



COUNTY COUNCIL

10:00 A.M., WEDNESDAY, May 25, 2022

AGENDA

1. Call to Order.
2. Land Acknowledgment.
3. Moment of Silent Reflection.
4. National Anthem.
5. Roll Call.
6. Disclosure of Pecuniary Interest and General Nature Thereof.
7. Adoption of the Minutes of April 20 and April 27, 2022.
8. Warden's Address.
9. Delegations:
 - a) 10:10 a.m. – Dr Declan Rowan, Co-chair and Dr Richard Johnson, Clinical Lead, Ottawa Valley Ontario Health Team.
 - b) 10:30 a.m. – Mr. Jim Pine, Indigenous Lead and Ms. Lisa Severson, Communications Director, Eastern Ontario Regional Network; and Mr. Kyle McHenry, Sr Programs Manager Service Expansion to provide an update on activities.
10. Correspondence.
11. Committee Reports:

		Page
11:30 a.m. – 12:00 p.m.	a) Finance & Administration Committee	4
1:00 p.m. – 1:20 p.m.	b) Health Committee	54
1:20 p.m. – 1:30 p.m.	c) Community Services Committee	89
1:30 p.m. – 1:45 p.m.	b) Operations Committee	151
1:45 a.m. – 2:00 a.m.	c) Development & Property Committee	185
	Ontario Winter Games	
12. Closed Meeting – pursuant to Section 239 of the Municipal Act, 2001, as amended for the purpose of personal matters about an identifiable individual, including municipal or local board employees (Staff Salary Report).

13. By-laws:
 - a) By-law 61-22 – A By-law to amend By-law 63-03, being a By-law to Establish Human Resources Corporate Policies and Procedures for the County of Renfrew.
 - b) By-law 62-22 - A By-Law to Execute a Transfer Payment Agreement for the Provision of Financial Support for Enterprise Renfrew County from the Province of Ontario.
 - c) By-law 63-22 – A By-Law to Amend By-Law 59-02 Corporate Policies and Procedures for the County of Renfrew.
 - d) By-law 64-22 - A By-Law to Authorize Speed Limits.
 - e) By-law 65-22 - A By-Law for the Execution of Contract PWC-2022-22 Rehabilitation of County Structure B022 (Indian River Bridge).
 - f) By-law 66-22 - A By-Law for the Execution of Contract PWC-2022-12 Rehabilitation of County Road 508 (Calabogie Road).
 - g) By-law 67-22 - A By-Law for the Execution of Contract PWC-2022-67 Rehabilitation of County Road 67 (Simpson Pit Road).
 - h) By-law 68-22 - A By-Law for the Execution of Contract PWC-2022-02 Rehabilitation of County Roads 2 (White Lake Road) and 23 (Highland Road).
 - i) By-law 69-22 - A By-Law for the Execution of Contract PWC-2022-13 Rehabilitation of County Road 13 (Mountain Road).
 - j) By-law 70-22 - A By-Law for the Execution of Contract PWC-2022-06 Asphalt Patching and Scratch Coat Paving at various locations.
 - k) By-Law 71-22 - A By-Law to amend By-Law 50-17 - to authorize the County of Renfrew to enter into an Agreement with Licensed Home Child Care Service Providers.
14. Written Reports from Representatives Appointed to External Boards
 - a) Association of Municipalities Ontario (AMO)
 - b) Eastern Ontario Regional Network (EORN)
 - c) Federation of Canadian Municipalities (FCM)
 - d) Rural Ontario Municipal Association (ROMA).
15. Notice of Motions.
16. Members' Written Motions.
17. New Business
18. Confirmatory By-law 72-22 - A By-law to Confirm the Proceedings of the Council of the County of Renfrew at the meeting held on May 25, 2022.
19. Adjournment.

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

Strategic Plan

Strategic Plan Goal # 1: To inform the Federal and Provincial government on our unique needs so that Renfrew County residents get their “fair share”.

Initiatives:

- a) Create a strategic communications plan
- b) Identify and advocate for issues important to the County of Renfrew.

Strategic Plan Goal # 2: Fiscal sustainability for the Corporation of the County of Renfrew and its ratepayers.

Initiatives:

- a) Commitment from Council supporting principles within the Long-Term Financial Plan
- b) Establish Contingency Plan to respond to provincial and federal financial pressures and opportunities beyond the Long-Term Financial Plan.

Strategic Plan Goal # 3: Find cost savings that demonstrate our leadership while still meeting community needs.

Initiatives:

- a) Complete community needs assessment
- b) With identified partners implement plan to optimize service delivery to the benefit of our residents.

Strategic Plan Goal # 4: Position the County of Renfrew so that residents benefit from advances in technology, to ensure that residents and staff have fair, affordable and reasonable access to technology.

Initiatives

- a) Ensure that the County of Renfrew is top of the list for Eastern Ontario Regional Network funding for mobile broadband
- b) Lobby for secure and consistent radio systems for first responders and government
- c) Put a County of Renfrew technology strategy in place.

May 25, 2022

To the Council of the Corporation
Of the County of Renfrew

Members of County Council:

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

INFORMATION

1. Treasurer's Report – March 31, 2022 [Strategic Plan Goal #2]

As directed by County Council, the Treasurer's Report is to be provided on a quarterly basis from January to September. Accordingly, attached as Appendix I is the March 31, 2022 monthly one page financial summary, along with the Treasurer's Report for the General Revenue Fund, Bonnechere Manor, Miramichi Lodge, Public Works and Renfrew County Housing Corporation.

2. Employee and Family Assistance Program (EFAP) – Request for Proposal [Strategic Plan Goal #3]

The County of Renfrew will be distributing a Request for Proposal (RFP) in June to appropriate service providers for EFAP services. The last time an RFP was done for this service was in August 2016. There are currently no concerns with the services that are being provided by our current provider, LifeWorks (formerly known as Morneau Shepell), however our current contract completion date is January 1, 2023 and this would be a good time to allow other providers to present to us what they have to offer. This Request for Proposal (RFP) is open to any municipalities who are interested in partnering with the County of Renfrew on providing an Employee and Family Assistance Program (EFAP) before we begin this process and take advantage of shared purchasing power. Therefore, Mr. Belmore, Manager of Human Resources will be reaching out to all local municipalities to determine their interest in participating in this opportunity.

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

Attached as Appendix II is a Municipal Finance Officers' Association of Ontario (MFOA) Summary of the 2022 Provincial Budget document dated April 28, 2022.

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

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

Month 2022	# of Courts Originally Scheduled	# of Courts Cancelled	# Part I Charges in Backlog	Part III New Charges	# Part III Charges in Backlog	Total Backlog Charges	Number of Court Days Required for Backlog	Months to Clear Backlog at Current Rate
January	6	2	494	124	279	897	37	12.5
Feb	5	3	460	62	422	944	39	13
March	4	4	456	60	403	919	39	13
April	5	2	451	112	304	867	36	12

RESOLUTIONS

5. **Association of Municipalities of Ontario (AMO) Delegation Requests [Strategic Plan Goal #1(b)]**

RESOLUTION NO. FA-CC-22-05-51

Moved by Chair

Seconded by Committee

THAT County Council approve the submission of delegation requests for the AMO Conference with the appropriate Ministers as follows:

1. Minister of Municipal Affairs and Housing - Affordable/Attainable Housing - Capital Project Funding;
2. Minister of Health - Public Health.
3. Minister of Health - VTAC;
4. Minister of Infrastructure - County Road 51; and
5. Minister of Transportation - County Road 51.

Background

The Association of Municipalities of Ontario (AMO) 2022 Annual General Meeting and Conference is scheduled for August 14 to 17, 2022 in person and in Ottawa. Municipalities across the province have an opportunity to meet with Provincial Ministers and Parliamentary Assistants at the conference to discuss specific issues. The deadline for submissions is June 24, 2022.

6. **Association of Municipalities of Ontario (AMO) Representation [Strategic Plan Goal #1(b)]**

RESOLUTION NO. FA-CC-22-05-52

Moved by Chair

Seconded by Committee

WHEREAS the Association of Municipalities of Ontario (AMO) represents the interests of municipalities on policy and program matters that fall within provincial jurisdiction; THEREFORE BE IT RESOLVED that the Council of the Corporation of the County of Renfrew supports that Councillor Emon run for re-election to the Rural Caucus, and AMO Board of Directors and by extension to the ROMA Board of Directors; AND BE IT FURTHER RESOLVED that County Council approve that the funds be included in the budget (2023 and 2024) for the term of the position for Councillor Emon's attendance at the AMO Board meetings for the period from August 2022 to August 2024.

Background

Councillor Emon has been a member of the AMO Board of Directors since 2016. It is important to have representatives from rural communities on the AMO Board to ensure that we have a voice. Councillor Emon has an interest in running in the next election to the Rural Caucus which also appoints him to the ROMA Board of Directors and the AMO Board of Directors.

7. **Council Remuneration – Convention Expenses [Strategic Plan Goal #2]**

RESOLUTION NO. FA-CC-22-05-54

Moved by Chair

Seconded by Committee

THAT County Council approve that Convention Expenses for Elected Officials be reinstated to \$3,900 per member; AND FURTHER THAT these funds be taken from surplus or reserve funds.

Background

Attached as Appendix III is the Treasurer's Statement of Remuneration and Expenses paid to County Council as at March 31, 2022. Council will note that the Remuneration for Members of Council By-law makes references to an allocation of \$3,900 per year to attend any conference(s), convention(s) or education session of choice, however, during the 2021 Budget Workshop and once again at the 2022 Budget Workshop, a reduced allocation of $\$30,000 \div 16 \text{ Elected Officials} = \$1,875$ was approved. Therefore, the column entitled "Convention Expenses" in the Statement of Remuneration and Expenses was changed to \$1,875.

Our Committee noted that the \$1,875 conference amount was adequate when established at the 2022 Budget Workshop amidst COVID, but conferences such as the AMO Annual Conference in August are now opening up to in-person, therefore the \$3,900 should be reinstated. Council is reminded that any unused funds are not transferrable to another member but remain County of Renfrew Funds as per the Remuneration By-law.

8. Digital Strategy Review [Strategic Plan Goal #2]

RESOLUTION NO. FA-CC-22-05-55

Moved by Chair

Seconded by Committee

THAT County Council approve the use of funding received from the Municipal Modernization Program (Intake 2 and Intake 3) on the projects identified by the Perry Group and recommended by the Senior Leadership Team; AND FURTHER THAT staff make every effort possible to utilize this funding by the Provincial Program deadlines of September 30, 2022 and February 28, 2023; AND FURTHER THAT staff utilize the Provision for Unallocated Funds account budget for our 35% share of the total project cost.

Background

Within our Strategic Plan 2019 – 2022, Council established four Strategic priorities: Strong Engagement and Relations with Federal and Provincial Government; Fiscal Sustainability; Service Delivery Review and Technology Acceleration. The Technology Acceleration priority required the development of a technology strategy in 2021 to highlight efficiencies through technology.

Accordingly, at our February 24, 2021 session of County Council, Resolution No. FA-CC-21-02-20 was adopted approving of an application under the Municipal Modernization Program Intake 2 to obtain two streams of funding; review stream and implementation stream. The County was approved for \$75,000 (100%) for the digital review application. We were also successful in our digital implementation application and signed an agreement to obtain \$312,000 (65%) funding. The County will have to contribute \$168,000 (35%) against a total project cost of \$480,000 (100%). These funds are to be spent by September 30, 2022.

In September 2021, the Finance and Administration Committee directed staff to complete an application under the Municipal Modernization Program Intake 3 by the October 19, 2021 deadline. The County of Renfrew was successful in this application and signed an agreement to obtain \$317,491 (65%) funding. The County will have to contribute \$170,956 (35%) against a total project cost of \$488,447 (100%). These funds are to be spent by February 28, 2023.

The County proposed that we use the \$75,000 digital review funding towards a consultant to determine areas of focus and an action plan that would compare our processes against critical success indicators of broadband, workforce, innovation, digital equality, sustainability, digital advancement, and communication. The County of Renfrew Information Technology Digital Strategy Request for Proposal (RFP) was issued in early July with a closing date of noon on Friday, July 30, 2021. The intent of the RFP and resulting contract was to establish an agreement for professional services for the development of a digital strategy. The successful bidder was required to have substantial experience in developing digital strategies in a municipal government environment.

Perry Group Consulting was chosen as the top candidate from 10 proposals and at the August 2021 meeting of Council they were awarded the service contract for the onetime amount of \$59,675.00 excluding HST.

During the fall of 2021, the Perry Group held a number of workshops with each member of the Senior Leadership Team and their management staff to conduct a baseline assessment on digital services (i.e. software, hardware, personnel, online services). They explored our use of digital business tools through a general staff survey to facilitate stakeholder

consultation. In addition, the Perry Group organized meetings with all interested Council members on November 3 and November 11, 2021 to evaluate the current use of digital business tools and applications to meet stakeholder needs, including current strengths and areas needing improvement from both internal business processes and citizen facing service aspects. These discovery exercises yielded 42 potential projects for consideration.

On January 26, 2022 the Perry Group appeared before Council as a delegation to present the key issues identified during their discovery review process, specifically:

1. IT staff are focused on infrastructure acquisition, implementation and maintenance. They have excellent skills and resources but are limited to this current mandate.
2. County core processes are not all digitized and there are gaps in corporate Business Solutions.
3. There is no central, coordinated approach to project intake and delivery methodology.
4. Business units are too busy operating day to day to focus on digital improvement.
5. There is a corporate need to align business solutions with corporate priorities.

The Perry Group advised Council that the final report on IT Strategy would contain recommendations to create an IT Governance Committee and also elevate the role of the Information Technology Division to closely partner with each business unit to help identify, plan and deliver significant business transformation initiatives plus be a trusted supplier of the services currently provided. This transformation would require an increased investment in staffing for the department. In addition, the Senior Leadership Team participated in a workshop with the Perry Group on March 3, 2022 to evaluate, score and prioritize the IT projects from the list created during the discovery phase of this project.

On March 30, 2022 the Perry Group again appeared before Council as a delegation to present the Digital Strategy Final Report (full report attached as Appendix IV in email). The Senior Leadership Team met on April 21, 2022 to consider the recommendations contained in this final report and to

identify the projects we believed could reasonably be achieved over the next number of months to ensure that we utilized the funding opportunities available from the Municipal Modernization Program (Intake 2 and 3).

Therefore, it is the recommendation of our Senior Leadership Team that the following IT projects be applied against the Municipal Modernization Program funds received:

Project Name	MMP Intake #2 Category	MMP Intake #3 Category	County	Total Cost
Cost Share %	65%	65%	35%	100%
VOIP Phone System	48,750		26,250	75,000
Land and Property Management (e-Permit)	195,000		105,000	300,000
HRIS, Scheduling, Payroll Enhancements		162,500	87,500	250,000
Hardware - Servers / SAN /Wireless / Firewalls	65,000		35,000	100,000
Hardware - Servers / SAN /Wireless / Firewalls		32,500	17,500	50,000
GIS Services		130,000	70,000	200,000
Totals	308,750	325,000	341,250	975,000
Maximum Subsidy Available	312,000	317,491		

BY-LAWS

9. Human Resources - Corporate Policies and Procedures [Strategic Plan Goal #2]

RESOLUTION NO. FA-CC-22-05-56

Moved by Chair

Seconded by Committee

THAT County Council approve that Corporate Policy E-12 Disconnect from Work be approved; AND FURTHER THAT a By-law to amend By-law 63-03, being a By-law to Establish Human Resources Corporate Policies and Procedures for the County of Renfrew be adopted.

Background

The Employment Standards Act, 2000 (ESA) was amended and Ontario received royal assent on December 2, 2021 which required all employers with 25 employees or more to have a disconnect from work policy. That policy needs to be in place by June 2, 2022 (the law states that the deadline for a policy is six months after the law receives royal assent).

Employers that employ 25 or more employees are required to have a written policy on disconnecting from work in place for all employees. They are also required to provide a copy of the written policy to all employees.

The term “disconnecting from work” is defined in the ESA to mean not engaging in work-related communications, including emails, telephone calls, video calls or sending or reviewing other messages, to be free from the performance of work.

It’s important for employers and employees to understand that the policies will not create a ‘right to disconnect’ for employees, even though a lot of people have been using that term. That’s a very important difference from the popular understanding of the Bill 27 changes to the Employment Standards Act, which many people believe will fully protect all employees from having to engage with employers after hours in any circumstances. The provision requires an employer to make a policy that addresses the issue of reasonably disconnecting but it does not actually prohibit an employer from communicating with employees outside of work hours.

All of which is respectfully submitted.

Jennifer Murphy, Chair

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

2022-05-03

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

1

over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
PUBLIC WORKS	2,479,373	2,806,400	(327,027)	9,129,022
Operations Committee	2,479,373	2,806,400	(327,027)	9,129,022
PROPERTY - Pembroke Admin	58,411	58,983	(572)	107,733
PROPERTY - Renfrew County Place	(61,070)	(58,967)	(2,103)	(228,416)
PROPERTY - Base Stations	(38,361)	(41,214)	2,853	0
PROPERTY - Arnprior Office	(12,238)	(19,632)	7,394	0
PROPERTY - Renfrew OPP	53,438	45,882	7,556	0
FORESTRY DEPT.	38,913	13,993	24,920	31,132
TRAILS DEPT.	68,886	62,511	6,375	314,210
GIS	80,137	66,478	13,659	248,544
ECONOMIC DEVELOPMENT	94,753	110,728	(15,975)	440,167
ENTERPRISE CENTRE	7,383	5,940	1,443	28,055
OTTAWA VALLEY TOURIST ASSOCIATION	57,071	75,224	(18,153)	283,195
PLANNING DEPARTMENT	207,338	201,498	5,840	735,746
Development & Property Committee	554,662	521,424	33,238	1,960,366
BONNECHERE MANOR	368,824	368,826	(2)	1,475,296
MIRAMICHI LODGE	308,738	308,739	(1)	1,234,953
OTHER LONG TERM CARE	20,005	23,613	(3,608)	94,443
HEALTH SERVICES	433,322	433,323	(1)	1,733,289
PARAMEDIC - 911	3,055,884	2,291,858	764,026	8,663,139
PARAMEDIC - OTHER	155,133	0	155,133	0
EMERGENCY MANAGEMENT	100,779	90,039	10,740	175,153
Health Committee	4,442,685	3,516,398	926,287	13,376,273
ONTARIO WORKS	265,241	316,572	(51,331)	1,338,041
CHILD CARE	134,892	137,055	(2,163)	526,437
SOCIAL HOUSING	1,261,066	1,259,674	1,392	5,035,116
Social Services Committee	1,661,199	1,713,301	(52,102)	6,899,594
MEMBERS OF COUNCIL	76,735	96,545	(19,810)	529,954
GENERAL - ADMINISTRATION	204,246	290,327	(86,081)	943,406
INFORMATION TECHNOLOGY	108,961	130,618	(21,657)	474,759
HUMAN RESOURCES DEPARTMENT	112,273	78,330	33,943	254,064
Publicity/Public Relations	122	3,750	(3,628)	15,000
AGRICULTURE & REFORESTATION	1,520	5,001	(3,481)	20,000
PROVINCIAL OFFENCES ADMINISTRATION	(60,475)	(118,131)	57,656	(497,332)
PROPERTY ASSESSMENT	385,425	385,425	(0)	1,541,700
FINANCIAL EXPENSE	11,196	80,499	(69,303)	20,087,400
Finance & Administration Committee	840,003	952,364	(112,361)	23,368,951
Total Net Expenses	9,977,922	9,509,887	468,035	54,734,206
County Levy	12,236,402	12,236,402	0	50,540,380
Other Revenue	177,524	163,251	14,273	4,193,826
Total Revenue	12,413,926	12,399,653	14,273	54,734,206
Municipal Surplus / (Deficit)	2,436,005	2,889,766	(453,761)	0

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>MEMBERS OF COUNCIL</u>	<u>76,735</u>	<u>96,545</u>	<u>(19,810)</u>	<u>529,954</u>
Ad Hoc Meeting Expenses	0	0	0	0
Advocacy	407	5,000	(4,593)	30,000
AMO Board Expenses	3,258	1,666	1,592	10,000
Computer Supplies	331	1,251	(920)	5,000
Council - Conventions	4,324	7,500	(3,176)	30,000
Council - Mileage	633	2,066	(1,433)	12,400
Council - Salaries	40,630	41,962	(1,332)	251,771
Councillor Ad Hoc Meeting per Diem	2,673	4,890	(2,217)	29,340
Councillor Benefits - EHC/Dental	5,752	10,000	(4,248)	60,000
Councillor Group Insurance	1,054	1,100	(46)	6,600
Councillor Liability Insurance	9,715	10,001	(286)	10,001
CPP,UIC,Employer Health Tax	3,669	3,334	335	20,000
FCM Board Expenses	0	1,666	(1,666)	10,000
Hospitality	372	5,001	(4,629)	20,000
Legal	0	501	(501)	2,000
Office Supplies	429	1,251	(822)	5,000
Recoveries - County	(11,187)	(15,850)	4,663	(63,400)
Warden's Expenses	455	1,666	(1,211)	10,000
Warden's Salary & Per Diem	14,220	13,540	680	81,242
Warden's Banquet Expense	0	0	0	0
<u>GENERAL - ADMINISTRATION</u>	<u>204,246</u>	<u>290,327</u>	<u>(86,081)</u>	<u>943,406</u>
Bank Charges - Moneris	458	501	(43)	2,000
Computer Maintenance	30,578	11,250	19,328	45,000
Conferences & Conventions	814	999	(185)	4,000
COVID	9,344	0	9,344	0
Depreciation	410	426	(16)	1,700
Employee Benefits	92,452	96,170	(3,718)	357,207
General Legal & Audit	204	6,999	(6,795)	28,000
Membership Fees	31,993	31,000	993	31,000
Office Expense	3,134	6,501	(3,367)	26,000
Professional Development	204	1,251	(1,047)	5,000
Recovery - Other Departments	(289,462)	(224,463)	(64,999)	(897,849)
Recruitment	1,622	0	1,622	0
Revenue - Provincial	(31,124)	0	(31,124)	0
Revenue - Provincial - One Time	0	0	0	0
Salaries	327,623	340,994	(13,371)	1,266,548
Special Projects - EOWC	15,500	4,875	10,625	19,500
Special Projects - Strategic Plan	9,718	7,500	2,218	30,000
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(410)	(426)	16	(1,700)
Surplus Adjustment - TRF to Reserves	0	0	0	0
Surplus Adjustment - TRF from Reserves	0	0	0	0
Telephone	862	1,251	(389)	5,000
Travel	327	5,499	(5,172)	22,000

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>PROPERTY - Pembroke Admin</u>	<u>58,411</u>	<u>58,983</u>	<u>(572)</u>	<u>107,733</u>
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
<u>PROPERTY - Renfrew County Place</u>	<u>(61,070)</u>	<u>(58,967)</u>	<u>(2,103)</u>	<u>(228,416)</u>
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
Insurance Claim Costs	0	0	0	0
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 & Benefits	7,347	25,669	(18,322)	95,344
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

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>PROPERTY - Base Stations</u>	<u>(38,361)</u>	<u>(41,214)</u>	<u>2,853</u>	<u>0</u>
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)
Revenue - 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
<u>PROPERTY - Arnprior Office</u>	<u>(12,238)</u>	<u>(19,632)</u>	<u>7,394</u>	<u>0</u>
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
Legal	0	0	0	0
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)
Recovery - 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
<u>PROPERTY - Renfrew OPP</u>	<u>53,438</u>	<u>45,882</u>	<u>7,556</u>	<u>0</u>
Capital Under Threshold	0	0	0	0
Depreciation	28,940	28,875	65	115,500
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
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)
Salaries / Benefits	14,734	6,122	8,612	22,740
Security/Monitoring	1,917	0	1,917	0
Surplus Adjustment - Capital	0	2,499	(2,499)	10,000
Surplus Adjustment - Debt Principal Payments	144,633	144,633	0	291,443
Surplus Adjustment - Depreciation	(28,940)	(28,875)	(65)	(115,500)
Surplus Adjustment - From Reserves	0	(2,499)	2,499	(10,000)
Surplus Adjustment - TRF To Reserves	0	0	0	76,169

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>INFORMATION TECHNOLOGY</u>	<u>108,961</u>	<u>130,618</u>	<u>(21,657)</u>	<u>474,759</u>
Annual Software Maintenance Fees	14,765	25,038	(10,273)	100,150
Communication Fees	12,781	12,723	58	50,896
Computer Technology Supplies	210	1,125	(915)	4,500
Corporate Software	0	501	(501)	2,000
COVID	0	0	0	0
Depreciation	9,389	9,501	(112)	38,000
Fringe Benefits	34,298	34,471	(173)	128,032
Office Expense	66	276	(210)	1,100
Professional Development	454	1,374	(920)	5,500
Purchased Services	0	2,499	(2,499)	10,000
Recoveries - County	(83,707)	(83,706)	(1)	(334,828)
Revenue - Provincial - One Time	0	0	0	0
Revenue - Provincial - Special Project	(35,009)	(35,000)	(9)	(35,000)
Salaries	126,132	132,492	(6,360)	492,109
Special Project	36,551	35,000	1,551	35,000
Surplus Adjustment - Capital	0	4,251	(4,251)	17,000
Surplus Adjustment - Depreciation	(9,389)	(9,501)	112	(38,000)
Surplus Adjustment - TRF from Reserves	0	(4,251)	4,251	(17,000)
Surplus Adjustment - TRF to Reserves	0	0	0	0
Telephone Costs	1,109	1,326	(217)	5,300
Travel	1,313	2,499	(1,186)	10,000
<u>HUMAN RESOURCES DEPARTMENT</u>	<u>112,273</u>	<u>78,330</u>	<u>33,943</u>	<u>254,064</u>
Benefits	46,114	46,288	(174)	171,925
Conference & Convention	0	999	(999)	4,000
COVID	1,626	0	1,626	0
Depreciation	115	126	(11)	500
Expenses Recoverable From Others	0	2,499	(2,499)	10,000
Legal Fees	2,551	3,624	(1,073)	14,500
Membership Fees	733	1,500	(767)	6,000
Office Expense	5,859	7,500	(1,641)	30,000
Professional Development	1,370	3,000	(1,630)	12,000
Purchased Services	26,901	27,801	(900)	111,200
Recovery - County Departments	(151,047)	(151,047)	0	(604,187)
Recovery - Federal	0	0	0	0
Recovery - Muncipal	(5,883)	(29,001)	23,118	(116,000)
Recruitment	0	249	(249)	1,000
Revenue - Provincial - One Time	0	0	0	0
Salaries	183,767	161,168	22,599	598,626
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(115)	(126)	11	(500)
Travel	283	3,750	(3,467)	15,000
<u>FORESTRY DEPT.</u>	<u>38,913</u>	<u>13,993</u>	<u>24,920</u>	<u>31,132</u>
Advertising	0	75	(75)	300
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 / Benefits	55,487	58,576	(3,089)	217,566
Salary Allocations	(12,532)	(12,534)	2	(50,134)
Small Tools / Supplies	0	249	(249)	1,000
Special Project - Other	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

