opportunities, lifestyle amenities and examples of local entrepreneurs, manufacturers, business leaders and investment opportunities.

A new [advertisement](#) was also placed in the OBJ and EOBJ monthly e-newsletter promoting the business and investment opportunities on their

website-our listing of County of Renfrew Investment and Business Opportunities (CORIBO).

OBJ has also provided some data highlights of print and social media distribution from Q1 of our 2022 campaign.

Renfrew County full page ad in print issues have been delivered as follows:

- [January OBJ link to issue](#) (25,000 readers print and digital)
- [March OBJ link to issue](#) (25,000 readers print and digital)
- [April EOBJ link to issue](#) (43,000 readers print and digital)

**Renfrew ad on monthly e-newsletters has been sent:**

- January 7,500 sends (6,000 Ottawa 1,500 Eastern Ontario)
- February 7,500 sends (6,000 Ottawa 1,500 Eastern Ontario)
- March 7,500 sends (6,000 Ottawa 1,500 Eastern Ontario)

**Renfrew County advertisement on [obj.ca](http://obj.ca) website:**

- January 1 to April 1 – 13,423 impressions

**7. Ontario Connects Broadband Presentation [Strategic Plan Goal No. 1]**

Attached as Appendix ED-I is a presentation from the Ministry of Infrastructure (MOI) from Ontario Connects on “Bringing High Speed Internet to Every Community”. Also attached as Appendix ED-II is correspondence regarding high-speed internet announcements and with a backgrounder listing the communities that will benefit from this initiative.

**8. Taste of the Valley 2022 Locations and Dates [Strategic Plan Goal No. 1]**

Attached as Appendix ED-III is a promotional flyer for the 2022 Taste of the Valley events. Business Development Officer David Wybou, working with representatives from the host communities and farmers’ market managers/ coordinators for the Taste of the Valley events this year, can confirm all of the locations and dates for 2022. Taste of the Valley will take place in Barry’s Bay on Friday, August 19; Eganville on Friday, August 26; Renfrew on Saturday, September 24; Deep River on Saturday, October 1; Arnprior on Sunday, October 2; and in Cobden on October 15. Previous and new vendors have been notified and are now invited to apply for a booth at the various Taste of the Valley events for 2022.

Ministry of Infrastructure

## Ontario Connects: Bringing High-Speed Internet to Every Community

April 2022

Ontario 

### Overview

Ontario has committed to ensuring that every household and business in the province has access to high-speed internet (50/10Mbps) by the end of 2025.

The ministry will be providing information and an update on progress so far on broadband initiatives since the last Virtual Information Session in January.

1	2	3	4
<b>Legislative and regulatory proposals</b>	<b>Application based programs and projects</b>	<b>Accelerated High Speed Internet program</b>	<b>Broadband One Window and Technical Assistance Team</b>
<i>Reducing barriers to broadband infrastructure deployment</i>	<i>Continuation of existing programs</i>	<i>An innovative, competitive process, including a series of reverse auctions</i>	<i>Support for municipalities and other broadband stakeholders</i>

## Coordinated and accelerated action to achieve 100% connectivity

Application Based Programs and Projects			+	AHSIP
70,700 SWIFT, Northern Projects and Matawa Rapid Lynx project	18,000 ICON Program	280,000 Co fund with Canada under ICON and UBF		Up to 300,000 Reverse Auction

In March 2021, the government announced a historic commitment of nearly \$4 billion in funding-based programs and projects for unserved and underserved communities across the province.

To date, the Ontario government has already committed over \$900 million to over 180 broadband, cellular and satellite projects, bringing faster internet access to more than 375,000 homes and businesses across the province and significantly improving cellular connectivity throughout Eastern Ontario.

Through its competitive procurement process, the government is helping to connect up to 300,000 unserved and underserved homes and businesses to reliable high-speed internet.

Work is underway to ensure that no household or business is left behind when it comes to accessing our digital world.

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### 1. Legislative and regulatory support for faster broadband deployment

In line with the Statement of Intent and [Building Broadband Faster in Ontario Guideline](#), legislative and regulatory measures will serve to accelerate the timely deployment of designated broadband projects and address ongoing barriers to the deployment of internet infrastructure.

Bill 93, Getting Ontario Connected Act was introduced on March 7, 2022 and was passed by the Legislature on April 11.

The legislation amends the Building Broadband Faster Act and the Ontario Underground Infrastructure Notification System Act.

Building Broadband Faster Act key amendments:

- Require municipalities to meet a service standard 10 or 15 business days to consider and respond to right-of-way permits for designated broadband projects.
- Require utility infrastructure owners (e.g., municipalities, energy transmitters) to share data within 15 business days when they receive request for data concerning utility infrastructure owned or operated within 10 metres of a designated broadband project.

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## 1. Legislative and regulatory support for faster broadband deployment




Next steps include:

- New proposed regulation under Ontario Energy Board Act to ensure faster support for deploying internet fibre on hydro pole attachments (April 2022).
- Administrative monetary penalties regime for non-compliance with Minister's orders under Building Broadband Faster Act (not intended to be directed towards municipalities related to rights-of-way permitting).
- Updates to the Building Broadband Faster in Ontario Guideline so there are clear expectations.

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## 2. Application-based programs and projects

Ontario has built partnerships and leveraged funding from the private sector and other levels of government, enabling broader connectivity coverage and value for money.

Project	Progress to date
 SWIFT	96 contracts to connect more than 63,000 households and businesses across the region.
 EORN	100 telecommunication towers completed to date.
<b>Northern + Indigenous</b>	6 projects to reach over 7,000 homes and businesses in several municipalities and First Nations communities + Matawa Rapid Lynx project for 700 homes and businesses.
<b>ICON</b>	17 announced projects to enable access for over 18,000 homes and businesses.
<b>ICON+UBF</b>	Finalizing agreements for 58 projects co-funded with Canada to enable access for over 280,000 homes and businesses. More details to come including impacted ISPs and municipalities.
 Telesat	Dedicated capacity on Telesat Lightspeed to help connect the hardest to reach households.

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Municipalities will receive letters to know what projects will be coming to their communities.

### 3. Accelerated High Speed Internet Program (AHSIP)

A new, innovative and transparent procurement process to accelerate access to high-speed internet for as many underserved homes and businesses as possible.

#### Preliminary outcomes of the reverse auction

- The Ontario government is taking another step forward in its competitive process to help connect up to 300,000 unserved and underserved homes and businesses to reliable high-speed internet as possible.
- The province has now completed the reverse auction events for this innovative process to identify preferred Internet Service Providers.
- The province will announce further details on the service areas and successful Internet Service Providers, once the process has concluded.
- Municipalities will receive letters to know what projects will be coming to their communities.

7

#### Goals of competitive process

- Support goal of 100% access to high-speed internet with at least 50/10 Mbps service by the end of 2025.
- Attract broad participation from range of internet service providers.
- Maximize wired connections
- Obtain value for money through competitive tension

Ontario 

### 4. The Broadband One Window (BOW) platform

The BOW platform has been designed to address barriers and streamline coordination to deliver on Ontario's high speed internet commitment. It facilitates embedding processes, templates and timelines to enhance information sharing and process coordination, leading to risk reduction and more collaboration. It addresses utility coordination needs (i.e., consistency, traceability, proactive management, and knowledge institutionalization) through a robust set of key functionalities that can be leveraged for projects beyond broadband.

NOTE: IO will provide training and onboarding materials to municipalities for BOW.

#### Key Functionalities of BOW

##### DATA SHARING



A web portal accessible to all stakeholder maintains a single source of truth for project: latest analyses, data, project status and requests.



##### REPORTING & VISUALIZATION

Dashboards and reports provide real-time access to project performance tracking and status reporting across the portfolio.



##### WORKFLOW & REQUEST MANAGEMENT

Stakeholder interaction managed using automated service delivery tools that ensure requests are managed in a timely basis.



##### GEOSPATIAL ANALYTICS

Repository for geospatial data and mapping enabling users to access and extract relevant information in location-based analytics



##### DATA PROCESSING & MANAGEMENT

Embedded data ingestion and validation features enable rapid setup times and perpetual, automated delivery of solutions.



##### ADVANCED ANALYTICS

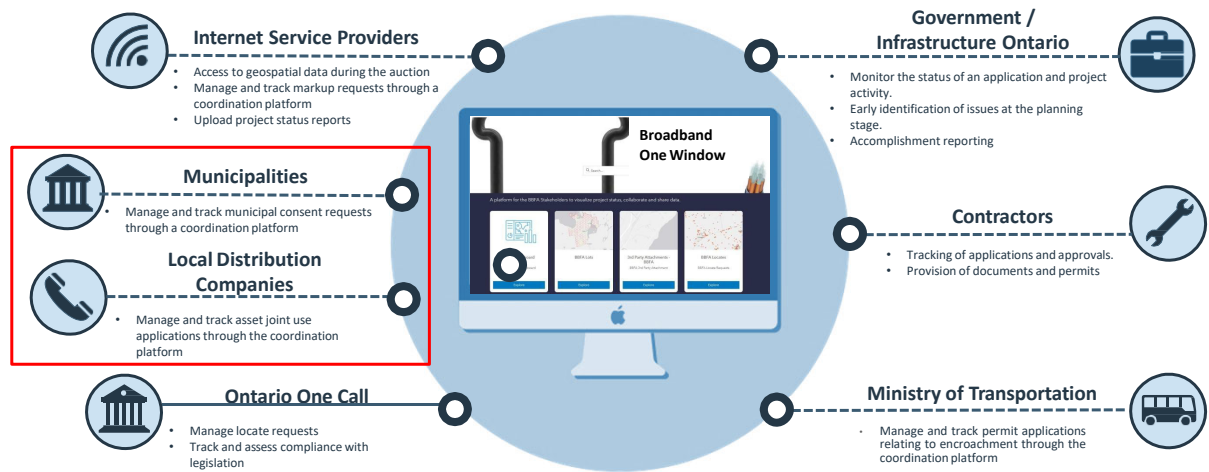
Big data tools and data science helps track project performance and pre-empt potential recurring issues during the execution phase.

8

Ontario 

## 4. Major Benefits for All Involved Stakeholders

BOW meets needs of multiple stakeholder groups by providing data access, sharing information and documentation, streamlining approval processes and monitoring project progress. It will provide users with several key benefits:



Legislative compulsion to use platform

9

Ontario

## 4. BOW Use Cases

By combining leading edge monitoring and collaboration technology, BOW will realize multiple benefits towards achieving AHSIP's program goals of accelerated infrastructure delivery:



Supporting legislative compulsions.

Supporting contractual requirements.

10

Ontario

## 4. Technical Assistance Team (TAT)

Infrastructure Ontario is establishing a Technical Assistance Team (TAT) to assist municipalities and Local Distribution Companies (LDCs) that may not have the resources required to execute the AHSIP work. The team is expected to be onboarded, operational and ready to support stakeholders as early as late April 2022.

1

Work with municipalities, LDCs and ISPs with resource constraints at their request

2

Provide extra technical resources for those municipalities and LDCs who may struggle to meet the demands of the AHSIP

3

Coordinate with and support all involved parties to reduce barriers for delivering designated projects

### Focus of the TAT

### TAT Core Service Offerings



#### Broadband Stakeholder Support

Develop resources (e.g., FAQs, fact sheets, etc.) to assist stakeholders with understanding the Guideline and associated processes such as permitting and dispute resolution.

Provide support through the Broadband One Window (BOW), teleconference, virtual meetings, email or phone.



#### Permits and Approvals Coordination

Provide support related to permit applications such as reviewing applications for completeness, general coordination services, providing quality assurance and ensuring compliance with permit processes.



#### Dispute Facilitation and Coordination

Provide informal support on permitting issues, facilitate communication and coordination, and provide support for Guideline.

## Next Steps

- The ministry will finalize contracts with and announce details on the service areas and successful Internet Service Providers.
- Ongoing development of regulatory proposals in line with the Statement of Intent to further reduce barriers and delays to support the deployment of high-speed internet infrastructure across the province.
- Municipalities continue to play a crucial role in ensuring the timely deployment of broadband infrastructure to connect Ontario's unserved and underserved communities. Please reach out to us if you have any questions or comments on Ontario's commitment to achieve 100 per cent connectivity by the end of 2025.

Email us: [broadband@ontario.ca](mailto:broadband@ontario.ca)

Good morning,

The Honourable Kinga Surma, Minister of Infrastructure, has recently notified your Head of Council about recent high speed internet announcements.

These announcements relate to a [news release](#) and [backgrounder](#) from July 29, 2021, where Ontario and Canada announced their partnership to co-fund up to 58 high-speed internet projects across the province. The combined investment of \$1.2 billion would reach as many as 280,000 underserved homes and businesses.

At the time of last year's announcement, we included the communities that would benefit and the number of homes and businesses that would receive access. Since then, we've made progress on firming up the project details with Canada and the lead applicants. The Ministry is now able to share additional information about these projects, including announcing the internet service providers that are leading the projects and the total funding commitment for each project.

We are notifying you about these additional announcements because one or more of the projects will occur within your municipality, providing access to high-speed internet for homes and businesses that are currently underserved. Please see the news release ([English/French](#)) and the backgrounder ([English/French](#)) for the projects that will benefit your and other municipalities within your region.

The Internet Service Providers will need to continue (or shortly begin) working with municipalities to obtain necessary permits and approvals to proceed with projects. To that end, we also continue our work with Infrastructure Ontario to support municipalities that may need to meet their obligations under the *Building Broadband Faster Act, 2021 (BBFA)*, including creating the Technical Assistance Team. Additionally, on March 7, 2022, the government introduced the *Getting Ontario Connected Act, 2022*, which included proposed amendments to the BBFA that would set clear timelines and expectations for municipalities and other sectors to support these efforts. These amendments were passed by the Ontario legislature on April 11, 2022 are now in effect.

In addition, the reverse auction events led by Infrastructure Ontario are now complete. Over the next few weeks, the province will be executing agreements with the successful Internet Service Providers, as the final step in the process. The province will announce further details on the service areas and successful Internet Service Providers once agreements have been signed. This, along with the announcements noted above for the previously committed projects, are intended to bring high-speed internet access to every community by the end of 2025.

Please contact [broadband@ontario.ca](mailto:broadband@ontario.ca) if you have any questions about these projects.

Sincerely,

Jill



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Jill Vienneau  
Assistant Deputy Minister  
Broadband Strategy Division  
Ministry of Infrastructure

# Ontario and Canada Bringing High-Speed Internet to More Communities

July 29, 2021  
[Infrastructure](#)

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The Government of Canada and the Government of Ontario have partnered to support large scale, fibre-based projects that will provide high-speed internet access to all corners of the province by the end 2025. This historic agreement is being made possible by an equal federal-provincial investment totalling more than \$1.2 billion.