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>TRAILS DEPT.</u>	<u>68,886</u>	<u>62,511</u>	<u>6,375</u>	<u>314,210</u>
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 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
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
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
<u>GIS</u>	<u>80,137</u>	<u>66,478</u>	<u>13,659</u>	<u>248,544</u>
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 Adj - Capital	0	0	0	0
Surplus Adj - Trf From Reserve	0	0	0	0
Surplus Adjustment - Depreciation	(1,420)	0	(1,420)	0
Travel	0	126	(126)	500
Weed Inspection	0	501	(501)	2,000
<u>PUBLIC WORKS</u>	<u>2,479,373</u>	<u>2,806,400</u>	<u>(327,027)</u>	<u>9,129,022</u>
Administration	409,350	385,688	23,662	1,124,616
Capital Works - Operating Expenses	113,506	143,565	(30,059)	546,055
Clearing	0	0	0	0
Depreciation	2,457,249	2,425,002	32,247	9,700,000
Equipment	343,978	359,170	(15,192)	1,266,900
Housing	72,578	69,009	3,569	186,550
Maintenance	2,075,859	1,853,118	222,741	6,079,901
Recoveries - Donations In Kind	0	0	0	0
Recoveries - Federal	0	0	0	0
Recoveries - Municipal	0	0	0	0
Recoveries - Other	(6,027)	(4,150)	(1,877)	(75,000)
Recoveries - Provincial	(684,846)	(14,102)	(670,744)	(2,739,384)
Surplus Adjustment - Capital	154,975	125,000	29,975	26,492,939
Surplus Adjustment - Depreciation	(2,457,249)	(2,425,002)	(32,247)	(9,700,000)
Surplus Adjustment - TRF from Reserves	0	(110,898)	110,898	(23,753,555)
Surplus Adjustment - TRF to Reserves	0	0	0	0

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>BONNECHERE MANOR</u>	<u>368,824</u>	<u>368,826</u>	<u>(2)</u>	<u>1,475,296</u>
Recoveries - City of Pembroke	(181,660)	(181,659)	(1)	(726,639)
Total Municipal Cost	550,484	550,485	(1)	2,201,935
<u>MIRAMICHI LODGE</u>	<u>308,738</u>	<u>308,739</u>	<u>(1)</u>	<u>1,234,953</u>
Recoveries - City of Pembroke	(152,065)	(152,064)	(1)	(608,260)
Total Municipal Cost	460,803	460,803	0	1,843,213
<u>OTHER LONG TERM CARE</u>	<u>20,005</u>	<u>23,613</u>	<u>(3,608)</u>	<u>94,443</u>
City of Pembroke Share	(14,752)	(11,628)	(3,124)	(46,516)
North Renfrew Long Term Care	34,757	35,241	(484)	140,959
<u>HEALTH SERVICES</u>	<u>433,322</u>	<u>433,323</u>	<u>(1)</u>	<u>1,733,289</u>
Renfrew County & District Health Unit	433,322	433,323	(1)	1,733,289
<u>NETWORK 24 OHT</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Admin Charges	65,000	0	65,000	0
Benefits	3,031	0	3,031	0
Office Suplies	11,101	0	11,101	0
Puchased Services	38,381	0	38,381	0
Recoveries - Provincial	(148,378)	0	(148,378)	0
Recruitment	0	0	0	0
Salaries	30,865	0	30,865	0
<u>Publicity/Public Relations</u>	<u>122</u>	<u>3,750</u>	<u>(3,628)</u>	<u>15,000</u>
Publicity/Public Relations Service	122	3,750	(3,628)	15,000
Recoveries	0	0	0	0
<u>ECONOMIC DEVELOPMENT</u>	<u>94,753</u>	<u>110,728</u>	<u>(15,975)</u>	<u>440,167</u>
Benefits	18,625	18,630	(5)	69,195
Business Directory	0	0	0	0
Computer Maintenance	1,602	750	852	3,000
Conventions	707	375	332	1,500
COVID	0	0	0	0
Depreciation	0	0	0	0
Expenses - Recoverable from Others	0	0	0	0
Hospitality	0	249	(249)	1,000
Legal	0	0	0	0
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 - Federal	0	0	0	0
Recoveries-Other	(53)	(1,251)	1,198	(5,000)
Recoveries-Provincial	0	(6,249)	6,249	(25,000)
Recruitment	0	0	0	0
Salaries	65,846	69,664	(3,818)	258,752
Special Projects	0	6,249	(6,249)	25,000
Special Projects - Agriculture	0	0	0	22,470
Special Projects - RED	0	0	0	0
Special Projects - Renfrewshire Twinning	0	1,251	(1,251)	5,000
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

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>ENTERPRISE CENTRE</u>	<u>7,383</u>	<u>5,940</u>	<u>1,443</u>	<u>28,055</u>
Benefits	10,383	9,755	628	36,233
COVID	0	0	0	0
Marketing	0	1,251	(1,251)	5,000
Office Expenses	1,189	744	445	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)
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
Salaries	36,441	38,191	(1,750)	141,851
Special Projects	1,829	1,251	578	5,000
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 - Special Projects	0	6,000	(6,000)	24,000
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
<u>OTTAWA VALLEY TOURIST ASSOCIATION</u>	<u>57,071</u>	<u>75,224</u>	<u>(18,153)</u>	<u>283,195</u>
Benefits	12,963	14,806	(1,843)	54,995
Direct Contribution to OVTA (to 2022)	0	13,259	(13,259)	53,034
Recoveries	0	0	0	0
Salaries	44,108	47,159	(3,051)	175,166
<u>PLANNING DEPARTMENT</u>	<u>207,338</u>	<u>201,498</u>	<u>5,840</u>	<u>735,746</u>
Computer Supplies / Maintenance	14,672	3,000	11,672	12,000
Conventions	458	750	(292)	3,000
COVID	0	0	0	0
Employee Benefits	50,425	52,238	(1,813)	194,026
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
<u>AGRICULTURE & REFORESTATION</u>	<u>1,520</u>	<u>5,001</u>	<u>(3,481)</u>	<u>20,000</u>
Forest Fire Protection	1,520	1,251	269	5,000
Reforestation - Grants in Lieu	0	3,750	(3,750)	15,000
<u>ONTARIO WORKS</u>	<u>265,241</u>	<u>316,572</u>	<u>(51,331)</u>	<u>1,338,041</u>
Depreciation	2,333	3,000	(667)	12,000
Homelessness	4,470	5,000	(530)	5,000
Municipal Contribution - City of Pembroke	(88,912)	(103,414)	14,502	(437,070)
Ontario Works Program Administration	975,106	1,100,570	(125,464)	4,149,611
Other Revenue	(5,043)	(5,000)	(43)	(5,000)
Provincial Subsidy - Ontario Works Program Admin	(625,853)	(688,585)	62,732	(2,406,500)
Provincial Subsidy - Social Assistance - Benefits	(2,516,337)	(3,154,995)	638,658	(12,620,000)
Social Assistance - Benefits	2,521,810	3,162,996	(641,186)	12,652,000
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(2,333)	(3,000)	667	(12,000)
Surplus Adjustment - TRF From Reserve	0	0	0	0

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

	over / (under)			
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>CHILD CARE</u>	<u>134,892</u>	<u>137,055</u>	<u>(2,163)</u>	<u>526,437</u>
Administration	139,347	93,915	45,432	331,105
Depreciation	0	0	0	0
Early Years	329,670	416,276	(86,606)	1,650,145
Early Years Subsidy	(329,670)	(416,276)	86,606	(1,650,145)
Fee Subsidy	519,103	812,499	(293,396)	3,250,000
General Operating	435,839	588,666	(152,827)	2,354,660
Licenced Family Home Day Care	68,184	93,594	(25,410)	362,916
Licenced Family Home Day Care - Recoveries	(68,184)	(93,594)	25,410	(362,916)
Municipal Contribution - City of Pembroke	(15,138)	(15,380)	242	(59,078)
OW Child Care	600	19,251	(18,651)	77,000
Pay Equity	30,739	30,738	1	122,957
Provincial Subsidy	(1,614,536)	(2,257,324)	642,788	(8,971,239)
Special Needs Resourcing	224,396	269,223	(44,827)	1,039,174
Special Purpose	414,541	595,467	(180,926)	2,381,858
Surplus Adjustment - Depreciation	0	0	0	0
Surplus Adjustment - From Reserves	0	0	0	0
<u>SOCIAL HOUSING</u>	<u>1,261,066</u>	<u>1,259,674</u>	<u>1,392</u>	<u>5,035,116</u>
Admin Charges	51,462	51,462	(0)	205,847
Affordable Housing - Tax Rebate	3,591	4,000	(409)	12,000
COVID	119,978	0	119,978	0
HR Charges	18,724	18,723	1	74,895
IT Charges	8,296	8,295	1	33,183
Legal	102	0	102	0
Municipal Contribution - City of Pembroke	(141,521)	(145,768)	4,247	(582,657)
Non Profit Housing	320,806	324,999	(4,193)	1,300,000
Office Supplies	0	249	(249)	1,000
PROV (FED) SUBSIDY -SOCIAL HOUSING	(277,102)	(277,103)	1	(1,108,410)
PROV REV - CHPI	(487,873)	(361,902)	(125,971)	(1,447,608)
PROV REV - COCHI	(717,757)	(144,378)	(573,379)	(577,509)
PROV REV - IAH	(111,940)	(17,001)	(94,939)	(68,000)
PROV REV - OPHI	(1,006,601)	(153,912)	(852,689)	(615,650)
PROV REV - SRF-COVID	(497)	0	(497)	0
PROV REV - SSRF-COVID	(267,922)	0	(267,922)	0
PROV REV - STRONG COMMUNITY RENT SUP	(35,021)	(35,022)	1	(140,086)
RCHC TRANSFER - BASE	1,274,315	1,274,316	(2)	5,332,258
RCHC TRANSFER - CHPI	487,873	361,902	125,971	1,447,608
RCHC TRANSFER - COCHI	717,757	144,378	573,379	577,509
RCHC TRANSFER - COVID	148,441	0	148,441	0
RCHC TRANSFER - IAH	111,940	17,001	94,939	68,000
RCHC TRANSFER - OPHI	1,006,601	153,912	852,689	615,650
RCHC TRANSFER - STRONG COMMUNITY RENT SUPP	35,021	35,022	(1)	140,086
Recoveries - Outside	0	0	0	(235,000)
Surplus Adjustment - Capital	2,395	0	2,395	0
Surplus Adjustment - TRF from Reserves	0	0	0	0
Surplus Adjustment - TRF To Reserves	0	0	0	0
Travel	0	501	(501)	2,000

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>PARAMEDIC - 911</u>	<u>3,055,884</u>	<u>2,291,858</u>	<u>764,026</u>	<u>8,663,139</u>
Admin - Admin Charge	49,163	49,164	(2)	196,650
Admin - Base Hospital Charges	22,038	16,989	5,049	67,958
Admin - Communication & Computer Expense	89,416	62,652	26,764	250,606
Admin - Conferences & Conventions	0	1,125	(1,125)	4,500
Admin - Employee Benefits	132,230	138,526	(6,296)	514,523
Admin - HR Charge	60,916	60,915	1	243,664
Admin - IT Charge	12,171	12,171	0	48,686
Admin - Lease - Internal	30,056	27,501	2,555	110,000
Admin - Legal	25,858	9,999	15,859	40,000
Admin - Membership Fees	4,008	0	4,008	0
Admin - Office Expenses	12,654	10,194	2,460	40,775
Admin - Professional Development	14,340	11,250	3,090	45,000
Admin - Purchased Service	36,883	34,299	2,584	137,190
Admin - Salaries	466,926	496,663	(29,737)	1,844,746
Admin - Special Projects	0	0	0	0
Admin - Travel	1,321	9,999	(8,678)	40,000
Admin - Uniform Allowances	4,364	0	4,364	0
Capital Under Threshold	0	0	0	0
Depreciation	278,648	280,251	(1,603)	1,121,000
Expense (Recovery) - Cross Border - Other Municipalities	0	0	0	20,000
Municipal Contribution - City of Pembroke	(329,206)	(329,206)	0	(1,244,386)
Paramedic - Base Station - Internal	103,101	104,112	(1,011)	416,450
Paramedic - Base Station Expenses	19,591	18,501	1,090	74,000
Paramedic - Base Station Lease - External	24,454	19,617	4,837	78,471
Paramedic - COVID	82,505	0	82,505	0
Paramedic - Employee Benefits	870,356	792,022	78,334	2,941,792
Paramedic - Insurance	176,557	170,529	6,028	170,529
Paramedic - Insurance Claims Costs	0	2,499	(2,499)	10,000
Paramedic - Leased Equipment	0	2,967	(2,967)	11,869
Paramedic - Salaries	3,164,978	2,677,491	487,487	9,951,601
Paramedic - Small Equipment & Supplies	102,510	96,636	5,874	386,540
Paramedic - Uniform, Laundry	60,634	36,249	24,385	145,000
Paramedic - Vehicle Operation & Maintenance	122,707	126,048	(3,341)	504,186
Recovery - County	(7,163)	(7,161)	(2)	(28,646)
Recovery - Other Agency	(4,070)	0	(4,070)	0
Revenue - Donations	0	(501)	501	(2,000)
Revenue - Interest	0	0	0	(40,000)
Revenue - Other	(30,677)	(31,251)	574	(125,000)
Revenue - Provincial - One Time COVID	0	0	0	0
Revenue- Provincial Subsidy	(2,262,738)	(2,328,141)	65,403	(9,312,565)
Surplus Adjustment - Capital	0	478,749	(478,749)	1,915,000
Surplus Adjustment - Depreciation	(278,648)	(280,251)	1,603	(1,121,000)
Surplus Adjustment - TRF from Reserves	0	(478,749)	478,749	(1,915,000)
Surplus Adjustment - TRF to Reserves	0	0	0	1,121,000
 <u>PARAMEDIC - OTHER</u>	 <u>155,133</u>	 <u>0</u>	 <u>155,133</u>	 <u>0</u>
Comm Paramedic - Expenses	0	0	0	0
Comm Paramedic - Provincial Subsidy	(91,250)	(98,269)	7,019	(365,000)
Comm Paramedic - Salaries & Benefits	75,621	98,269	(22,648)	365,000
LTC - Expenses	160,598	99,999	60,599	400,000
LTC - Provincial Subsidy	0.00	(530,768)	530,768	(2,000,000)
LTC - Salaries & Benefits	(0)	430,769	(430,769)	1,600,000
LTC - Surplus Adjustment - Capital	0	0	0	0
LTC - Surplus Adjustment - Depreciation	(11,256)	0	(11,256)	0
Vaccine - Expenses	622	5,001	(4,379)	20,000
Vaccine - Salaries & Benefits	186,940	99,616	87,324	370,000
Vaccine - Provincial Subsidy	(187,561)	(104,617)	(82,944)	(390,000)
VTAC - Expenses	46,277	144,612	(98,335)	578,448
VTAC - Revenue - Other Agency	(315,617)	(311,954)	(3,663)	(1,200,000)
VTAC - Revenue - Provincial one time	0	0	0	
VTAC - Salaries & Benefits	290,760	167,342	123,418	621,552
VTAC ADMIN - Expenses	9,662	0	9,662	0
VTAC ADMIN - Revenue - Other Agency	(173,845)	(200,578)	26,733	(745,000)
VTAC ADMIN - Salaries & Benefits	164,183	200,578	(36,395)	745,000
 <u>EMERGENCY MANAGEMENT</u>	 <u>100,779</u>	 <u>90,039</u>	 <u>10,740</u>	 <u>175,153</u>
911	49,654	60,000	(10,346)	60,000
Admin Charge (Paramedic Service)	7,163	7,161	2	28,646
Emergency Management	43,961	14,628	29,333	58,507
Fire Services Charges	0	0	0	100,000
Purchased Service	0	8,250	(8,250)	33,000
Recoveries - Other	0	0	0	(105,000)

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>PROVINCIAL OFFENCES ADMINISTRATION</u>	<u>(60,475)</u>	<u>(118,131)</u>	<u>57,656</u>	<u>(497,332)</u>
Adjudication	6,876	20,214	(13,338)	80,850
Admin Charges	14,259	13,653	606	54,610
Bank Charges (Visa/Mastercard)	5,672	6,999	(1,327)	28,000
Certificates of Offence	2,463	2,499	(36)	10,000
City of Pembroke - Share of Net Revenue	8,687	16,969	(8,282)	71,437
Collection Costs	7,478	9,999	(2,521)	40,000
Computer & Technology	5,988	4,125	1,863	16,500
Conventions	0	576	(576)	2,300
Court Transcripts	0	750	(750)	3,000
COVID	134	0	134	0
Depreciation	949	1,626	(677)	6,500
Fringe Benefits	20,046	27,587	(7,541)	102,468
ICON Charges	1,794	6,339	(4,545)	25,350
Interpreter Fees	208	750	(542)	3,000
IT Charges	4,517	4,518	(2)	18,066
Lease/Building Costs	25,500	25,500	0	102,000
Legal Costs	0	249	(249)	1,000
Miscellaneous	0	375	(375)	1,500
Monitoring / Enforcement Fees	1,944	1,944	0	7,776
Office Equipment / Furniture	317	525	(208)	2,100
Office Supplies	951	1,626	(675)	6,500
Part III Prosecution	925	0	925	0
Postage	5	1,701	(1,696)	6,800
Purchase of Service - Notice of Fines	405	999	(594)	4,000
Purchase of Service - Prosecution	5,358	18,699	(13,341)	74,800
Recoveries - Provincial - One Time	0	0	0	0
Revenues - POA Fines	(248,430)	(377,499)	129,069	(1,510,000)
Revenues - POA Recoveries	0	0	0	0
Salaries	72,446	88,896	(16,450)	330,186
Satellite Courtroom Costs	0	0	0	4,925
Staff Training/Development	0	501	(501)	2,000
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(949)	(1,626)	677	(6,500)
Surplus Adjustment - TRF from Reserves	0	0	0	0
Telephone	1,984	2,001	(17)	8,000
Travel	0	1,125	(1,125)	4,500
Witness Fees	0	249	(249)	1,000
<u>PROPERTY ASSESSMENT</u>	<u>385,425</u>	<u>385,425</u>	<u>(0)</u>	<u>1,541,700</u>
MPAC	385,425	385,425	(0)	1,541,700
<u>FINANCIAL EXPENSE</u>	<u>11,196</u>	<u>80,499</u>	<u>(69,303)</u>	<u>20,087,400</u>
County Share - Taxes Written Off	0	0	0	300,000
Interest Expense	0	0	0	167,064
Provision for Unallocated Funds	0	75,000	(75,000)	300,000
Special Project - Assesment review	11,196	5,499	5,697	22,000
Surplus Adjustment - Debt Principal	0	0	0	1,010,895
Surplus Adjustment - TRF to Reserves	0	0	0	18,287,441
TOTAL EXPENSES	9,977,922	9,509,887	468,035	54,734,206

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
March 2022

over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>REVENUES</u>				
<u>COUNTY LEVY</u>	<u>12,236,402</u>	<u>12,236,402</u>	<u>0</u>	<u>50,540,380</u>
<u>PIL ADJUSTMENTS</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(150,000)</u>
<u>WATERPOWER GENERATING STATION</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>394,109</u>
<u>RAILWAY/HYDRO RIGHTS-OF-WAY</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,000</u>
<u>SUPPLEMENTARY REVENUE</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>500,000</u>
<u>PROVINCIAL SUBSIDIES</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ontario Municipal Partnership Fund	0	0	0	0
Provincial - One Time	0	0	0	0
<u>OTHER REVENUE</u>	<u>177,524</u>	<u>163,251</u>	<u>14,273</u>	<u>3,444,717</u>
BM Repayment of Solar Panel Loan	0	0	0	0
Donations In Kind	0	0	0	0
Gain / (Loss) - Sale of Assets	3,528	0	3,528	0
Gas Tax Funding	0	0	0	2,793,217
Interest Revenue	173,851	162,501	11,350	650,000
Licenses	145	750	(605)	1,500
Other Revenue	0	0	0	0
Proceeds - Sale of Assets	0	0	0	0
<u>CONTRIBUTION FROM RESERVES</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Surplus Adjustment - TRF From Reserves	0	0	0	0
TOTAL REVENUES	12,413,926	12,399,653	14,273	54,734,206
Municipal Surplus / (Deficit)	2,436,005	2,889,766	(453,761)	0
add: Surplus Adjustment - Capital	157,370	703,245	(545,876)	6,346,970
add: Surplus Adjustment - To Reserves	0	0	0	19,799,846
less: Surplus Adjustment - From Reserves	0	(1,342,356)	1,342,356	(5,377,526)
less: Surplus Adjustment - Depreciation	(2,970,572)	(2,885,124)	(85,448)	(11,540,450)
add: Surplus Adjustment - Debt Principal Paid	144,633	144,633	0	1,302,338
add: Surplus Adjustment - New Debt Principal	0	0	0	0
PSAB Surplus / (Deficit)	(232,565)	(489,836)	257,271	10,531,178

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
March 2022

WARNING - ACTUAL DAYS ARE LESS THAN 97% OF BUDGET

	over / (under)			
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>CLIENT PROGRAMS & SERVICES</u>	<u>209,613</u>	<u>301,566</u>	<u>(91,953)</u>	<u>1,121,944</u>
Computers Operation and Maintenance	66	1,326	(1,260)	5,302
Depreciation	573	405	168	1,623
Employee Benefits	25,110	44,864	(19,754)	166,638
Equipment - Replacements	0	999	(999)	4,000
Equipment Operation/Maint.	0	168	(168)	670
Hobby Crafts	0	126	(126)	500
Office Supplies / Other	205	0	205	0
Purchased Services	1,315	1,350	(35)	5,400
Recoveries	(135)	(2,487)	2,352	(9,950)
Recreation & Entertainment	1,777	2,229	(452)	8,912
Salaries	172,626	233,120	(60,494)	865,872
Salary Allocations	8,517	17,102	(8,585)	63,520
Special Events	132	2,769	(2,637)	11,080
Staff Education	0	0	0	0
Surplus Adjustment - Depreciation	(573)	(405)	(168)	(1,623)
<u>NURSING SERVICES</u>	<u>2,267,179</u>	<u>2,715,215</u>	<u>(448,036)</u>	<u>10,123,703</u>
Benefits - Admin	39,592	36,018	3,574	133,779
Benefits - Direct	308,912	366,636	(57,724)	1,361,793
Clinical Decision Support	0	0	0	0
Computer Operation & Maintenance	5,438	7,323	(1,885)	29,295
COVID	48,451	0	48,451	0
Depreciation	10,929	9,876	1,053	39,500
Equipment- Replacement	0	2,901	(2,901)	11,600
Equipment-Repairs & Maintenance	0	1,098	(1,098)	4,388
Fall Prevention	11,739	4,500	7,239	18,000
Fall Prevention - Provincial Subsidy	(13,712)	(4,500)	(9,212)	(18,000)
Furniture Replacements	0	0	0	0
High Intensity Needs	0	9,999	(9,999)	40,000
High Intensity Needs - Prov Subsidy	0	(9,501)	9,501	(38,000)
High Intensity Needs-Non Claims Based	2,766	10,707	(7,941)	42,822
Incontinent Supplies - (Funded at \$1.20 per diem)	25,722	22,500	3,222	90,000
IPAC Expenses	9,755	0	9,755	0
IPAC minor capital	0	0	0	0
Lab Fees	510	2,001	(1,491)	8,000
Lab Fees - Provincial Subsidy	0	0	0	(8,000)
Medical Director - Funded (0.30 / day)	4,860	4,929	(69)	19,710
Medical Supplies & Medication	17,183	24,126	(6,943)	96,493
Medication Safety Technology	0	0	0	0
Memberships	0	0	0	0
Miscellaneous	0	399	(399)	1,600
Nurse Practitioner Expenses	0	0	0	24,494
Phys-On-Call - Funded Expenses (\$100 / bed)	3,862	4,275	(413)	17,100
Phys-On-Call - Prov Subsidy (\$100 / bed)	(4,659)	(4,275)	(384)	(17,100)
Phys-On-Call - Un-Funded Expenses	0	0	0	0
Purchased Services	599	999	(400)	4,000
RAI / MDS - Expenses	0	24,346	(24,346)	90,429
RAI / MDS - Prov Subsidy	0	0	0	0
Recoveries - Other	(2,366)	0	(2,366)	0
Salaries - Direct	1,642,199	2,073,152	(430,953)	7,700,279
Salaries - Admin	166,329	137,582	28,747	511,021
Salary Allocations	0	0	0	0
Staff Education	0	0	0	0
Surplus Adjustment - Depreciation	(10,929)	(9,876)	(1,053)	(39,500)

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
March 2022

WARNING - ACTUAL DAYS ARE LESS THAN 97% OF BUDGET

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>RAW FOOD</u>	<u>177,928</u>	<u>156,693</u>	<u>21,235</u>	<u>626,778</u>
Bread	3,864	3,414	450	13,658
Dairy	21,011	22,629	(1,618)	90,521
Groceries & Vegetables	101,762	90,198	11,564	360,788
Meat	44,580	39,582	4,998	158,331
Nutrition Supplements	8,411	6,351	2,060	25,405
Raw Food Recoveries	(1,701)	(5,481)	3,780	(21,925)
<u>FOOD SERVICES</u>	<u>485,688</u>	<u>406,490</u>	<u>79,198</u>	<u>1,514,680</u>
Computers - Operation & Maintenance	168	540	(372)	2,160
COVID	36,028	0	36,028	0
Depreciation	3,844	3,501	343	14,000
Dietary Supplies	10,446	16,560	(6,114)	66,250
Employee Benefits	77,172	74,001	3,171	274,862
Equipment - Operation/Maint.	1,245	1,719	(474)	6,880
Equipment - Replacements	0	1,125	(1,125)	4,500
Other Expenses	871	438	433	1,750
Purchased Services	107	150	(43)	600
Recoveries	(5,431)	(10,811)	5,380	(41,677)
Replacement - Dishes/Cutlery	2,966	2,409	557	9,633
Salaries	379,954	338,085	41,869	1,255,742
Salary Allocations	(17,102)	(17,102)	0	(63,520)
Surplus Adjustment - Depreciation	(3,844)	(3,501)	(343)	(14,000)
Vending – Net Proceeds	(735)	(624)	(111)	(2,500)
<u>HOUSEKEEPING SERVICES</u>	<u>250,227</u>	<u>255,833</u>	<u>(5,606)</u>	<u>955,771</u>
COVID	4,650	0	4,650	0
Depreciation	554	555	(1)	2,223
Employee Benefits	38,552	39,679	(1,127)	147,379
Equipment - Operation/Maint.	329	624	(295)	2,500
Equipment - Replacements	0	525	(525)	2,100
Housekeeping Supplies	17,073	20,466	(3,393)	81,860
Recoveries	(8,216)	(2,253)	(5,963)	(9,012)
Salaries	197,839	196,792	1,047	730,944
Surplus Adjustment - Depreciation	(554)	(555)	1	(2,223)
<u>LAUNDRY AND LINEN SERVICES</u>	<u>118,772</u>	<u>114,326</u>	<u>4,446</u>	<u>428,314</u>
COVID	0	0	0	0
Depreciation	1,857	1,824	33	7,300
Employee Benefits	18,740	19,845	(1,105)	73,712
Equipment Operation/Maint.	6,700	3,450	3,250	13,800
Laundry Supplies	5,997	5,484	513	21,939
Recoveries	(857)	(873)	16	(3,486)
Replacements	4,060	4,779	(719)	19,114
Salaries	84,132	81,641	2,491	303,235
Surplus Adjustment - Depreciation	(1,857)	(1,824)	(33)	(7,300)

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
March 2022

WARNING - ACTUAL DAYS ARE LESS THAN 97% OF BUDGET

over / (under)

FULL YEAR
BUDGET

	YTD ACTUAL	YTD BUDGET	VARIANCE	
<u>BUILDINGS AND PROPERTY MAINTENANCE</u>	<u>305,359</u>	<u>281,796</u>	<u>23,563</u>	<u>1,179,139</u>
Salaries	103,832	91,006	12,826	338,021
Employee Benefits	22,747	23,663	(916)	87,892
Computers - Operation & Maintenance	0	726	(726)	2,900
Depreciation	144,074	137,499	6,575	550,000
COVID	23,295	0	23,295	0
Equipment - Operation/Maint.	0	0	0	0
Equipment - Replacements	8,196	9,399	(1,203)	37,600
Furniture - Replacements	1,807	10,017	(8,210)	40,064
Natural Gas	20,877	23,000	(2,123)	105,000
Hydro	13,729	13,000	729	185,000
Insurance	69,659	62,652	7,007	62,652
Cell/Pager	0	0	0	0
Purchased Services	48,238	47,982	256	191,933
Resident - Telephone System	7,312	8,001	(689)	32,000
Resident - Telephone System Recovery	(19,318)	(16,179)	(3,139)	(64,710)
Recoveries	(5,553)	(7,836)	2,283	(31,345)
IPAC Minor Capital	0	0	0	0
Repairs/Maint./Bldgs./Grounds	10,537	16,365	(5,828)	65,460
Surplus Adjustment - Depreciation	(144,074)	(137,499)	(6,575)	(550,000)
Water / Wastewater	0	0	0	126,672
<u>GENERAL AND ADMINISTRATIVE</u>	<u>441,995</u>	<u>382,686</u>	<u>59,309</u>	<u>1,319,642</u>
Accreditation	2,090	5,971	(3,881)	5,971
Admin Charges	32,132	32,133	(1)	128,528
Advertising/Awards Dinner	2,325	4,500	(2,175)	30,000
Audit	0	0	0	9,346
Computer/Internet Expenses	35,708	17,001	18,707	68,005
Conventions	620	750	(130)	3,000
COVID	24,016	0	24,016	0
Depreciation	3,892	3,501	391	14,000
Employee Benefits	44,389	39,746	4,643	147,625
Equipment - Operation/Maint.	2,499	2,136	363	8,549
Equipment - Replacements	0	99	(99)	400
Gain / Loss from the Sale of an Asset	4,528	0	4,528	0
Health & Safety Program	0	276	(276)	1,100
HR Charges	25,442	25,443	(1)	101,767
Insurance	62,989	62,000	989	62,000
IT Charges	17,110	17,109	1	68,440
Legal & Labour Contract Costs	2,982	11,625	(8,643)	46,496
Memberships	550	4,470	(3,921)	17,885
Postage / Courier	1,341	1,344	(3)	5,374
Printing & Stationery	4,459	4,701	(242)	18,800
Purchased Services	11,145	11,001	144	40,857
Recoveries	(12,020)	(8,589)	(3,431)	(31,898)
Salaries	182,086	135,174	46,912	502,077
Salary Allocations	(7,515)	(7,514)	(1)	(27,912)
Staff Training	578	16,983	(16,405)	67,932
Surplus Adjustment - Depreciation	(3,892)	(3,501)	(391)	(14,000)
Surplus Adjustment - Transfer to Reserves	0	0	0	0
Telephone	3,629	3,828	(199)	15,300
Travel	505	2,499	(1,994)	10,000
Uniform Allowance	410	0	410	20,000
BONNECHERE MANOR TOTALS	<u>4,256,759</u>	<u>4,614,605</u>	<u>(357,846)</u>	<u>17,269,971</u>

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
March 2022

WARNING - ACTUAL DAYS ARE LESS THAN 97% OF BUDGET
over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
RESIDENT DAYS	15,021	16,200	(1,179)	65,700
NON-SUBSIDIZABLE EXPENSE	<u>0</u>	<u>0</u>	<u>0</u>	<u>49,024</u>
Temporary Loan and Interest- Solar Project	0	0	0	0
Surplus Adjustment - Transfer to Reserve	0	0	0	49,024
SURPLUS ADJUSTMENT	<u>1,781</u>	<u>96,699</u>	<u>(94,918)</u>	<u>386,800</u>
Surplus Adjustment - Capital Purchases	1,781	96,699	(94,918)	386,800
TOTAL EXPENDITURE	4,258,540	4,711,304	(452,764)	17,705,795

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
March 2022

WARNING - ACTUAL DAYS ARE LESS THAN 97% OF BUDGET

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
MUNICIPAL SUBSIDY	550,484	550,482	2	2,201,935
City of Pembroke -30.63%	181,660	181,659	1	726,639
County of Renfrew - 69.37%	368,824	368,823	1	1,475,296
RESIDENTS REVENUE	965,608	1,009,203	(43,595)	4,036,813
Bad Debts	0	0	0	0
Basic Accommodation	853,088	887,499	(34,411)	3,550,000
Bed retention	0	0	0	0
Estate Recoveries - Municipal	0	0	0	0
Estate Recoveries - Provincial	0	0	0	0
Preferred Accommodation	112,519	121,704	(9,185)	486,813
Preferred Accommodation - HIN Claims	0	0	0	0
Preferred Accommodation - Prov COVID Reimbursement	0	0	0	0
Respite Care	0	0	0	0
OTHER REVENUE	17,831	14,250	3,581	188,767
Donations	0	0	0	0
Donations In Kind	0	0	0	0
Interest Income	14,375	11,250	3,125	45,000
Internal Transfer - From ML	0	0	0	0
Other Revenue	0	0	0	0
Other Revenue - FIT	3,456	3,000	456	143,767
GRANTS & SUBSIDIES	2,871,302	2,733,603	137,699	10,891,480
Federal - ICIP	24,692	0	24,692	0
Prov - Allied Health Professional	0	61,056	(61,056)	244,226
Prov - Clinical Decision Support	449	0	449	0
Prov - Global LOC Subsidy	119,406	152,259	(32,853)	609,039
Prov - Medication Safety Training	39,136	0	39,136	0
Prov - One Time Funding - Basic Rev Recovery	(62,411)	0	(62,411)	0
Prov - One Time Funding - COVID	549,877	0	549,877	0
Prov - PSW / Behavioural Support Subsidy	14,682	14,682	0	58,728
Prov - Nursing Staff Suppliment	0	324,072	(324,072)	1,296,292
Prov - Support Professional Growtrh	(0)	14,484	(14,484)	57,931
Prov Revenue - Accreditation	5,913	5,913	0	23,652
Prov Revenue - Equalization	47,631	47,634	(3)	190,530
Prov Revenue - High Wage	0	0	0	0
Prov Revenue - HIN NPC	10,677	10,677	0	42,705
Prov Revenue - IPAC	14,546	0	14,546	0
Prov Revenue - Nursing & Personal Care	1,620,456	1,620,456	0	6,438,906
Prov Revenue - Other Accomodation	38,816	34,929	3,887	139,712
Prov Revenue - Pay Equity	5,715	5,715	0	22,860
Prov Revenue - Program & Support Services	198,081	198,087	(6)	792,342
Prov Revenue - RAI/MDS	23,487	23,487	0	93,951
Prov Revenue - Raw Food	156,690	156,696	(6)	626,778
Prov Revenue - RN	26,502	26,499	3	106,000
Prov Revenue - Structural Compliance	36,957	36,957	0	147,828
SURPLUS ADJUSTMENT	0	0	0	386,800
Surplus Adjustment - TRF from Reserves	0	0	0	386,800
GRAND TOTAL REVENUES	4,405,225	4,307,538	97,687	17,705,795
Municipal Surplus / (Deficit)	146,685	(403,766)	550,451	0
less: Depreciation - BM	(165,723)	(157,161)	(8,562)	(628,646)
add: Transfer to Reserve	0	0	0	49,024
less: Transfer from Reserve	0	0	0	(386,800)
add: Capital Purchases	1,781	96,699	(94,918)	386,800
Accounting Surplus / (Deficit)	(17,258)	(464,228)	446,970	(579,622)

COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
March 2022

WARNING - ACTUAL DAYS ARE LESS THAN 97% OF BUDGET
over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>CLIENT PROGRAMS & SERVICES</u>	<u>266,610</u>	<u>262,748</u>	<u>3,862</u>	<u>981,208</u>
Computer Operation and Maint	0	411	(411)	1,645
COVID	61,329	0	61,329	0
Depreciation	945	948	(3)	3,792
Employee Benefits	27,150	38,332	(11,182)	142,380
Equipment - Replacements	451	768	(317)	3,075
Equipment Operation/Maint.	135	615	(480)	2,460
Hobby Crafts	219	1,281	(1,062)	5,125
Purchased Services-Physio	9,943	12,201	(2,258)	48,807
Recoveries	0	0	0	0
Recreation & Entertainment	1,624	2,625	(1,001)	10,507
Revenue - Federal	0	0	0	0
Salaries	145,148	185,452	(40,304)	688,822
Salary Allocations	20,500	20,502	(2)	76,145
Special Events	112	561	(449)	2,242
Surplus Adjustment - Depreciation	(945)	(948)	3	(3,792)
<u>NURSING SERVICES</u>	<u>2,351,109</u>	<u>2,575,450</u>	<u>(224,341)</u>	<u>9,576,853</u>
Computer Operation and Maint	8,295	7,119	1,176	28,476
COVID	45,386	0	45,386	0
Depreciation	8,607	10,251	(1,644)	41,000
Employee Benefits - Administration	31,234	34,644	(3,410)	128,678
Employee Benefits - Direct	294,610	325,770	(31,160)	1,210,007
Equipment - Repairs & Maintenance	94	984	(890)	3,940
Fall Prevention	831	4,149	(3,318)	16,600
Fall Prevention - Prov Subsidy	(639)	(4,149)	3,510	(16,600)
High Intensity Needs	0	7,500	(7,500)	30,000
High Intensity Needs - Non Claims Based	5,801	9,846	(4,045)	39,384
High Intensity Needs - Prov Subsidy	0	(7,125)	7,125	(28,500)
Incontinent Supplies - (Funded at \$1.20 per diem)	23,093	25,245	(2,152)	100,985
IPAC	9,686	0	9,686	0
IPAC MINOR CAPITAL	2,080	0	2,080	0
Lab Fees	0	2,499	(2,499)	10,000
Lab Fees - Prov Subsidy	0	0	0	(10,000)
Medical Director - (0.30 / day)	4,544	0	4,544	18,177
Medical Nursing Supplies	24,500	25,914	(1,414)	103,654
Medication Safety Technology	5,112	0	5,112	0
Memberships	0	249	(249)	1,000
Nurse Practitioner BM Support	0	0	0	(24,494)
Nurse Practitioner Expenses	45,265	46,264	(999)	171,841
Nurse Practitioner Provincial Subsidy	(30,711)	(30,714)	3	(122,853)
Phys-On-Call - Funded Exp (\$100 / bed)	0	0	0	16,515
Phys-On-Call - Prov Subsidy (\$100 / bed)	(4,296)	(4,128)	(168)	(16,515)
RAI / MDS Expenses	0	30,792	(30,792)	114,368
RAI / MDS Prov Subsidy	0	0	0	0
Recoveries	(1,517)	0	(1,517)	0
Recoveries - Wages	476	0	476	0
Salaries - Administration	104,625	120,246	(15,621)	446,627
Salaries - Direct	1,787,422	1,985,127	(197,705)	7,373,328
Salary Allocations	(4,783)	(4,782)	(1)	(17,765)
Surplus Adjustment - Depreciation	(8,607)	(10,251)	1,644	(41,000)

COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
March 2022

WARNING - ACTUAL DAYS ARE LESS THAN 97% OF BUDGET
over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>RAW FOOD</u>	<u>154,252</u>	<u>144,504</u>	<u>9,748</u>	<u>578,028</u>
Dairy	16,429	17,589	(1,160)	70,360
Groceries and Vegetables	82,357	75,276	7,081	301,107
Meat	50,875	48,390	2,485	193,561
Nutrition Supplements	5,049	4,500	549	18,000
Recoveries	(459)	(1,251)	792	(5,000)
<u>FOOD SERVICES</u>	<u>400,488</u>	<u>394,902</u>	<u>5,586</u>	<u>1,470,031</u>
Café M	0	0	0	0
Computer Operation and Maint	0	126	(126)	500
COVID	29,320	0	29,320	0
Depreciation	3,661	3,249	412	13,000
Dietary Supplies	571	4,989	(4,418)	19,951
Employee Benefits	56,142	73,325	(17,183)	272,347
Equipment - Operation and Replacement	1,272	2,706	(1,434)	10,822
Food Wrap & Disposable Items	2,272	2,199	73	8,794
Purchased Services - BM Staff Support	5,431	5,432	(1)	20,174
Recoveries	(737)	0	(737)	0
Replacement - Dishes/Cutlery	2,194	2,472	(278)	9,884
Salaries	320,795	320,369	426	1,189,938
Salary Allocations	(15,717)	(15,717)	(0)	(58,379)
Surplus Adjustment - Depreciation	(3,661)	(3,249)	(412)	(13,000)
Vending - Net Proceeds	(1,054)	(999)	(55)	(4,000)
<u>HOUSEKEEPING SERVICES</u>	<u>300,806</u>	<u>241,523</u>	<u>59,283</u>	<u>901,219</u>
COVID	39,265	0	39,265	0
Depreciation	589	750	(161)	3,000
Employee Benefits	37,007	39,656	(2,649)	147,295
Equipment - Operation/Maint.	148	438	(290)	1,750
Equipment - Replacements	0	1,251	(1,251)	5,000
Housekeeping Supplies	10,976	12,501	(1,525)	50,000
Other	0	312	(312)	1,250
Salaries	213,410	187,365	26,045	695,924
Surplus Adjustment - Depreciation	(589)	(750)	161	(3,000)
<u>LAUNDRY AND LINEN SERVICES</u>	<u>63,697</u>	<u>79,732</u>	<u>(16,035)</u>	<u>299,707</u>
COVID	1,611	0	1,611	0
Depreciation	587	375	212	1,500
Education	605	0	605	0
Employee Benefits	8,338	12,135	(3,797)	45,071
Equipment - Replacements	0	624	(624)	2,500
Equipment Operation/Maint.	1,115	624	491	2,500
Laundry Supplies	3,237	5,751	(2,514)	23,000
Recoveries	(244)	0	(244)	0
Replacements	0	5,442	(5,442)	21,770
Salaries	49,035	55,156	(6,121)	204,866
Surplus Adjustment - Depreciation	(587)	(375)	(212)	(1,500)

COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
March 2022

WARNING - ACTUAL DAYS ARE LESS THAN 97% OF BUDGET
over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>BUILDINGS AND PROPERTY MAINTENANCE</u>	<u>228,470</u>	<u>272,866</u>	<u>(44,396)</u>	<u>1,069,330</u>
Computer Operation and Maint	0	225	(225)	900
COVID	0	0	0	0
Depreciation	199,200	198,750	450	795,000
Employee Benefits	13,783	19,414	(5,631)	72,105
Equipment - Operation/Maint.	14,411	0	14,411	0
Equipment - Replacements	38	15,000	(14,962)	60,000
Furniture - Replacements	0	10,095	(10,095)	40,380
Hydro	12,924	11,000	1,924	185,000
Insurance	75,703	69,096	6,607	69,096
IPAC minor capital	0	0	0	0
Natural Gas	14,857	13,400	1,457	70,000
Purchased Services	41,490	53,949	(12,459)	215,790
Recoveries	(2,217)	(975)	(1,242)	(3,900)
Repairs/Maint./Bldgs./Grounds	10,705	21,987	(11,282)	87,953
Replacements/Capital	1,673	0	1,673	0
Resident - Cable System	5,737	5,001	736	20,000
Resident - Cable/Phone Recoveries	(17,603)	(12,501)	(5,102)	(50,000)
Salaries	56,970	67,175	(10,205)	249,506
Surplus Adjustment - Depreciation	(199,200)	(198,750)	(450)	(795,000)
Water / Wastewater	0	0	0	52,500
<u>GENERAL AND ADMINISTRATIVE</u>	<u>427,141</u>	<u>331,806</u>	<u>95,335</u>	<u>1,153,750</u>
Accreditation	0	5,971	(5,971)	5,971
Admin Charges	32,083	32,082	1	128,333
Advertising/Awards	1,351	2,400	(1,049)	20,000
Audit	0	0	0	9,346
Computer Operation and Maint	27,545	11,613	15,932	46,448
Conventions	620	750	(130)	3,000
COVID	4,561	0	4,561	0
Depreciation	6,560	6,000	560	24,000
Employee Benefits	36,881	35,255	1,626	130,943
Equipment - Maintenance	678	2,598	(1,920)	10,392
Health & Safety Program	0	249	(249)	1,000
HR Charges	25,156	25,407	(251)	101,623
Insurance	64,588	62,648	1,940	62,648
Insurance Claim Costs	0	0	0	0
IT Charges	17,110	17,109	1	68,440
Legal & Labour Contract Costs	9,518	3,500	6,018	50,000
Memberships / Subscriptions	14,710	4,194	10,516	16,770
Postage	1,189	1,626	(437)	6,500
Printing & Stationery	4,894	4,227	667	16,908
Purchased Services - From BM	10,106	8,589	1,517	31,898
Recoveries - Other	(11,071)	(12,252)	1,181	(45,857)
Recruiting	0	0	0	0
Salaries	180,381	106,673	73,708	396,214
Salary Allocations	0	0	0	0
Staff Training	2,032	15,858	(13,826)	63,426
Surplus Adjustment - Depreciation	(6,560)	(6,000)	(560)	(24,000)
Surplus Adjustment - Disposal of Assets	0	0	0	0
Telephone	4,109	3,060	1,049	12,247
Travel	700	249	451	1,000
Uniform Allowance	0	0	0	16,500
MIRAMICHI LODGE TOTALS	<u>4,192,573</u>	<u>4,303,531</u>	<u>(110,958)</u>	<u>16,030,126</u>

COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
March 2022

WARNING - ACTUAL DAYS ARE LESS THAN 97% OF BUDGET
over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
RESIDENT DAYS	13,952	14,940	(988)	60,590
NON-SUBSIDIZABLE EXPENSE	<u>0</u>	<u>0</u>	<u>0</u>	<u>727,424</u>
Debenture Payment - Interest Only	0	0	0	89,079
Surplus Adjustment - Debenture Principal	0	0	0	537,731
Surplus Adjustment - Transfer to Reserves	0	0	0	100,614
Transfer to Bonnechere Manor	0	0	0	0
SURPLUS ADJUSTMENT	<u>51,801</u>	<u>146,439</u>	<u>(94,638)</u>	<u>585,760</u>
Surplus Adjustment - Capital Purchases	51,801	146,439	(94,638)	585,760
GRAND TOTAL EXPENDITURE	4,244,374	4,449,970	(205,596)	17,343,310

COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
March 2022

WARNING - ACTUAL DAYS ARE LESS THAN 97% OF BUDGET
over / (under)

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
MUNICIPAL SUBSIDY	460,803	460,803	0	1,843,213
City of Pembroke -30.63%	152,065	152,064	1	608,260
County of Renfrew - 69.37%	308,738	308,739	(1)	1,234,953
RESIDENTS REVENUE	961,541	1,015,419	(53,878)	4,061,689
Bad Debt (Expense) / Recovery	0	0	0	0
Basic Accommodation	779,355	816,993	(37,638)	3,267,976
Bed retention	0	0	0	0
Estate Recoveries - Municipal	0	0	0	0
Estate Recoveries - Provincial	0	0	0	0
Preferred Accommodation	182,186	197,499	(15,313)	790,000
Preferred Accommodation - HIN Claims	0	0	0	0
Preferred Accommodation - Prov COVID Reimbursement	0	0	0	0
Respite Care	0	927	(927)	3,713
OTHER REVENUE	9,393	7,500	1,893	30,000
Donations	0	0	0	0
Donations In Kind	0	0	0	0
Interest Income	9,393	7,500	1,893	30,000
Other Revenue	0	0	0	0
GRANTS & SUBSIDIES	3,073,480	2,729,767	343,713	10,822,648
Prov - PSW / Behavioural Support Subsidy	11,010	11,010	0	44,040
Prov Rev - ICIP	13,045	0	13,045	0
Prov Revenue - Accreditation	5,454	5,454	0	21,812
Prov Revenue - Clinical Decision Making	5,000	0	5,000	0
Prov Revenue - Equalization	43,623	43,929	(306)	175,711
Prov Revenue - Global LOC	110,121	140,418	(30,297)	561,669
Prov Revenue - High Wage	0	0	0	0
Prov Revenue - HIN NPC	9,846	9,846	0	39,384
Prov Revenue - Medication Safety	29,372	0	29,372	0
Prov Revenue - Nursing & Personal Care	1,575,759	1,575,759	0	6,220,094
Prov Revenue - One Time - COVID	603,667	0	603,667	0
Prov Revenue - One Time - Lost Rev Advance	(10,020)	0	(10,020)	0
Prov Revenue - Other Accomodation	37,060	37,060	0	134,759
Prov Revenue - Pay Equity	5,640	5,640	0	22,560
Prov Revenue - Program & Support Services	182,676	182,679	(3)	730,715
Prov Revenue - RAI/MDS	21,660	21,660	0	86,644
Prov Revenue - Raw Food	144,504	144,507	(3)	578,029
Prov Revenue - RN	26,502	26,499	3	106,000
Prov Revenue - Staff Supp Allied Health	0	56,307	(56,307)	225,230
Prov Revenue - Nursing Staff Suppliment	0	298,866	(298,866)	1,195,469
Prov Revenue - Support Prof Growth	0	13,356	(13,356)	53,425
Provincial - Debenture Subsidy	156,774	156,777	(3)	627,107
Provincial Revenue - IPAC	101,787	0	101,787	0
SURPLUS ADJUSTMENT	0	0	0	585,760
Surplus Adjustment - Trf from Reserves	0	0	0	585,760
GRAND TOTAL REVENUES	4,505,218	4,213,489	291,729	17,343,310
Municipal Surplus / (Deficit)	260,843	(236,481)	497,324	0
less: Depreciation	(220,151)	(220,323)	172	(881,292)
add: Transfer to Reserves	0	0	0	100,614
less: Transfer from Reserves	0	0	0	(585,760)
less: Disposal of Assets	0	0	0	0
add: Capital Purchases	51,801	146,439	(94,638)	585,760
add: Debenture Principal	0	0	0	552,938
ADJ Surplus / (Deficit)	92,494	(310,365)	402,859	(227,740)

COUNTY OF RENFREW
TREASURER'S REPORT - Operations Committee
March 2022

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>CAPITAL PROGRAM - EXPENSES</u>	<u>113,506</u>	<u>143,565</u>	<u>(30,059)</u>	<u>546,055</u>
Benefits	19,954	20,100	(146)	74,653
Capital Projects - Under Threshold	0	0	0	0
COVID	2,349	0	2,349	0
Infrastructure Management	22,873	35,601	(12,728)	142,400
Misc	0	1,500	(1,500)	6,000
Salaries	68,310	78,600	(10,290)	291,947
Supplies	19	7,764	(7,745)	31,055
<u>ADMINISTRATION</u>	<u>409,350</u>	<u>385,688</u>	<u>23,662</u>	<u>1,124,616</u>
Advertising	482	5,499	(5,017)	22,000
Answering Service	664	1,149	(485)	4,600
Benefits	36,481	35,220	1,261	130,816
Cell Telephone/Pager	3,250	3,300	(50)	13,200
Communications(Radio System)	17,545	17,937	(392)	71,750
Computer Hrdwr/Sftwr	50,049	14,550	35,499	58,200
Conferences & Conventions	1,207	2,500	(1,293)	7,200
Courier	246	192	54	770
COVID	0	0	0	0
Health & Safety (Protection)	0	0	0	42,000
Insurance	145,452	141,156	4,296	141,156
Insurance Claims Expense	2,588	8,751	(6,164)	35,000
Internet	747	1,275	(528)	5,100
Legal Fees	1,984	0	1,984	20,500
Membership Fees	4,164	4,950	(786)	9,000
Office Equipment Replacement	0	0	0	4,100
Office Supplies/Publications/Awards	1,748	2,400	(652)	10,000
Photocopier Supplies/Maint	467	1,050	(583)	4,200
Postage	0	114	(114)	450
Provincial Grants & Subsidies - COVID	0	0	0	0
Recruitment	1,594	2,499	(905)	10,000
Salaries	128,658	133,021	(4,363)	494,074
Staff Training	9,498	5,001	4,497	20,000
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - From Reserves	0	0	0	0
Telephone	2,403	2,799	(396)	11,200
Travel	123	2,325	(2,202)	9,300
<u>MAINTENANCE</u>	<u>2,075,859</u>	<u>1,853,118</u>	<u>222,741</u>	<u>6,079,901</u>
Benefits	154,147	141,345	12,802	525,001
Bridges and Culverts	8,007	0	8,007	40,000
Hard Top Maintenance	8,614	0	8,614	360,000
Recoveries	(19,680)	(24,999)	5,319	(100,000)
Roadside Maintenance	343	0	343	180,000
Safety Devices	19,461	50,997	(31,536)	798,000
Salaries	638,629	528,132	110,497	1,961,627
Winter Control	1,266,339	1,157,643	108,696	2,315,273
<u>EQUIPMENT</u>	<u>343,978</u>	<u>359,170</u>	<u>(15,192)</u>	<u>1,266,900</u>
Benefits	17,388	18,105	(717)	67,244
COVID	0	0	0	0
Provincial Grants & Subsidies - COVID	0	0	0	0
Recoveries	(374)	0	(374)	(10,000)
Salaries	58,542	57,939	603	215,202
Salary Allocations	(25,005)	(25,005)	(0)	(92,876)
Small Equipment, Misc	1,343	16,401	(15,058)	65,600
Surplus Adjustment - Capital Equipment	0	0	0	1,895,000
Surplus Adjustment - Trf From Reserves	0	0	0	(1,895,000)
Surplus Adjustment - Trf To Reserves	0	0	0	0
Vehicle Operating Costs - Fuel	161,450	155,000	6,450	435,000
Vehicle Operating Costs - Insurance	47,076	46,730	346	46,730
Vehicle Operating Costs - Licence	32	0	32	60,000
Vehicle Operating Costs - Repairs & Supplies	83,527	90,000	(6,473)	500,000
Vehicle Operating Revenue	0	0	0	(20,000)