*Project details:*

Communities to Benefit	Estimated Number of Homes/Businesses with Increased Access to High-Speed Internet
Quinte West	Up to 93
Kawartha Lakes	Up to 1,128
Augusta	Up to 474
Perry, Kearney	Up to 1,088
Seguin	Up to 767
Parry Sound, Mcdougall, Mckellar, Whitestone	Up to 1,853
Greater Madawaska, McNab/Braeside	Up to 145
South Frontenac, Frontenac Islands, Kingston	Up to 1,539
Milton, Puslinch	Up to 506
Fort Severn, Weenusk First Nation	Up to 210

Sandy Lake First Nation, Wapekeka First Nation, North Caribou Lake, Deer Lake First Nation, Kasabonika Lake, Kitchenuhmaykoosib Inninuwug Wunnumin Lake, Cat Lake First Nation, Bearskin Lake First Nation, Sachigo Lake First Nation, Poplar Hill First Nation, Kingfisher Lake First Nation, Muskrat Dam Lake, Kee-Way-Win, North Spirit Lake First Nation, Slate Falls First Nation, Mishkeegogamang Ojibway Nation, Ojibway Nation of Saugeen, Wawakapewin First Nation, Pikangikum First Nation	Up to 3,945
Ginoogaming First Nation, Constance Lake First Nation, Long Lake No.58 First Nation	Up to 1,181
Ajax, Brock, Clarington, Oshawa, Pickering, Scugog, Whitby, Uxbridge	Up to 2,004
Animakee Wa Zhing 37 First Nation, Anishinabe of Wauzhushk Onigum, Anishnaabeg of Naongashiing, Big Grassy, Couchiching First Nation, Grassy Narrows First Nation, Iskatewizaagegan No. 39 Independent First Nation, Lac Des Mille Lacs, Lac La Croix, Lac Seul, Migisi Sahgaigan First Nation, Mitaanjigamiing First Nation, Naicatchewenin, Naotkamegwanning, Nigigoonsiminikaaning First Nation, Niisaachewan Anishinaabe Nation, Obashkaandagaang First Nation, Ojibway Nation of Saugeen, Ojibways of Onigaming First Nation, Rainy River First Nations, Seine River First Nation, Wabaseemoong Independent Nations, Wabauskang First Nation, Wabigoon Lake Ojibway Nation, Devlin/LaVallee, Eagle River, Emo, Mine Centre, Morson, Nestor Falls, Sioux Narrows, Stratton, Upsala, Vermilion Bay, Wabigoon, Wabigoon/Dinorwic	Up to 2,906
Assignack, Aundeck-Omni-Kaning First Nation, Baldwin, Billings, Blind River, Bruce Mines, Burpee And Mills, Central Manitoulin, Elliot Lake, Espanola, Gordon/Barrie Island, Gore Bay, Hilton, Hilton Beach, Huron Shores, Jocelyn, Johnson, Laird, M'Chigeeng First Nation, Macdonald, Meredith and Aberdeen Additional, Mississauga First Nation, Nairn And Hyman, Northeastern Manitoulin And The Islands, Plummer Additional, Sables-Spanish Rivers, Sagamok Anishnawbek First Nation, Serpent River First Nation, Sheguiandah First Nation, Sheshegwaning First Nation, Spanish, St. Joseph, Tarbutt & Tarbutt Additional, Tehkummah, The North Shore, Thessalon, Thessalon First Nation, Whitefish River First Nation, Wikwemikong Unceded First Nation, Zhiibaahaasing First Nation	Up to 26,990
Pelee, Kingsville, Chatham-Kent	Up to 1,221
Carling	Up to 122
Ignace, Ear Falls, Sioux Lookout, Atikokan, Pickle Lake, Sam Lake, Hudson, Madsen, New Osnaburgh, Red Lake, McKenzie Island, Central Patricia, Cochenour, Balmertown (McDowell Lake), Rat Rapids	Up to 6,392
Constance Bay, Dunrobin, Fitzroy Harbour, White Lake, Marathon Village, Kinburn, Glasgow Station, Braeside, Carp, Pakenham, Arnprior, Burnstown	Up to 6,713
Barry's Bay, Eganville, Combermere, Hopefield, Wilno	Up to 4,190
Bancroft, Buckhorn, Mississagua Landing, Youngstown, Paudash, Youngs Point, Alpine Village, Birds Creek, Baptiste, L'Amable, Fort Stewart, McArthurs Mills, Bridgenorth, Detlor, Burleigh Falls, Maple Leaf, Curve Lake, Fife's Bay, Lakefield, Highland Grove, Apsley, Maynooth, Palmer Rapids, Denbigh, Lakeview Estates, Steenburg Lake	Up to 6,552
Mattawa, Rutherglen, Bonfield, Calvin, East Ferris, Astorville, Chiswick, Kiosk	Up to 2,459

Lakewood, Kahshe Lake, Bala, Gravenhurst, Southwood, Matthiasville, Walkers Point, Severn Bridge, Golden Beach, Glen Echo, Muskoka Beach, Houseys Rapids, Torrance, Stoneleigh, Whiteside, Bala Park, Longford, Port Stanton, Muskoka Falls, Milford Bay, Bracebridge, Mortimers Point, Barkway, Washago, Swift Rapids, Scarlet Park, Lake Dalrymple, Glen Orchard, Rama Road (Chippewas of Rama First Nation), Baysville	Up to 8,377
Athens, Mallorytown, Toledo, Spring Valley, Maynard, Algonquin, North Augusta, Johnstown, Domville, Tincap, Rockport, Charleston, Lyn, Lyndhurst, Maitland, Mallorytown Landing, Delta, Brockville, Portland, Prescott, Eastons Corners, Lansdowne, Blanchards Hill, Spencerville, Lombardy, Cardinal, Merrickville	Up to 6,587
Casselman Zoning, Clarence Creek, Embrun, Hammond, Crysler, Bourget, Marionville, Limoges, Rockland East, Russell, Rockland, Kenmore, Morewood, St. Isidore, Riceville, Casselman, Berwick, Sarsfield, Curran, Vars, Vernon, Wendover	Up to 4,485
Iroquois Falls, Manitouwadge, Englehart, Geraldton, Smooth Rock Falls, Longlac, Earlton, Hearst, Matheson, Larder Lake, Hornepayne, Virginiatown, Charlton, Mattice, Latchford, Beardmore (Animbiigoo Zaagi'igan Anishinaabek), Nellie Lake, Val Gagné, Long Lake No.58 First Nation, Ramore, Porquis Junction, Thornloe, Holtyre, Ginoogaming First Nation, Tomstown, Little Longlac, Monteith, Tarzwell, Tunis, Zeta	Up to 10,349
Carpin Beach, St. Charles, Gros Cap, Bruce Mines, Musky Bay, Dubreuilville, Pointe Louise, Bruce Station, Batchawana Bay, Island Lake, Searchmont, Cartier, Jones Landing, Heyden, Foleyet, Wahnapiatae, Warren, Wawa, Capreol, Hagar, Michipicoten, Michipicoten River, Desbarats, Sucker Creek Landing, Plummer, Red Rock, Little Rapids	Up to 5,115
Haliburton, Ingoldsby, Horseshoe Lake, Coboconk, Burnt River, Lutterworth, Alpine Village, Minden, Victoria Road, West Guilford, Fort Irwin, Norland, Moore Falls, Kirkfield, Eagle Lake, Lochlin, Bolsover, Fenelon Falls, Gooderham, Carnarvon, Lakeview Estates, Isaacs Glen, Victoria Place, Tory Hill, Bobcaygeon, Irondale, Peterson Corner	Up to 8,960
Kemptville, Oxford Station, Oxford Mills, Merrickville, Spencerville, Ventnor, North Gower, Cardinal, Hallville, South Mountain, Smiths Falls, Mountain, Inkerman, Domville, Williamsburg, Johnstown, Eastons Corners, Iroquois, Osgoode, Maynard, Dwyer Hill, North Augusta	Up to 6,217
Battersea, Odessa, Perth Road, Napanee, Sydenham, Harrowsmith, Sandhurst Shores, Seeleys Bay, Inverary, Willowbank, Lyndhurst, Bath, Codes Corner, Ivy Lea, Kepler, Yarker, Morton, Verona, Lansdowne, Selby, Eastview, Amherstview, Strathcona, Gananoque, Aylesworth	Up to 7,684
East Ferris, Powassan, Astorville, Callander, Hornell Heights, Redbridge, Trout Creek, Nipissing, Nipissing Beach, Alderdale, Chiswick, Nipissing Junction, North Bay, Bonfield	Up to 6,107
Lombardy, Glen Tay, Wemyss, Rideau Ferry, Smiths Falls, Port Elmsley, Franktown, Innisville, Balderson, McDonald Corners, Fallbrook, Elphin, Eastons Corners, Jasper, Blanchards Hill, Maberly, Ompah, Watsons Corners, Toledo, Portland, Dwyer Hill, Perth, Merrickville, Lanark, North Gower, Newboro	Up to 6,890
Tweed, Harlowe, Cloyne, Plainfield, Actinolite, Ivanhoe, Flinton, Thomasburg, Northbrook, Arden, Read, Zion Hill, Kaladar, Madoc, Plevna, Marlbank, Rural Plevna, Denbigh, Corbyville, Queensborough, Halloway, Tamworth	Up to 4,102

Oakdale, Oil City, Alvinston, Inwood, Glencoe, Cairo, Oil Springs	Up to 341
Strathallan, Innerkip, Bright	Up to 475
Salford, Culloden, Mount Elgin, Brownsville, Sweaburg, Beachville, Putnam, Springfield	Up to 727
Springford, Otterville, Oxford Centre, Delhi, Burford, Norwich, Teeterville, Mount Elgin, Creditville	Up to 644
Wingham, St. Helens, Bluevale, Lucknow, Belgrave, Blyth	Up to 115
Bluevale, Belgrave	Up to 109
St. Helens	Up to 135
Bogies Beach, Benmiller, Nile	Up to 427
Londesborough, Blyth, Dungannon, Nile, Benmiller	Up to 111
Mallorytown, Athens, Lansdowne, Lyndhurst, Rockport, Willowbank, Ivy Lea, Mallorytown Landing, Seeleys Bay, Charleston, Codes Corner, Lyn	Up to 2,834
Shakespeare, Newton, Gads Hill, Hesson, Millbank, Poole, Amulree, Rostock, Milverton, New Hamburg, Crosshill, Dorking, St. Pauls Station, Linwood, Wellesley, Tavistock	Up to 1,390
Crosshill, Linwood, Wellesley, St. Clements, Hawkesville, Dorking, Millbank, Heidelberg, Poole, Hesson, Lisbon, Elmira, St. Agatha	Up to 752
Apsley, Gilchrist Bay, Youngs Point, Tweed, Coe Hill, Paudash, Stonyridge, Bancroft, Cardiff, Havelock, L'Amable, Warsaw, Steenburg Lake, Gilmour, Eldorado, Detlor, Madoc, Millbridge, St. Ola, Lakefield, Bannockburn	Up to 5,619
Campbellford, Warkworth, Grafton, Hastings, Roseneath, East Colborne, Castleton, Fenella, Hilton, Port Hope, Creighton Heights, Gores Landing, Vernonville, Precious Corners, Camborne, Harwood, Garden Hill, Bewdley, Cold Springs, Elizabethville, Alderville (Alderville First Nation), Gosport, Norham, Spring Valley, Thomstown, Smithfield, Lakeport, Cobourg, Colborne, Brighton, Bailieboro, Havelock, Kendal, Spring Brook, Millbrook, Stirling, Newtonville, Lovett, Batawa	Up to 13,992
Lucan, Birr, Denfield, Clandeboye, Ailsa Craig, Bryanston	Up to 121
St. Pauls Station, Rannoch, Wellburn	Up to 260
Mitchell, Rostock, Brodhagen	Up to 148
Mitchell, Fullarton, Staffa, Dublin	Up to 150



Mono Centre, Beeton, Baxter, Moonstone, Cedar Valley, Ivy, Ballinafad, Alliston, Tottenham, Elmvale, Horseshoe Valley, Enniskillen, Hillsdale, Orono, Erin, Creighton Heights, Goodwood, Loretto, Gores Landing, Fergus Hill Estate, Precious Corners, Uxbridge, Minesing, Camilla, Caledon East, Warminster, Midhurst, Solina, Kendal, Sandhill, Camborne, Harwood, Lisle, Campbells Cross, Bolton, Palgrave, Newcastle Village, Bewdley, Caledon Village, Anten Mills, Newtonville, Shanty Bay, Hampton, Hillsburgh, Everett, Alton, Inglewood, Tamarac Estates, Cold Springs, Burketon Station, Connor, Phelpston, Rosemont, Thornton, Elba, Mono Mills, Terra Cotta, Mono Road, Siloam, Courtice, Cedar Mills, Bowmanville, Belfountain, Angus, Cobourg, Craighurst, Colgan, Simcoeside, Glencairn, Cheltenham, Lakeview, Ballycroy, Oro Lea Beach, Leaskdale, Baywood Park, Zephyr, Forest Home, Port Darlington, Udora, Ferndale, Sandford, Borden, Oro Park, Bramalea, Brampton, Orangeville

Up to 23,087

Featherstone, Copetown, Haltonville, Simcoe, Campbellville, Byng, Port Maitland, Binbrook, Peacock Point, Freelon, Selkirk, Sheffield, Milton, Lowbanks, Beamsville, Vineland, Ashgrove, Westover, Mount Hope, Canfield, Cultus, Delhi, Acton, Windham Centre, Oswego Park, Silver Creek, Renton, Jordan, Hagersville, Lynden, Cayuga, Nelles Corners, Millgrove, Courtland, Jordan Station, Bill's Corners, Jerseyville, Boston, Rockton, Waterford, Limehouse, Dunnville, Fisherville, Glen Meyer, Campden, Port Ryerse, Empire Corners, Frogmore, Villa Nova, Pine Grove, Lowville, Hornby, Carlisle, Walsingham, Jarvis, Caledonia, Stoney Creek, Strabane, Wyecombe, Teeterville, Canborough, Langton, Burlington, Moffat, Troy, Vanessa, Walsh, Vittoria, Townsend, Winona, St. Williams, Nanticoke, Port Dover, York, Ancaster, Dundas, Sims Locks, Vaughan Survey, Gilbertville, Wilsonville, Georgetown, Port Rowan, Turkey Point, Waterdown, Cedar Springs, Kelvin, Pleasant View Survey, Long Point, Normandale, Kilbride, Hamilton, Winona Park

Up to 33,380

Springwater, Oro Medonte, Essa, New Tecumseh, Adjala-Tosorontio, Mono, Tiny, Caledon, Erin, Guelph/Eramosa, Guelph, Halton Hills, Milton, Burlington, City of Hamilton, Norfolk County, Haldimand County, Lincoln, Thorold, Niagara Falls, West Lincoln, Niagara-on-the-Lake, Wainfleet, Pelham, Grimsby, Port Colborne, Fort Erie, Hamilton County & Coburg, Clarington, Oshawa, Scugog, Port Hope, Whitby, Ajax, Pickering, Uxbridge

Up to 43,195

Seaforth, Brussels, Belgrave, Ethel, Londesborough, Walton, Blyth, Henfryn, Kinburn, Bluevale, Clinton

Up to 1,193

Belle River, Cedarhurst Park, North Woodslee, Caldwell, Chatham, Oxley, North Buxton, Louisville, Wallaceburg, Tecumseh, Amherstburg, Pain Court, McGregor, St. Joachim, Ruthven, Wheatley, Dealtown, Deerbrook, Willowood, Essex, Oriole Parkway, Charing Cross, Dresden, Stoney Point/Pointe-aux-Roches, Blenheim, Grande Pointe, North Thamesville, Ridgetown, Leamington, Kingsville, Colchester, Tupperville, St. Clair Beach, Tilbury, Harrow, Cottam, Comber, Linden Beach, Comet, Shrewsbury, Thamesville, Morpeth, Erie Beach, Holiday Harbour, Staples, Eriean, La Salle, Wilkesport, Beaver Meadow, Highgate

Up to 9,087

Sauble Beach South, Tobermory, Oliphant, Pike Bay, Red Bay, Miller Lake West, Sauble Beach, Old Woman's River, Oxenden, Shallow Lake, Kemble, Hillsdale, Feversham, Lisle, Stokes Bay, Big Bay, Colpoy's Bay, Hepworth, Williamsford, Kiwana Beach, New Lowell, Lion's Head, Anten Mills, Craighleith, Berkeley, Holland Centre, Chippawa Hill (Saugeen), Minesing, Priceville, Glencairn, Ivy, Chatsworth, Ravenna, Kilsyth, Desboro, Baxter, Meaford, Angus, Singhampton, Cruickshank, Walters Falls, Maxwell, Elmwood, Elmvale, Rocklyn, Avening, Ayton, Miller Lake East, Creemore, Duntroon, Flesherton, Eugenia, Ferndale, Leith, Durham, Allenford, Cargill, Chesley, Badjeros, Bognor, Neustadt, Wiarton, Clavering, Borden, Markdale, Kimberley, Honeywood, Tara, Phelpston, Glammis, Heathcote, Lake Rosalind, Midhurst, Underwood, Formosa, Paisley, Mansfield

Up to 12,217

Pottageville, Queensville, Mount Albert, Nobleton, Preston Lake, Dickson Hill, Sutton, Lloydtown, Kleinburg, Brown Hill, Ballantrae, King City, Pepperlaw, Elmhurst Beach, Vaughan

Up to 6,060

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## Additional Resources

- [Nearly 280,000 Ontario residents to benefit from historic agreement to improve access to high-speed internet](#)
- 

## Related Topics

### Business and Economy

Information about Ontario's economy and how to do business here. Includes economic development opportunities, research funding, tax credits for business and the Ontario Budget. [Learn more](#)

### Government

Learn about the government services available to you and how government works. [Learn more](#)

### Rural and North

Information about the province's Far North and rural communities. Get connected to business improvement organizations and learn more about funding and programs that support rural, northern and Indigenous communities. [Learn more](#)

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## Media Contacts

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Press Secretary Office of the Honourable Kinga Surma

Ontario's Minister of Infrastructure

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### Sofia Sousa-Dias

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### *Barry's Bay*

**Friday, August 19<sup>th</sup>**

**Legion Parking Lot**

### *Eganville*

**Friday, August 26<sup>th</sup>**

**Eganville Legion Field**

### *Renfrew*

**Saturday, September 24<sup>th</sup>**

**Low Square, Downtown**

### *Deep River*

**Saturday, October 1<sup>st</sup>**

**Town Hall Parking Lot**

### *Amurpion*

**Sunday, October 2<sup>nd</sup>**

**Downtown John St. N.**

### *Cobden*

**Saturday, October 15<sup>th</sup>**

**Cobden Fair Grounds**



**f TasteOfTheValleyRC**





## Taste of The Valley 2022, Places, Dates and Times:

### Barry's Bay

Royal Canadian Legion

250 John St., Barry's Bay ON

Friday, August 19<sup>th</sup>, 2022

10:00 am to 5:00 pm



### Eganville

Eganville Legion Field

9 Foran Street, Eganville ON

Friday, August 26<sup>th</sup>, 2022

12:00 pm to 7:00 pm

With Support from:



### Renfrew

Low Square, in front of Town Hall

127 Raglan St. South, Renfrew ON

Saturday, September 24<sup>th</sup>, 2022

8:00 am to 3:00 pm



### Deep River

Town Hall Parking Lot

Champlain St., Deep River ON

Saturday, October 1<sup>st</sup>, 2022

10:00 am to 3:00 pm



### Arnprior

John Street North Downtown

Between Madawaska St. & Elgin St. Arnprior ON

Sunday, October 2<sup>nd</sup>, 2022

9:00 am – 2:00 pm



ARNPRIOR  
• WHERE THE RIVERS MEET •

### Cobden

Cobden Fairgrounds

43 Astrolabe Rd, Cobden ON

Saturday, October 15<sup>th</sup>, 2022

8:00 am to 3:00 pm



Registration Details at [www.totv.ca/taste-of-the-valley](http://www.totv.ca/taste-of-the-valley)

**For More Information, Contact: David Wybou, Business Development Officer**



Economic Development, County of Renfrew

9 International Dr. Pembroke ON K8A 6W5

613-735-0091 [dwybou@countyofrenfrew.on.ca](mailto:dwybou@countyofrenfrew.on.ca)

## OTTAWA VALLEY TOURIST ASSOCIATION REPORT

Prepared by: Alastair Baird, Manager of Economic Development

Prepared for: Development and Property Committee

May 10, 2022

### INFORMATION

#### 1. Annual General Meeting Recap [Strategic Plan Goal No. 1]

On Tuesday, April 26, 2022 members of the Ottawa Valley Tourist Association (OVTA) gathered for the virtual Annual General Meeting (AGM) to take care of official business, learn about sustainable tourism and announce the winners of the Ottawa Valley tourism awards.

Three new and one returning director were appointed to the Board for the 2022-23 term:

Marc Bru, Square Timber Brewing	Victoria Charbonneau, Town of Renfrew
Meghan James, Somewhere Inn	Beth Kennedy, Placemaking Design <i>(new)</i>
Chris Melmoth, Algonquin College Pembroke <i>(returning)</i>	Angela Siebarth, Champlain Trail Museum
Tom Sidney, Maple Ridge Inn B&B <i>(new)</i>	Stefani Van Wijk, Madawaska Kanu Centre
Rachel Worth-Cappell, Braiding River <i>(new)</i>	Chris Hinsperger Bonnechere Caves (Past President)
Mayor David Bennett, Horton Township	Mayor Brian Hunt, Greater Madawaska Township
Elijah McKeown, City of Pembroke	

The executive positions (President and Vice President) will be elected at the next OVTA Board meeting scheduled for May 16, 2022.

#### **Taking the Path of Sustainable Tourism with GreenStep Solutions**

Jennifer Burling, Director of Sustainable Tourism with [GreenStep Solutions](#) presented an introduction to sustainability for tourism businesses, including how GreenStep can support operators through their sustainability



journey and improve performance through the [Sustainable Tourism Assessment Program](#).

Jennifer presented clear evidence that both tourists and potential industry workforce are motivated towards businesses with firm sustainability practices in place and sustainable tourism options. Sustainable tourism practices can help attract much-needed staff and a valuable customer base. She acknowledged that while time, cost and knowledge can be the biggest barriers for businesses to start thinking sustainably, changing consumer and labour demands and increasing energy and resources costs are the biggest motivators which result in significant cost savings and higher return on investments.

To further assist operators and leverage the Sustainable Tourism Assessment Program, the OVTA is collaborating with the Ontario's Highlands Tourism Organization (OHTO) to offer financial support to tourism operators interested in pursuing their Sustainable Tourism Certification with GreenStep Solutions. A value of \$500-\$2,400 depending on the size of the business.

Members and tourism operators interested in learning more about the Sustainable Tourism Assessment Program and certification process are encouraged to contact Melissa Marquardt, Tourism Development Officer.

### **Winners of the 2022 Ottawa Valley Tourism Awards**

During the AGM, Tourism Award Co-Chairs, Chris Hinsperger and Meghan James, announced the winners of the 2022 awards:

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

## **2. Tourism Relief Funding Announced [Strategic Plan Goal No. 1]**

On April 13, OHTO officially announced the investment of \$3 million to the Ontario's Highlands region through the [Tourism Relief Fund](#) being delivered by the Federal Economic Development Agency of Southern Ontario (FedDev Ontario).

This fund will provide local incorporated tourism businesses, organizations and communities up to \$100,000 in non-repayable contributions. The fund is open to incorporated businesses, not-for-profit incorporated organizations, destination marketing organizations, municipalities and Indigenous, First Nation, Métis and Inuit-owned businesses, communities and organizations.

This application-based program will help facilitate the recovery and long-term growth of the tourism economy in the region, supporting tourism stakeholder investment in creating new or enhanced tourism experiences.

The Tourism Relief Fund will support eligible projects that align with the program objectives and take place between April 19, 2021 and December 31, 2022. All projects must be completed by, and all project expenses incurred no later than, December 31, 2022. The first intake for applications closes on May 15, 2022.

**3. OVTA Delegation to City of Pembroke Planning and Development Committee, May 3, 2022 [Strategic Plan Goal No. 1]**

OVTA President Chris Melmoth, Manager Alastair Baird and Tourism Development Officer Melissa Marquardt were a delegation to City of Pembroke Planning and Development Committee (a committee of the whole). President Melmoth presented an overview of OVTA 2021 achievements and initiatives for 2022. Manager Baird presented the OVTA 2022 draft budget for the review and approval of the committee.

**RESOLUTIONS**

**4. Detailed 2022 OVTA Draft Budget [Strategic Plan Goal No. 1]**

**Recommendation:** THAT the Development and Property Committee recommend that County Council approve the Ottawa Valley Tourist Association 2022 Draft Budget as presented.

**Background**

The Ottawa Valley Tourist Association (OVTA), the City of Pembroke and the County of Renfrew are partners in the delivery of tourism marketing and tourism business development for the City of Pembroke, Renfrew County, and the Ottawa Valley. This marketing relationship and the

financial support provided by the County of Renfrew and the City of Pembroke is guided by a five-year Agreement that came into force February 20, 2018. In that Agreement, annual budget approval is obtained first, with approval by the OVTA Board of Directors, secondly by approval of City of Pembroke Council and thirdly, by approval of County of Renfrew Council. The OVTA Board and City of Pembroke Council have now both reviewed and approved the 2022 OVTA budget which is attached as Appendix OVTA-I.

<b>Account</b>	<b>EXPENSES - Description</b>	<b>2022 Budget</b>
1-1060-1100-1110	SALARIES	175,166
1-1060-1200-1290	BENEFITS	54,995
	<b>Purchased Service - Administration</b>	<b>230,161</b>
5-0160-1357	ANNUAL MEETING	3,500
5-0160-1360	AUDIT	2,260
5-0160-6207	BAD DEBTS EXPENSE	0
5-0160-1356	BOARD/COMMITTEES	2,000
5-0160-1329	CELL TELEPHONE	1,120
5-0160-1293	CONFERENCES	2,000
5-0160-1616	DISTRIBUTION & SHIPPING	13,000
5-0160-1440	INSURANCE	2,025
5-0160-1315	INTEREST	850
5-0160-1370	LEGAL	0
5-0160-1352	MARKETING	52,000
5-0160-1605	MEDIA RELATIONS	11,000
5-0160-1390	MEMBERSHIPS	2,270
5-0160-1600	MERCHANDISE	2,000
5-0160-1310	OFFICE EXPENSE	1,000
5-0160-1320	POSTAGE	300
5-0160-1383	RECRUITMENT/RETENTION	765
5-0160-1614	ROAD MAP	15,900
5-0160-1382, 1384	SPECIAL PROJECTS	42,578
5-0160-1330	TELEPHONE	1,800
5-0160-1604	TRADE SHOWS	1,500
5-0160-1294	TRAINING	500
5-0160-6247	TRANSFER TO RESERVES	0
5-0160-1300	TRAVEL	7,000
5-0160-1379	TRAVEL TRADE	7,000
5-0160-1628	VALLEY EXPLORE	0
5-0160-1601	VISITOR CENTRES	2,100
5-0160-1120	WEB SITE	250
5-0160-1613	WORKSHOPS & EVENTS	3,000
	<b>Operational Expenses</b>	<b>177,718</b>
	<b>TOTAL EXPENSES</b>	<b>407,879</b>
<b>REVENUES - Description</b>		
5-0160-3281	ANNUAL MEETING	3,000
5-0160-3287	MARKETING PARTNERSHIPS	1,500
5-0160-3275	MEMBERSHIP	500
5-1060-3277	MERCHANDISE	1,900
5-0160-3180	MISCELLANEOUS	0
5-0160-3278	ROAD MAP	17,500
5-0160-3188	SPECIAL PROJECTS	6,578
5-0160-3990	TRANSFER FROM RESERVE	61,575
5-0160-3288	VALLEY EXPLORE	0
5-0160-3176	WORKSHOPS & EVENTS	0
	COUNTY CONTRIBUTION - STAFFING	230,161
5-0160-3500	CITY OF PEMBROKE REVENUE	32,131
5-0160-3631	COUNTY REVENUE - DIRECT PAYMENTS	53,034
	<b>TOTAL</b>	<b>407,879</b>
	<b>SURPLUS / (DEFICIT)</b>	<b>0</b>

## **ENTERPRISE RENFREW COUNTY REPORT**

Prepared by: Alastair Baird, Manager of Economic Development

Prepared for: Development and Property Committee

May 10, 2022

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### **INFORMATION**

**1. New Staff to Support Entrepreneurship [Strategic Plan Goal No. 1]**

As we fill our Enterprise Renfrew County (ERC) positions that are vacant due to staff departures and retirements, we are pleased to inform Committee that Heather Inwood-Montrose, of the Township of Bonnechere Valley, has been engaged as our Small Business Advisor. Ms. Inwood-Montrose comes to us with a background in the skilled trades, training, banking and small business advisor, college instruction, organization management and career coaching. Ms. Inwood-Montrose will commence employment with the County of Renfrew on May 24, 2022.

In this staffing transition at ERC, we are making some organizational changes to more closely integrate and coordinate economic development, tourism and entrepreneurship service delivery with overall county marketing, social media and websites, graphics development, database management and client relationship management systems.

**2. Consultations with Prospective Entrepreneurs [Strategic Plan Goal No. 1]**

One-on-One client consultations continue at a very strong pace of an average of thirteen weekly. Summer Company consultations and inquiries have begun in earnest as our promotional campaign expands and student and parent interest in summer employment and work opportunities grow.

**3. Delegation to City of Pembroke [Strategic Plan Goal No. 2]**

Manager Alastair Baird was a delegation to the City of Pembroke Planning and Development Committee on Tuesday, May 3, 2022. Mr. Baird presented a brief PowerPoint of ERC activities and results in 2021 and an overview of key activities planned for 2022. The County of Renfrew annually receives a contribution of \$5,000 from the City of Pembroke to support entrepreneurship development on their behalf.



## **BY-LAWS**

### **4. Transfer Payment Agreement (TPA) Ontario [Strategic Plan Goal No. 1]**

**Recommendation:** THAT the Development and Property Committee recommend that a By-law be passed to Execute a Transfer Payment Agreement for the provision of financial support for Enterprise Renfrew County from the Province of Ontario for a two-year period from April 1, 2022 to March 31, 2024; AND FURTHER THAT By-law 27-22 be repealed.

#### **Background**

The 2022 to 2024 Enterprise Renfrew County business plan and budget has been approved by the Ministry of Economic Development, Job Creation and Trade (MEDJCT). This success will provide the Enterprise Renfrew County Core funding, Starter Company Plus program funding and Summer Company student entrepreneur program funding to March 31, 2024. In March 2022, County Council approved By-law 27-22 to execute a Transfer Payment Agreement for the fiscal period from April 1, 2022 to March 31, 2023. Staff has received the Transfer Payment Agreement and the agreement is for a two-year period ending on March 31, 2024.

## **COUNTY OF RENFREW**

### **BY-LAW NUMBER**

#### **A BY-LAW TO EXECUTE A TRANSFER PAYMENT AGREEMENT FOR THE PROVISION OF FINANCIAL SUPPORT FOR ENTERPRISE RENFREW COUNTY FROM THE PROVINCE OF ONTARIO**

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WHEREAS the County of Renfrew has supplied to the Province of Ontario a Business Plan and Budget for the fiscal period of April 1, 2022 to March 31, 2024;

AND WHEREAS it is deemed necessary and desirable that the Council of the Municipal Corporation of the County of Renfrew enacts a By-law authorizing the Corporation to enter into an agreement with the Province of Ontario as Represented, in order to receive funding to support the entrepreneurship development activities of Enterprise Renfrew County;

AND WHEREAS the Transfer Payment Agreement (TPA) provided by the Province of Ontario does accurately reflect the business plan initiatives and reflects and supports the budget as developed by Enterprise Renfrew County, and does not vary substantively from the funding provided by the Province of Ontario in the previous TPA;

AND WHEREAS the County of Renfrew Warden and Chief Administrative Officer under delegated authority have reviewed the Transfer Payment Agreement that will form the basis of the ERC funding and reporting relationship with the Province of Ontario over the fiscal period of April 1, 2022 to March 31, 2024.

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

1. THAT the Warden and Clerk are hereby authorized to sign and seal all things, papers and documents necessary for the attached Transfer Payment Agreement identified as Schedule "I" with the Province of Ontario, Ministry of Economic Development, Job Creation and Trade.
2. THAT the Municipal Corporation of the County of Renfrew commits to implementing projects and spending the Enterprise Renfrew County funding in accordance with all provisions specified in the Agreement.

3. THAT the Agreement attached hereto and annotated as Schedule "I" is hereby deemed to be a schedule to this By-law.
4. THAT this By-law shall come into force and take effect upon the passing thereof.
5. THAT By-law 27-22 be repealed.

READ a first time this 25th day of May 2022.

READ a second time this 25th day of May 2022.

READ a third time and finally passed this 25th day of May 2022.

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DEBBIE ROBINSON, WARDEN

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PAUL V. MOREAU, CLERK

**ONTARIO TRANSFER PAYMENT AGREEMENT FOR SBEC PROGRAM:  
SBEC Core, Starter Company Plus and Summer Company**

**THE AGREEMENT** is effective as of the 1<sup>st</sup> day of April, 2022

**B E T W E E N :**

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO  
as represented by the Minister of Economic Development, Job  
Creation and Trade**

(the “Province”)

**- and -**

**The Corporation of the County of Renfrew**

(the “Recipient”)

**BACKGROUND**

The Recipient intends to undertake the SBEC Program which is comprised of the SBEC Core, Starter Company Plus and Summer Company programs.

**CONSIDERATION**

In consideration of the mutual covenants and agreements contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

**1.0 ENTIRE AGREEMENT**

1.1 The agreement, together with:

Schedule “A”	General Terms and Conditions
Schedule “B”	SBEC Program Specific Information
Schedule “C”	SBEC Program
Schedule “D”	Budget
Schedule “E”	Payment Schedule
Schedule “F”	Reports
Schedule “G”	Request for Payment and Certificate

Schedule "H"	Eligible Expenditures
Schedule "I"	Communications and Confidentiality Protocol
Schedule "J"	Auditor's Certificate

and

any amending agreement entered into as provided for in Section 3.1, constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

## **2.0 COUNTERPARTS**

- 2.1 The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

## **3.0 AMENDING THE AGREEMENT**

- 3.1 The Agreement may only be amended by a written agreement duly executed by the Parties.

## **4.0 ACKNOWLEDGEMENT**

- 4.1 The Recipient acknowledges that:

- (a) by receiving Funds it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);
- (b) Her Majesty the Queen in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);
- (c) the Funds are:
  - (i) to assist the Recipient to carry out the SBEC Program and not to provide goods or services to the Province;
  - (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);
- (d) the Province is not responsible for carrying out the SBEC Program; and



- (e) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) ("**FIPPA**") and that any information provided to the Province in connection with the SBEC Program or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

## **5.0 CONFLICT OR INCONSISTENCY**

**5.1 Conflict or Inconsistency.** In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule "A", the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule "A"; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule "A", the Additional Provisions will prevail over the provisions in Schedule "A" to the extent of the inconsistency.