COUNTY OF RENFREW
TREASURER'S REPORT - Operations Committee
March 2022

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>HOUSING</u>	<u>72,578</u>	<u>69,009</u>	<u>3,569</u>	<u>186,550</u>
COVID	383	0	383	0
Major Repairs	0	0	0	24,550
Operating Expenses	72,195	69,009	3,186	162,000
Surplus Adjustment - Capital	0	0	0	317,000
Surplus Adjustment - Trf From Reserves	0	0	0	(317,000)
<u>OTHER</u>	<u>154,975</u>	<u>125,000</u>	<u>29,975</u>	<u>24,280,939</u>
Depreciation	2,457,249	2,425,002	32,247	9,700,000
Surplus Adjustment - Capital Construction	154,975	125,000	29,975	24,280,939
Surplus Adjustment - Depreciation	(2,457,249)	(2,425,002)	(32,247)	(9,700,000)
Surplus Adjustment - TRF to Reserves	0	0	0	0
<u>CONSTRUCTION - LABOUR CLEARING ACCOUNT</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Benefits	9,585	19,342	(9,757)	71,844
Charge to Capital Construction above	(69,821)	(121,227)	51,406	(450,273)
Salaries	60,236	101,885	(41,649)	378,429
TOTAL EXPENDITURES	3,170,245	2,935,550	234,695	33,484,961
<u>ROADS REVENUES</u>				
Misc	6,027	4,150	1,877	75,000
Provincial Grants & Subsidies	684,846	684,846	0	2,739,384
Surplus Adjustment - TRF from Reserves	0	5,385,390	(5,385,390)	21,541,555
TOTAL REVENUES	690,873	6,074,386	(5,383,513)	24,355,939
Municipal Surplus / (Deficit)	-2,479,373	3,138,836	-5,618,209	-9,129,022

Renfrew County Housing Corporation
Consolidated Treasurer's Report
March 2022

<u>Description</u>	YTD <u>Actual</u>	YTD <u>Budget</u>	<u>Variance</u>	Full Year <u>Budget</u>
ADMINISTRATION	393,533	382,883	10,650	1,276,843
BENEFITS	107,078	115,924	(8,846)	430,576
BUILDING - HEAT LIGHT POWER	127,155	242,004	(114,849)	967,995
BUILDING - CAPITAL REPAIRS - non TCA	157,217	130,858	26,359	686,640
BUILDING - ELEVATOR	16,662	16,626	36	66,500
BUILDING - GARBAGE REMOVAL	16,442	19,173	(2,731)	76,656
BUILDING - GROUNDS KEEPING	2,544	17,265	(14,721)	69,056
BUILDING - HEATING & PLUMBING	11,552	32,346	(20,794)	129,386
BUILDING - NATURAL GAS	44,304	50,343	(6,039)	201,350
BUILDING - PAINTING	34,478	60,231	(25,753)	240,891
BUILDING - REPAIRS & MAINTENANCE	168,220	110,301	57,919	441,206
BUILDING - SNOW REMOVAL	146,874	200,001	(53,127)	400,000
BUILDING - TAXES	442,729	443,439	(710)	1,743,695
BUILDING - WATER	146,139	183,087	(36,948)	772,606
COVID	148,441	0	148,441	0
FINANCIAL - CHPI	226,619	331,140	(104,521)	1,324,561
FINANCIAL - COCHI	81,853	129,939	(48,086)	519,758
FINANCIAL - COHB	0	0	0	0
FINANCIAL - DEPRECIATION	298,707	314,160	(15,453)	1,256,647
FINANCIAL - IAH HADD	11,250	17,001	(5,751)	68,000
FINANCIAL - MORTGAGE - INTEREST	7,401	7,401	(0)	646,515
FINANCIAL - ONTARIO RENOVATES (IAH & SIF)	2,266	0	2,266	0
FINANCIAL - OPHI	214,149	138,522	75,627	554,085
FINANCIAL - RENT SUPPLEMENT	65,237	72,690	(7,453)	290,761
FINANCIAL - RENT WAIVER	1,086	50,007	(48,921)	200,000
FINANCIAL - STRONG COMMUNITY RENT SUPP	29,121	35,022	(5,901)	140,086
SALARIES	460,515	497,841	(37,326)	1,849,129
Surplus Adjustment - Depreciation	(298,707)	(314,160)	15,453	(1,256,647)
Surplus Adjustment - Mortgage Principal	89,687	0	89,687	361,821
Surplus Adjustment - TCA	93,778	0	93,778	1,482,665
Surplus Adjustment - TCA funded by COCHI	(81,853)	0	(81,853)	0
Surplus Adjustment - TCA funded by COVID	0	0	0	0
Surplus Adjustment - TCA funded by OPHI	(173,445)	0	(173,445)	0
Surplus Adjustment - Transfer to Reserves	0	0	0	0
EXPENSES	2,991,031	3,284,044	(293,013)	14,940,781
COUNTY TRANSFER - BASE	1,274,315	1,267,235	7,080	5,332,258
COUNTY TRANSFER - CHPI	419,552	331,140	88,412	1,324,561
COUNTY TRANSFER - CHPI ADMIN	68,321	30,762	37,559	123,047
COUNTY TRANSFER - COCHI	699,679	129,940	569,739	519,758
COUNTY TRANSFER - COCHI Admin	18,077	14,438	3,639	57,751
COUNTY TRANSFER - COHB	0	0	0	0
COUNTY TRANSFER - COHB Admin	0	0	0	0
COUNTY TRANSFER - COVID	148,441	0	148,441	0
COUNTY TRANSFER - IAH - HADD	14,000	17,001	(3,001)	68,000
COUNTY TRANSFER - IAH - Ontario Renovates	97,940	0	97,940	0
COUNTY TRANSFER - OPHI	998,360	138,521	859,839	554,085
COUNTY TRANSFER - OPHI Admin	8,241	15,391	(7,150)	61,565
COUNTY TRANSFER - STRONG COMM Rent Supplement	35,021	35,022	(1)	140,086
GAIN / (LOSS) - DISPOSAL OF ASSETS	0	0	0	0
INTEREST ON INVESTMENTS	7,354	9,501	(2,147)	38,000
MISC REVENUE	12,886	16,254	(3,368)	65,000
PROV SUBSIDY - DEBENTURES	0	0	0	619,986
Surplus Adjustment - Transfer from Reserves	0	0	0	1,482,665
TENANT REVENUE	1,258,508	1,138,509	119,999	4,554,019
REVENUES	5,060,697	3,143,714	1,916,983	14,940,781
Municipal SURPLUS / (DEFICIT)	2,069,666	(140,330)	2,209,996	0
less: Surplus Adjustment - Depreciation	(298,707)	(314,160)	15,453	(1,256,647)
add: Surplus Adjustment - TCA	93,778	0	93,778	1,482,665
add: Surplus Adjustment - Transfer To Reserves	0	0	0	0
less: Surplus Adjustment - Transfer From Reserves	0	0	0	(1,482,665)
add: Surplus Adjustment - Principal Payments	89,687	0	89,687	361,821
Accounting SURPLUS / (DEFICIT)	1,954,423	(454,490)	2,408,913	(894,826)



MUNICIPAL FINANCE
OFFICERS' ASSOCIATION
OF ONTARIO

PROVINCIAL ECONOMIC AND FISCAL UPDATE 2022: ONTARIO'S PLAN TO BUILD

Date: April 28, 2022

1. ECONOMIC AND FISCAL UPDATE AND RELATED DOCUMENTS

Click here for the 2022 [Provincial Economic and Fiscal Update](#), [Highlights](#), and [News Release](#).

2. PROVINCIAL ECONOMIC AND FISCAL UPDATE 2022 PRIORITIES

The economic and fiscal update stresses a number of themes:

- Rebuilding Ontario's economy
- Working for workers
- Building highways and key infrastructure
- Keeping costs down
- A plan to stay open

3. MUNICIPAL HIGHLIGHTS

The economic and fiscal update includes summaries of prior commitments as well as some new announcements.

HOUSING

- \$45M for a new Streamline Development Approval Fund, which will be available for Ontario's 39 largest municipalities to modernize, streamline and accelerate processes for managing and approving housing applications (p. 95).
- The creation of the Development Approvals and Data Standard for the province. Working with the municipal sector on developing a data standard for planning and development applications to help reduce approval timelines (p. 95).
- \$19.2M over three years to help reduce the backlogs at the Ontario Land Tribunal and the Landlord and Tenant Board (p. 96).
- Working with municipalities over Summer 2022 to establish a working group on the use of vacant home taxes.
 - The working group will facilitate sharing of information and best practices, as well as explore opportunities to enhance the existing legislative framework. Based on feedback from the working group, the government may consider potential refinements to provisions in the *Municipal Act, 2001* (p. 97).
- Working with municipalities to identify potential measures to discourage land speculation involving projects that are approved by the municipality but remain unbuilt by the developer (p. 98).

- \$15M in additional investments over three years through the Home and Vehicle Modifications Program (p. 111).

INFRASTRUCTURE

- \$25.1B over the next 10 years on highway construction, expansion and rehabilitation projects.
 - Includes investments in Southern Ontario such as the QEW Garden City Skyway rehabilitation project, and the next phase of construction for the new Highway 7 between Kitchener and Guelph;
 - \$492.7M in 2022/23 to improve highways in Northern Ontario including twinning Highway 17 between the Manitoba border and Kenora; and,
 - More than 580 expansion and rehabilitation projects that are either underway or currently planned (pp. 77-80).
- \$632M in a new joint federal-provincial investment to address municipal transit pressures and housing and homelessness supports in relation to the COVID-19 pandemic (p. 88).
- The Ontario government will continue to engage the federal government to ensure funding is available for critical infrastructure needs including water, wastewater, and stormwater infrastructure (p. 89).
- \$24M for the planning and construction of the Holland Marsh Phosphorus Recycling Facility in York Region (p. 91).
- \$14B in capital grants over 10 years to support school infrastructure. Includes \$1.4B to renew and maintain schools for the 2022/23 school year, and a pilot program to expedite school construction using rapid, modular build methods (p. 91).
- \$91M to make electric vehicle chargers more accessible across the province (p. 34).
- Over \$1B in electricity transmission projects between London, Windsor and Sarnia developed in phases through 2030 (p. 29).
- Commitment to consult in the fall on delivering Phase 3 of the Ontario Natural Gas Expansion Program (p. 29).

TRANSIT

- \$109M to refurbish 56 GO Transit bi-level rail coaches. The refurbished rail coaches will provide Metrolinx with the rail fleet required to support GO Transit expansion (p. 86).
- \$75M capital investment to support corridor, fleet, and station upgrades for the Northeastern Passenger Rail Service (p. 86).
- To make regional transit more integrated the government is proposing to amend *The City of Toronto Act, 2006* to provide that the TTC may enter into an agreement with a municipality or local board authorizing the municipality or local board to operate, maintain or both operate and maintain part of a local passenger transportation system within the City¹ (p. 101).

¹ Bill 125, Plan to Build Act (Budget Measures), 2022 - <https://www.ola.org/en/legislative-business/bills/parliament-42/session-2/bill-126>

OTHER

- Commitment to work with municipalities to explore changes to the *Municipal Act, 2001* and the *City of Toronto Act, 2006* to provide Business Improvement Areas with greater access to grants and funding resources (p. 39).
- Temporarily reduce gas tax by 5.7 cents per litre and the fuel tax 5.3 cents per litre for six months beginning July 1, 2022 (p. 53).
- Raise minimum wage to \$15.50 per hour on October 1, 2022 (p. 66).

4. OTHER INITIATIVES

HEALTHCARE

- \$40B investment over the next 10 years in hospital infrastructure. This includes \$27B in capital grants to create more capacity and address bed shortages (p. 122).
- As previously announced, \$142M starting in 2022/23 to recruit and retain health care workers in underserved communities.
 - \$81M to expand the Community Commitment Program for Nurses;
 - \$61M to launch the new Learn and Stay Grant, beginning in spring 2023 (p. 115).
- Proposed legislative amendments to reduce barriers for foreign-credentialled health workers to register with and be recognized by health regulatory colleges (p. 116).
- As previously announced, \$764M over two years to provide nurses with a lump sum retention incentive of up to \$5,000 per person (p. 116).
- \$124.2M over three years to modernize clinical education for nurses (p. 116).
- \$2.8B over the next three years to make the current temporary wage enhancement for personal support workers and direct support workers permanent (p. 117).
- \$42.5M over two years, beginning in 2023/24 to support the expansion of undergraduate and postgraduate medical education and training (p. 117).
- \$230M to enhance health care capacity including critical care in hospitals (p. 118).
- \$49M over three years to develop new programs to train, recruit and retain critical care workers (p. 118).
- \$15M over three years in a new Life Sciences Innovation Program (p. 121).
- \$3.3B in additional investments to hospitals for 2022/23:
 - \$1.5B to support the continuation of 3,000 acute and post-acute beds, and hundreds of new adult, pediatric and neonatal critical care beds;
 - \$827M to ensure public hospitals are able to meet patients' needs and increase access to high-quality care;
 - \$300M to address surgical and diagnostic imaging recovery through the Surgical Recovery Strategy; and,
 - \$250M to support health human resources (p. 126)
- The creation of an advisory table to explore improvements to access to take-home cancer drugs (p. 126).

- \$2.5B over three years to support key health care needs in hospitals, including support demand and patient growth, providing priority services, and expanding hospital facilities (p. 127).
- \$8.3M over three years to add 40 Behavioural Specialized Unit beds at long-term care homes (p. 132).
- \$300,000 to support the development of education sessions and program materials in French for long-term care services (p. 133).
- \$1B in additional funding over the next three years to expand home care and improve quality of care (p. 133).
- \$100M in additional funding over the next three years to expand community care programs such as adult day programs, meal services, transportation, assisted living services, and caregiver supports (p. 135).
- \$25M to continue targeted funding to 17 high-priority communities that were most impacted by COVID-19 (p. 136).
- \$60M over two years to continue expanding the Community Paramedicine for Long-Term Care program to the 22 remaining communities and regions across Ontario (p. 136).
- \$5M in additional funding for three years to support individuals with dementia and their caregivers (p. 137).
- \$204M in additional funding to build on the 2020 Roadmap to Wellness, the provincial strategy to address long-standing mental health and addictions needs (p. 137).
- \$45.2M over three years for early intervention and mental health services for public safety personnel (p. 70).
- \$3.2M over three years to establish a Mental Health Support Unit for frontline court staff (p. 70).
- \$56.8M to increase capacity in emergency health services across Ontario (p. 71).
- \$7M to the Dedicated Offload Nursing Program to assist with offloading of patients to emergency departments (p. 71).
- \$2M over two years to the promote volunteerism during emergencies (p. 71).

SOCIAL ASSISTANCE

- \$320M in additional tax relief starting with the 2022 tax year through enhancements to the Low-income Individuals and Families Tax (LIFT) Credit. The proposed enhancement would increase the maximum benefit from \$850 to \$875, as well as raise the income thresholds and lower the phase-out rate to 5% (p. 105).
- \$5.5M in additional funding to the Ontario Community Support Program (p. 110).
- A new, refundable Ontario Seniors Care at Home Tax Credit to help low- to moderate-income senior families with eligible home care medical expenses (p. 134).

SKILLS AND EMPLOYMENT

- \$5M to expand access to the Second Career program, which provides support for workers in career transition (p. 60).

- \$15.8M to expand brick and mortar training facilities to enhance the Skills Development Fund (p. 60).
- \$114.4M over three years in the Skilled Trades Strategy including:
 - \$73.8M over three years for in-class training for apprentices to accommodate an increase in enrolment, assist students with accessibility and accommodation needs and support additional in-demand classes.
 - \$10M to maintain the Infrastructure Talent Accelerator grant, which helps apprentices participating in the in-demand trades train to help build historic infrastructure projects
 - \$15M over three years for the Tools Grant, which provides increased financial support for apprentices completing their apprenticeship program and receiving certification by helping apprentices pay for their tools and equipment.
 - \$6.3M over three years for the Achievement Incentive program, which encourages and supports skilled trades employers, including those in group sponsor arrangements, when apprentices meet training and certification milestones.
 - \$6M over three years for the Group Sponsorship Grant, which improves apprentice progression and completion by supporting small- to medium-sized employers to come together to train apprentices in the full scope of their trade.
 - \$3.3M over three years for the Apprenticeship Capital Grant to provide supports for Training Delivery Agents to meet the evolving needs of the workplace with innovative technology (p. 61).
- \$268.5M over three years in funding to strengthen skills training and employment programs (p. 65).
- \$9M over three years to support the expansion of postsecondary programs offered by the nine Indigenous Institutes and support capital repairs to support expansion (p. 67).
- \$6.9M over three years to enhance the Investing in Women's Futures program (p. 67).
- \$15.1M over three years to the Ontario Immigrant Nominee Program to attract high-skilled immigrants to fill labour shortages (p. 68).
- \$67M over three years through the Ontario Bridge Training Program to connect internationally trained immigrants with jobs in their communities (p. 69).

AGRICULTURE

- \$10M to establish a Food Security and Supply Chain Fund to address barriers to attracting, retaining, skills development, and supporting worker well-being (p. 51).
- \$10M for Enhanced Agri-Food Workplace Protection Program to support health and safety of agri-food workers (p. 51).
- \$5M for emergency support initiatives to help livestock producers handle emergency disruptions (p. 51).
- \$2.6M for a welcome centre and health resources for international agriculture workers (p. 51).
- Development of an Ontario Food Security and Supply Chain Stability Strategy (p. 110).

- The creation of a new operating provincial park, which will include modern, four-season facilities (p. 92).
- \$3.5M to improve emergency readiness and enhance the government's coordinated approach to emergency management through additional capacity to plan, prepare, respond and recover from emergencies (p. 121).
- \$600M through the Learning Recovery Action Plan to help students recover from the disruptions of the pandemic this year and into the next school year. Includes \$175M to expand access to free publicly funded tutoring in small groups after school, during school, on weekends, and over the summer (p. 128).
- \$12M to extend the Ontario Junior Exploration Program an additional two years. The program covers up to \$200,000 in eligible mineral exploration and development costs (p. 27).
- \$4M per year over three years to create a Critical Minerals Stream of the Ontario Junior Exploration Program (p. 27).
- \$2M in 2022/23 and \$3M in 2023/24 to create a Critical Minerals Innovation Fund to help the mining industry, academia, startups and research & development firms collaborate to develop new, innovative ways to extract and process critical minerals (p. 28).
- \$96M over three years to improve responses during unlawful demonstrations and illegal blockades that impede international borders (p. 35)
- \$2M through Futurepreneur Canada to support innovation and job creation for small entrepreneurial firms (p. 38).
- \$58M over three years to create Intellectual Property Ontario to help postsecondary institutions, researchers and companies maximize the value of their intellectual property (pp. 40-41).
- \$107M over three years in new critical technology initiatives to support access to and the commercialization of these technologies (p. 41).
- \$40M to extend the temporary enhancement to the Regional Opportunities Investment Tax Credit to the end of 2023, which is intended to lower the costs for businesses seeking to expand in slow growth areas of the province (p. 43).
- \$800M in estimated annual support to Ontario cultural industries through modernization of five refundable cultural media tax credits (p. 49).
- \$25M over three years to provide indigenous owned businesses and entrepreneurs with working capital (p. 52).
- Workplace Safety and Insurance Board (WSIB) is providing a rebate of up to \$1.5B to safe employers in 2022 (p. 54).
- Increasing Venture Ontario's venture capital funding from \$100M to \$300M (p. 55).
- \$23.9M in the Digital Dealership Registration program to allow car dealerships to register new vehicles online and issue stock, including permits and licence plates (p. 56).

5. PROVINCIAL ECONOMY

OVERVIEW (P.4)

- Under the government's planning projection, Ontario is projected to return to a surplus position by 2027/28, two years earlier than forecast in the 2021 Budget.

INFLATION (P. 141)

- Inflation is expected to reach 2.5% in 2023.

%	2020	2021	2022	2023	2024	2025
CPI inflation	0.7	3.5	4.7	2.5	2.1	2.1

INTEREST RATES (PP. 149, 155)

- Heightened inflation and supply chain disruptions continue to pose ongoing risks to the economic outlook. In response to elevated consumer price inflation, central banks have begun to withdraw extraordinary monetary policy stimulus introduced during the pandemic. The Bank of Canada and the U.S. Federal Reserve expect to continue raising policy interest rates through 2022. Although current high rates of inflation are expected to moderate as the effects of the pandemic and supply chain disruptions recede and monetary policy normalizes, higher-than-expected inflation could prompt a stronger response from central banks.

%	2020	2021	2022	2023	2024	2025
3 Mo. Treasury Bill rate	0.4	0.1	0.9	1.7	2.0	2.1
10 Yr. Canada Bond rate	0.7	1.4	2.0	2.5	2.8	2.9

GDP (PP. 141, 151)

- Ontario's real GDP is projected to increase by 3.7% in 2022, 3.1% in 2023, and then growth is expected to moderate to 2.0% in 2024 and 1.9% in 2025. For the purposes of prudent fiscal planning, these projections are slightly below the average of private-sector forecasts.
- The Ontario Ministry of Finance estimates that Ontario nominal GDP increased by 12.0% in 2021, the fastest pace of nominal GDP growth since 1984. This largely reflects elevated GDP inflation due to strong economy-wide price increases amid supply constraints and strong demand.

%	2020	2021	2022	2023	2024	2025
Real GDP	(5.1)	4.3	3.7	3.1	2.0	1.9
Nominal GDP	(2.8)	12.0	6.7	5.1	4.2	4.1

EMPLOYMENT (PP. 141, 144)

- After declining by 355,300 in 2020, employment in Ontario rose by 344,800 in 2021, or 4.9%, the strongest annual pace of job growth on record, with the majority of the gains in full-time positions and in the private sector. As of March 2022, employment has recovered to 228,300 above the pre-pandemic level.

%	2020	2021	2022	2023	2024	2025
Employment Growth	(4.8)	4.9	3.9	2.0	1.7	1.2

HOUSEHOLD INCOME AND DEBT (P. 153)

- Strong employment and wage gains support a projected 5.6% increase in compensation of employees in 2022. Increased disposable income over the COVID-19 pandemic, in part due to government supports as well as decreased discretionary spending, have resulted in higher savings by many households. These savings, along with growing incomes and increased spending opportunities, are projected to contribute to robust nominal household spending growth of 8.8% in 2022. Household spending is expected to remain strong over the projection period.

CANADIAN DOLLAR (P. 151)

- The Canadian dollar was 79.8 cents US in 2021 and is expected to remain close to 80 cents US over the forecast period.

6. PROVINCIAL FINANCES

DEBT (PP. 204-219)

- Ontario's long-term borrowing requirement for 2021/22 decreased by \$13.5B from the 2021 Budget forecast. This is primarily due to a lower deficit forecast for 2021/22, combined with higher opening cash levels at the beginning of 2021/22 due to lower than planned deficit results for 2020/21 (p. 204).
- The total long-term borrowing requirements for 2021/22 through 2023/24 are now forecast

to be a cumulative \$41.7B lower than forecast in the medium-term outlook in the 2021 Budget. This includes a decrease of \$17.6B for 2022/23 and \$10.6B for 2023/24. The long-term borrowing requirement for 2024/25, which was not included in the 2021 Budget, is forecast at \$38.9B, and would be the lowest long-term borrowing program since 2017/18 (p. 204).

- Ontario remains the largest issuer of Canadian dollar Green Bonds, totaling \$12.5B issued since 2014/15, with \$12.0B outstanding (p. 208).
- The net debt, equal to total debt netted of financial assets held by the Province, is forecast to reach \$410.2B in 2022/23 up from \$386.1B in 2021/22 (p. 220).
- As a result, the net debt-to-GDP is expected to reach 41.4% in 2022/23 up from 40.7% in 2021/22 (p. 216)
- Ontario is forecast to pay \$13.5B in interest costs in 2022/23 up from \$13.0B in 2021/22 (p. 212).
- The interest costs are forecast to represent 7.5% of total revenue in 2022/23, holding from 7.5% in 2021/22 (p. 218).
- Ontario's average cost of borrowing in 2022/23 is forecast to be 3.40% up from 2.10% in 2021/22 (p. 211).

DEFICIT (P. 163)

- Ontario is projecting a \$13.5B deficit in 2021/22. Over the medium term, the government is projecting deficits of \$19.9B in 2022/23, declining to \$12.3B in 2023/24, and \$7.6B in 2024/25. The deficit outlook represents a significant improvement compared to the outlook published in the 2021 Budget.

Medium-Term Fiscal Plan and Outlook (\$B)

Table 3.1 p. 164 and Table 3.14 p. 199

%
change*

	Actual Outlook 2020/21	Current Outlook 2021/22	2022/23	2023/24	2024/25	2022-2025
Revenue	164.9	173.6	179.8	188.2	169.9	3.03%
Expense						
Programs	169.0	174.1	185.2	184.8	188.1	11.3%
Interest on Debt	12.3	13.0	13.5	14.3	14.9	2.11%
Total Expense	181.3	187.1	198.6	199.1	203.0	11.97%
Reserve	0.0	0.0	1.0	1.5	1.5	
Surplus/(Deficit)	-16.4	-13.5	-19.9	-12.3	-7.6	5.37%
Net Debt (as % of GDP)	43.1	40.7	41.4	41.4	41.3	

*Percentage column added

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MARCH 2022 - YEAR-TO-DATE

To the Warden and Members of the Renfrew County Council:

The following is an itemized statement of remuneration and expenses paid to, and on behalf of each member of Renfrew County Council.

Name	Payroll				Payroll & Accounts Payable	Payroll & Accounts Payable	Accounts Payable		TOTAL
	Salary	ADHOC Per Diem	Mileage	Expenses	FCM AMO Advocacy / Delegations	CONVENTION Expenses (\$1,875 max)	ADHOC Expenses	OTHER Expenses	
Bennett, David	2,422.16	486.00	0.00	0.00	0.00	0.00	0.00	0.00	2,908.16
Brose, James	2,785.34	0.00	0.00	0.00	0.00	943.92	0.00	0.00	3,729.26
Doncaster, Glenn	2,422.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,422.16
Donohue, Michael	2,785.34	729.00	204.96	0.00	407.04	0.00	0.00	0.00	4,126.34
Emon, Peter	2,422.16	243.00	0.00	0.00	3,258.00	0.00	0.00	0.00	5,923.16
Grills, Deborah	2,422.16	0.00	104.92	0.00	0.00	0.00	0.00	0.00	2,527.08
Hunt, Brian	2,422.16	243.00	112.24	0.00	0.00	893.04	0.00	0.00	3,670.44
Keller, Sheldon	2,422.16	243.00	0.00	0.00	0.00	0.00	0.00	0.00	2,665.16
Love, Kim	2,422.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,422.16
Lynch, Daniel	2,422.16	243.00	0.00	0.00	0.00	0.00	0.00	0.00	2,665.16
Murphy, Jennifer	2,785.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,785.34
Peckett, Tom	2,785.34	0.00	0.00	0.00	0.00	893.04	0.00	0.00	3,678.38
Regier, Cathy	2,422.16	0.00	0.00	0.00	0.00	893.04	0.00	0.00	3,315.20
Reinwald, John	2,422.16	0.00	56.12	0.00	0.00	0.00	0.00	0.00	2,478.28
Robinson, Debbie	11,060.84	3,159.00	0.00	0.00	0.00	407.04	0.00	47.62	14,674.50
Sweet, Robert	2,844.67	486.00	26.84	0.00	0.00	700.92	0.00	0.00	4,058.43
Tiedje, Janice	2,422.16	0.00	128.10	0.00	0.00	0.00	0.00	0.00	2,550.26
TOTAL	\$ 51,690.63	\$ 5,832.00	\$ 633.18	\$ -	\$ 3,665.04	\$ 4,731.00	\$ -	\$ 47.62	\$ 66,599.47

COUNTY OF RENFREW

BY-LAW NUMBER 61-22

**A BY-LAW TO AMEND BY-LAW 63-03 HUMAN RESOURCES CORPORATE
POLICIES AND PROCEDURES FOR THE COUNTY OF RENFREW**

WHEREAS on October 29, 2003 the Corporation of the County of Renfrew enacted By-law No. 63-03, a By-law to establish Human Resources 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 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 policy attached to this By-law be hereby enacted as an amendment to the said By-law 63-03:
 - E-12 Disconnect From Work
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 25th day of May, 2022.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: E-12
POLICY: Disconnect From Work Policy			
DATE: May 25, 2022	REV. DATE:	COVERAGE: All Employees	PAGE #: 1 of 4

POLICY STATEMENT

The County of Renfrew recognizes the fundamental need for employees to achieve a healthy and sustainable work-life balance and supports the wellness of its workforce. The County of Renfrew abides by the *Employment Standards Act, 2000* and has established this policy to champion and uphold its provisions with respect to disconnecting from work.

POLICY SCOPE

This policy governs disconnecting from work requirements under the *Employment Standards Act, 2000* and is applicable to all employees. This policy covers the following content:

- Disconnecting from work under the *Employment Standards Act, 2000*
- Best practices for disconnecting from work
- Roles and responsibilities
- Enforcement
- Amendments

Consult the appropriate Collective Agreement for any deviations to this policy.

POLICY DEFINITIONS

For the purposes of this policy, the following definitions apply:

Disconnecting from work means not engaging in work-related communications, including emails, telephone calls, video calls or the sending or reviewing of other messages, so as to be free from the performance of work outside normal hours of work.

Normal hours of work means the working hours set out in the employee's terms and conditions of employment and their regular work schedule, inclusive of overtime as approved and worked from time to time.

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: E-12
POLICY: Disconnect From Work Policy			
DATE: May 25, 2022	REV. DATE:	COVERAGE: All Employees	PAGE #: 2 of 4

POLICY CONTENT

1. Disconnecting From Work Under the *Employment Standards Act, 2000*

This policy has been established to meet obligations with respect to disconnecting from work under the *Employment Standards Act, 2000*. To maintain compliance with provincial legislation, the County of Renfrew will:

- Ensure it has a written policy in place for all employees with respect to disconnecting from work that includes the date the policy was prepared and the date any changes were made to the policy.
- Provide a copy of the written policy with respect to disconnecting from work to each of the County's employees within 30 days of preparing the policy or, if an existing written policy is changed, within 30 days of the changes being made; and
- Provide a copy of the written policy with respect to disconnecting from work that applies to a new employee within 30 days of the day the employee becomes an employee of the County.

The County wishes to advise that the requirement to have a disconnecting from work policy under the ESA does not require the employer to create new rights for employees with respect to disconnecting from work.

2. Best Practices for Disconnecting From Work

The County of Renfrew recognizes that a healthy work-life balance is central to the happiness and health of its workforce, and endeavors to share the following best practices for disconnecting from work:

- Discuss remote working options with your supervisor or manager
- Focus on productivity instead of hours
- Utilize automatic out of office replies when away from work
- Be cognizant of your capacity for new assignments or projects
- Take vacation, time off or breaks when able
- Be an ambassador for a healthy work-life balance
- Commit to realistic timelines and set reasonable expectations for yourself and others

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: E-12
POLICY: Disconnect From Work Policy			
DATE: May 25, 2022	REV. DATE:	COVERAGE: All Employees	PAGE #: 3 of 4

3. Roles and Responsibilities

The County of Renfrew recognizes that we all play a role in upholding this policy and the disconnecting from work provisions under the *Employment Standards Act, 2000*. The following outlines the various roles and responsibilities placed on those in the workplace.

The Employer is responsible for the following:

- Uphold the disconnecting from work provisions under the *Employment Standards Act, 2000*
- Champion a healthy work-life balance and promote this disconnecting from work policy
- Amend and review this policy on an ongoing basis

Supervisors are responsible for the following:

- Adhere to this policy and disconnect from work when appropriate
- Respect the wishes of others with respect to disconnecting from work
- Promote and enable disconnecting from work within their team or department
- Enforce this policy amongst their team or department
- Consult your supervisor or manager if you are struggling to disconnect from work
- Work cooperatively with your supervisor or manager to understand expectations with respect to disconnecting from work
- Consult with the Department Head and Human Resources on matters related to their teams and disconnecting from work

Employees are responsible for the following:

- Adhere to this policy and disconnect from work when appropriate
- Respect the wishes of others with respect to disconnecting from work
- Consult your supervisor or manager if you are struggling to disconnect from work
- Work cooperatively with the supervisor or manager to understand expectations with respect to disconnecting from work

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: E-12
POLICY: Disconnect From Work Policy			
DATE: May 25, 2022	REV. DATE:	COVERAGE: All Employees	PAGE #: 4 of 4

4. Enforcement

We all must hold each other accountable with respect to disconnecting from work, as this policy requires all of us in order to create an environment that promotes a healthy work-life balance. The County will also hold staff accountable if they do not respect other's wishes with respect to disconnecting from work, and in some cases, disciplinary action in accordance with H-02 may be taken.

5. Amendments

The County will review this policy and update it as required in order to capture any new or updated *Employment Standards Act, 2000* provisions related to disconnecting from work that may come into effect.

May 25, 2022

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

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

INFORMATION

1. COVID-19 Pandemic Update – Long-Term Care (Strategic Plan Goal #3)

Home Outbreak Status: On April 8, 2022, the Renfrew County and District Health Unit (RCDHU) declared three Resident Home Areas at Bonnechere Manor in a confirmed COVID outbreak.

On April 22, 2022, the RCDHU declared Resident Home Area 3A in a confirmed COVID Outbreak.

Occupancy Funding: The Ministry of Long-Term Care (LTC) announced an extension of the occupancy funding protection cap provided under Section 7 of the COVID-19 Funding Policy, up to and including September 30, 2022. For the period of February 1, 2022, to September 30, 2022, LTC homes that do not achieve target resident days (9% occupancy for long-stay beds, 90% for interim short-stay beds) will not receive less than 90% of their Level-of-Care per diem funding on beds subject to occupancy. LTC homes experiencing outbreaks continue to receive funding for eligible beds unable to be filled due to outbreak requirements and restrictions.

The COVID-19 Guidance Document for Long-Term Care Homes in Ontario effective April 11, 2022 contains the following:

- Residents who leave the home on day and overnight absences do not need to isolate upon return, however when returning from an absence (either day or overnight), residents must undergo a PCR test on day 5 of their return.
- In non-outbreak situations only, separating residents and staff into cohorts is no longer required.

- The definition of fully vaccinated has been changed to; ‘staying up-to-date’ with vaccines.

Ministry Supplemental Stockpile Access Program (SSAP): The SSAP was no longer available after April 22, 2022. However, long-term care homes can continue to request personal protective equipment (PPE) from the provincial pandemic emergency stockpile on an emergency basis, in addition to their existing PPE supply chains. 3M 1870+ N95 respirators continue to be available free of charge to long-term care homes and are readily available for distribution.

2. Provincial Funding Announcements (Strategic Plan Goal #2)

2022-23 Personal Protective Equipment (PPE) and COVID-19 Prevention and Containment Funding: The Ministry of Long-Term Care will be flowing additional one-time funding directly to long-term care homes:

- Up to \$244 million to continue supporting incremental costs and measures required to prevent and contain transmission of COVID-19.
- Up to \$34 million to support homes with acquired additional personal protective equipment (PPE) to meet obligations under the new Fixing Long-Term Care Act, 2021.

1.75% Level of Care Increases for 2022-23: The Ministry of Long-Term Care is providing a 1.75% increase in the level-of-care global base funding in the 2022-23 funding year of up to \$96,397,100.

Impact of this funding announcement:

Home	1.75% LOC Increase CMI Adjusted	Global Per Diem Shortfall	Net Benefit vs 2022 Budget
Bonnechere Manor	175,297	(125,955)	49,342
Miramichi Lodge	183,749	(116,158)	67,591
Total			\$116,933

2022-23 Funding for Infection Prevention and Control Minor Capital, Long-Term Care Minor Capital, Clinical Decision Support Tools & Infection Prevention and Control Professionals: The Ministry of Long-Term Care announced up to \$91,692,300 in new funding in 2022-23 directly to long-

term care homes to support the following initiatives. Including previously announced commitments for the initiatives below, the Ministry will be providing up to \$114,490,500 in 2022-23.

- Up to \$61,428,600 in Infection Prevention and Control (IPAC) Minor Capital funds for minor capital improvements linked to improved IPAC practices. This one-time funding is a continuation of the IPAC Minor Capital Fund announced on October 9, 2022.
- Up to \$4,123,700 in additional Long-Term Care (LTC) Minor Capital funding to maintain and extend the life of long-term care homes. The third year of this phased-in program will provide \$22,798,200 in previously announced base funding and a one-time additional \$4,123,700 million for the 2022-23 fiscal year, for a total of \$26,921,900.
- Up to \$20,000,000 in one-time funding to support infection prevention and control capacity in long-term care homes to retain and hire IPAC professionals.
- Up to \$6,140,000 in Clinical Decision Support Tools funding to support the continued use of clinical decision support tools and other similar technologies to improve the quality of care for residents.

In addition, prior to the tabling of the budget, Lisa Levin, AdvantAge Ontario Chief Executive Officer received an update on the funding allocations listed below, most of which are not in the Budget document. Funding for these items are expected to flow in May including:

- \$6M in clinical support tools funding.
- Over \$3M for Medical Director education and training, so that all Medical Directors will take the long-term care clinicians course.
- \$10M for Ministry of Long Term Care to support the design and implementation of the resident survey.
- \$19M to support the phasing out of ward rooms in all homes over the next four years.
- Funding for social workers to provide 30 minutes of mental health support and services every four weeks to impacted residents.

Resident Food Funding Increase: a 15% increase in the long-term care nutritional allowance funding has been announced, increasing the food per diem to approximately \$11.00 from the current \$9.54 per resident per day.

3. **Annual Volunteer Recognition (Strategic Plan Goal #1)**

In recognition of the tremendous value volunteers bring to the quality of life in our long-term care homes, we plan to recognize these invaluable, generous groups of volunteers with garden parties at each Home on June 8, 2022. Greetings from Committee and Council will be arranged.

4. **Community Paramedic Program Visits [Strategic Plan Goal #3]**

Following the expansion of Community Paramedicine for Long-Term Care throughout the Province of Ontario, the County of Renfrew, recognized as a leader in Community Paramedicine, has received requests for visits from surrounding services. In March, paramedics from Lennox and Addington, and in April, paramedics from Peterborough and Quebec City spent time with our Community Paramedics on the road, and with Commander-Community Paramedic Operations, Amber Hultink, and Deputy Chief-Clinical, Mathieu Grenier, to learn more about our program.

A letter of thanks from Ms. Trina McGarvey, (Interim) Director, Emergency Services, Lennox & Addington Paramedic Service, is attached as Appendix I.

5. **Clinical Assessment Centres [Strategic Plan Goal # 3]**

Assessment Centres at Pembroke/Laurentian Valley (Shady Nook) and Arnprior have now been in operation for more than one month. The centres have been welcomed to the communities as operations and services expand to full potential.

COVID 19 testing for eligible persons scheduled through RCVTAC, is providing opportunities to identify vulnerable members of the community to receive anti-viral treatment daily. Additionally, operations at the centres have taken on a role of supporting health care facilities in the testing of their staff by providing rapid molecular testing. This ensures test results are determined in a quick and accurate manner, allowing staff to return to work as soon as possible.

The expansion of services at the clinics has provided opportunities to individuals experiencing other medical issues impacted by COVID 19 to be assessed by Paramedics, and through consultation with RCVTAC physicians, receive timely, effective treatment.

The former Grove Nursing Home and Shady Nook Recreation Centre are currently serving as the Clinical Assessment Centres under the Renfrew County Virtual Triage and Assessment Centre (RC VTAC) service. We are exploring other options in Laurentian Valley / Pembroke and areas in the Western end of the county as Shady Nook returns to its primary purpose as a recreational centre.

Each Clinical Assessment Centre will require approximately 600 square feet with three to four assessment rooms, washroom facilities and two entrances to the outside of the building. Further requirements include the capacity for vehicles to drive through using a separate entrance and exit plus parking for up to 10 vehicles for staff and patients as there are some wait times due to patients waiting for results, consultations with physicians and paramedics. A backup power source is required for a medical fridge on site and to provide uninterrupted service to patients.

RC VTAC is also exploring expansion opportunities in Cobden, Eganville, Killaloe, Barry's Bay and Deep River to establish more permanent Clinical Assessment Centres.

6. MacLean's Magazine Article

Provided below is a link to an article from MacLean's Magazine entitled "Canadian paramedics are in crisis, PTSD, burnout, and a pandemic. How COVID pushed the country's overworked first responders into emergency territory." By Christina Frangou, April 20, 2022. [Canadian Paramedics are in Crisis.](#)

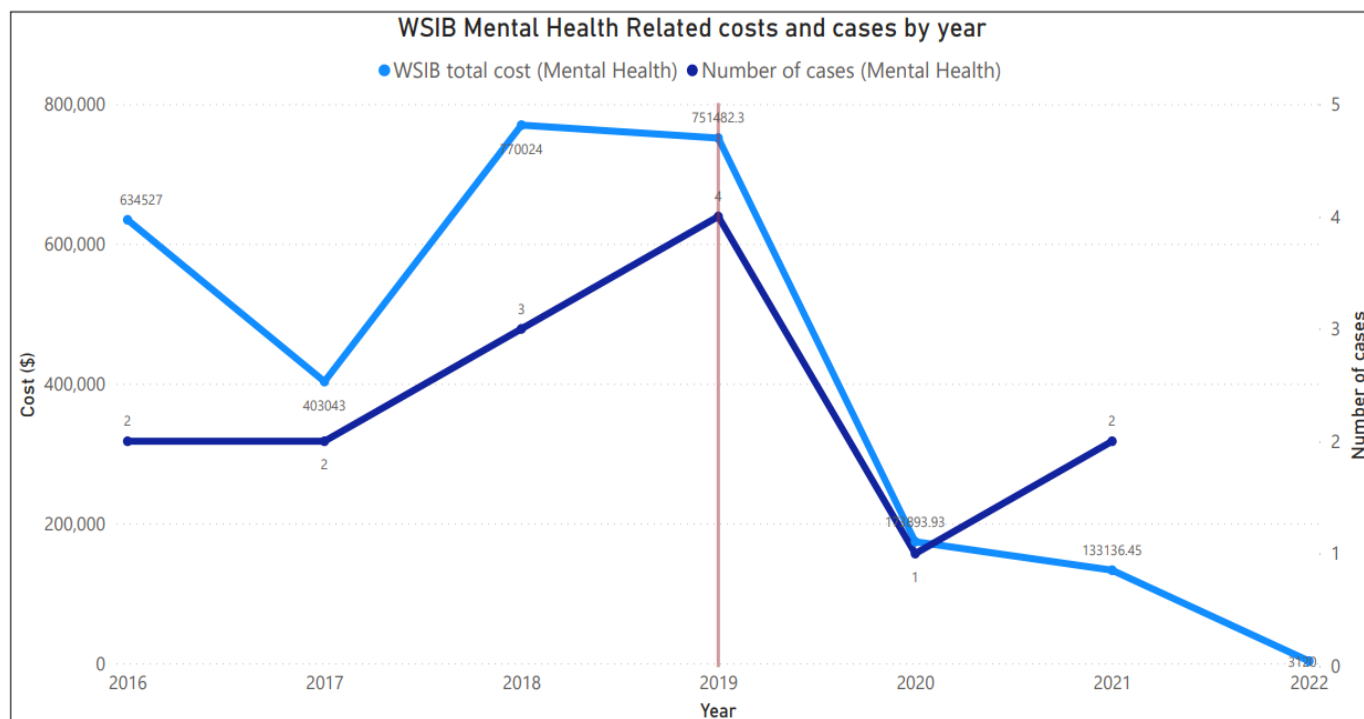
These statements from the Canadian Centre for Suicide Prevention illustrate the debilitating effects of post traumatic stress:

First responders—paramedics, firefighters, police, corrections officers—are considered to be at greater risk for Acute Stress Disorder (ASD) and Post Traumatic Stress Disorder (PTSD) than most other occupations. This is because their everyday duties routinely encounter "traumatic stressors" (Haugen, 2012, p.370).

Some researchers believe that experiencing PTSD is also a high- risk factor for subsequent suicidal behaviours (Sareen, et al., 2007).

- 9.2% of Canadians will experience PTSD in their lifetime (Van Amerigen, 2008).
- First responders experience PTSD 2 times the rate of the average population.
- An estimated 22% of all paramedics will develop PTSD (Drewitz-Chesney, 2012).
- 16 active and 15 retired RCMP officers died by suicide between 2006 and 2014 • Between April and December 2014, 27 first responders died by suicide • In January 2015, 4 first responders died by suicide (Tema Conter, 2015).

To address the mental wellness of our employees and in recognition of the costs of these claims to the ratepayers, the Service contracted Dr. Lori Gray in 2019 and facilitated a Mental Wellness action plan for the Paramedic Service.



Nature of Injury	Total cost	Average cost per claim
Mental disorders or syndromes	\$2,709,594	
Sprains and strains	\$176,865	
Rotator cuff tear or syndrome	\$42,928	
Fractures	\$7,744	
Tendonitis	\$4,532	
Traumatic injuries, disorders, complications, unspecified, NEC	\$3,366	
Bruises, contusions	\$2,446	
Multiple traumatic injuries	\$1,693	
Sciatica	\$1,602	
COVID-19 novel coronavirus	\$983	
Back pain, hurt back	\$675	
Not coded	\$590	
Freezing effects including frostbite	\$549	
Signs and symptoms including contacts/carriers of disease	\$399	
Poisonings, systemic	\$334	

Compass - Generated Report for THE CORPORATION OF THE COUNTY OF RENFREW (1642601)
 Data Source: Workplace Safety and Insurance Board
 Data Maturity: As of January 31, 2022
 Data Notation: includes data from 01/01/2015 to 01/31/2022
 Data downloaded from WSIB Compass tool.
 Report Downloaded On 2022-02-28 9:51:31

One of the key elements to successful management of a Paramedic Service is a comprehensive staff wellness strategy. This includes a robust and informative Peer Support Program developed with the guidance of trained mental health practitioners.

A Peer Support Program allows trained Paramedics to provide mental health support to their co-workers. With similar backgrounds and experiences, these trained paramedics can offer emotional, social, and/or practical support to their fellow paramedics. Peer support can exist in several forms including: mentoring, listening, advocating, and/or assisting when seeking professional help.

Ongoing Peer Support training will include quarterly workshops to promote ongoing self-care and provide opportunities to attain new skills. These enhancements to our current program include:

- Pre-employment evaluation
- Collaborative care and navigation
- Incident identification and notification
- Early Intervention Process
- Re-exposure Program
- Clear Clinician outcomes.

The Mental Wellness Program has had a clear cost benefit to ratepayers and has successfully assisted Paramedics during the increased demands of the pandemic to receive timely, high-quality early intervention that has reduced long absences and assisted staff to return to work earlier and remain at work.

7. Palliative Care Research

Commander Amber Hultink is a Co-Author on a manuscript entitled "Palliative Paramedicine: Comparing Clinical Practice through Guideline Quality Appraisal and Qualitative Content Analysis" that has been successfully submitted online to be presented at the World Cancer Congress in Geneva Switzerland, October 2022. It is further being considered for publication in the Journal of Palliative Medicine.

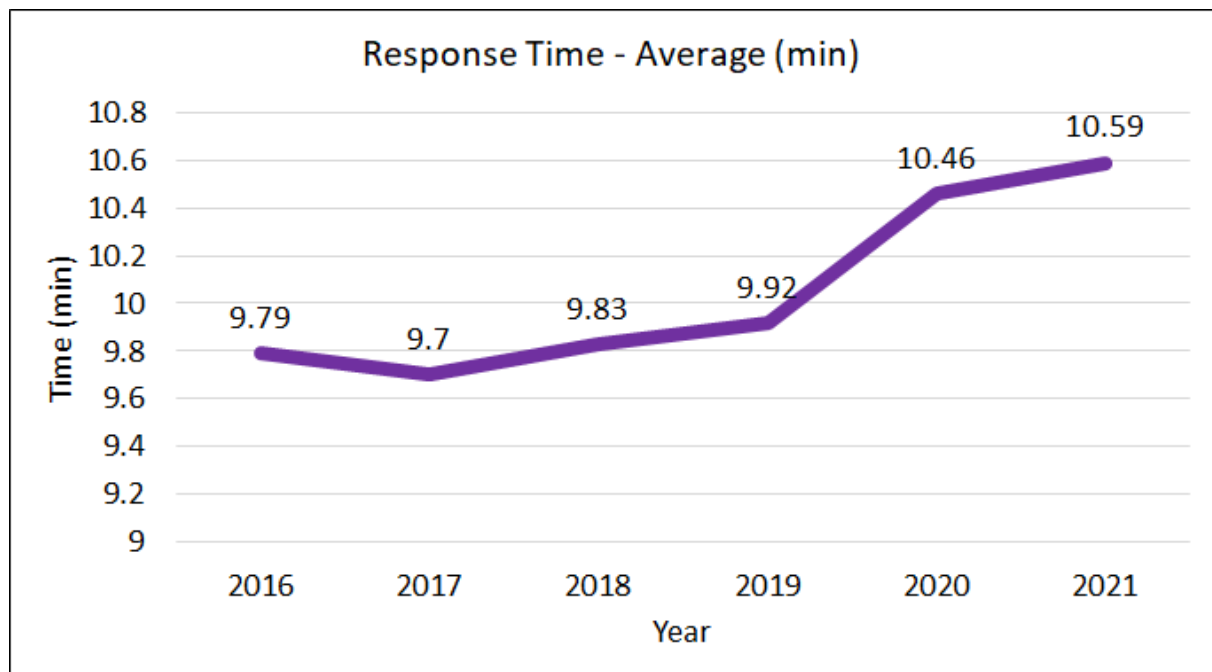
8. **Ontario Association of Paramedic Chiefs – Patients First**

Attached as Appendix II is a document authored by the Ontario Association of Paramedic Chiefs entitled Patients First: Leveraging Paramedic Services to do more for Ontario’s healthcare system – 5 Election Priorities.

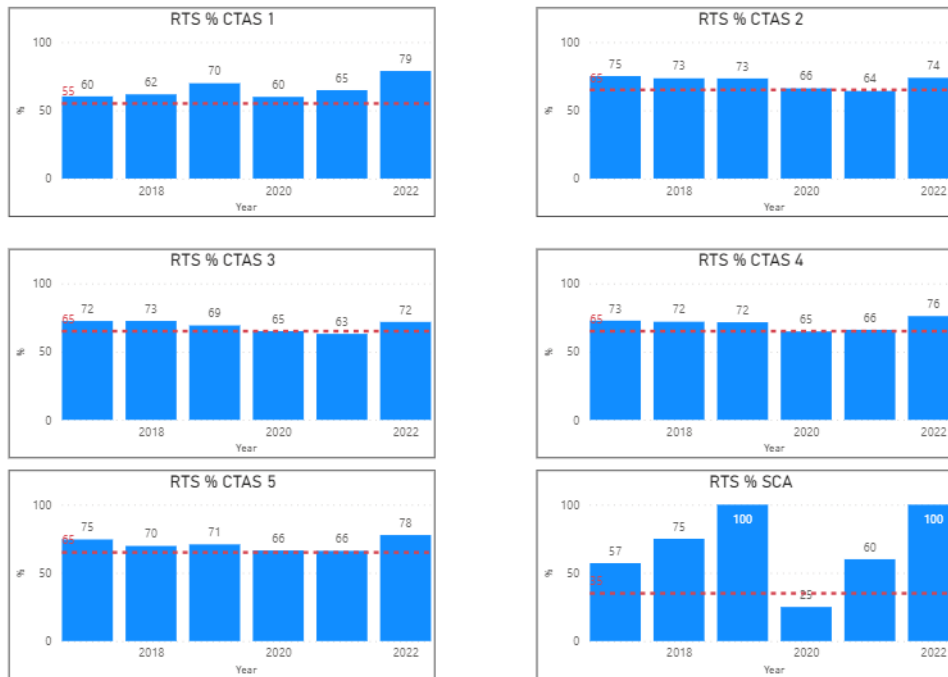
9. **Response Time Standards**

The Regulation 257/00, section Part VIII under the Ambulance Act stipulates: All Upper Tier Municipalities and Designated Delivery Agents (UTMs/DDAs) are responsible for the establishment, monitoring, reporting and evaluation of response time performance plans and performance achieved for patients categorized as Canadian Triage Acuity Scale (CTAS) 1 to 5 and sudden cardiac arrest (SCA) patients, which are submitted to the ministry on an annual basis.