**- SIGNATURE PAGE FOLLOWS -**

The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF  
ONTARIO as represented by the Minister of  
Economic Development, Job Creation and Trade**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name: David Meyer  
Title: Assistant Deputy Minister (A),  
Office of Red Tape Reduction and Small Business

**The Corporation of the County of Renfrew**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name: Paul Moreau  
Title: Chief Administrative Officer / Clerk

I have authority to bind the Recipient.

## SCHEDULE "A"

### GENERAL TERMS AND CONDITIONS

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#### A1.0 INTERPRETATION AND DEFINITIONS

##### A1.1 **Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

##### A1.2 **Definitions.** In the Agreement, the following terms will have the following meanings:

**"Agreement"** means this agreement entered into between the Province and the Recipient, all of the Schedules listed in Section 1.1, and any amending agreement entered into pursuant to Section 3.1.

**"Approved Participant"** means an individual who has been approved by the Recipient as a participant in either the Starter Company Plus program or in the Summer Company program.

**"Budget"** means the budget attached to the Agreement as Schedule "D".

**"Business Day"** means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

**"Business Plan"** means the business plan attached to the Agreement in Schedule "C" section C8.

**"Client"** means an entrepreneur who, or small business that, seeks the services of the Recipient under the SBEC Core program.

**“Effective Date”** means the date set out at the top of the Agreement.

**“Eligible Expenditures”** means those expenditures, exclusive of HST, which are directly attributable to the SBEC Program as more particularly described in Schedule “H” that are incurred and paid by the Recipient during the term of the Agreement.

**“Event of Default”** has the meaning ascribed to it in Section A13.1.

**“Expiry Date”** means the expiry date set out in Schedule “B”.

**“Funding Year”** means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and
- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31.

**“Funds”** means the money the Province provides to the Recipient pursuant to the Agreement.

**“Indemnified Parties”** means Her Majesty the Queen in right of Ontario, Her ministers, agents, appointees, and employees.

**“Maximum Funds”** means the maximum amount of Funds set out in Schedule “B” that the Province will provide to the Recipient under the Agreement.

**“Micro-Grant”** means a grant of up to \$5000 of the Funds provided under the Starter Company Plus program or of up to \$3000 of the Funds provided under Summer Company program, as more particularly set out in Schedule “C”.

**“Micro-Grant Agreement”** means the Micro-Grant agreement entered into between the Recipient and any Approved Participant that the Recipient has further approved for a Micro-Grant, the foregoing subject to and in accordance with the terms and conditions of this Agreement and Schedule “C”.

**“Notice”** means any communication given or required to be given pursuant to the Agreement.

**“Notice Period”** means the period of time within which the Recipient is required to remedy an Event of Default pursuant to Section A13.3(b), and includes any such period or periods of time by which the Province extends that time in accordance with Section A13.4.

**“Parties”** means the Province and the Recipient.

**“Party”** means either the Province or the Recipient.

**“Reports”** means the reports set out in Schedule “F”.

**“Program Guidelines”** has the meaning ascribed to it in section A2.1(e).

**“Program Plan”** means the program plan attached to the Agreement in Schedule “C” section C8.

**“SBEC Core”** means the program described in Schedule “C”, the Program Guidelines and the Program Plan.

**“SBEC Program”** means the program described in Schedule “C”, the Program Guidelines and the Program Plan that consists of SBEC Core, Starter Company Plus and Summer Company programs.

**“Starter Company Plus”** means the program described in Schedule “C”, the Program Guidelines and the Program Plan.

**“Summer Company”** means the program described in Schedule “C”, the Program Guidelines and the Program Plan.

## **A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS**

**A2.1 General.** The Recipient represents, warrants, and covenants that:

- (a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the SBEC Program;
- (c) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the SBEC Program, the Funds, or both;
- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for Funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete;



- (e) it shall carry out the SBEC Program in compliance with Schedule "C"; the Province's program guidelines (the "**Program Guidelines**"), copies of which the Recipient acknowledges and agrees it has received from the Province; the Program Plan; and the Business Plan;
- (f) the Recipient shall provide all services to the public under the SBEC Program in accordance with the *French Language Services Act* (Ontario), including, but not limited to, providing signs, notices and other information on such services in French and making it known to members of the public that such services are available in French. The Recipient shall, among other things that the Province may require from time to time, ensure to the Province's satisfaction that:
  - (i) any person may communicate with the Recipient in both French and English;
  - (ii) any person may receive the services under the SBEC Program in both French and English;
  - (iii) the portions of the Recipient's website relating to the SBEC Program are available in French;
  - (iv) all public documents relating to the SBEC Program are available in French;
  - (v) bilingual (English/French) signs relating to the SBEC Program are posted as needed;
  - (vi) it has developed a protocol for providing Francophone clients with services in French; and
  - (vii) it shall submit the French Language Services Checklist described in Schedule "F"; and
- (g) It shall comply with the terms and requirements of Schedule "I" - Communications and Confidentiality Protocol.

**A2.2 Execution of Agreement.** The Recipient represents and warrants that it has:

- (a) the full power and authority to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement, including if the Recipient is a municipality, passing a municipal by-law authorizing the Recipient to enter into the Agreement.

**A2.3 Governance.** The Recipient represents, warrants, and covenants that it has,

will maintain in writing, and will follow:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to enable the Recipient's ongoing effective functioning;
- (c) decision-making mechanisms for the Recipient;
- (d) procedures to enable the Recipient to manage Funds prudently and effectively;
- (e) procedures to enable the Recipient to complete the SBEC Program successfully;
- (f) procedures to enable the Recipient to identify risks to the completion of the SBEC Program and strategies to address the identified risks, all in a timely manner;
- (g) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (h) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 **Supporting Proof.** Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

### **A3.0 TERM OF THE AGREEMENT**

A3.1 **Term.** The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0, Article A12.0, or Article A13.0.

### **A4.0 FUNDS AND CARRYING OUT THE SBEC PROGRAM**

A4.1 **Funds Provided.** The Province will, subject to the terms and conditions of the Agreement:

- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying out the SBEC Program;
- (b) provide the Funds to the Recipient in accordance with the payment schedule set out in Schedule "E"; and

- (c) deposit the Funds into an account designated by the Recipient provided that the account:
  - (i) resides at a Canadian financial institution; and
  - (ii) is in the name of the Recipient.

**A4.2 Limitation on Payment of Funds.** Despite Section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof as the Province may request pursuant to Section A10.2;
- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the SBEC Program;
- (c) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to Section A7.1;
- (d) if, pursuant to the *Financial Administration Act* (Ontario), the Province does not receive the necessary appropriation from the Ontario Legislature for payment under the Agreement, the Province is not obligated to make any such payment, and, as a consequence, the Province may:
  - (i) reduce the amount of Funds and, in consultation with the Recipient, change the SBEC Program; or
  - (ii) terminate the Agreement pursuant to Section A12.1;
- (e) If the Recipient is a municipality, the Province is not obligated to provide any Funds to the Recipient until the Recipient provides evidence satisfactory to the Province that the Recipient's council has authorized the execution of this Agreement by the Recipient by municipal by-law.

**A4.3 Use of Funds and Carry Out the SBEC Program.** The Recipient will do all of the following:

- (a) carry out the SBEC Program in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the SBEC Program;
- (c) spend the Funds only on account of Eligible Expenditures and in accordance with the Budget; and

- (d) not use the Funds to cover any cost that has or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

**A4.4 Despite Section A4.3(c).** Despite Section A4.3(c), the Recipient may, on occasion in the Budget, reallocate only within the same Funding Year:

- (a) Any amount equalling up to 10% or \$500, whichever is greater, of any expense line item to another expenses line item, provided that at all times the following conditions are met:
  - (i) Administration: the line item for “Administrative Expenses” under the category heading “SBEC Core” in the MEDJCT Program Funding Budget in section B of Schedule “D” shall not exceed 10% of the overall Budget;
  - (ii) Micro-Grants: the amount allocated for Micro-Grants under the category headings “Starter Company Plus” and “Summer Company” in the MEDJCT Program Funding Budget in section B of Schedule “D” shall not be reduced to zero; and
  - (iii) The total amount of the Funds for the applicable Funding Year shall remain the same.

**A4.5 Interest Bearing Account.** If the Province provides Funds before the Recipient’s immediate need for the Funds, the Recipient will place the Funds in an interest bearing account in the name of the Recipient at a Canadian financial institution.

**A4.6 Interest.** If the Recipient earns any interest on the Funds, the Province may:

- (a) deduct an amount equal to the interest from any further instalments of Funds; or
- (b) demand from the Recipient the payment of an amount equal to the interest.

**A4.7 Rebates, Credits, and Refunds.** The Province will calculate Funds based on Eligible Expenditures, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

**A4.8 Updates to Program Guidelines.** The Recipient is responsible for obtaining updated versions, if any, of the Program Guidelines from the Province.

## **A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS**

**A5.1 Acquisition.** If the Recipient acquires goods, services, or both with the Funds, it will:

- (a) do so through a process that promotes the best value for money; and
- (b) comply with the *Broader Public Sector Accountability Act, 2010* (Ontario), including any procurement directive issued thereunder, to the extent applicable.

**A5.2 Disposal.** The Recipient will not, without the Province's prior written consent, sell, lease, or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount set out in Schedule "B" at the time of purchase.

## **A6.0 CONFLICT OF INTEREST**

**A6.1 No Conflict of Interest.** The Recipient will carry out the SBEC Program and use the Funds without an actual, potential, or perceived conflict of interest.

**A6.2 Conflict of Interest Includes.** For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions, has outside commitments, relationships, or financial interests that could, or could be seen to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the SBEC Program, the use of the Funds, or both.

**A6.3 Disclosure to Province.** The Recipient will:

- (a) disclose to the Province, without delay, any situation that a reasonable person would interpret as an actual, potential, or perceived conflict of interest; and
- (b) comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

## **A7.0 REPORTS, ACCOUNTING, AND REVIEW**

**A7.1 Preparation and Submission.** The Recipient will:

- (a) submit to the Province at the address referred to in Section A17.1, all Reports in accordance with the timelines and content requirements set out in Schedule “F”, or in a form as specified by the Province from time to time;
- (b) submit to the Province at the address referred to in Section A17.1, any other reports as may be requested by the Province in accordance with the timelines and content requirements specified by the Province;
- (c) ensure that all Reports and other reports are completed to the satisfaction of the Province; and
- (d) ensure that all Reports and other reports are signed on behalf of the Recipient by an authorized signing officer.

**A7.2 Record Maintenance.** The Recipient will keep and maintain:

- (a) all financial records (including invoices) relating to the Funds or otherwise to the SBEC Program in a manner consistent with generally accepted accounting principles; and
- (b) all non-financial documents and records relating to the Funds or otherwise to the SBEC Program.

**A7.3 Inspection.** The Province, any authorized representative, or any independent auditor identified by the Province may, at the Province’s expense, upon twenty-four hours’ Notice to the Recipient and during normal business hours, enter upon the Recipient’s premises to review the progress of the SBEC Program and the Recipient’s allocation and expenditure of the Funds and, for these purposes, the Province, any authorized representative, or any independent auditor identified by the Province may take one or more of the following actions:

- (a) inspect and copy the records and documents referred to in Section A7.2;
- (b) remove any copies made pursuant to Section A7.3(a) from the Recipient’s premises; and
- (c) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds, the SBEC Program, or both.

**A7.4 Disclosure.** To assist in respect of the rights provided for in Section A7.3, the Recipient will disclose any information requested by the Province, any authorized representatives, or any independent auditor identified by the Province, and will do so in the form requested by the Province, any authorized representative, or any independent auditor identified by the Province, as the



case may be.

A7.5 **No Control of Records.** No provision of the Agreement will be construed so as to give the Province any control whatsoever over the Recipient's records.

A7.6 **Auditor General.** The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to Section 9.1 or 9.2 of the *Auditor General Act* (Ontario), as applicable.

## **A8.0 COMMUNICATIONS REQUIREMENTS**

A8.1 **Acknowledge Support.** Unless otherwise directed by the Province, the Recipient will:

- (a) acknowledge the support of the Province for the SBEC Program; and
- (b) ensure that the acknowledgement referred to in Section A8.1(a) is in a form and manner as directed by the Province.

A8.2 **Publication.** The Recipient will indicate, in any of its SBEC Program-related publications, whether written, oral, or visual, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

## **A9.0 INDEMNITY**

A9.1 **Indemnification.** The Recipient will indemnify and hold harmless the Indemnified Parties from and against any and all liability, loss, costs, damages, and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits, or other proceedings, by whomever made, sustained, incurred, brought, or prosecuted, in any way arising out of or in connection with the SBEC Program or otherwise in connection with the Agreement, unless solely caused by the negligence or wilful misconduct of the Indemnified Parties.

## **A10.0 INSURANCE**

A10.1 **Recipient's Insurance.** The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the SBEC Program would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule "B" per occurrence. The insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) a 30-day written notice of cancellation.

**A10.2 Proof of Insurance.** The Recipient will:

- (a) provide to the Province, either:
  - (i) certificates of insurance that confirm the insurance coverage as provided for in Section A10.1; or
  - (ii) other proof that confirms the insurance coverage as provided for in Section A10.1; and
- (b) upon the request of the Province, provide to the Province a copy of any insurance policy.

**A11.0 TERMINATION ON NOTICE**

**A11.1 Termination on Notice.** The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving at least 30 days' Notice to the Recipient.

**A11.2 Consequences of Termination on Notice by the Province.** If the Province terminates the Agreement pursuant to Section A11.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the SBEC Program, and do either or both of the following:
  - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to Section A11.2(b); and
  - (ii) subject to Section A4.1(a), provide Funds to the Recipient to cover such costs.

## **A12.0 TERMINATION WHERE NO APPROPRIATION**

**A12.1 Termination Where No Appropriation.** If, as provided for in Section A4.2(e), the Province does not receive the necessary appropriation from the Ontario Legislature for any payment the Province is to make pursuant to the Agreement, the Province may terminate the Agreement immediately without liability, penalty, or costs by giving Notice to the Recipient.

**A12.2 Consequences of Termination Where No Appropriation.** If the Province terminates the Agreement pursuant to Section A12.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the SBEC Program and permit the Recipient to offset such costs against the amount owing pursuant to Section A12.2(b).

**A12.3 No Additional Funds.** If, pursuant to Section A12.2(c), the Province determines that the costs to wind down the SBEC Program exceed the Funds remaining in the possession or under the control of the Recipient, the Province will not provide additional Funds to the Recipient.

## **A13.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT**

**A13.1 Events of Default.** Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
  - (i) carry out the SBEC Program;
  - (ii) use or spend Funds; or
  - (iii) provide, in accordance with Section A7.1, Reports or such other reports as may have been requested pursuant to Section A7.1(b);
- (b) the Recipient's operations, its financial condition, or its organizational

structure, changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;

- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver; or
- (d) the Recipient ceases to operate.

**A13.2 Consequences of Events of Default and Corrective Action.** If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the SBEC Program;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient; and
- (i) terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province upon giving Notice to the Recipient.

**A13.3 Opportunity to Remedy.** If, in accordance with Section A13.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and

(b) the Notice Period.

**A13.4 Recipient not Remedying.** If the Province provided the Recipient with an opportunity to remedy the Event of Default pursuant to Section A13.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in Sections A13.2(a), (c), (d), (e), (f), (g), (h), and (i).

**A13.5 When Termination Effective.** Termination under Article will take effect as provided for in the Notice.

#### **A14.0 FUNDS AT THE END OF A FUNDING YEAR**

**A14.1 Funds at the End of a Funding Year.** Without limiting any rights of the Province under Section A13.0, if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds; and
- (b) adjust the amount of any further instalments of Funds accordingly.

#### **A15.0 FUNDS UPON EXPIRY**

**A15.1 Funds Upon Expiry.** The Recipient will, upon expiry of the Agreement, pay to the Province any Funds remaining in its possession or under its control.

#### **A16.0 DEBT DUE AND PAYMENT**

**A16.1 Payment of Overpayment.** If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or

- (b) demand that the Recipient pay an amount equal to the excess Funds to the Province.