To achieve this requirement, several significant changes have been made to service delivery and deployment, including adjusting shift starts to accommodate out-of-county transfers, and increasing the Minimum Emergency Coverage. Over the year we have been able to innovate and find creative solutions to ensure the community receives quality delivery of care in a timely manner.



Response Time Standard



With changing demographics, a growing demand for service and higher levels of acuity, the Service has seen an increase of approximately 24,000 patient calls in a 5-year period reflective of activities of 911 and Community Paramedic response. During this timeframe, the pandemic increased response time delays with the necessity of donning and doffing personal protective equipment before and after each call, staff absences from fatigue and covid-related illness.

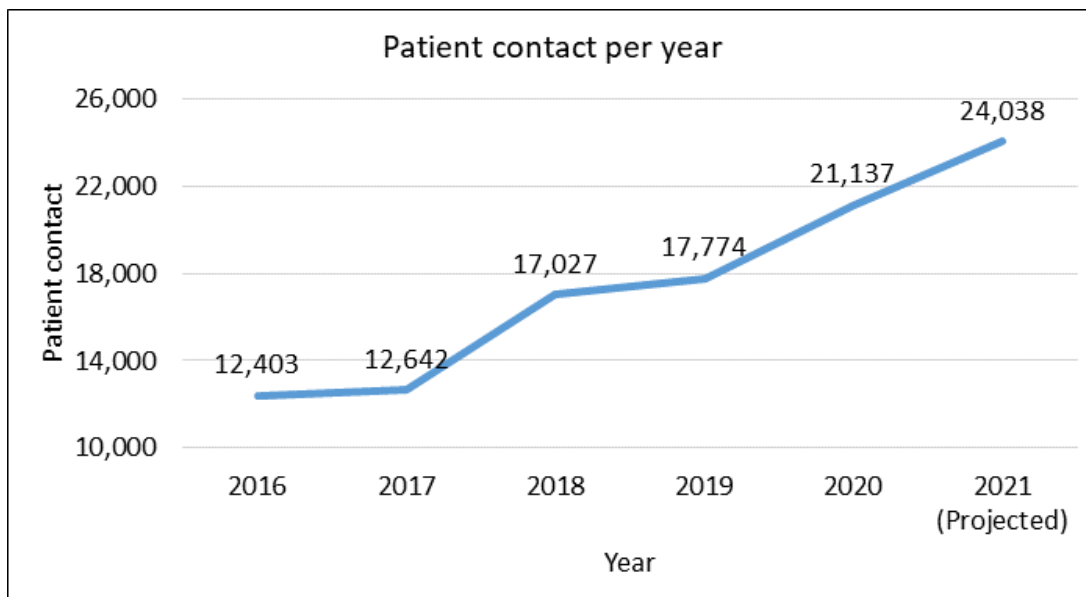


Figure 2. Total patient contacts in 2016 and 2021 timeframe. The number represents the sum of 9-1-1 and Community Paramedic patient contacts with codes 1, 2, 3 and 4.

RESOLUTIONS

10. **Fixing Long Term Care Act (Strategic Plan Goal #1)**

RESOLUTION NO. H-CC-22-05-48

Moved by Chair

Seconded by Committee

THAT the Warden be requested to send a letter to the Minister of Long-Term Care asking that the Fixing Long Term Care Act, 2021, new regulation contained within article 256 pertaining to screening measure requirements, be held in abeyance or re-examined with broad consultation with the municipal sector and particular attention be given to the Municipal Act.

Background

Committee will recall that the Fixing Long-Term Care Act, 2021 came into force on April 11, 2022, which repeals and replaces the existing Long-Term Care Homes Act, 2007 and revokes Ontario Regulation 79/10. Further to the overview given at the April report a new regulation of particular significance to the elected is contained within article 256 pertaining to screening measure requirements.

256 (1) Every licensee of a long-term care home shall ensure that screening measures are conducted before permitting any person to be a member of the licensee's board of directors, its board of management or committee of management or other governing structure.

(2) The screening measures shall include police record checks.

(3) The police record check must be,

(a) conducted by a police record check provider within the meaning of the Police Record Checks Reform Act, 2015; and

(b) subject to subsection (4), conducted within six months before the person becomes a member of the licensee's board of directors, its board of management or committee of management or other governing structure.

(4) Where a person will become a member of the licensee's board of directors, its board of management or committee of management or other governing structure as a result of their election under the Municipal Elections Act, 1996, the person must provide a police record check in accordance with this section that was conducted no earlier than six months prior to the date their term of office begins and no later than one

month after their term of office begins. This section of the Act comes into force for councillors elected / re-elected November 2022.

**11. Long-Term Care Homes Policies and Procedures – Vaccination Policy
(Strategic Plan Goal #2)**

RESOLUTION NO. H-CC-22-05-49

Moved by Chair

Seconded by Committee

THAT County Council approve that Policy G-010 Vaccination Policy for the Long-Term Care Homes remain applicable.

Background

At the Special Health Committee meeting held on March 28, 2022 it was stated that the Long-Term Care Homes Vaccination Policy was to be reviewed as a result of the April 27, 2022 lifting of Ontario Chief Medical Officer of Health (CMOH) COVID-19 Directives.

Upon considering the prevalence of the Omicron variant and the need to protect vulnerable populations, it was decided that Ontario Chief Medical Officer of Health (CMOH) COVID-19 Directives would continue for at least another 45 days beyond the April 27, 2022 easing of restrictions date. Two revisions were made to the Directives; one specific to surveillance testing frequency and the other placing the requirement for outdoor masking at the discretion of the Homes. In consideration of the current outbreak status, County of Renfrew Homes continue to require the use of masks for outdoor visits as is recommended by the Renfrew County & District Health Unit. Staff is also recommending that rapid antigen testing continue on a daily basis for all persons entering the building.

Staff is recommending that the Long-Term Care Homes Vaccination Policy, attached as Appendix III, remain valid for at least another 45 days in consideration of the prevalence of the Omicron variant and the risk posed to vulnerable populations.

12. **ConnectWell Request - Letter of Support – [Strategic Plan Goal # 4]**

RESOLUTION NO. H-CC-22-05-51

Moved by Chair

Seconded by Committee

THAT the Warden be requested to send a letter in support of a proposal by ConnectWell Community Health in Renfrew County for a capital project to develop a Health Hub in Cobden.

Background

ConnectWell Community Health in Renfrew County (previously known as the Whitewater Bromley Community Health Centre) is one of 100+ Community Health Centres (CHCs) and Aboriginal Health Access Centres (AHAC) in the province today. As you know, CHCs stand out from other models of primary care because they deliver an integrated suite of primary health care services by salaried health professionals alongside health promotion and community-based programs tailored to meet the unique needs of people in the communities they serve. Ontario's CHCs are mandated to serve populations who are made more vulnerable because of their income and social status, education and literacy, physical and social environment, gender, biology and genetic endowment, personal coping skills and health practices, or family and social support networks and inclusion, among others. Specific to Renfrew County our additional risk factors include geography, high incidence of chronic health conditions, falls specific to seniors, and mental health and addictions.

Current Status:

ConnectWell submitted a request for a Capital Project for a Health Hub in June 2021 to address the lack of space and services in Cobden and surrounding area. We have received a letter of endorsement for Stage 1 from Ontario Health East on December 23, 2021. Currently, we are investigating options with local health care and related providers and community leaders to discuss the Health Hub concept, to ensure we can leverage all opportunities so that residents of Renfrew County are provided with optimal care. We continue to research and investigate best practices options to ensure our Community Hub provides enhanced health, social and recreational services for all residents. This project nicely aligns with the goals of the Ottawa Valley Ontario Health Team in providing a full suite of

services through partnerships that allow teams to deliver the entire continuum of care for their patient populations.

All of which is respectfully submitted.

Michael Donohue, Chair

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



March 31, 2022

Michael Nolan
Chief, Renfrew Paramedic Services
9 International Drive
Pembroke, ON
K8A 6W5

Dear Chief Nolan,

I would like to take this opportunity to thank you and your service for hosting our Community Paramedics as we are in the initial stage of setting up the expanded program in Lennox and Addington.

It was helpful for them to experience an effective and fully functioning Community Paramedic Program, and the appreciated the ride out and opportunity to learn from your team.

Again thank you for your assistance and sharing in the success of our Community Paramedic program. Please pass along our gratitude to Commander Hultink and your team.

Sincerely,

Trina McGarvey
(Interim) Director, Emergency Services

cc. Paul Osborn, Superintendent



Patients First

Leveraging Paramedic Services to do more for Ontario's healthcare system

5 ELECTION PRIORITIES



“Julie saved my life.”

Overview

Governments, healthcare professionals and Ontarians want the same thing: **a seamless healthcare system that puts patients first.**

However, the system is facing pressures – overcrowding, waitlists, disparities, opioids and more. We need strong, bold leadership to make meaningful change, increase collaboration and coordination, and solve problems that are decades old.

Quote from Community Paramedicine patient, Kawartha Lakes, May 2022

View the [full video](#) of patient, Marie McAuley, sharing her story.

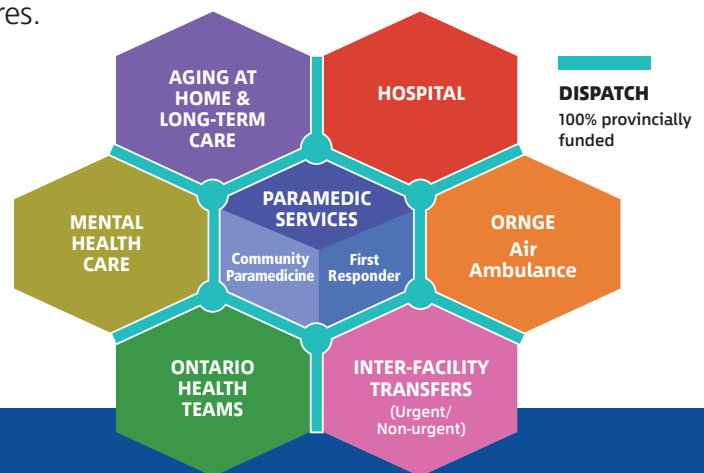
Paramedics' unique role

We are the only health professional to sit at the centre of health care, public health, public safety and caring for an aging population. Like no other in health care, we are mobile and agile. Our role has evolved. We provide expert, trusted care where it's needed in every community.

Every day, paramedics across Ontario are finding and implementing solutions that help relieve system pressures.

There is more we can do to:

- ✓ Improve patient outcomes and their quality of life
- ✓ Reduce demands on hospital emergency rooms
- ✓ Offset the high costs of hospital use
- ✓ Increase standards and quality of care
- ✓ Use resources more efficiently



5 PRIORITIES THAT PUT PATIENTS FIRST

- * Address patient flow to reduce emergency department pressures
- * Embed Community Paramedicine as part of paramedic service delivery
- * Include paramedics in the Regulated Health Professionals Act
- * Align dispatch with municipal responsibility and accountability
- * Address paramedic health human resources needs and shortages



Address patient flow to reduce emergency department pressures

Patients in the care of paramedics must be triaged as a first priority at all hospitals, every time.

- Recognize paramedic delay in hospitals as a risk to public safety.
- Encourage hospital leadership to take a 'whole hospital' approach to address offload delays.
- Mandate Fit2Sit programs that allow patients arriving by ambulance to sit in the waiting room if their condition allows.
- Create incentives for hospitals to meet the 30-minute off-load target through a Pay for Performance model.
- Encourage Community Paramedic referrals from hospital and home and community care to reduce the burden of Alternate Level of Care and ensure patient flow.



Embed Community Paramedicine as part of paramedic services across Ontario

The evidence is clear. Community Paramedicine (CP) programs are working. They allow communities to take advantage of the needed healthcare skills of paramedics to solve local challenges. They should be embedded, with permanent funding, as part of the delivery of paramedic services..

Implementing CP across the province will result in:

- Reduced health system costs
- Patients diverted from emergency rooms
- Individuals staying at home longer, reducing pressure on long-term care
- Increased access to needed primary community or home healthcare
- Health equity issues addressed
- Critical gaps filled related to seasonal surges and influenza

Councillor highlights 'incredible' success of Sudbury's community paramedicine program

Sudbury.com, October 2021

Community paramedicine program cutting 911 calls, ER visits

TB News Watch (Thunder Bay), December 2021

Paramedicine Community Care are angels among us

Toronto Star, May 2021

These paramedics are helping give Canadians the choice to die at home

(about community paramedics) CBC Radio, White Coat, Black Art, August 2021



Include paramedics in the Regulated Health Professionals Act. Create a Regulatory College.

A self-regulating college for paramedics is long overdue. Paramedics should have the same self-regulation as other health professions such as nurses, midwives and massage therapists. Ontario can follow the lead of other provinces and reduce bureaucratic layers within the Ministry of Health.

A college would:

- Increase public trust, safety and patient care
- Increase paramedic standards, accountability and transparency that would achieve higher levels of performance, proficiency and care
- Drive consistent service
- Relieve pressures from base hospitals that oversee local paramedic services
- Allow portability of credentials across the province... and more



Align dispatch with municipal responsibility and accountability

Dispatch reform must be a priority. It brings the system together and is the coordination point. It should be a system navigator, improving patient care by putting the right resources in the right place at the right time considering local needs.

- Fast track the rollout of Medical Priority Dispatch System (MPDS) and all its components.
- Create stronger integration with local paramedic services.
- Create a third-party accreditation model for dispatch to ensure consistency and unbiased assessment.
- Allow municipal oversight at the communications centre to ensure the efficient use of resources.



Address paramedic health human resources needs and shortages

- Allow flexibility to permit second-year paramedic students to work as Emergency Medical Attendants.
- Expand recruitment options and allow efficient recruitment and qualification transfers of students, graduates, experienced paramedics from across Canada and internationally.

Ambulance offload delays at Niagara hospitals are costing taxpayers millions

Welland Tribune, April 2022

Staffing shortages burning out Toronto paramedics

Toronto Sun, January 2022

Canadian paramedics are in crisis

Macleans, April 2022

Another call to action to deal with opioid crisis

CTV News, Northern Ontario, February 2022

Strong provincial leadership will change the story

These stories are real and recent.

Ambulances stuck in hospitals while patients wait on living room floors or in a crashed car. Staffing shortages stretching resources and causing burnout. Rapid population growth in those over age 85, putting more pressure on the system. The aging on long-term care waitlists for years. An opioid crisis that is getting worse.

Many of these issues have been around for decades. Strong leadership with committed action can change the story.

Time and again paramedic services have stepped up to provide timely, mobile care and respond to quickly moving situations. We have shown we adapt quickly and efficiently.

Paramedic Services in Ontario are ready to be a part of solutions toward a seamless health system that puts patients first.

The need is now. The time is now. Paramedic Services are ready.

County of Renfrew Long-Term Care Homes Policy			
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POLICY: COVID-19 Vaccination for County of Renfrew LTCH's			
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BACKGROUND

The County of Renfrew Department of Long-Term Care wishes to establish a policy that accurately reflects its duty to protect the health and safety of both our vulnerable Long-Term Care residents and the workforce without sacrificing its duty to comply with laws related to Human Rights and Privacy.

We continue to strive to achieve a balance between protecting residents from the evolving level of COVID-19 risk, and supporting overall quality of life and health and wellbeing of residents and their valued team members. We also remain conscious of the need to mitigate staffing pressures to ensure that we continue to provide high quality of care, while seeking to enhance staff satisfaction and experience.

In accordance with Ministry of Health (MOH) guidance, the *County of Renfrew Long-Term Care Home COVID-19 Vaccination Policy* is developed based on science, current best practices, regulatory review, and public health expertise in the context of the evolving global COVID-19 pandemic.

Vaccination remains the best defense against COVID-19, and, combined with other preventative measures, high vaccination rates help limit and prevent the spread of this virus in Long-Term Care homes. Vaccination against COVID-19 helps reduce the number of new cases, and, most importantly, reduces severe outcomes including hospitalizations and death due to COVID-19 in both residents and others who may be present in the long-term care environment.

Frontline healthcare workers can be at risk for occupational exposure and can potentially transmit infection to vulnerable populations. Healthcare workers are essential to the provision of healthcare, and their absence due to illness could compromise health system capacity.

Optimizing the protection of healthcare workers can help to balance any disproportionate burden of those taking on additional risks to protect the public, thereby upholding the ethical principle of reciprocity. Maintaining health system capacity is crucial to minimize serious illness and overall deaths while minimizing societal disruption as a result of the COVID-19 pandemic.

While the primary 2-dose COVID-19 vaccine series provided heroic efficacy against COVID-19, emerging evidence has now demonstrated a considerable decrease in COVID-19 vaccine

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protection against COVID-19 infection over time, and reduced efficacy against the variants of concern (VoC's) including the now predominant Delta and Omicron variants and sub-variants.

“Booster Doses” are COVID-19 vaccines administered after the primary 2-dose series. The intent of a booster dose is to restore the protection that may have decreased to a level that is no longer sufficient for prevention or protection against COVID-19 and/or VoC's. Studies have evidenced improved vaccine efficacy with the booster dose against both the Delta and Omicron variants.

In high-risk settings like long-term care homes, vaccines have proven to be very effective against severe illness and outcomes, especially with a third or fourth dose. Evidence shows that boosters are highly effective against severe outcomes, including hospitalizations and death, with a third dose restoring protection from hospitalization to 95%.

This means people who received a third dose are less likely to become infected and then pass the virus to others.

With less people infected within long-term care homes, residents can enjoy the freedoms that support theirs and their family's overall health and wellbeing. Additionally, with less COVID-19 infections, there is a decreased risk for workers and lessened impact on the workforce as a whole, resulting in reduced staffing challenges and an overall improved experience for workers.

POLICY STATEMENT

This policy is intended to proactively protect those who are at greatest risk of both exposure and serious harms due to COVID-19, prior to severe outcomes being observed.

The County of Renfrew will take every reasonable precaution in the circumstances for the protection of both vulnerable long-term Care residents in accordance with the Long-Term Care Homes Act, 2007, and workers from the hazards of COVID-19 per *Occupational Health and Safety Act, 1990* (“OHSA”), O. Reg. 79/10, and any other applicable legislation or Directives. The County endeavors to encourage, support and maximize COVID-19 vaccination in its workplaces, and recognizes it as a critical preventative and control measure.

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Towards this effort, a transparent and evidenced based risk analysis framework will be applied to guide the determination of appropriate infection prevention and control and health and safety measures.

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The National Advisory Committee on Immunization (NACI) has outlined key considerations in determining risk, inclusive of immunization status and requirements for booster dose(s) of the COVID-19 vaccine. This risk analysis will guide decision-making, and support re-evaluation at appropriate intervals. **This policy will also be re-evaluated in conjunction with the cessation of the current Chief Medical Officer of Health Directive scheduled for June 11, 2022.**

	Assessment of:	Considerations:
Jurisdictional	Local epidemiology	<ul style="list-style-type: none"> • Circulation of virus, including VoC • Evidence of decreasing protection against severe disease, infection, transmission
	Health system capacity and access	<ul style="list-style-type: none"> • Limited health system capacity to withstand a surge in cases • Reduced access to health care
	Vaccine coverage of primary series in the population	<ul style="list-style-type: none"> • Lower vaccine coverage at a regional population level leads to lower indirect protection and higher risk of breakthrough infection
Individual	Risk of increased waning of protection and/or less protection	<ul style="list-style-type: none"> • Shorter interval between doses in the primary series • Longer time since completion of primary series • Moderately to severely immunocompromised individuals • Vaccination with only viral vector vaccines
	Risk of severe illness from COVID-19	<ul style="list-style-type: none"> • Older age • Underlying medical condition (including those who are immunocompromised and who received a three-dose primary series) • Racialized and marginalized populations who have been disproportionately affected due to a number of intersecting equity factors
	Risk of transmission to individuals at increased risk of severe illness from COVID-19	<ul style="list-style-type: none"> • Close contact with those at risk for severe disease (e.g., healthcare provider, primary caregiver) • Decreased ability to physically distance (e.g., congregate living settings) • Decreased access to infection prevention and control measures

(Source: Public Health Agency of Canada (December 2021). *An Advisory Statement (ACS) National Advisory Committee on Immunization (NACI) Guidance on booster COVID-19 vaccine doses in Canada – Update December 3, 2021.* Retrieved electronically March 10, 2022.)

Based on risk analysis, the precautionary principle supports mandatory vaccination of all County of Renfrew Long-Term Care employees, students, volunteers, support workers,

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essential caregivers, and general visitors against COVID-19 in accordance with the highest level of protection medically recommended for the Long-Term Care Sector.

Vaccination Requirements for all County of Renfrew Long-Term Care employees, students, volunteers, support workers, and essential caregivers include:

- a) all required doses of a COVID-19 vaccine to be fully vaccinated against COVID-19
- b) booster dose(s) of a COVID-19 vaccine authorized by Health Canada in accordance with the highest level protection medically recommended for the long-term care sector.
- c) with 14 days passing after receiving last vaccine (*This 14 days will need to be considered in the context of staffing, and onboarding for new employees*)

General visitors, contract workers and children aged 5-11 are required to provide proof of vaccination including a minimum of the primary 2-doses of a COVID-19 vaccine approved by Health Canada with 14-days passing after receiving their last vaccine.

Visitors of any kind who are not fully vaccinated as outlined above are restricted to outdoor visits, based on the ability of the home to reasonably accommodate.

Exceptions:

- A General Visitor or caregiver attending the home to visit or attend to a resident receiving palliative end-of-life care
- Children/Infants under the age of five (5) provided no vaccine has been approved for this demographic.
- A support worker who is attending the home for emergency or palliative situations, to provide timely medical care, or for the sole purpose of making a delivery

Booster doses following COVID-19 infection confirmed via Rapid Antigen Test (RAT), and/or PCR:

- Individuals who have tested positive for COVID-19 after their primary 2-dose vaccine series, but before receiving the booster dose may be recommended to wait to receive their booster dose until 90 days after testing positive, however, they may receive their booster once they are asymptomatic and isolation completed (with informed consent).

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In this event, the individual is required to provide the home with the date of positive RAT/PCR test, and must provide proof of receiving their booster dose no more than 90 days from date of positive test.

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POLICY SCOPE

This policy applies to all County of Renfrew Department of Long-Term Care employees, students, volunteers, support workers, essential caregivers, and general visitors. This policy covers the following content:

- Proof of vaccination
- Non-vaccinated parties
- Accommodations
- Encouraging vaccination
- Enforcement
- Roles and responsibilities
- Privacy and confidentiality
- Amendments

Consult the appropriate Collective Agreement for any deviations to this policy.

POLICY DEFINITIONS

Covered individuals includes any staff member, student/trainee, volunteer, or other designated essential caregiver currently working in-person in a health care organization, including workers and general visitors that are not providing direct patient care and are frequently in the patient environment (i.e. cleaning staff, research staff, or other administrative staff).

COVID-19 is the infectious disease caused by SARS-CoV-2, a highly contagious virus.

Vaccine(s) refers to a vaccine approved by Health Canada for use in Canada in relation to COVID-19.

Vaccination refers to the administration of a vaccine to protect individuals from COVID-19. It may include the administration of one or more doses of a vaccine.

Vaccinated refers to an individual who has received all recommended doses of a vaccine that is recommended or required **with 14 days passing after receiving last vaccine**.

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POLICY CONTENT

1. Proof of Vaccination

Covered individuals who receive COVID-19 vaccinations are required to submit proof of vaccination using the Ontario Ministry of Health receipt or equivalent with 14 days passing after receiving last vaccine to be permitted access to the Home. **Any covered individuals that begins to work at the County of Renfrew Department of Long-Term Care are required to submit proof of vaccination as a condition of employment.**

Vaccination status information, including vaccine type and the date, time, and location for each vaccine dosage, will be collected, used and disclosed pursuant to The County's Privacy policy, the terms of this policy, and all applicable privacy legislation. Vaccination status information will only be collected, used and disclosed as required for the reasonable purpose of:

- Health and safety planning and as a reasonable precaution to ensure the health and safety of the workforce amidst a pandemic;
- Limited disclosure to County clients as required by the terms of the service relationship or when determined to be necessary and lawful by the County; and
- Administering this policy.
- A receipt of vaccination can be obtained by logging into the Ontario COVID-19 portal at <https://covid19.ontariohealth.ca/>. An acceptable Ontario receipt will look like this:

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Ministry of Health
Ministère de la Santé

Name/Nom: [REDACTED]
 Health Card Number/Numéro de la carte Santé: #####1032
 Date of Birth/Date de naissance: [REDACTED]
 Date/Date: 2021-05-29, 1:43 p.m.
 Agent/Agent: COVID-19_mRNA
 Product Name/Nom du produit: PFIZER-BIONTECH COVID-19 VACCINE mRNA
 Diluent Product: PFIZER Diluent 0.9% Sodium Chloride
 Lot/Lot: EW0216
 Dosage/Dosage: 0.3
 Route/Voie: Intramuscular / intramusculaire
 Site/Site: Left deltoid / deltoïde gauche
 You have received 1 valid dose(s) / Vous avez reçu 1 dose(s) valide(s)
 Vaccine Administered By/Vaccin Administré par: [REDACTED] L.H.
 Registered Nurse
 Authorized Organization/Organisme agréé:
 Note: Only valid doses are counted / Remarque: Seules les doses valides sont comptées

Please remain on the premises for the next 15 minutes for observation. You are free to leave the vaccination clinic at 1:58 PM / Veuillez rester sur place pendant les 15 prochaines minutes aux fins d'observation. Vous pouvez quitter la séance de vaccination à 1:58 PM

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2. Non-vaccinated Parties

Covered individuals who do not submit proof of vaccination will be deemed non-vaccinated and will be denied access to the home. Staff will remain on or be placed on an unpaid leave of absence.

3. Accommodation

The County is committed to a workplace free from discrimination and harassment in accordance with the *Ontario Human Rights Code, 1990*. The County will provide reasonable accommodation for covered individuals belonging to a prohibited ground under the *Code*, short of undue hardship. Covered individuals who refuse vaccination due to personal preference do not qualify for accommodation under the *Code*.

Covered individuals seeking accommodation must identify the specific prohibited ground they believe exempts them from vaccination. Those who request accommodation must reasonably participate in the accommodation process by providing information related to the relevant prohibited ground, any limitations or restrictions that exist, and any remedies that may enable accommodation. To discuss possible exemptions related to a prohibited ground, covered individuals should contact their immediate Supervisor and Human Resources. If an exemption is medical in nature, covered individuals should contact an Employee Health Coordinator directly.

Medical Exemptions:

Individuals must provide proof of a valid medical exemption in the form of an enhanced vaccination certificate that:

- confirms that the individual cannot be vaccinated against COVID-19 or cannot receive a subsequent dose of a COVID-19 vaccine for a medical reason
- is issued in accordance with Ministry of Health's guidance on Medical Exemptions to COVID-19 vaccination (as amended)
- specifies the effective time-period for the medical exemption

If the medical exemption is time-limited, the covered individual is required to provide proof of vaccination within 30 days of the medical exemption expiring.

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4. Encouraging Vaccination

To maximize vaccination rates for its workforce, the County will, to the extent possible:

- Assist covered individuals by providing information on COVID-19 vaccination and locations where COVID-19 vaccinations may be administered; and
- Approve reasonable time off requests for covered individuals to access vaccination during work hours with no loss of wages, wherever possible.
- Endeavor to provide on-site access to COVID-19 Vaccination during working hours to facilitate accessibility to the vaccine.

Education: County of Renfrew Long-Term Care Homes shall make available to staff, support workers, student placements, volunteers and caregivers education and/or resources that includes the following information:

- a) how COVID-19 vaccines work
- b) vaccine safety related to the development of the COVID-19 vaccines
- c) the benefits of vaccination against COVID-19
- d) risks of not being vaccinated against COVID-19
- e) possible side effects of COVID-19 vaccination

5. Enforcement

Employees placed on a general non-statutory unpaid leave of absence are subject to Policy E-08 General and Unpaid Leaves of Absences, which outlines the impacts to employee benefit entitlements.

If misleading or false information has been provided with respect to vaccination status, test results or accommodation the County of Renfrew may issue discipline in accordance with Policy H-02 Discipline and Dismissal where necessary.

Vaccination reduces the chance that you will get sick or infected if you are exposed to COVID-19. A layered approach to workplace infection prevention and control measures reduce the chance of being exposed to the virus. COVID-19 vaccines do not replace the need for strict adherence to established COVID-19 public health measures.

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Communication: The County of Renfrew shall ensure that information on the proof of vaccination requirements, is communicated to all covered individuals and to residents and their substitute decision makers.

Communication will include the consequences for individuals who do not provide proof of vaccination, (or approved accommodation) including that they cannot attend the home for the purpose of working, undertaking a student placement, volunteering, or visiting or attending to a resident within the Long-Term Care Home.

Any additional consequences shall be in accordance with the licensees applicable human resource policies, collective agreements, and any applicable legislation, directives and policies. (Source: [Ministers Directive: Long-Term care Home COVID-19 Immunization Policy](#))

6. Roles and Responsibilities

The County of Renfrew recognizes that we all play a role in upholding this policy. The following outlines the various roles and responsibilities placed on all parties in the workplace.

The Employer is responsible for the following:

- Compliance with this policy, and all applicable legal obligations with respect to occupational health and safety, human rights, privacy and other relevant legislation;
- Ensure protection of all covered individuals and take all reasonable precautions to this end;
- Establish, and review as required, all personal protective equipment requirements and preventive measures needed to reasonably protect its workforce from COVID-19;
- Maintain the dignity, privacy and respect of all covered individuals on matters related to this policy; and

Supervisors are responsible for the following:

- Comply with this policy and fulfil all responsibilities assigned to Supervisors;
- Ensure protection of all covered individuals and take all reasonable precautions to this end;

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- Ensure covered individuals are using personal protective equipment and following preventive and control measures set by the County;
- Work with management to collectively administer this policy.

Covered individuals are responsible for the following:

- Comply with all aspects of this policy;
- Use all personal protective equipment required under this policy; and
- Follow all preventive and control measures set by the County with respect to COVID-19.

7. Privacy and Confidentiality

- Information pertaining to medical contraindication, and/or confirmation with respect to any other exemption granted will be collected and stored by the Occupational Health Department.
- Supporting documentation related to any non-medical request for an exemption will be collected and maintained by Human Resources.
- This information will be used internally by the County for the purpose of administration of the policy, outbreak planning and management, workforce management, scheduling and as otherwise permitted or required by law. It will be held in confidence, securely stored and shared only as required to achieve these purposes.
- Staff should note that the County may be required to collect and maintain statistical information and, on request of the Office of the Chief Medical Officer of Health, may need to disclose the statistical information to the Ministry of Health.
- Any other disclosure in accordance with this policy will be de-identified and/or aggregated, unless permitted or required by law (e.g., occupational health or public health reporting etc.).
- Any questions about the collection, use or disclosure of this information should be directed to Human Resources.

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DEPARTMENT: General			POLICY #: G-010
POLICY: COVID-19 Vaccination for County of Renfrew LTCH's			
DATE: Mar 28/22	REV. DATE: New	COVERAGE: All Employees/Caregivers/Visitors	PAGE #: 14 of 15

8. Amendments

The County will review this policy and update it reasonably as required to mirror the evolving evidence, and nature of the pandemic.

County of Renfrew Long-Term Care Homes Policy			
DEPARTMENT: General			POLICY #: G-010
POLICY: COVID-19 Vaccination for County of Renfrew LTCH's			
DATE: Mar 28/22	REV. DATE: New	COVERAGE: All Employees/Caregivers/Visitors	PAGE #: 15 of 15

Reference Documents:

- Government of Canada. *COVID-19 vaccine: Canadian Immunization Guide*. Retrieved electronically March 11, 2022)
- Government of Ontario. (February 10, 2022) *Ministers Directive: Long-term care home COVID-19 immunization policy*. Retrieved electronically March 11, 2022)
- Occupational Health and Safety Act, R.S.O. 1990, c. O.1. Retrieved electronically March 10, 2022.
- Ontario Human Rights Commission. (September 2021) *Policy Statement on COVID-19 vaccine mandates and proof of vaccine certificates*. Retrieved electronically March 10, 2022.
- Ontario Ministry of Health (February 2022). *COVID-19 Vaccine Third Dose Recommendations*. Retrieved electronically March 10, 2022.
- Ontario Ministry of Health (February 2022). *RESOURCE GUIDE: MINISTERS DIRECTIVE LONG-TERM CARE HOME COVID-19 IMMUNIZATION POLICY*. Retrieved electronically March 22, 2022.
- Long-Term Care Homes Act, 2007, S.O. 2007, c. 8. Retrieved electronically March 11, 2022.
- O. Reg. 79/10: GENERAL under *Long-Term Care Homes Act, 2007, S.O. 2007, c. 8*. Retrieved electronically March 11, 2022.
- Public Health Agency of Canada (December 2021). *An Advisory Statement (ACS) National Advisory Committee on Immunization (NACI) Guidance on booster COVID-19 vaccine doses in Canada – Update December 3, 2021*. Retrieved electronically March 10, 2022.

May 25, 2022

To the Council of the Corporation
Of the County of Renfrew

Members of County Council:

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

INFORMATION

1. 2022 First Quarter Community Housing Registry Waitlist Statistics [Strategic Plan Goals #1, #2 & #3]

	New Eligible Applications	Total Eligible Applications	Total # of Active Applicants	Eligible Transfer Applicants	Eligible Special Priority Applicants
Senior	5	74	89	16	0
Adult	100	651	735	39	9
Family	53	392	604	40	36
TOTALS	158	1117*	1428**	95	45

*1117 eligible applications as of March 31, 2022

Bedroom Size	Senior	Adult	Family
1	70	607	0
2	4	41	176
3	0	2	127
4	0	1	60
5	0	0	29
TOTALS	74	651	392

**1428 active applicants as of March 31, 2022

Bedroom Size	Senior	Adult	Family	Dependents
1	85	696	0	0
2	4	39	255	158

Bedroom Size	Senior	Adult	Family	Dependents
3	0	0	194	253
4	0	0	96	178
5	0	0	59	126
TOTALS	89	735	604	715

2. **Move Ins, Move Outs, and Internal Transfers Comparison (First Quarter 2022) [Strategic Plan Goal #1]**

	Move Outs First Quarter 2022	Move Ins First Quarter 2022	Internal Transfers First Quarter 2022
Pembroke & Area	10	10	1
Renfrew	7	1	3
Arnprior	4	8	4

3. **Landlord and Tenant Board Notices and Applications (First Quarter 2022) [Strategic Plan Goals #1 & #2]**

First Quarter 2022	Arnprior	Renfrew	Pembroke & Area
N4's Issued	97	121	333
N5's Issued	5	5	18
N6's Issued	0	1	1
N7's Issued	0	0	1
L1's Issued	3	5	10
L2's Issued	0	2	2

N4 Notice to Terminate a Tenancy Early for Non-Payment of Rent

N5 Notice to Terminate a Tenancy Early

N6 Notice to Terminate a Tenancy Early for Illegal Acts

N7 10-Day Notice to Terminate a Tenancy Early

L1 Application to Evict a Tenant for Non-payment of Rent and to Collect Rent the Tenant Owes

L2 Application to End a Tenancy and Evict a Tenant or Collect Money

4. **Consolidated Homelessness Prevention Initiative (CHPI) 2022 First Quarter Update [Strategic Plan Goals #1, #2 & #3]**

Originally implemented in January 2013, the Community Homelessness Prevention Initiative (CHPI) is a 100 per cent provincially funded outcomes-based program that aims to prevent and end homelessness by improving access to adequate, suitable, and affordable housing and homelessness services for people experiencing homelessness and for people at-risk of homelessness.

The County of Renfrew's CHPI allocation for 2021-2022 is \$1,447,608. This funding is used to deliver local programs that help with housing security: Homelessness Prevention Program (HPP), Rent Allowance, and Emergency Minor Home Repairs.

Homelessness Prevention Program (HPP)

This is an emergency program that helps people to keep their current housing or secure new housing. Details about approved expenses and eligibility requirements can be found on the County's website on the [Homelessness Prevention Program](#) webpage.

Number of Approved Applications First Quarter	First Quarter HPP Expenditure
332	\$242,240.77

Rent Allowance

The CHPI Rental Allowance Program is a monthly supplement paid to the landlord on behalf of a household in need of rental assistance; \$275/month for single people or couples with no dependents or \$375/month for families or sole support parents with children. This supplement is meant to bridge the gap between affordable rent and the actual market rent charged by the landlord. Households can remain eligible for up to three years and eligibility is verified annually.

Households Assisted – 2022 First Quarter

Month	Single	Family	First Quarter Expenditure
January	81	34	\$35,025
February	78	31	\$33,075
March	75	31	\$32,250
Total First Quarter Expenditure			\$101,350

Emergency Minor Home Repairs

This program helps low-income homeowners stay safely housed within their home by covering essential minor home repairs up to \$5000.

Number of Approved Applications 2022 First Quarter	First Quarter HPP Expenditure
1	\$4,972.00

5. Investment in Affordable Housing – Revolving Loan Fund [Strategic Plan Goals #1b & #3b]

The Investment in Affordable Housing (IAH) was an initiative where the province cost-matched federal funding to help service managers (municipalities) in deploying affordable housing strategies. Funding was provided from 2011 to 2019 and through this the County of Renfrew was able to offer 2 programs: Affordable Homeownership and Ontario Renovates. Funding was provided to eligible homeowners through a forgivable loan. Service managers were required to establish revolving loan funds. When loans were recovered the balances in the revolving loan funds grew.

The County of Renfrew last offered the Affordable Homeownership and Ontario Renovates Programs during 2019. Intake to these programs was paused during 2020 and 2021 due to limited amounts within the revolving loan funds. Fund balances are now sufficient to launch the programs again.

The current balances of the revolving loan funds:

- Affordable Homeownership \$331,365.05
- Ontario Renovates \$259,789.07

Approved Ontario Renovates Applications	314
Ontario Renovates Loans Recovered to Date	51
Ontario Renovates Funding Issued to Date	\$3,105,000.16
Approved Affordable Homeownership Applications	53
Affordable Homeownership Loans Recovered to Date	27
Affordable Homeownership Funding Issued to Date	\$694,163.00

Within the IAH Guidelines it is specified that the revolving loan funds must be used for their initial intended purpose; meaning that proceeds from one fund cannot be transferred to the other (the homeownership balance cannot be transferred into the renovates balance and vice versa).

Loan amounts, maximum property values, and maximum household incomes are prescribed by the Ministry of Municipal Affairs and Housing through the 2021 Provincial Policy Statement tables. The data is sourced from the Canada Mortgage and Housing Corporation and Canada Revenue Agency. The maximum household income indicated for Renfrew County is \$90,400. The maximum home value (not exceeding the average resale house prices) is \$331,412.

The Affordable Homeownership and Ontario Renovates programs will be offered to eligible homeowners starting June 6, 2022.

6. **Retirement- Manager, Child Care and Early Years**

Judy Mulvihill, Manager of the Child Care and Early Years Division has tendered her notice of retirement effective June 30th after more than 16 years with the County of Renfrew, leading the Child Care and Early Years Department through significant growth and changes. We would like to extend our thanks for her leadership and the many contributions Judy has made to the County of Renfrew and the child care sector in this area, and we wish her health and happiness as she moves on to this next chapter in life.

7. **Ontario Works Caseload Statistics [Strategic Plan Goal #1 (b)]**

Month	2022 Total Caseload	2021 Total Caseload
January	1,052	1,062
February	1,083	1,052
March	1,118	1,076
April		1,048
May		1,037
June		1,014
July		1,002
August		985
September		946
October		974
November		977
December		1,017

8. **Inclusion Services Statistics [Strategic Plan Goal # 1 (a)]**

The following chart indicates Inclusion Services monthly statistics from January to March 2022.

Month and Year	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22
Children served	173	174	174									

9. **Licensed Home Child Care Statistics [Strategic Plan Goal # 1 (a)]**

The following chart indicates the County of Renfrew Licensed Home Child Care program monthly statistics from January to March 2022.

Month and Year	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22
Children served	15	19	20									
Open homes	3	4	4									

Children on waitlist	88	94	98									
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10. Licensed Child Care Statistics [Strategic Plan Goal # 1 (a)]

The following chart indicates monthly statistics for licensed child care in Renfrew County from January to March 2022.

Month and Year	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22
Licensed capacity	1764	1764	1764									
Operating capacity	1261	1276	1360									
Children served	1118	1101	1150									
Children served, receiving Fee Subsidy	316	317	315									

11. Canada-Wide Early Learning and Child Care (CWELCC) System [Strategic Plan Goal # 2 (a)]

On April 13, 2022, the Ministry of Education released an [addendum to the Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline \(2022\)](#), for the Canada-Wide Early Learning and Child Care System (CWELCC). A synopsis of information included in this addendum is provided below.

Licensee Eligibility:

All Licensees with programs serving children under the age of 6 (or turning 6 before June 30, 2022) in Ontario are eligible to apply to participate in the CWELCC System through the County of Renfrew. Participation in the CWELCC System is optional and Licensees will be able to choose to participate in the CWELCC System, or not participate and operate outside the CWELCC System. The County of Renfrew may deny an application for enrolment in limited circumstances outlined in O.Reg.137/15. Licensees that wish to participate in the CWELCC System must indicate their intent to do so to the County of Renfrew by September 1, 2022.

Licensees participating in the CWELCC System must have a Purchase of Service Agreement with the County of Renfrew in the areas they provide care and operate under the criteria outlined in the guidelines.

Funding:

The Ministry of Education has advised that the identified 2022 allocation of \$2,881,622 is for the period of April to December 2022. Further information regarding funding allocations for January to March 2023 and April 2023 to March 2024 have yet to be defined, although initial conversations with the province of Ontario indicate that the funding will be equivalent to or more than the presently allocated funding.

The breakdown of the funding from April to December 2022 will include funding for 10 months, including January 2023, which will require a higher level of funding to cover the next fee reduction starting December 31, 2022, is as follows:

- Fee Reduction \$2,550,655.
- Workforce Compensation \$208,024.
- Administration \$122,943.

Next Steps:

To accomplish the objectives outlined in the CWELCC addendum, the County of Renfrew Child Care and Early Years Division will be submitting for Committee and Council the following later in 2022:

- A new CWELCC Service Agreement template for approval.
- A list of Licensees recommended for a CWELCC Service Agreement.
- New County of Renfrew Child Care and Early Years policies that relate to the implementation of the CWELCC.

To meet these objectives, the CWELCC Service Agreement will be reviewed by independent legal council, applications for Licensees for the CWELCC program will be disseminated and reviewed for approval once submitted and policies will be developed.

12. EarlyON Centre Addition at St. Joseph's Catholic School [Strategic Plan Goal # 2 (a)]

Attached as Appendix I is an approval letter from the Ministry of Education, April 28, 2022, to Renfrew County Catholic District School Board's request for an Approval to Proceed (ATP) in the amount of \$23,490,782 for a 434 pupil place, four-room child care centre, and a one-room EarlyON centre addition at the St. Joseph's Catholic Secondary School including additional funding and approval to demolish the existing St. Thomas Apostle Catholic Elementary School (SFIS#4513), under s. 194(4) of the Education Act. The child care space will accommodate an existing licensed child care centre with the addition of a dedicated EarlyON space within a school setting.

13. Emergency Assistance for Ukrainian Migrants [Strategic Plan Goal #3 (b)]

The federal government has created a new immigration stream for Ukrainian individuals and families fleeing the conflict in Ukraine called the Canada-Ukraine Authorization for Emergency Travel (CUAET). To provide support and assistance to individuals who have come to Canada through CUAET, the Ministry of Children Community and Social Services (MCCSS) has expanded access to the Ontario Works Emergency Assistance program to enable individuals to receive emergency financial support for up to 6 months.

The federal government has also recently announced that they will be offering short term financial assistance for CUAET migrants. The federal program will cover a 2-week motel stay and financial assistance in the amount of \$500/week for up to 6 weeks. Once this application process is up and running, staff will help newcomers in our community with accessing the financial assistance programs and other community supports.

RESOLUTIONS

14. National Housing Strategy 2022-23 Allocations [Strategic Plan Goal #3 (b)]

RESOLUTION NO. CS-CC-22-05-39

Moved by Chair

Seconded by Committee

THAT County Council approve the renewed Action Plan under the National Housing Strategy for 2022-23; AND FURTHER THAT County Council authorize the Warden and Clerk to execute the amended Transfer Payment Agreement for the Canada-Ontario Community Housing Initiative (COCHI) and the Ontario Priorities Housing Initiative (OPHI) between the County of Renfrew and the Ministry of Municipal Affairs and Housing.

Background

Attached as Appendix II is correspondence dated April 27, 2022 from the Honourable Steve Clark, Minister of Municipal Affairs and Housing regarding funding available to the County of Renfrew through the renewed Action Plan under the National Housing Strategy for 2022-23 in the amounts of:

Program	2022-23 Confirmed Allocations
Canada-Ontario Community Housing Initiative (COCHI)	\$574,180
Ontario Priorities Housing Initiative (OPHI)	\$601,100
Canada-Ontario Housing Benefit (COHB)	\$331,900

The signed Transfer Payment Agreement and Investment Plan must be returned to the Ministry no later than May 31, 2022.

Attached as Appendix III is the Transfer Payment Agreement.

Attached as Appendix IV is the COCHI-OPHI Investment Plan 2022-23.

BY-LAWS

15. Amendment to By-law 50-17- County of Renfrew New License Home Agreement [Strategic Plan Goal # 3 (b)]

RESOLUTION NO. CS-CC-22-05-40

Moved by Chair

Seconded by Committee

THAT County Council approve that By-law No. 50-17 authorizing the County of Renfrew to enter into an agreement with Licensed Home Child Care service providers, be amended to enter into an agreement with Brittany Weiland (located in Pembroke); AND FURTHER THAT the providers that are no longer operating under the County of Renfrew Licensed Home Child Care Agency be removed.

Background

Since 2018, the County of Renfrew has been licensed by the Ministry of Education to operate a Licensed Home Child Care Agency. At this time, there are four homes operating at full capacity with 20 full time children. One home resides in Arnprior, two homes are located in Pembroke, and the fourth home is located in Eganville.

The following Licensed Home Child Care Providers no longer operating under Licensed Home Child Care Agency are as follows:

- Constance Leahy – Sweet Porridge, closed September 30, 2020;
- Jessica Nelson – Pine Valley Daycare, closed October 27, 2020;
- Kim Lair – Smiles for Miles, closed April 30, 2021; and
- Amanda Nash – Amanda’s Home Daycare, approved but did not become operational.

All of which is respectfully submitted.

James Brose, Chair

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

**Ministry of Education****Ministère de l'Éducation**

Capital and Business Support
Division

Division du soutien aux
immobilisations et aux affaires

315 Front Street West
15th Floor
Toronto ON M7A 0B8

315, rue Front Ouest
15^e étage
Toronto (Ontario) M7A 0B8

April 28, 2022

Mr. Mark Searson
Director of Education
Renfrew County Catholic District School Board
499 Pembroke Street West
Pembroke, ON K8A 5P1

Dear Mr. Searson,

The ministry has received Renfrew County Catholic District School Board's request for an Approval to Proceed (ATP) in the amount of \$23,490,782 for a 434 pupil place, four-room child care centre, and a one-room EarlyON centre addition at the St. Joseph's Catholic Secondary School including additional funding and approval to demolish the existing St. Thomas Apostle Catholic Elementary School (SFIS#4513), under s. 194(4) of the *Education Act*:

With regards to the proposed demolition of the existing St. Thomas Apostle Catholic Elementary School (SFIS#4513), as per *section 194(4) of the Education Act – Approval of Minister re disposition, demolition*, school boards shall not demolish a school building unless the board has obtained the approval of the Minister. Based on the information available, the ministry is satisfied that the board has devised proper alternative accommodation arrangement for the students at St. Thomas Apostle Catholic Elementary School and grants your board the approval to demolish the school once the addition at St. Joseph's Catholic Secondary School is completed.

The ministry has also reviewed the supporting information provided by the board for the additional funding and based on our review, the ministry is granting your board an approval to use \$951,395 of unincumbered Capital Priorities, approval for additional Capital Priorities funding of \$3,262,903, additional Child Care Capital funding of \$1,241,090, approval to apply \$3,900,000 of accumulated surplus, an acknowledgement to apply \$459,875 of School Renewal Allocation and an ATP in the amount of \$23,490,782 as outlined in the table below:

Funding Program:	Amount
Project ID #: 54-018	
Capital Priorities	\$11,003,416
Child Care Capital (including EON)	\$2,672,104
Subtotal	\$13,675,520
Additional Funding:	
Capital Priorities	\$4,214,298
Child Care Capital	\$1,241,090
Accumulated Surplus	\$3,900,000
School Renewal Allocation	\$459,875
Subtotal	\$9,815,262
Total Funding	\$23,490,782

Your board is responsible and will be held accountable for implementing appropriate measures to ensure that the cost for this project, is within the approved project funding of \$23,490,782. The board must receive ministry approval if the total cost of this project exceeds the amount the ministry has granted in this approval letter.

Please note that the Child Care Capital funding allocation that you have received for this project can only be used to address the capital costs related to the implementation of child care.

Your board's tender document for this project should be structured in such a way as to allow separate tenders for optional components of the design in order to allow the board to accept only the components that would fit within the approved project costs. The board should be prepared to reject portions of or the entire tender and may need to re-design the project such that the costs do not exceed the approved project funding.

The school board is required to internally restrict its Accumulated Surplus by \$3,900,000 for this project and ensure that this amount is reported in EFIS Schedule 5.5 "List of Committed Capital Amounts Funded by Accumulated Surplus" in the school board's next financial submission to the ministry.

Please refer to the attached **Appendix A - Communications Protocol**, for detailed requirements regarding public communications, events and signage related to the project.

Should you have any questions regarding this approval to proceed, please contact please contact the Capital Analyst assigned to your board. The list can be found at https://efis.fma.csc.gov.on.ca/faab/Contact_Us.htm.

Sincerely,

Original signed by:

Didem Proulx
Assistant Deputy Minister
Capital and Business Support Division

Attached: Appendix A – Communications Protocol: Public Communications, Events and Signage

c: Paul Bloye, Director, Capital Program Branch
Mary Lynn Schauer, Superintendent of Business, Renfrew County Catholic DSB
Judy Mulvihill, Manager of Child Care Services, County of Renfrew

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



April 27, 2022

Debbie Robinson
Warden, County of Renfrew
9 International Drive
Pembroke, Ontario, K8A 6W5

Dear Debbie Robinson:

I am pleased to provide you an update on the 2022-23 roll out of the Canada-Ontario Community Housing Initiative (COCHI), the Ontario Priorities Housing Initiative (OPHI) and the Canada-Ontario Housing Benefit (COHB) programs.

Even though the fiscal year has already begun, the Canada Mortgage and Housing Corporation has still not yet agreed to the final details of a renewed Action Plan under the National Housing Strategy for 2022-23.

While we anticipate this will happen shortly, I would ask you to join me in reaching out to the Federal government and asking that they approve the renewed Action Plan for 2022-23 quickly. In addition, as our government continues to advocate for Ontario's fair share of federal funding for housing programs, I would also ask that you join us in our efforts to secure this critical funding by reaching out to the Federal government and asking for Ontario's fair share.

In the interim, to ensure stability and continuity of the housing programs upon which so many Ontarians depend, the Ministry is proceeding with implementation consistent with past practice and with the planning allocations provided to all Service Managers in August of last year.

Your confirmed 2022-23 NHS allocations for the interim period are attached to this letter as Appendix "A" and remain unchanged from the allocations communicated to you in August 2021. The key program design elements for the 2022-23 period have also remained unchanged. Please find enclosed the template for amending the relevant Transfer Payment Agreements, the Program Guidelines and Investment Plan for further details.

To ensure Service Managers and Indigenous Program Administrators are well-positioned to move forward with implementation in the 2022-23 year, we are requesting that the signed Transfer Payment Agreement (TPA) and Investment Plan be returned to the Ministry **as soon as possible but no later than May 31, 2022**. In recognition of the relatively late start of this process and to ensure continuity and stability of programming, you will note the Transfer Payment Agreement has already been signed by the Crown and will take effect upon execution by the service manager/Indigenous Program Administrator. We strongly encourage service managers and IPAs to return executed TPAs and approved Investment Plans to the Ministry to facilitate flow of funding.

Upon finalization of the Transfer Payment agreement and receipt of your Investment Plan, the Ministry will proceed to initiate your first payment based on your first quarter cash flow requirements as outlined in the Investment Plan, up to a maximum amount of 50% of your total allocation. You may submit your signed agreement and Investment Plan via e-mail to housingprogramsdelivery@ontario.ca.