**A16.2 Debt Due.** If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds or an amount equal to any Funds; or
- (b) the Recipient owes any Funds or an amount equal to any Funds to the Province, whether or not the Province has demanded their payment,

such Funds or other amount will be deemed to be a debt due and owing to the Province by the Recipient, and the Recipient will pay the amount to the Province immediately, unless the Province directs otherwise.

**A16.3 Interest Rate.** The Province may charge the Recipient interest on any money owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.

**A16.4 Payment of Money to Province.** The Recipient will pay any money owing to the Province by cheque payable to the “Ontario Minister of Finance” and delivered to the Province set out in Schedule “B”.

**A16.5 Fails to Pay.** Without limiting the application of Section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, Her Majesty the Queen in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by Her Majesty the Queen in right of Ontario.

**A17.0 NOTICE**

**A17.1 Notice in Writing and Addressed.** Notice will be in writing and will be delivered by email, postage-prepaid mail, or personal delivery and will be addressed to the Province and the Recipient respectively set out in Schedule “B”, or as either Party later designates to the other by Notice.

**A17.2 Notice Given.** Notice will be deemed to have been received:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of email or personal delivery, one (1) Business Day after the Notice is delivered.

**A17.3 Postal Disruption.** Despite Section A17.2(a), in the event of a postal disruption:



- (a) Notice by postage-prepaid mail will not be deemed to be received; and
- (b) the Party giving Notice will give Notice by email or personal delivery.

#### **A18.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT**

- A18.1 **Consent.** When the Province provides its consent pursuant to the Agreement, it may impose any terms and conditions on such consent and the Recipient will comply with such terms and conditions.

#### **A19.0 SEVERABILITY OF PROVISIONS**

- A19.1 **Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision will be deemed to be severed.

#### **A20.0 WAIVER**

- A20.1 **Waiver Request.** Either Party may, in accordance with the Notice provision set out in Article A17.0, ask the other Party to waive an obligation under the Agreement.
- A20.2 **Waiver Applies.** Any waiver a Party grants in response to a request made pursuant to Section A20.1 will:
- (a) be valid only if the Party granting the waiver provides it in writing; and
  - (b) apply only to the specific obligation referred to in the waiver.

#### **A21.0 INDEPENDENT PARTIES**

- A21.1 **Parties Independent.** The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is, or take any actions that could establish or imply such a relationship.

#### **A22.0 ASSIGNMENT OF AGREEMENT OR FUNDS**

- A22.1 **No Assignment.** The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.
- A22.2 **Agreement Binding.** All rights and obligations contained in the Agreement will extend to and be binding on the Parties' respective heirs, executors, administrators, successors, and permitted assigns.

## **A23.0 GOVERNING LAW**

**A23.1 Governing Law.** The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

## **A24.0 FURTHER ASSURANCES**

**A24.1 Agreement into Effect.** The Recipient will provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains, and will otherwise do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

## **A25.0 JOINT AND SEVERAL LIABILITY**

**A25.1 Joint and Several Liability.** Where the Recipient is comprised of more than one entity, all such entities will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

## **A26.0 RIGHTS AND REMEDIES CUMULATIVE**

**A26.1 Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

## **A27.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS**

**A27.1 Other Agreements.** If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a “**Failure**”);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the

Province determines appropriate.

## **A28.0 SURVIVAL**

A28.1 **Survival.** The following Articles and Sections, and all applicable cross-referenced Sections and Schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 5.0, Article A1.0 and any other applicable definitions, Section A2.1(a), Section A2.2, Sections A4.2(e), A4.5, A4.6, A.4.7 Section A5.2, Section A7.1 (to the extent that the Recipient has not provided the Reports or other reports as may have been requested to the satisfaction of the Province), Sections A7.2, A7.3, A7.4, A7.5, A7.6, Article A8.0, Article A9.0, Section A11.2, Sections A12.2, A12.3, Sections A13.1, A13.2(d), (e), (f), (g) and (h), Article A15.0, Article A16.0, Article A17.0, Article A19.0, Section A22.2, Article A23.0, Article A25.0, Article A26.0, Article A27.0 and Article A28.0.

**- END OF GENERAL TERMS AND CONDITIONS -**

## SCHEDULE "B"

### SBEC PROGRAM SPECIFIC INFORMATION

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	\$ 472,194
	July 31, 2024
	\$ 2,000
	\$ 2,000,000
	<p><b>Position:</b> Amie Sergas, (A) Manager, Program and Contract Management</p> <p><b>Address:</b> Ministry of Economic Development, Job Creation and Trade Small Business Branch Program and Contract Management Unit</p> <p>56 Wellesley St West, 7th floor Toronto, Ontario M7A 2E7</p> <p><b>Email:</b> <a href="mailto:amie.sergas@ontario.ca">amie.sergas@ontario.ca</a></p>
	<p><b>Position:</b> Alastair Baird</p> <p><b>Address:</b> 9 International Drive Pembroke, ON K8A 6W5</p> <p><b>Email:</b> <a href="mailto:abaird@countyofrenfrew.on.ca">abaird@countyofrenfrew.on.ca</a></p>

<p><b>Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement</b></p>	<p><b>Position:</b> Paul Moreau, Chief Administrative Officer / Clerk</p> <p><b>Address:</b>  9 International Drive  Pembroke, ON  K8A 6W5</p> <p><b>Email:</b> <a href="mailto:pmoreau@countyofrenfrew.on.ca">pmoreau@countyofrenfrew.on.ca</a></p>
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**FORESTRY AND GIS DIVISION REPORT**

Prepared by: Jason Davis, Manager of Forestry and GIS

Prepared for: Development and Property Committee

May 10, 2022

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**INFORMATION****1. Forestry Activities [Strategic Plan No. 1]**

- a) Attached as Appendix FORGIS-I is a news release on Spongy Moth in Renfrew County which was promoted through the County of Renfrew website and the local media platforms.
- b) Attached as Appendix FORGIS-II is a resolution from the Township of Tudor and Cashel supporting the Township of Limerick's request for increased Spongy Moth reporting and interpretation from the Province. It is expected that defoliation from Spongy Moth will occur in some areas of the county again in 2022, and staff expects additional public inquiries will come to the county.

As presented to County Council in October 2021, there is no staff recommendation for the County to embark on a spray program on County Forests or fund a spray program for landowners for Spongy Moth at this time. The one provider for aerial spraying in Ontario closed applications in March 2022. The Province is not spraying on Crown land. The cost for aerial spraying is significant, estimate between \$150-400/ha depending on complexity and size of project, which means that spraying even 30% of forests owned by the County would cost between \$300,000-\$800,000. Spraying is a short-term solution, since infestation may return in the following year from adjacent properties, and is most suitable in high-value, vulnerable areas. Staff will continue to be monitoring for forest decline and waiting for natural controls to kick in, which has occurred already in more counties in Southern Ontario.

- c) Forestry staff hosted forestry professionals from other communities and county forests on a field tour of Renfrew County Forest (RCF) operations on April 5, 2022. The tour enabled the sharing of information and experience between forests and highlighted work that has been done on RCF in recent years.
- d) Forestry operations are still on pause until the conditions dry up in the woods. It is expected that some operations will start up in early June.



## **RESOLUTIONS**

### **2. Algonquin Trail – Dairy and Resmer Roads**

**Recommendation:** THAT the Development and Property Committee direct staff to install two additional urban gates at (or in the area of) Dairy and Resmer Roads on the Algonquin Trail in the Township of Laurentian Valley as part of the 2022 work plan and budget.

#### **Background**

On March 8, 2022, County of Renfrew representatives met with the Township of Laurentian Valley Mayor and CAO/Clerk and discussed possible options for the Algonquin Trail in the Burns Drive area. Options discussed included the twinning of the trail for motorized users, chicanes located at intersections to moderate speeds, fencing, and the planting of trees for a vegetative buffer. Township staff will be reviewing options and bring back to the County any decisions that the elected officials of the Township make.

A meeting of the Algonquin Trail Advisory Committee (ATAC) was held on May 5, 2022. Our Committee discussed correspondence received from residents of the Burns Drive regarding issues on the Algonquin Trail.

### **3. All-Terrain Vehicle Trail Pass – County of Renfrew Trails**

**Recommendation:** THAT the Development and Property Committee recommend that County Council approve the trail pass requirement for All-Terrain Vehicles (ATVs) on the Algonquin and K & P Recreational Trails, in principle, pending a successful negotiation; AND FURTHER THAT staff be directed to negotiate the existing agreement with the Renfrew County ATV Club to include an annual contribution to the County of Renfrew Trails; AND FURTHER THAT the K & P Recreational Management Advisory Committee be informed of this direction.

#### **Background**

At the direction of the Algonquin Trail Advisory Committee, staff reviewed the trail pass requirement for ATV use on the Algonquin and K & P Recreational Trails. Approximately 130 kms of trails are currently being maintained by the County of Renfrew with limited staff and budget along with the need to open the remaining 100 kms of the Algonquin Trail towards the Township of Papineau-Cameron. The Renfrew County ATV Club (RCATV) signed a lease agreement in June 2020 for use of the Algonquin Trail. The Renfrew County ATV Club has provided the following benefits for a trail pass, which this Committee received as information on March 7, 2022:

- It is RCATV's vision to have sustained trails across the entire trail system. As trail permits are RCATV's only funding resource, having consistency in permit requirements will enable RCATV as a trail partner to continue to make financial investment toward the Algonquin Trail.
- RCATV has been an Algonquin Trail partner in good faith, contributed hundreds of volunteer hours, an estimated \$75,000 to support the Algonquin Trail and most recently donated \$40,000 towards the Algonquin Trail. At no cost to the County, RCATV has and continues to:
  - a) provide general trail maintenance including grading, metal removal and access points; b) market and promote at events and trade shows; c) respond to enquiries and inform riders of by-laws; d) provide signage; e) have trail wardens and trail presence, and OPP liaison; f) advocate for municipal by-laws for routes connected to the Algonquin Trail including Deep River; and, g) work with the County to address landowner concerns.
- Trail permit requirements generally bring with it greater rider responsibility and pride in the trail system, increased compliance with insurance, licence and overall better trail safety. Riders who belong to a club and purchase permits are typically more informed, responsible and accountable for their actions and behaviours, potentially reducing instances of nuisance and unsafe behaviour.
- It is more supportive to trail tourism and rider experience for trail users to have consistency in the regulations for where a permit is and is not required across the entire Ottawa Valley.
- Enforcement by OPP is more efficient when there is consistency across the connected trail system. This will also reduce unintentional trespassing when riders move from unpermitted to permitted areas.
- The culture that supports trails and purchases permits has changed, with over 3,200 permits sold in RCATV and over 13,000 in the Ontario Federation of ATV Clubs (OFATV) in just four years. When the Algonquin Trail was first purchased in 2016, trail permit support was still early within Renfrew County with a membership of 72.

County staff is not aware of any municipal multi-use trail (motorized and non-motorized) that does not require an ATV trail pass in Eastern Ontario.

The Renfrew County ATV is willing to continue with the maintenance and financial support (when available), and also have other trail organizations (i.e., Eastern Ontario Trails Alliance (EOTA)) to enter into agreements with the County as long as there are reciprocal agreements with the differing trail organizations.

## **BY-LAWS**

### **4. Policy GA-13 – Land Use Agreement – County of Renfrew Owned Trails**

**Recommendation:** THAT the Development and Property Committee recommend that County Council adopt a By-law to amend By-Law 59-02 Corporate Policies and Procedures for the County of Renfrew to enact Policy GA-13 – Land Use Agreement – County of Renfrew Owned Trails.

#### **Background**

Attached as Appendix FORGIS-III is Policy GA-13 – Land Use Agreement – County of Renfrew Owned Trails which was written in response to the Algonquin Trail Advisory Committee's direction to prepare a Policy for the Algonquin Trail to facilitate future requests for use of the Algonquin Trail and K & P Recreational Trail surplus lands. The purpose of this Policy is to provide guidelines for staff when dealing with land use requests from abutting landowners on County trail properties and if warranted, the processing of applications to recognize existing uses upon trail property owned by the County of Renfrew. The title of the Policy was revised from Encroachment Policy to reflect the comments received from the K & P Recreational Management Advisory Committee. The Ottawa Valley Recreational Trail Partners have reviewed the document with no comments received. The County of Renfrew's Public Works and Engineering Department has also reviewed the Policy and requested that this Policy apply to trail lands only.

9 INTERNATIONAL DRIVE  
PEMBROKE, ON, CANADA  
K8A 6W5

(613) 735-7288

[www.countyofrenfrew.on.ca](http://www.countyofrenfrew.on.ca)



## Media Relations

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### NEWS RELEASE

### FOR IMMEDIATE RELEASE

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April 12, 2022

## Defoliation by Spongy Moth expected again in 2022

PEMBROKE – In Renfrew County and across Ontario, 2021 was a record year for spongy moth, a non-native, invasive pest (previously known as LDD moth and Gypsy moth). Spongy moth has more than 300 known host plants, but prefers poplar, oak, maple, birch, willow, white pine and white spruce. The visual impacts during a severe defoliation year can be quite startling – a single spongy moth caterpillar can eat one square metre of leaves in a season. Although trees are stressed by defoliation, most healthy deciduous trees will produce a second crop of leaves shortly after, enabling them to continue to grow and survive two to three years of defoliation. Conifers are unable to reflush and are more likely to suffer branch dieback or tree death.

In Ontario, spongy moth defoliation increased from 586,385 hectares in 2020 to almost 1.8 million in 2021<sup>1</sup>. Defoliation in Renfrew County increased more than tenfold between 2020 and 2021, with more than 140,000 hectares mapped last year<sup>2</sup>. The mild winter and dry spring in 2021 provided perfect conditions for spongy moth to thrive.

It is likely that spongy moth will impact some areas of Renfrew County in 2022, again or for the first time in this outbreak cycle. Based on the egg mass surveys conducted by The Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNRF), defoliation in Pembroke district (Renfrew County) has the potential to be severe again in 2022.

Several factors can reduce the outbreak: including cold winter temperatures, low snow load, parasitism by wasps, predation by birds and small mammals and high spring moisture levels. Most importantly, a natural fungus (*Entomophaga maimaiga*) and viral infection (nuclear polyhedrosis virus or NPV) can cause the spongy moth population to crash and signs were observed in some areas in 2021.

There are measures that home or landowners can take to reduce the impact until the local population crashes. If you observe egg masses on your property, now is the time to scrape them from surfaces and dispose of them in a soap and water mixture or burn them. Residents are advised to wear gloves while completing this work as the small hairs covering egg masses can cause a reaction in some people. Once eggs hatch in May, landowners can consider purchasing Btk (*Bacillus thuringiensis kurstaki*) from local hardware stores to use on feeding caterpillars. This biopesticide should be used according to the label instructions or applied by a registered pesticide applicator on a larger scale.

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<sup>1</sup> Ministry of Northern Development, Mines, Natural Resources and Forestry (MNDMNRF), 2021. [Published Online](#).

<sup>2</sup> Personal Communication, Forest Health Technician, MNDMNRF, 2021.

Another control measure during the caterpillar stage is trapping in burlap. Start by wrapping a 45 centimetre (18 inch) wide strip around the tree at chest height. Tie a string around the centre and fold the top portion down to form a skirt, with the string acting as a belt. Pick off the caterpillars daily and dispose of them as described above. Pupae can also be picked off in late June/early July and disposed of before moths emerge.

Much more information on identification and control measures can be found online from [the Invasive Species Centre](#) and [MNDMNRF](#).

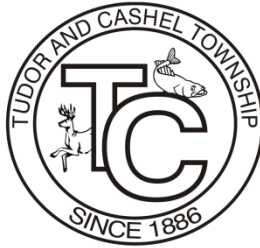
As spring approaches, we can all get scraping and cross our fingers for a cool, wet spring to encourage the success of natural control measures.

For more information, contact:

Lacey Rose, RPF, County Forester [lrose@countyofrenfrew.on.ca](mailto:lrose@countyofrenfrew.on.ca)

Jason Davis, Forestry and GIS Manager [jdavis@countyofrenfrew.on.ca](mailto:jdavis@countyofrenfrew.on.ca)

371 Weslemkoon Lake Road  
GILMOUR, ON K0L 1W0  
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**TOWNSHIP OF TUDOR AND CASHEL**

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Appendix FORGIS-II

**LIBBY CLARKE, MAYOR**  
**NANCY CARROL, CLERK-TREASURER**  
613-474-2583 (Phone)  
613-474-0664 (Facsimile)

April 11, 2022

**BY EMAIL ONLY TO: [clerk@township.limerick.on.ca](mailto:clerk@township.limerick.on.ca)**

**THE TOWNSHIP OF LIMERICK**

89 Limerick Lake Road  
Gilmour, On K0L 1W0

**ATTENTION: Mayor Carl Stefanski**

Dear Sir:

At the regular meeting of council held on March 01, 2022, members reviewed your Resolution dated January 17, 2022. The following resolution was adopted:

MOTION NO.: 2022-066  
  
MOVED BY: BOB BRIDGER  
  
SECONDED BY: ROY REEDS

RESOLVED, THAT Council supports Limerick Township request for increased consideration and more accurate reporting methods in the interpretation of the geographic areas that will be benefiting from spraying to combat Gypsy moth infestations as populations for reporting are not as dense in some areas although the devastation is severe.

**Carried:** LIBBY CLARKE, Head of Council

Sincerely,

Nancy Carrol  
Clerk-Treasurer  
Enclosure



**COUNTY OF RENFREW**

**BY-LAW NUMBER**

**A BY-LAW TO AMEND BY-LAW 59-02 CORPORATE POLICIES AND  
PROCEDURES FOR THE COUNTY OF RENFREW**

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WHEREAS on November 27, 2002 the Corporation of the County of Renfrew enacted By-law No. 59-02, a By-law to establish Corporate Policies and Procedures for the County of Renfrew;

AND WHEREAS it is deemed desirable and expedient to amend the said By-law for the purpose of establishing a new policy and/or amending an existing policy and/or removing an existing policy;

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

1. That the following new or revised Policy attached to this By-law be hereby enacted as an amendment to the said By-law 59-02:
  - Policy GA-13 – Land Use Agreement – County of Renfrew Owned Trails.
2. That this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 25th day of May 2022.

READ a second time this 25th day of May 2022.

READ a third time and finally passed this 25th day of May 2022.

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DEBBIE ROBINSON, WARDEN

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PAUL V. MOREAU, CLERK

<b>CORPORATE POLICIES AND PROCEDURES</b>			
<b>SECTION:</b> Development and Property			<b>POLICY #:</b> GA-13
<b>POLICY:</b> Land Use Agreement – County of Renfrew Owned Trails			
<b>DATE:</b> May 2022	<b>REV. DATE:</b>	<b>COVERAGE:</b> All County Trails	<b>PAGE #:</b> 1 of 16

## **BACKGROUND**

County of Renfrew Trail lands including the Algonquin and K&P Recreational Trails shall be kept free of encroachments. However, under certain circumstances the County may allow encroachments to take place. This Policy outlines the steps necessary to address existing or proposed encroachments on County-owned Trail lands.

## **PURPOSE**

The purpose of this Policy is to provide guidelines for dealing with encroachments on County-owned Trail lands and if warranted, the processing of applications to recognize existing encroachments on County-owned Trail lands.

There are numerous examples around the County where individual property owners innocently, or with intent, have improved or built on County-owned Trail lands without the express permission of the County.

Where these situations exist, the County has the authority under the provisions of its policies and the Municipal Act, 2001, S.O., 2001, as amended, to deal with the encroachments accordingly to manage the risk to the Municipality and continue to maintain access to public property either by removing the encroachments or entering into a Land Use Agreement with the adjacent property owner.

## **POLICY**

All existing and proposed privately owned encroachments onto trails owned and under the jurisdiction of the County of Renfrew shall be subject to this Land Use Agreement Policy.

It is the general policy of the County that encroachments are not allowed on County-owned Trail lands. Except as otherwise specifically permitted by the County, where an encroachment has been identified it must be removed and the lands returned to their

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original state to the satisfaction of the County. All related costs shall be at the expense of the encroaching party.

The County may approve encroachments under special circumstances where public safety is not affected, County interests are not adversely affected, and the public right of usage is not materially diminished by permitting the encroachment. Permission to allow an encroachment shall be by written agreement between the property owner and the County. Failure on the part of the encroaching party to agree to this process will result in the removal of the encroachment at the encroaching party's expense.

When an existing or proposed building or structure encroaches onto County-owned Trail lands, the County will require an encroachment agreement if the County decides to allow the encroachment to remain under certain terms and conditions.

All encroachments, whether existing or proposed, shall be reviewed on a case-by-case basis. No decision by the County on one case shall be deemed to bind the County on another case.

### **Encroachments**

No person shall encroach upon or take possession of any County Trail owned lands by any means whatsoever, including the construction, installation or maintenance of any fence or structure, the dumping or storage of any materials or plantings, or planting, cultivating, grooming or landscaping thereon.

Other encroachments may be structural (e.g. construction of decks, pools, and retaining walls), non-structural (e.g. pool drainage, application of pesticides, waste dumping), or vegetative (e.g. planting of vegetable gardens, removal of wildflowers, shrubs, and trees).

When an encroachment is discovered, the encroaching party may make an application to the County to continue the encroachment. See Application for a Land Use Agreement set out below.

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Encroachments will only be considered in the event that the encroachments do not materially interfere with County operations and/or capital construction or the public right of usage.

### **Standards for Assessing Encroachments**

The following is a non-exhaustive list of factors that will be considered by the County to militate against permitting an encroachment:

- The encroachment creates an unsafe condition/poses a danger to the public, such as but not restricted to:
  - impedes or restricts sight lines, impedes normal access, obstructs vision of traffic or pedestrians, creates operational conflicts or creates hazards during the winter season (when snow covers the ground, such as rocks, boulders, wires, lines, etc.).
- The encroachment diminishes the public's right of usage, such as but not restricted to:
  - impedes the public's passage and/or access along a travelled portion of a road; or interferes or obstructs normal pedestrian, or vehicular use.
- The encroachment interferes with the County's current or future intent and purpose in holding the County owned Trail land.
- The encroachment is an addition to existing buildings or other structures that would encroach or do encroach onto County-owned Trail land.
- The encroachment creates liabilities for which the County cannot assign full responsibility to the owner of said encroachment.
- Construction has commenced prior to the issuance of a required permit from the County.
- The encroachment adversely affects County operations, work, plans, efforts or initiatives of the County to maintain County-owned Trail lands.

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- The encroachment interferes with any utility or other similar installation located on County-owned Trail lands including underground infrastructure.
- The encroachment creates a situation that is contrary to the any County By-law, County policy or resolution or any provincial or federal regulation or legislation.
- The applicant is unable to reasonably demonstrate a need for the encroachment.
- The encroachment will be in conflict with and/or create an issue with future capital works projects.

### **Insurance and Indemnity**

In cases of an approved encroachment on a right-of-way, the landowner must provide insurance in a form satisfactory and acceptable to the County, at the time the Land Use Agreement is signed by the property owner.

The encroaching party must be capable of holding adequate insurance in perpetuity and indemnifying the County from all claims that may result by reason of the existence of the encroachment.

The applicant will be required to maintain property damage and general liability insurance in the amount of \$2,000,000 (individual) or \$5,000,000 (corporation), or such higher amount as determined by the County as a condition of approving an encroachment, and the Corporation of the County of Renfrew must be named an additional insured on such policy. Specific coverages required under such policy may be different for individual applicants and corporate applicants. Please refer to Schedule "C" Form of Agreement for further specifics. The onus is on the landowner to carry the insurance in perpetuity and to provide the County with a certificate of insurance at renewal, or such other frequency as reasonably required by the County.

The applicant agrees to indemnify and hold harmless the County from and against all liability in respect to all claims that may arise or be made against the County resulting from the encroachment.

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All approved encroachments are considered to be placed at the property owner's own risk. The County is not responsible for repairing or replacing an encroachment, or for any damages arising from normal County operation over roads onto which the encroachment may extend, including removal of snow or ice therefrom, or as a result of County repairs or reconstruction over Trails.

### Implementation Procedure

Upon the discovery of an encroachment, the registered owner of the encroaching property will be notified in writing of the encroachment and the options available to such owner, namely:

1. **REMOVAL:** Where the encroachment is to be removed, removal and the associated expenses are the responsibility of the encroaching party. Should the encroaching party not remove the encroachment within the specified period of time, then the County shall do so at the registered owner's expense. All associated fees and charges will be billed to the encroaching landowner. If the fees and charges are not paid as requested, they will be added to the tax roll as provided for under section 398(2) of the Municipal Act, as amended.
2. **LAND USE APPLICATION:** If the encroaching party wants to apply to the County of Renfrew for the right to continue the encroachment, they may make an application to the County following the process as outlined below under the Application for a Land Use Agreement.
3. **PURCHASE:** Where the encroachment has existed for a period of time the County deems to be significant, and the use throughout such period of time has been exclusive to the encroaching party, consideration may be given to the disposition of the occupied lands for costs including, but not limited to, survey, legal and registration fees. Following the County of Renfrew **Corporate Policies and Procedures GA-02 Disposal of Assets**, the County may, in its unfettered discretion, require that the fair market value of any lands to be so transferred also be paid to the County upon such disposition,

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and the County's own determination as to fair market value shall be final and not subject to appeal or assessment by any other party other than the County.

4. **LEASE:** If the encroaching party does not wish to purchase the lands, then a lease agreement may be considered for a period equal to the shorter of:
  - a) As long as the occupant continues to be the registered owner of the adjoining lands;
  - b) Until the encroachment is removed; or
  - c) Until the property is required for County purposes.
5. **LICENSE:** If the land use is intended to continue for a brief period not exceeding five years or such longer period as the County may unilaterally determine, and is not otherwise contrary to this Policy and may have commercial benefit, then a license agreement may be considered. Any such license granted shall be to the present owner of the adjacent property, and shall not run with the land and shall terminate on any transfer of the adjacent property by the licensee.

### **Application for Land Use Agreement**

The following information must be submitted before the County will consider an existing encroachment upon County-owned Trail land:

1. A completed Application Form attached as Appendix "A" to this Policy.
2. An application fee as established from time to time by the County.
3. A copy of the deed of the encroaching party's lands which abut the subject County-owned Trail lands.
4. A plan or sketch of the subject lands with details of the land use clearly indicated thereon.



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5. Any pertinent history of the land use such as the estimated length of time of the said land use has been in place, purpose, need to extend, etc.

The Application will be submitted to the County of Renfrew and circulated to appropriate Departments for review, comment and recommendations.

A staff report with a recommendation is then presented to the appropriate Committee for their consideration. Nothing in such staff report shall bind the said Committee or Council.

If approved by the County, the applicant will be required to pay all costs associated with the transaction, including the costs of the registration of the Land Use Agreement. A Registered Reference Plan indicating the land use as a Part thereon is required for the preparation of the Land Use Agreement and for registration purposes.

The Land Use Agreement will be prepared by the County of Renfrew and registered by the County's Solicitors.

### **Form of Agreement**

Attached as Schedule "C" to this Policy is the Form of Agreement to be used in cases where a land use has been approved. Minor deviations not impacting the nature of the Agreement may be allowed at the discretion of the County, upon approval by the County's Solicitors.

### **Enforcement**

Encroaching on County-owned Trail land and/or failing to remove land uses by the owner may result in penalties pursuant to the Municipal Act and County policy.

The County of Renfrew shall have the right to remove any land uses within a County-owned Trail land in contravention of County policy at the cost of the property owner.

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Any fees, costs, and expenses incurred by the County in the enforcement of this Policy shall be added to the tax roll pursuant to Section 398 of the Municipal Act, 2001, as amended, from time to time.

### **ATTACHMENTS**

Schedule “A” – Land Use Agreement Application Form  
Schedule “B” – Land Use Agreement Proposal Sketch Form  
Schedule “C” – Sample of Form of Land Use Agreement

### **POLICY REVIEW AND PROCEDURE**

This Policy will be reviewed as required, but in any case no later than five years from the date of the most recent review.

The County will be responsible for initiating the review of this Policy.

### **Compensation**

#### **One time administration fee of \$250.00.**

Flat rate of \$2.50/square metre, plus HST or a minimum of \$250 annually with an escalation clause of 1.5%. For clarity, requests to cross the Trail for utilities and non-registered on title access agreements the fee is \$250 annually with an escalation of 1.5% clause

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### Waiving of Compensation Requirements

1. Should a new request for use of the County-owned Trail lands be beneficial to the County of Renfrew, the County may its discretion waive the annual fees. A written request must be made to the Director of Development and Property.
2. The Forestry and GIS Services Division will review the request and make recommendations to the Director of Development and Property.
3. The Director of Development and Property is responsible for ensuring County staff have:
  - (a) reviewed the condition of the requested portion of the County-owned Trail.
  - (b) ensured compliance issues, as per the approved Land Use Agreement Policy, are extended to capture requested use of County-owned trail lands.
  - (c) informed the Development and Property Committee of the request, through the appropriate Ad-Hoc Committee.
  - (d) submitted a memorandum to the Director of Development and Property confirming acceptance of all necessary conditions.
4. The Director of Development and Property will submit a memorandum to the Chief Administrative Officer/Clerk, who has the approval to authorize the waiving of fees as per the Land Use Agreement Policy to the lease schedule.
5. The Chief Administrative Officer/Clerk will approve or disapprove the request.

## Schedule "A"

**THE CORPORATION OF THE COUNTY OF RENFREW APPLICATION FOR LAND USE ON COUNTY-OWNED TRAIL LAND**

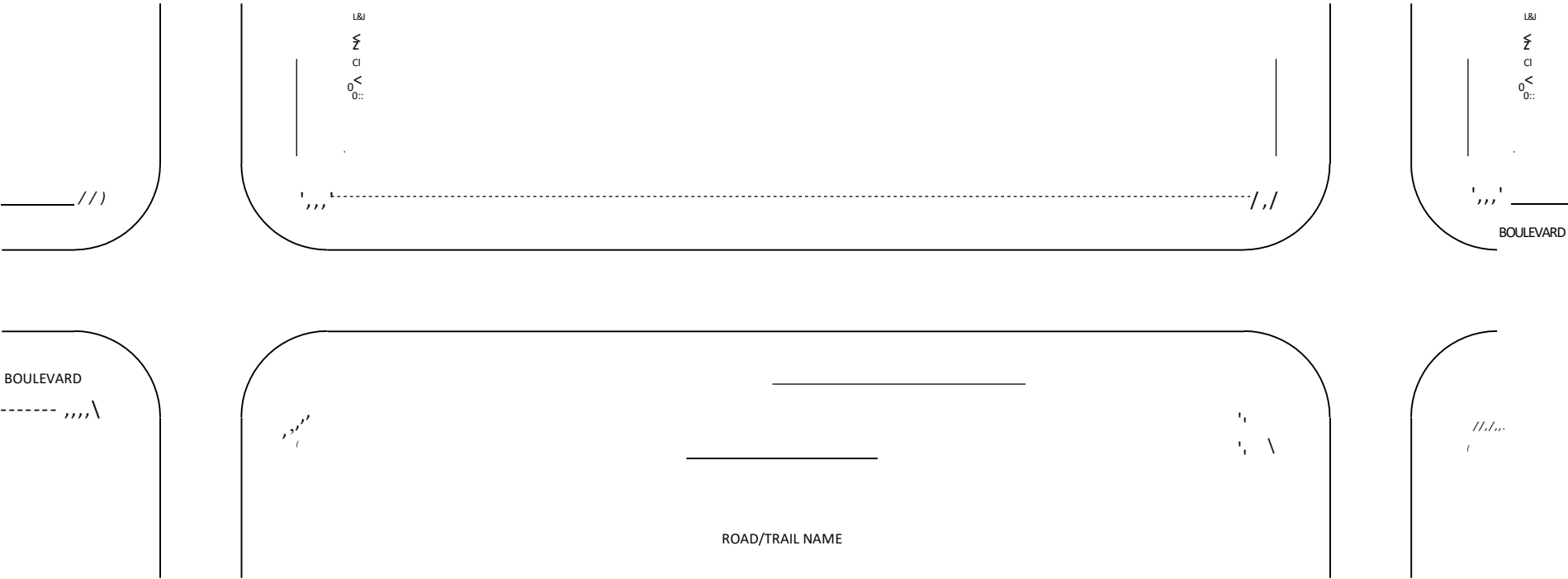
<b>This is an application to consider the possibility of allowing a land use onto County owned Trail land.</b>			
Applicant Name:			
Mailing Address/County/Postal Code:			
Telephone:		Email address:	
<b>LAND USE INFORMATION</b>			
Physical Address of property to encroach onto County-owned Trail land:			
Legal Description of Property: Roll #		Lot #	Con #
Plan #	Parts #		
Description of the land uses: (sketch/survey must be attached or application will be considered incomplete)			
Land Use Already Exists: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Proposed Land Use: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Reasons for requesting land use:			
Do you have a survey showing the land uses? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, please submit one (1) full copies of the survey. Survey plan will be required for Agreement.			
The Applicant understands that this application is being made in accordance with the County's Land Use Agreement Policy and may be denied on any basis, including the presence of any of the following negative factors:			
<ol style="list-style-type: none"> <li>1. The land use interferes with the County's intent and purpose in holding the County-owned Trail land;</li> <li>2. New land uses onto park property;</li> <li>3. Additions to existing buildings or other structures that would encroach or do encroach onto County-owned Trail lands;</li> <li>4. The land use poses a danger to the public;</li> <li>5. The land use creates an unsafe condition;</li> <li>6. The land use creates liabilities for which the County cannot assign full responsibility to the owner of said land use;</li> <li>7. When construction has commenced prior to the issuance of a required permit from the County;</li> <li>8. Adversely affects County operations, work, plans, efforts or initiatives of the County to maintain County-owned Trail lands;</li> <li>9. The land use interferes with any utility or other similar installation located on County-owned Trail lands;</li> <li>10. The land use creates a situation that is contrary to the any County By-Law, County policy or resolution or any provincial or federal regulation or legislation;</li> </ol>			

In the event that this application is approved, it will be necessary for the Applicant to execute a Land Use Agreement.	
<b>FEES ASSOCIATED WITH APPLICATION</b>	
One Time Administration Fee	\$250 once approved
Annual Fee	\$2.50 per metre sq or \$250 minimum
<b>SOLICITOR (if applicable)</b>	
Name:	
Address:	
Telephone #	Email:
<b>CONSENT</b>	
I/We understand and agree to provide the County with an annual Certificate of Insurance, in perpetuity, as per County policy, and to provide evidence of such insurance annually at the time the annual license fee is paid.	
I/We understand and agree to the terms of this Application.	
I/We have enclosed the application fee : <input type="checkbox"/> Yes <input type="checkbox"/> No	
I/We have enclosed a detailed sketch, site plan, or survey, "to scale", which clearly shows the location and measurements of all existing and/or proposed structures/land uses on the applicant's property and all existing and/or proposed structures/land uses on the abutting County-owned Trail land (i.e. septic systems, well, landscaping, vegetation, fence/wall, driveways and paths) Yes <input type="checkbox"/> No <input type="checkbox"/>	
I/We have enclosed a letter of authorization from the applicant/property owner appointing an agent: Yes <input type="checkbox"/> No <input type="checkbox"/>	
I/We agree to pay the current applicable application and agreement fees and annual license fee.	
I/We authorize County staff to enter onto the subject lands to conduct a site visit in accordance with the processing of this Land Use Licensing Agreement.	
<b>SIGNATURE(S)</b>	
<div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>_____</p> <p>Owner</p> </div> <div style="width: 45%;"> <p>_____</p> <p>Owner</p> </div> </div> <div style="margin-top: 20px;"> <p>Authorized Agent (please attached letter of authorization)</p> <p>_____</p> <p>Date</p> </div>	

Schedule "B"

COUNTY OF RENFREW LAND USE AGREEMENT  
APPLICATION DRAWING OF LAND USES

ROLL NUMBER



DRAWN BY:

DATE:

## Schedule "C"

### SAMPLE AGREEMENT

THIS AGREEMENT made in duplicate this       day of \_\_\_\_\_

B E T W E E N:

#### **THE CORPORATION OF THE COUNTY OF RENFREW**

(hereinafter called the "County") OF THE FIRST PART

A N D

**XX**

(hereinafter called the "Owner") OF THE SECOND PART

**WHEREAS** the Owner represents that they are the registered owner of certain lands and premises in the County of Renfrew, which abut on the side of [TRAIL], known County as [ADDRESS], in the County of Renfrew, and being more particularly described in Appendix "A" attached hereto;

**AND WHEREAS [DESCRIBE LAND USE** (in Appendix if necessary), hereinafter referred to as "Land Use", has been wholly or partly constructed by the Owner, or its predecessors, in the County of Renfrew ;

**AND WHEREAS** the Owner has petitioned the Municipality of the Corporation of the County of Renfrew that they be allowed to maintain and use the said Land Use;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the premises and the sum of TWO DOLLARS (\$2.00) of lawful money of Canada, now paid by the Owner to the County, the receipt whereof is hereby acknowledged, the Owner covenants and agrees with the County as follows:

1. The Owner, their executors, administrators, successors and assigns, are hereby allowed to use and maintain the Land Use, for so long as the Land Use shall remain in its present location.



2. Upon demolition or removal of the Land Use, all parts of the Land Use upon County-owned Trail land for [ADDRESS] shall be removed by the Owner to the satisfaction of the County at the expense of the Owner.

3. In the event of failure by the Owner to remove the Land Use as required by Clause 2 hereof, the same may be removed by the forces of the County and the cost of said removal shall be a first lien upon the Owner's lands and may be recovered in a like manner as taxes.

4. The Owner shall pay to the County so long as the said Land Use is used and maintained upon the road/trail the sum of [\$SUM] as an [ANNUAL CHARGE OR ONE TIME FEE] for such privilege and such fee or charge shall form a charge upon the lands of the Owner of the said lands, his executors, administrators, successors and assigns, and upon default of payment after reasonable notice may be recovered as a lien upon the said lands in a like manner as taxes.

**5. [optional clause]**

If, during the term of this Agreement, the County requires the use of part or all of the Land Use lands for any County purpose, the County may terminate this Agreement and require the Owner to remove the Land Use at the Owner's expense upon 90 days written notice being given to the Owner by the County. The Owner shall not make any claim against the County on account of such removal and will restore the Land Use lands to a safe and proper condition satisfactory to the County. Provided that if the Owner neglects, refuses or fails so to do within the time specified, the County may remove the Land Use and restore the lands to a safe and proper condition and may charge the cost thereof to the Owner of which cost the invoice of the County be final and the County may recover such cost from the Owner in any court of competent jurisdiction as a debt due by the Owner to the County. In addition, any fees due and any costs incurred upon termination of this Agreement shall be a first lien upon the said lands herein described and may be recovered in like manner as municipal taxes. No remedy conferred upon or reserved to the County is intended to be exclusive of any other remedy whether given herein or not, but every such remedy shall be cumulative and shall be in addition to every other remedy.

**6. for companies**

The Owner shall at their own expense obtain and maintain during the term of this Agreement, and provide the County with evidence of comprehensive general liability insurance for an amount not less than Five Million (\$5,000,000.00) Dollars and shall

include the County as an additional insured with respect to the Owners' use and operations on the property described in this Agreement; such policy to include non-owned automobile liability, personal injury, broad form property damage, contractual liability, owners' and contractors' protective, completed operations, contingent employers liability, cross liability and severability of interest clauses. The aforementioned policy will not be cancelled or permitted to lapse unless the insurer notifies the County in writing at least thirty (30) days prior to the date of cancellation or expiry. The Owner will provide that evidence of such insurance shall be delivered to the County promptly at inception of this Agreement and thereafter on the insurance renewal date.

### **for homeowners**

The Owner shall at their own expense obtain and maintain during the term of this Agreement, and provide the County with evidence of general liability insurance (homeowners) for an amount not less than Two Million (\$2,000,000.00) Dollars and shall include the County as an additional insured with respect to the Owners' use and operations on the property described in this Agreement. The aforementioned policy will not be cancelled or permitted to lapse unless the insurer notifies the County in writing at least thirty (30) days prior to the date of cancellation or expiry. The Owner will provide that evidence of such insurance shall be delivered to the County promptly at inception of this Agreement and thereafter on the insurance renewal date.

7. The Owner, their heirs, executors, administrators, successors and assigns, as Owner and occupiers from time to time of the said lands described in Appendix "A" attached hereto, will at all times indemnify and save harmless the County of and from all loss, costs and damages which the County may suffer, be at or be put to, for or by reason of or on account of the existence of, use, maintenance or repair, or lack of repair of the said Land Use or anything done or purported to be done pursuant to this Agreement, or any act or neglect in carrying out anything to be done pursuant to this Agreement.

8. Such sums as may become due or for which the Owner may be obligated under this Agreement respecting the said Land Use shall be a first lien and charge upon the said lands and premises described in Appendix "A" attached hereto in priority to all other claims, liens, mortgages or charges.

9. The Owner covenants and agrees that this Agreement shall cover the Land Use upon the County owned property adjacent to the said lands described in

Appendix "A" attached hereto, and does not imply or grant any permission to erect any part of any new building on the said encroachment, or enlarge or extend the said encroachment.

10. This agreement shall be binding upon the Owner, their heirs, executors, administrators, successors and assigns, as Owner and occupier from time to time of the lands and premises described in Appendix "A" attached hereto and the covenants herein contained shall be deemed to run with the lands and premises and bind the owners and occupiers thereof from time to time.

IN WITNESS WHEREOF the Owner hereto has hereunto set their hand and seal.

**THE CORPORATION OF THE COUNTY OF RENFREW**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

I have authority to bind the corporation (OWNER)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

I have authority to bind the corporation

## **REAL ESTATE DIVISION REPORT**

Prepared by: Kevin Raddatz, Manager of Real Estate  
Prepared for: Development and Property Committee  
May 10, 2022

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### **INFORMATION**

#### **1. Staffing Updates**

- a) The position for Supervisor – Technical Services has been filled by Dennis Lazary who will begin his employment with the County on May 24, 2022. We are pleased that Dennis joins our team, and he comes to us with experience in project management, contract preparation, and knowledge of Municipal and Provincial regulations. We look forward to working with Dennis as we continue with existing projects and proceed with multiple new projects in the portfolio.
- b) Two summer students have accepted contracts with the County of Renfrew and will start May 16, 2022 assisting our maintenance staff with grounds maintenance and various tasks throughout the summer. Mr. Grant Hurley is a returning student and will be working at the County Administration Building in Pembroke while Mr. Adam McCuaig will be at Renfrew County Place in Renfrew. We are pleased they have joined the Development and Property Department for summer employment and look forward to working with them.

#### **2. Real Estate – 2022 Capital and Capital Under Threshold Projects [Strategic Plan Goal No. 2]**

Attached as Appendix RE-I is a summary report of capital and capital under threshold projects approved in the 2022 budget.

### **RESOLUTIONS**

#### **3. Contract Approval – RFP 22-01 Envelope Repairs at 9 International Drive, Pembroke, Ontario [Strategic Plan Goal No. 2]**

**Recommendation:** THAT the Development and Property Committee approve the proposal submitted by Lair's Construction, Pembroke, Ontario for the building

envelope repairs in the amount of \$99,400 plus HST; AND FURTHER THAT additional funds in the amount of \$39,400 be allocated from the Building Reserve Fund to finance the project above the original budget allocation; AND FURTHER THAT a contract be executed.

### **Background**

The County of Renfrew issued a request for proposal for building envelope repairs at 9 International Drive in Pembroke, Ontario. Proposals were received until 2:00 p.m., April 20, 2022.

The exterior foundation insulation, membrane sealing and flashings are showing signs of poor repair. Maintaining the building envelope is a priority to ensure a longevity of the building. Three companies requested the tender document and one company was in attendance of the mandatory site meeting. The only company in attendance submitted a proposal as follows:

- |                                     |          |
|-------------------------------------|----------|
| 1. Lair's Construction, Pembroke ON | \$99,400 |
| All amounts exclude 13% HST.        |          |

The cost for this project is covered in our capital plan at \$60,000. This project will require additional funds in the amount of \$39,400 over and above what was approved for this project in the 2022 Departmental Budget. Procurement of the services included in this tender, followed the requirements set out in Corporate Policy GA-01 – Procurement of Goods and Services.

#### **4. Security System Upgrade – County Administration Building**

**Recommendation:** THAT the Development and Property Committee approve the quotation received from The Security Company for security system upgrades to supply and install Video Surveillance Cameras in the amount of \$25,740 plus HST; AND FURTHER THAT funding for this project be allocated from the Building Reserve Fund.

### **BACKGROUND**

In 2021 a budget of \$40,000 to upgrade the security system was approved. The project did not proceed as scheduled due to the late issuing of a request for quotations for the supply and installation of Video Surveillance Cameras at the County Administration Building (CAB). The \$40,000 for the

upgrade of the security system was inadvertently omitted as a carry-over item to the 2022 Budget. Two firms were contacted to request quotations and only one response was received from The Security Company at \$25,740. The Security Company is currently contracted for Security and Fire Alarm Monitoring Services at the County Administration Building. Staff are looking to cover the costs of the security system upgrade by utilizing the Building Reserve Fund.

5. **Contract Approval – RFP 22-02 Window Sealant Replacement for 450 O’Brien Road, Renfrew, Ontario [Strategic Plan Goal No. 2]**

**Recommendation:** THAT the Development and Property Committee approve the proposal submitted by 1000187812 Ontario Inc., Petawawa, Ontario for the window sealant replacement in the amount of \$75,788 plus HST; AND FURTHER THAT additional funds in the amount of \$29,933 be allocated from the Building Reserve Fund to finance the project above the original budget allocation; AND FURTHER THAT a contract be executed.

**Background**

The County of Renfrew issued a request for proposal for window sealant replacement at 450 O’Brien Road in Renfrew, Ontario. Proposals were received until 2:00 p.m., April 28, 2022.

The existing sealant is deteriorating and causing water infiltration in some windows during excessive rainfall. Four companies requested the tender documents, and two proponents were in attendance of the mandatory site meeting. Two of the companies in attendance at the meeting submitted proposals. The results are as follows:

1. 1000187812 Ontario Inc., Petawawa ON	\$75,788
2. Lair’s Construction, Pembroke ON	\$81,400
All amounts exclude 13% HST	

The cost for this contract was projected in the Real Estate capital plan at \$45,855. This project will require additional funds in the amount of \$29,933 over and above the budgeted funds for this project in the 2022 Departmental Budget. Procurement of the services included in this tender, followed the requirements set out in Corporate Policy GA-01 – Procurement of Goods and Services.

## Real Estate - 2022 Capital Projects

Location	Work Description	Status			Comments
		Budget	Quote	Status	
County Admin Building	Soffit/wood siding	\$150,000		In Review	Scope of work TBD - awaiting draft from consultant
	Envelope repairs/repointing	\$60,000	\$99,400	RFP	Additional funding required - pending approval
	Storage container	\$20,000			Review in Q2
	Security System & Cameras	\$40,000	\$25,740	In Progress	
	Barrier free doors (EFA grant )	\$59,385		In Review	Scope of work to be determined
Renfrew County Place	Sealant/chaulking - exterior windows	\$45,000	\$75,788	RFP	Additional funding required - pending approval
	HVAC replacement/upgrade	\$150,000		In Review	Scope of work TBD
	Paramedic parking shelter	\$200,000		In Review	Scope of work TBD
	Parking Lot - Paving	\$50,000		In Review	Scope of work TBD
	Flooring /tiles	\$45,000			Review in Q2,
80 McGonigal					
Paramedic Bases	Barry's Bay - Asphalt /crack sealing	\$15,000			Review in Q2,
	Petawawa - Asphalt/concrete curbs	\$20,000			Review in Q2,
OPP	Line Painting	\$10,000			Review in Q2,



**PLANNING DIVISION REPORT**

Prepared by: Bruce Howarth, MCIP, RPP, Acting Manager of Planning Services

Prepared for: Development and Property Committee

May 10, 2022

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**INFORMATION****1. Planning Workshop [Strategic Plan Goal Nos. 3 and 4]**

Following several requests from local municipalities, staff has scheduled a planning workshop for Wednesday, May 18, 2022, and an invitation was circulated to all local municipalities. The workshop is for the beginner to the expert who deal with planning files or would like to learn more about the planning process. Many local municipalities have new employees who are new to planning so staff will start with a “Planning 101” to provide a broad overview. There have been recent changes to the Planning Act which provides an opportunity to discuss Bill 109 as well and the next steps for the County and local municipalities. It is proposed that the following topics will be included in the workshop: Planning 101, GIS Services, Bill 109, and a Roundtable Discussion.

**2. Bill 109 [Strategic Plan Goal No. 1]**

The Province gave Royal Assent to Bill 109 “Ontario's More Homes for Everyone Act, 2022” on April 14, 2022 less than halfway through the consultation period provided through Environmental Registry of Ontario (ERO) platform. Attached as Appendix PLAN-I are examples of some of the letters municipalities have sent to the Minister. As directed by County Council on April 29, 2022, the Warden submitted a response on behalf of the County of Renfrew to the provincial request for comments on Bill 109.

County staff continue to review this new legislation and will be discussing implications and next steps with our local municipal partners.

Planning Staff attended a Bill 109 Question and Answer session hosted by the Province on April 20, 2022. Attached as Appendix PLAN-II is the provincial response to several of the questions raised at that meeting.

3. **Planning Service Agreements [Strategic Plan Goal No. 2]**

As directed by Committee and Council Planning staff have sent a reminder to the local municipalities for which the County provides support for local planning approvals that we require a Planning Service Agreement. These agreements are intended to provide formality, stability, and predictability so that the County can manage our resources effectively and efficiently. As of the writing of this report the County has received agreements from two municipalities.

4. **County Planner Position [Strategic Plan Goal No. 2]**

As approved by County Council, a posting for the new County Planner position was advertised with the deadline to apply being May 12, 2022.

5. **White Lake Road Official Plan Amendment – Appeal**

The Town of Arnprior adopted Official Plan Amendment No. 3 (OPA No. 3) to the Town's Official Plan. The County of Renfrew approved the amendment which proposed to re-designate lands from a commercial/employment designation to a "Low/Medium Density Residential Area". The re-designation would facilitate the development of a future plan of subdivision on the property which is located off of White Lake Road and abuts the Arnprior airport and the Antrim Truck Stop. The County received an appeal to the amendment from a private resident. The Ontario Land Tribunal has scheduled a case management conference for May 30.



**Via ERO Online Portal Submission  
And Email to [PlanningConsultation@ontario.ca](mailto:PlanningConsultation@ontario.ca)**

April 27, 2022

Hon. Steve Clark  
Minister of Municipal Affairs and Housing  
Ministry of Municipal Affairs and Housing  
17th Floor  
777 Bay Street  
Toronto, ON M5G 2E5

**Re:           Comments on Proposed Bill 109 *Planning Act* Amendments  
              ERO Nos. 019-5284 & 019-5285  
              Town File No. D-00-09**

This letter is in response to the recent Provincial announcement of Bill 109, the proposed *More Homes for Everyone Act, 2022*. While the goals of the proposed legislation are admirable and shared by the Town of Renfrew, the amendments propose, in part, to penalize municipalities for extended processing times that can result from the need approvals processes. The Town of Renfrew does not support any proposal that would serve to impair the already-limited resources of municipalities. Instead, the Province should consider the use of incentives for those municipalities that meet required processing timelines, and should consider making amendments to the provincial policy and process requirements established by the *Planning Act, R.S.O. 1990, c. P.13*.

The Town of Renfrew has an excellent reputation in the local development community for efficient processing timelines. In the event that an application arises that warrants greater consideration, or is of a level of complexity that expert peer-review, responses to peer-review, and/or additional documentation following the “complete application” stage is determined to be required, municipalities should not be discouraged from ensuring that Council is making an informed decision due to financial penalties that might ensue. Indeed, those complex applications demand the greatest allocation of municipal resources.

It is understood that the Province engaged a Housing Affordability Task Force in December 2021, which subsequently issued a report on February 8, 2021 providing recommendations for action to increase the supply of housing. The Town of Renfrew notes that the Task Force did not include municipal representation, despite municipalities being a key stakeholder in delivering needed housing. While perspectives from the private, academic, and non-profit



sector are valuable, any discussion about improving the development process and increasing housing supply must include municipalities who serve in a front line role.

I would be pleased if Town of Renfrew staff could provide input into the proposals being put forward by the Province. I believe you will find municipal staff to be very familiar with the mechanics and shortcomings of the system, and would be well suited to provide such input. It could be advantageous for the Province to establish a municipal working group or task force to inform Provincial policy and legislative improvements to add efficiency to the system.

The Town of Renfrew looks forward to working in partnership with the Province to support prosperity and opportunity for future generations of Ontarians.

I appreciate your response to my concerns regarding these matters.

Yours very truly,

Don Eady  
Mayor  
Corporation of the Town of Renfrew

- c. Hon. John Yakabuski, Member of Provincial Parliament  
Debbie Robinson, Warden, County of Renfrew  
Craig Kelley, Acting Chief Administrative Officer, County of Renfrew  
Michel Asselin, Director of Development of Works, Town of Renfrew  
Kim Bulmer, Director of Corporate Services/Clerk, Town of Renfrew



April 25, 2022

Hon. Steve Clark, Minister  
Ministry of Municipal Affairs & Housing  
17<sup>th</sup> Floor, 777 Bay Street  
Toronto, ON M7A 2J3

Dear Minister Clark,

Bruce County Council strongly objects to the province having adopted Bill 109, and having it come into effect, less than halfway through the consultation period that the province provided for the bill through the Environmental Registry of Ontario (ERO) platform.

This Bill is described as a first step toward implementing recommendations of the Housing Affordability Task Force, an urban and industry-led group, which completed its work within a 2-month period. Despite noting broad consultation with 140 organizations and individuals, the task force did not outline a broad call for feedback to support its work.

The broad call for feedback, on the actual changes proposed by the government, was provided through the ERO Posting.

Bruce County appreciates the call for timely and decisive action outlined in the Affordability Task Force Report, and the concern that consultation and decision-making processes often extend beyond the statutory timeframes outlined in the Act.

The remedy, however, is not for the government to make decisions mid-way through the consultation period that the government itself has provided.

We are concerned that this action may have broken trust between the Province and Municipalities who are the first line for implementation of the legislation.

We are disappointed by the action taken by the province. We recommend the province review the comments it receives and reconsider or amend the legislation, and commit itself to meaningful engagement in future proposals.

Regards,

A handwritten signature in cursive script that reads "Janice Jackson".

Janice Jackson,

Warden

cc: Premier of Ontario

Bruce County Lower Tier Municipalities

## **Questions from Municipal Outreach Session (April 20, 2022)**

### **Community Infrastructure and Housing Accelerator**

- 1. Are there timelines that apply to the Minister's response to requests for the community infrastructure and housing accelerator tool?**

There are no legislative timelines for the Minister to respond to municipal requests for the community infrastructure and housing accelerator tool.

- 2. Is there any opportunity for municipal cost recovery for accelerator tool work undertaken by municipal staff on behalf of a landowner?**

The legislative changes do not provide for a specific fee to be charged to process a community infrastructure and housing accelerator request. Municipalities could consider whether they could use any of their existing authority to levy fees and charges in respect of work undertaken in respect of accelerator tool requests.

- 3. If the Minister makes a Community Infrastructure and Housing Accelerator order, can it be assumed that the Minister has consulted with other provincial or local authorities that may have legislation pertinent to the rezoning?**

The tool is intended to be used for priority projects and its use will be evaluated on a case-by-case basis. MMAH would engage partner ministries, the municipality that submitted the request, stakeholders, Indigenous communities and other parties as appropriate, when a CIHA order request has been received.

### **Fee Refunds**

- 4. Does the clock for fee refunds start from the date the application is received or when it is deemed to be complete?**

The new complete application requirements for site plan are generally the same as the requirements that currently apply to other types of matters under the Planning Act.

The changes give a municipality the authority to refuse to accept/consider a site plan application until they have received all the necessary information and material and any fee. Until these are received, the municipality would be able to refuse to accept the application and the timelines for review would not begin.

- 5. What if SPC approvals timelines are not met due to other parties' failure to provide comments/information (applicants, agencies, provincial ministries, federal government, etc.) i.e., circumstances beyond municipal control?**



The new complete application requirements for site plan are generally the same as the requirements that currently apply to other types of matters under the Planning Act.

As a result, the changes allow municipalities, through their official plans, to establish additional information and material required to review the site plans beyond what is currently in the legislation.

The changes give a municipality the authority to refuse to accept/consider a site plan application until they have received all the necessary information and material and any fee. Until these are received, the municipality would be able to refuse to accept the application and the timelines for review would not begin.

A determination on whether the application is complete or not, including any disputes regarding reasonableness, would be addressed in a similar manner as with other types of planning applications under the Planning Act.

In addition, as the fee refunds are proposed to take effect January 1, 2023, this would provide time for municipalities to develop official plan policies which would assist in ensuring site plan applications include any additional information and material to qualify as a complete application so that the timelines could begin.

Also starting January 1, 2023, the provincial government has also committed to providing comments on housing applications within 45 days.

**6. If a ministry/agency exceeds 45 days to provide comments on an application can a municipality proceed with consideration of the proposal in absence of the comments in order to meet approval timelines?**

The municipality should make a decision with the information that is available to them. If there is not sufficient information before the municipality to consider the application, the application may need to be refused.

**7. Will there be regulations that stipulate how refunds are made (e.g., will the applicant have to request a refund)?**

No, the legislation does not provide for regulatory authority to specify how the refunds are to be given.

The changes provide that applicants are entitled to a refund when the legislated timelines are exceeded.

This means that municipalities need to ensure that they have administrative measures in place to be able to provide refunds immediately if they fail to meet timelines.

However, these changes will not take effect until January 1, 2023, to allow time for municipalities to make improvements to their application review and approval

processes, including augmenting complete application requirements, in order to increase their ability to meet timelines and avoid owing refunds.

- 8. What implications are there for external agencies (e.g., conservation authorities, upper tier governments) who also have fees for certain applications and are actively involved in review of site plan applications, zoning amendments, etc.? Will the Municipality have to refund all the fees including external agency fees?**

The municipality is responsible to refund any fee paid pursuant to section 69 of the Planning Act.

- 9. The penalty on decisions related to site plans - is that to get to a yes/no decision or to complete the process (agreement/conditions done)?**

The decision for site plan is related to the approval of plans and/or drawings. If the approval is going to be conditional, then the conditions need to be specified. However, any agreements required as a condition of approval can be developed later.

- 10. If a rezoning is submitted with an Upper Tier OPA, the local municipality can't pass the by-law until the upper-tier Council has adopted the OPA. Is there any remedy for the local municipality to recoup their fees if the Upper Tier takes over 120 days?**

If a municipality does not make a decision within the legislated timelines, they would be required to gradually refund the application fee to the applicant. Municipalities can consider using complete application requirements to ensure that timelines for processing applications do not begin until any impediments to making a timely decision are addressed.

- 11. What happens if a municipality disputes the refund of fees? Is there recourse?**

Any recourse regarding disputes over refund of fees would be through the courts.

- 12. Does the requirement for graduated refund of fees apply to CPPS or development permit by-laws?**

The legislative changes relate to zoning by-law applications and site plans. Where a community planning permit system exists, to the extent an applicant is seeking to amend a community planning permit by-law, section 4 of O. Reg. 173/16 provides that the by-law is deemed generally to be a zoning by-law. By contrast, an application for a community planning permit arises under section 10 of O. Reg. 173/16 and there are no provisions related to graduated refunds of fees for these applications.

**13. Will the Province be providing funding for additional resources to expedite applications?**

The province has invested up to \$350 million through the [Streamline Development Approval Fund](#), [Municipal Modernization Program](#), and Audit and Accountability Fund to help municipalities implement efficiencies and identify cost savings. These programs can help municipalities cut red tape, streamline and modernize municipal planning processes including official plan and zoning updates, and plan of subdivision and site plan approvals, as well as improve their delivery of other local services.

Furthermore, the province is collaborating with key stakeholders to develop a data standard for development approvals. A data standard would provide consistent rules and guidelines that could be used by all players in the development process and would support further modernization in Ontario's housing and development sectors.

**Mandatory Delegation (“assignment”) of Site Plan**

**14. Will the delegation to staff of SPC decisions require a Delegation By-law passed by Council?**

No. The new authority in effect “assigns” the power to municipal staff but relies on municipalities to identify the appropriate person(s). The new subsection 41 (4.0.1) of the Planning Act is the provision that would govern the identification of the individuals who would be empowered to give site plan approval. This new authority requires council to pass a by-law to identify the person(s) (i.e., an officer, employee or agent of the municipality) who will carry out the site plan approvals. This change will not take effect until July 1 to allow time for municipalities to take any necessary actions to implement this change.

**15. What happens if a municipal council does not delegate the authority to approve site plans (i.e., does not pass a by-law)?**

If a council wishes to continue to use site plan control, it will be required to appoint an officer, employee or agent of the municipality as an authorized person to carry out the site plan control approvals. For applications submitted on and after July 1, 2022, councils will have no authority to give site plan approvals.

**16. With the mandatory delegation of Site Plan approval to staff, are "bump ups" for approval to Council still permissible? What if a proponent objects to having their site plan application considered by the delegate? Could the matter be deferred to Council?**

The new authority in effect “assigns” the power to approve site plans and/or drawings to municipal staff. For applications submitted on and after July 1, 2022, councils will have no authority to give site plan approvals.

This change would not address the local administration of site plan control, provided the decision was made by the official identified by municipal council.

**17. What is the 'approval' being delegated to staff? Approval of drawings? Entering into an agreement? Conditional Approval?**

The decision for site plan is related to the approval of plans and/or drawings, including any conditions. The approval may also include requirements for agreements. The changes do not impact the identification of the signatory(ies) of those agreements on behalf of municipalities.

**18. Does mandatory delegation of site plan approval eliminate Planning Advisory Committees?**

No. Bill 109 did not make any changes to the provisions dealing with planning advisory committees.

**19. Do staff have the authority to enter into a site plan agreement (including the authority to bind)?**

The changes do not impact the identification of the signatory(ies) of site plan agreements on behalf of municipalities.

**20. Are Community Planning Permits required to be delegated to staff?**

Bill 109 did not make any changes related to delegation in the context of the community planning permit system.

**Reinstatement of Lapsed Draft Plans of Subdivision**

**21. How would approval authorities know for certain that no agreements of purchase had been completed for a given plan of subdivision?**

In considering whether a draft approval should be reinstated, the proposed legislative change would require the owner of the proposed plan of subdivision to provide to the approval authority an affidavit or sworn declaration certifying that no purchase and sale agreement had been entered into for of any land within the plan of subdivision.

**22. Applications might have been initially files a long time ago and may not reflect all significant policy changes made since then, what applies?**

Although this proposed new authority would be a discretionary power, when considering the re-instatement of a draft plan approval, the approval authority would still be required to ensure that their decision is consistent with and conforms to provincial policies and plans. If the proposal no longer reflects the current policy environment, the draft plan could not be re-instated or may need modifications to the original approval.

## **Building Code**

### **23. Did MMAH consult with any fire organizations over the 12-storey mass timber buildings? Or the potential single means of egress for 4-6 storey buildings? Has this Building Code change passed? Did the Ministry consult with Emergency Service Providers?**

One priority identified by the Housing Affordability Task Force was to reduce barriers to small multi-unit residential buildings that could increase housing supply. The Task Force specifically identified potential Building Code changes that would allow a single means of egress where appropriate to improve the economic viability and supply of these small multi-unit residential buildings.

On April 1, 2022, the Minister of Municipal Affairs and Housing wrote the Chair of the Canadian Commission on Building and Fire Codes requesting the prioritization of investigating National Construction Code changes to support the Task Force recommendation, while continuing to protect health and safety. Once the research has been completed, should the government proceed with the single egress concept, a specific code proposal would be consulted on to ensure that the public and key building industry and fire safety stakeholders have an opportunity to provide feedback.

As part of investigating this issue, it is recognized that that the requirement for two means of egress is an important part of the interdependent system of fire and life safety requirements, and that changes to a major element like egress requires substantial stakeholder consultation and research, assessment of a large number of related building code provisions including potential enhancements of compensating fire and life safety measures, and review of intersecting regulations and legislation including the Planning Act and Fire Protection and Prevention Act.

## **Other**

### **24. How will membership in the Ontario Housing Supply Working Group be determined?**

A diversity of stakeholders with expertise in housing will be considered. This will include experts from both the public and private sector to ensure that all perspectives and experiences are reflected.

### **25. Are there any proposed corresponding changes related to Registry Office processes as significant delays are experienced getting site plan agreements registered on title where mortgage postponements are required? Will there be any change in the process to ensure that site plan agreements are not removed from title when mortgages are discharged to avoid this timely process?**

The Land Registry Office does not enforce the requirement for mortgage postponements. If delays are being experienced relating to mortgage postponements, the matter should be raised with mortgage lenders. The Land Registry Office is not aware of circumstances where site plan agreements have been removed from title when a mortgage has been discharged.

Further, site plan agreements would be registered after an approval on a site plan application has been given. Beyond providing authority for the registration and enforcement of an agreement required as a condition of site plan approval, the Planning Act does not address Registry Office processes which are not part of the site plan process.

**26. Is the Province extending the July 1st, 2022, Growth Plan conformity date for municipalities in the Greater Golden Horseshoe for Municipal Comprehensive Reviews/Official Plans?**

Upper and single-tier municipalities in the Greater Golden Horseshoe are required to meet the July 1, 2022, date of conformity established by the Minister of Municipal Affairs of Housing under the Places to Grow Act.

**27. Can additional time (e.g., 60+ days) be provided to submit comments on the accelerator tool policies and topic specific housing consultations to allow for meaningful and well considered feedback from municipalities on those matters?**

The ERO postings for these consultations close on April 29, but beyond that date municipalities are still welcome to send further feedback to [planningconsultation@ontario.ca](mailto:planningconsultation@ontario.ca)