My expectation is that you continue to administer NHS housing programs as usual, and that there is no interruption to housing services and supports. I trust this letter provides the certainty you need to proceed. If you have any questions, please contact ministry staff at your regional Municipal Services Office.

We sincerely appreciate your efforts to assist vulnerable people in your communities, and I look forward to continuing our work together as we move forward on these important changes.

Sincerely,



Steve Clark
Minister

Enclosures

- c. Paul Moreau, Chief Administrative Officer
- Laura LePine, Director, Community Services
- Mila Kolokolnikova, Team Lead, Municipal Services Office

Appendix “A”

2022-23 Fiscal Year Confirmed Funding Allocations – County of Renfrew

Program	2022-23 Confirmed Allocations
Canada-Ontario Community Housing Initiative (COCHI)	\$574,180
Ontario Priorities Housing Initiative (OPHI)	\$601,100
Canada-Ontario Housing Benefit (COHB)	\$331,900

Appendix “B”
Transfer Payment Agreement

Please see attached.

ONTARIO TRANSFER PAYMENT AMENDING AGREEMENT

for COCHI/OPHI

This Amending Agreement effective as of the ____ day of _____, 2022

B E T W E E N :

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO as represented by
the Minister of Municipal Affairs and Housing**

(“Minister”)

- and -

Corporation of the County of Renfrew

(“Service Manager”)

BACKGROUND

1. The Minister and the Service Manager entered into an Ontario Transfer Payment Agreement for COCHI/OPHI effective as of 28 August 2019 (the “**Agreement**”) in respect of Fiscal Years 2019-2020, 2020-2021, and 2021-2022.
2. The Parties wish to extend the Agreement by one year and provide for an additional Fiscal Year in 2022-2023.
3. The Parties wish to otherwise amend the Agreement in the manner set out in this Amending Agreement.

IN CONSIDERATION of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. Capitalized terms used but not defined in this amending agreement (the “**Amending Agreement**”) have the meanings ascribed to them in the Agreement.

2. Schedule “A” of the Agreement is amended as follows:

- (a) The definition of “Fiscal Year” in section 1.1 is amended by adding the following at the end of the definition:

(d) in the case of the fourth Fiscal Year, the period commencing on April 1 following the end of the third Fiscal Year and ending on the following March 31;

- (b) The definition of “TP Hub” in section 1.1 is amended by adding “or any successor transfer payment system” at the end of definition.

- (c) Section 4.2 is deleted in its entirety and replaced with the following:

4.2 The Minister will advance Funds to the Service Manager as set out in the Program Guidelines. For the COCHI Operating Component, the Minister will advance Funds only up to March 31, 2023. For the COCHI Repair Component, the Minister will advance Funds only up to March 31, 2023. For the COCHI New Build Component, the Minister will advance Funds only up to March 31, 2027. For the OPHI Ontario Renovates Component, Rental Assistance Component and Supportive Housing Component, the Minister will advance Funds only up to March 31, 2023. For the OPHI Rental Component and the Homeownership Component, the Minister will advance Funds only up to March 31, 2027. Funds will not be advanced by the Minister to Service Managers after the above dates.

- (d) Section 5.6 is deleted in its entirety and replaced with the following:

5.6 In the event the Service Manager’s original planned commitment for COCHI Funds cannot be met, the Service Manager may request to move Funds originally planned for the Operating Component to either the Repair or New Build Components or vice versa, provided the request is submitted to the Minister by September 15, 2022.

- (e) Section 21.1 is amended by deleting the phrase “personal delivery or fax” and replacing it with “or personal delivery”.

- (f) Section 21.2 is amended by deleting the phrase “email, personal delivery or fax” and replacing it with “email or personal delivery”.

- (g) Section 21.3 is amended by deleting the phrase “email, personal delivery or by fax” and replacing it with “email or personal delivery”.
3. Schedule “B” of the Agreement is amended as follows:
- (a) The amount of Maximum Funds in respect of the Canada-Ontario Community Housing Initiative is deleted and replaced with “\$1,513,297”.
 - (b) The amount of Maximum Funds in respect of the Ontario Priorities Housing Initiative is deleted and replaced with “\$2,501,300”.
 - (c) The Expiration Date for the Canada-Ontario Community Housing Initiative of “March 31, 2040” is deleted and replaced with “March 31, 2054”.
 - (d) The Expiration Date for the Ontario Priorities Housing Initiative of “March 31, 2053” is deleted and replaced with “March 31, 2054”.
 - (e) All Fax numbers listed as contact information are deleted.
 - (f) The e-mail address for the purposes of Notice to the Minister is deleted and replaced with the following:

E-mail: Sebastian.Franks@ontario.ca

4. Schedule “C” of the Agreement is amended as follows:
- (a) The definition of “Capital Component” in section 1.1 is deleted and replaced with the following:
 - **“Repair Component”** means the COCHI Repair Component described in Appendix C-2 and the Program Guidelines;
 - (a) The definition of “Capital Funds” in section 1.1 is deleted and replaced with the following:
 - **“Repair Funds”** means Funds in respect of the COCHI Repair Component;
 - (b) The following definition is added to section 1.1:
 - **“New Build Component”** means the COCHI New Build Component described in Appendix C-3 and the Program Guidelines;
 - (c) Section 1.2 is amended by deleting the phrase “Capital Component” and replacing it with “Repair Component”.

- (d) Section 1.2 is further amended by adding the following Appendix at the end of the list of Appendices:

Appendix C-3 – COCHI New Build Component

- (e) Section 2.1 is amended by deleting the phrase “Operating Component and the Capital Component” and replacing it with “Operating Component, Repair Component and New Build Component”.
 - (f) “Appendix C-3 – COCHI New Build Component”, in the form attached to this Amending Agreement, is added as Appendix C-3 to the Schedule.
5. Appendix C-1 of Schedule “C” of the Agreement is amended as follows:
- (a) Section 3.2 is amended by adding the following after the first sentence:

For the fourth Fiscal Year, the Minister shall transfer Operating Funds to the Service Manager in May, July, October, and on or before March 1.
 - (b) Section 5.4 is amended by deleting “March 31, 2028” and replacing it with “March 31, 2023”.
6. Appendix C-2 of Schedule “C” of the Agreement is amended as follows:
- (a) All references to “Capital Component” are deleted and replaced with “Repair Component”.
 - (b) All references to “Capital Funds” are deleted and replaced with “Repair Funds”.
 - (c) Section 5.5 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
7. Appendix D-1 of Schedule “D” of the Agreement is amended as follows:
- (a) Section 5.2 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
 - (b) Section 6.1 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
8. Appendix D-2 of Schedule “D” of the Agreement is amended as follows:

- (a) Section 3.6 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
 - (b) Section 5.4 is amended by deleting “March 31, 2026” and replacing it with “March 31, 2027”.
 - (c) Section 5.5 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
 - (d) Section 5.8 is amended by deleting “March 31, 2026” and replacing it with “March 31, 2027”.
 - (e) Section 9.2 is amended by deleting “February 28” and replacing it with “February 15”.
 - (f) Section 13.1 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
 - (g) Section 13.5 is amended by deleting “March 31, 2026” and replacing it with “March 31, 2027”.
9. Appendix D-3 of Schedule “D” of the Agreement is amended as follows:
- (a) Section 2.1 is amended by adding the following at the end of the section:

For the fourth Fiscal Year, the Minister shall transfer funds to the Service Manager in May, July, October, and on or before March 1.
 - (b) Section 4.2 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
 - (c) Section 6.1 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
10. Appendix D-4 of Schedule “D” of the Agreement is amended as follows:
- (a) Section 3.4 is amended by adding the following at the end of the section:

For the fourth Fiscal Year, the Minister shall transfer the Rental Assistance Funding to the Service Manager in May, July, October, and on or before March 1.
 - (b) Section 4.1 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.

- (c) Section 5.4 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
 - (d) Section 8.1 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
- 11. Appendix D-5 of Schedule “D” of the Agreement is amended as follows:
 - (a) Section 3.3 is amended by adding the following at the end of the section:

For the fourth Fiscal Year, the Minister shall transfer Housing Support Services Funding to the Service Manager in May, July, October, and on or before March 1.
 - (b) Section 4.1 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
 - (c) Section 5.4 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
 - (d) Section 7.1 is amended by deleting “March 31, 2022” and replacing it with “March 31, 2023”.
- 12. Schedule “G” of the Agreement is deleted and replaced with “Schedule ‘G’ – Program Guidelines – 2022-23” in the form attached to this Amending Agreement.
- 13. Schedule “H” of the Agreement is deleted and replaced with “Schedule ‘H’ – Investment Plan - 2022-23” in the form attached to this Amending Agreement.
- 14. This Amending Agreement shall be effective as of the date set out at the top of the Amending Agreement.
- 15. Except for the amendments provided for in this Amending Agreement, all provisions in the Agreement shall remain in full force and effect.

[SIGNATURE PAGE FOLLOWS]

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

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of Municipal Affairs and
Housing**



Name: Joshua Paul
Title: Assistant Deputy Minister

April 27, 2022
Date

Corporation of the County of Renfrew

Name:
Title:

Date

Name:
Title:

Date:

I/We have authority to bind the Service Manager.

APPENDIX C-3

COCHI NEW BUILD COMPONENT

1. INTERPRETATION

1.1 In this Appendix, unless the context requires otherwise,

- **“Agreement”** means the agreement between the Minister and the Service Manager to which this Appendix forms a part;
- **“Conditional Letter of Commitment”** means the letter issued by the Minister confirming approval of the Project and setting out the amount, terms and conditions of Funding allocated to the Proponent;
- **“Contribution Agreement”** means an agreement entered into by the Service Manager or another party contributing to the Project and an approved Proponent for contributions under the Program;
- **“Contributions by Others”** means cash or in-kind eligible contributions from Service Managers, municipalities, housing providers, the private sector, the voluntary sector, charities and individual donors, to be used in accordance with this Program. Contributions by Others does not include: contributions from any Government of Canada sources, including, but not limited to arrangements with CMHC; nor contributions under any program wholly or partially funded from Government of Canada sources; nor contributions which receive credit under any arrangement with CMHC or the Government of Canada outside this Agreement;
- **“Development Activities”** means those activities which are normally undertaken for the development, construction, repair, renovation, rehabilitation or conversion of buildings for residential purposes, including the acquisition of property;
- **“Funding”** means funding provided under the Program, as set out in the Program Guidelines;
- **“Funding Schedule”** means the schedule of funding setting out progress payments for the type of Project to be undertaken by a Proponent, in the form determined by the Minister;
- **“Housing”** means residential accommodation and facilities, common areas and services used directly with the residential accommodation, but may include up to thirty per cent (30%) of the total available space for non-residential purposes. Housing does not include commercial or institutional

premises, social or recreational services, and services or facilities related to mental or physical health care, education, corrections, food services, social support or public recreation;

- **“Occupancy Date”** means the date on which occupancy of all Units in a Project is permitted;
- **“Phase-out Period”** means the last five (5) year period of the Affordability Period;
- **“Program”** means the New Build Component;
- **“Project Information Form”** means the form submitted by the Service Manager to the Minister for consideration of a Project;
- **“Proponent”** means a municipality, district social services administration board, a non-profit or cooperative housing provider that has submitted a Proposal;
- **“Proposal”** means the proposal to participate in the Program, submitted to the Service Manager;
- **“Unit”** means a self-contained residential dwelling, including, without limiting the generality of the foregoing, (i) supportive rental Housing where service funding is secured from sources other than Funding provided under the Program; (ii) multi-bedroom units which are used for congregate living; and (iii) disabled/accessible units.

1.2 The following Sub-Appendices are attached to and form part of this Appendix:

Sub-Appendix C-3A - Proponent’s Initial Occupancy Report;
Sub-Appendix C-3B - Proponent’s Annual Occupancy Report;
Sub-Appendix C-3C - Rental Protocol;
Sub-Appendix C-3D - Confirmation of Construction Start.

1.3 In the event of a conflict or inconsistency between the provisions of this Appendix and the provisions of a Sub-Appendix, the provisions of this Appendix shall prevail.

1.4 All references in this Appendix to section numbers are references to sections of this Appendix unless stated otherwise.

1.5 All references in this Appendix to Sub-Appendices are references to Sub-Appendices in this Appendix, unless stated otherwise.

2. REQUIREMENTS FOR PARTICIPATING IN THE NEW BUILD COMPONENT

- 2.1 Prior to the Service Manager participating in the New Build Component:
- (a) the Service Manager shall ensure that the general property tax applicable to Units built under the Program is in accordance with the criteria set out in the Program Guidelines;
 - (b) the Service Manager shall establish initial income limits, at levels which it considers appropriate, which it shall apply as a requirement for all applicants for tenancies of Units. The Service Manager may apply annual income testing as a requirement for tenants during the term of their tenancies or upon any lease renewal or extension. The Service Manager shall periodically review such income limits and, if it considers it necessary, revise them to levels which it considers appropriate.

3. PROJECT SELECTION

- 3.1 The Service Manager shall evaluate, or shall have evaluated, each Project in accordance with the requirements of the Program Guidelines.
- 3.2 The Service Manager shall submit to the Minister a list of Council or delegated authority approved Projects with recommended Funding requirements based on the submitted Investment Plan and within the Service Manager's notional allocation.
- 3.3 In respect of each Project, the Service Manager shall submit a Project Information Form and the appropriate Funding Schedule to the Minister for approval.
- 3.4 If the Minister approves the Project, the Minister shall issue a Conditional Letter of Commitment to the Proponent and shall advise the Service Manager of the approval of the Project.
- 3.5 The Funding shall be allocated to the Projects at the discretion of the Minister.
- 3.6 The Service Manager shall advise and request approval from the Minister for any changes to the Projects which may affect the number of Units or the Funding requirements for the Service Manager and the Project.
- 3.7 The Minister may change the allocation of Funding to a Project in response to a change in the Project.
- 3.8 The Service Manager shall approve Projects in accordance with policies it has adopted respecting the procurement of goods and services, as required by the *Municipal Act, 2001*.

- 3.9 A Service Manager who utilizes the municipality or a municipal non-profit housing corporation to deliver Units under the Program is not required to use a procurement process to solicit the municipality or the municipal non-profit housing corporation as a Proponent, but the municipality or municipal non-profit housing corporation shall award contracts to build Units using procurement practices authorized by the Service Manager.

4. PAYMENTS BY THE MINISTER

4.1 In respect of all Projects:

- (a) The Minister shall pay the Service Manager the Funding within fifteen (15) Business Days following the Minister receiving written confirmation from the Service Manager that:
 - (i) the Service Manager and the Proponent have signed a Contribution Agreement;
 - (ii) the Proponent is in compliance with the Contribution Agreement; and
 - (iii) the Proponent has satisfied the criteria for the payment to be made pursuant to the Funding Schedule;
- (b) The Service Manager shall pay the Proponent the Funding within fifteen (15) Business Days of receiving the Funding from the Minister, provided that:
 - (i) the Proponent is in compliance with the Contribution Agreement;
 - (ii) the Proponent has satisfied the criteria for payments to be made pursuant to the Funding Schedule; and
 - (iii) the Proponent has complied with the requirements of the Program;

- 4.2 Notwithstanding section 4.1, no Funding shall be paid to the Service Manager in respect of a Project unless the Service Manager has advised the Minister that the Service Manager has entered into a Contribution Agreement with the Proponent for the Project that provides for the use, accountability and security of the Funding, and the Proponent is not in breach of the Contribution Agreement.

- 4.3 Notwithstanding sections 4.1 and 4.2, the Service Manager may authorize the Minister to pay Funding to a third party and the Minister shall permit such authorization.

- 4.4 Notwithstanding sections 4.1 and 4.2, the Proponent may authorize the Service Manager to pay Funding to a third party and the Service Manager shall permit such authorization.
- 4.5 All Funding for a Project shall be advanced to the Service Manager within four (4) years of the signing of the Contribution Agreement.

5. ADMINISTRATION

- 5.1 Following the approval of each Project by the Minister, the Service Manager shall arrange for an appropriate form of Contribution Agreement to be executed, and shall register appropriate security documents, prior to requesting Funding from the Minister or forwarding Funding to the Proponent.
- 5.2 A Contribution Agreement under this Appendix cannot be signed after March 31, 2023, or such earlier date as may be determined by the Minister and communicated by the Minister to the Service Manager by notice in writing.
- 5.3 The Service Manager shall monitor all Projects which have received a Funding allocation to determine whether the Proponents carry out all Development Activities in such manner and within such time periods as are set out in the Program Guidelines or as may be determined by the Minister.
- 5.4 Construction for each Project must commence within one hundred and twenty (120) days of the date of the Contribution Agreement for the Project. If construction for a Project has not commenced within one hundred and twenty (120) days of such date, the Minister may cancel the Funding for the Project, demand repayment of Funding for the Project and reallocate such Funding as the Minister deems appropriate.
- 5.5 The Service Manager shall provide the Minister with a completed Confirmation of Construction Start, in the form attached to this Appendix as Sub-Appendix C-3D, at the start of construction of each Project, within ten (10) days of the start of construction of the Project.
- 5.6 Construction for each Project must be completed within four (4) years of the date of the Contribution Agreement for the Project.
- 5.7 The Service Manager shall obtain from the Proponent and shall forward to the Minister, an audited financial statement respecting the expenditure of the Funding provided to the Proponent, within ninety (90) days or such additional time as may be determined by the Minister, following the date on which the Minister is advised by the Service Manager that the Project will not proceed or within six (6) months or such additional time as may be determined by the Minister, of the Occupancy Date.

- 5.8 In the event the Project costs in the audited financial statement or such other statement as the Minister may determine are lower than the amount on the Project Information Form, and as a result,
- (a) the Proponent is no longer in compliance with the equity requirements set out in the Program Guidelines; and/or
 - (b) the Funding represents greater than seventy-five per cent (75%) of the total capital cost per unit of the Project;
- the Minister reserves the right to deduct an appropriate amount of Funding from any subsequent advance of Funding to ensure compliance with (a) and (b), or the Service Manager shall be required to refund an appropriate amount to the Minister.
- 5.9 The Service Manager shall provide the Minister by September 15, December 15, February 15 and May 30 of the fourth Fiscal Year with an updated Investment Plan, indicating the amount of Program Funding approved and the number of Program Units committed.
- 5.10 The Service Manager acknowledges that the Minister is required to report to CMHC under the CMHC-Ontario Bilateral Agreement under the 2017 National Housing Strategy, as amended and that, in order to fulfill the said reporting requirements, it will be relying on the materials provided to it pursuant to sections 5.9, 5.12 and 5.13.
- 5.11 The Service Manager shall, at the request of the Minister, provide the Minister with proof that occupancy of all Units in the Project is permitted.
- 5.12 Upon initial occupancy of a Project, the Service Manager shall obtain and validate from each Proponent, the Project Initial Occupancy Report, in the form attached to this Appendix as Sub-Appendix C-3A and submit it to the Minister.
- 5.13 During the period between the Occupancy Date of each Project and the end of the Phase-out Period, the Service Manager shall obtain annually from each Proponent a completed information report, in the form attached to this Appendix as Sub-Appendix C-3B and submit it to the Minister.
- 5.14 The Service Manager shall immediately inform the Minister in writing of the following matters as soon as it becomes aware of them:
- (a) a request by a Proponent to transfer responsibility for a Project to another entity;
 - (b) any failure by the Proponent to carry out all the Development Activities required in the Program Guidelines or any failure to carry out such

Development Activities in such manner and within such time periods as are set out in the Program Guidelines or as may be determined by the Minister;

- (c) if construction for a Project has not commenced within one hundred and twenty (120) days of the date of the Contribution Agreement;
- (d) if construction has not been completed within four (4) years of the date of the Contribution Agreement;
- (e) any breach by the Proponent of its Contribution Agreement with the Service Manager;
- (f) the Proponent becoming bankrupt or insolvent or taking the benefit of any act now or hereafter in force for bankrupt or insolvent debtors or filing any proposal or making any assignment for the benefit of creditors or any arrangement or compromise;
- (g) the appointment of a receiver or a receiver and manager for all or a portion of a Project; and
- (h) the taking of any steps or any action or the institution of any proceedings by a Proponent or by any other party, including, without limitation, any court or governmental body of competent jurisdiction for the dissolution, winding up or liquidation of the Proponent or its assets.

6. GENERAL

- 6.1 The New Build Component is available from the date of this Agreement until March 31, 2023.
- 6.2 The Service Manager shall enter into a Contribution Agreement with the Proponent which requires the Proponent to comply with the requirements of the Program.
- 6.3 The Service Manager acknowledges and agrees that the Rental Protocol set out in Sub-Appendix C-3C applies to all Projects by virtue of the contractual terms of this Agreement. The Service Manager further acknowledges and agrees that, regardless of whether the rent increase guideline applies to Projects under the *Residential Tenancies Act, 2006*, or any successor legislation, the rent increase guideline applies by virtue of the contractual terms of the Agreement. The Service Manager shall ensure that the Proponent agrees in writing that the Rental Protocol applies to its Project.
- 6.4 The headings and subheadings contained in this Appendix are inserted for convenience and for reference only and in no way define, limit or describe the scope or intent of this Appendix or form part of this Appendix.

- 6.5 If the Parties have previously entered into administration agreement(s) respecting prior Rental Housing Component(s) of the Affordable Housing Program, the Investment in Affordable Housing Program 2011-2014, the Investment in Affordable Housing (2014 Extension), or the 2016 Social Infrastructure Fund, the Parties acknowledge and agree that the provisions of such agreement continue in full force and effect notwithstanding that no further funding is being provided by the Minister to the Service Manager under that agreement and notwithstanding that the Parties have entered into this Agreement in respect of new funding.

SUB-APPENDIX C-3A

PROPONENT'S INITIAL OCCUPANCY REPORT COCHI – New Build Component

A. Project Information

Reference No.	
Project Name	
Project Address	
Proponent Name	
Occupancy Date	
Contribution Agreement Expiry Date	

B. Unit Details

Target Client	Unit Type	Household Type	COCHI Units (A)	# of RS	# of SS	Non-COCHI Units (B)	Total Units (A+B)
	Bachelor						
	1 BR						
	2 BR						
	3 BR						
	Others (specify)						
	Total						

RS: Rent Supplements

SS: Support Services

C. Depth of Affordability: Rents at Occupancy

Unit Type	Unit Size	Number of Units (A)	Actual Rent to be charged per month (B)	CMHC Average Market Rent (AMR – 20XX) or Alternate AMR (C)	Actual Project Rents by Unit Type (D)=(A)X(B)	Project Rents as per CMHC AMR or Alternate AMR (E)=(A)X(C)
Bachelor						
1 BR						
2 BR						
3 BR						
Others (specify)						
TOTAL						

Notes:

- Actual Rent is inclusive of Rent Supplements received by the Proponent.
- Alternate AMR examples include: modified Ontario Works Shelter Allowance; Ministry-approved alternate.

Weighted Average Rents	Project Weighted Average Rent Total of (D)÷Total of (A) =	CMHC or Alternate Weighted Average Rent Total of (E)÷Total of (A) =
Depth of Affordability	(Project Weighted Average Rent ÷ CMHC (or Alternate) Weighted Average Rent) x100 =	

D. Source of Alternate AMR (if an alternate AMR is being used)

E. Rationale (if Depth of Affordability is greater than 80% of CMHC AMR (or Alternate))

F. Project Certification

I certify, to the best of my knowledge, that the information provided in Sections B and C above is true and correct. I hereby authorize the _____ [insert name of Service Manager] to review the rent roll from appropriate sources(s) if deemed necessary.

Signature

Date

Print Name

Position

Submitted by _____ [insert name of Service Manager]

Signature

Date

Print Name

Position

SUB-APPENDIX C-3B

PROPONENT'S ANNUAL OCCUPANCY REPORT

COCHI New Build Component
For the Year Ended December 31, 20XX

A. Project Information

Reference No.	
Project Name	
Project Address	
Proponent Name	
Occupancy Date	
Contribution Agreement Expiry Date	

B. Unit Details

Target Client	Unit Type	Household Type	COCHI Units (A)	# of RS	# of SS	Non-COCHI Units (B)	Total Units (A+B)
	Bachelor						
	1 BR						
	2 BR						
	3 BR						
	Others (specify)						
	Total						

Notes:

RS: Rent Supplements

SS: Support
Services

C. Actual Rents at Year End

Unit Type	COCHI Funded Units	Previous Year 20XX		Current Year 20XX			Rationale (If D>B)
		Actual Rent per Unit per Month (A)	RTA Permitted Increase per Unit per Month X % (specify) (B)	Actual Rent per Unit per Month (C)	Rent Increase (D) = (C)-(A)	(E) CMHC or Alternate AMR	
Bachelor							
1 BR							
2 BR							
3 BR							
4 BR							
Other (specify)							
TOTAL							

D. Depth of Affordability: Rents during year of reporting

Unit Type	Unit Size	Number of Units (A)	Actual Rent to be charged per month (B)	CMHC Average Market Rent (AMR – 20XX) or Alternate AMR (C)	Actual Project Rents by Unit Type (D)=(A)X(B)	Project Rents as per CMHC AMR or Alternate AMR (E)=(A)X(C)
Bachelor						
1 BR						
2 BR						
3 BR						
Others (specify)						
TOTAL						

Notes:

1. Actual Rent is inclusive of Rent Supplements received by the Proponent.
2. Alternate AMR examples include: modified Ontario Works Shelter Allowance; Ministry-approved alternate.

Weighted Average Rents	Project Weighted Average Rent Total of (D)÷Total of (A) =	CMHC or Alternate Weighted Average Rent Total of (E)÷Total of (A) =
Depth of Affordability	(Project Weighted Average Rent ÷ CMHC (or Alternate) Weighted Average Rent) x100 =	

Note: Depth of Affordability cannot be greater than 80% of CMHC AMR or Alternate without the approval of the Service Manager.

E. Rationale (if Depth of Affordability is greater than 80% of CMHC AMR (or Alternate))

F. Project Certification

I certify, to the best of my knowledge, that the information provided in Sections B and C above is true and correct. I hereby authorize the _____ [insert name of Service Manager] to review the rent roll from appropriate sources(s) if deemed necessary.

Signature

Date

Print Name

Position

Submitted by _____ [insert name of Service Manager]

Signature

Date

Print Name

Position

SUB-APPENDIX C-3C

RENTAL PROTOCOL

1. DEFINITIONS

1.1 In this Sub-Appendix C-3C, unless the context requires otherwise,

- **“Affordability Period”** means the minimum twenty (20) year period following the date of the first (1st) occupancy of a Unit in the Project;
- **“Agreement”** means the Agreement to which this Sub-Appendix C-3C is attached;
- **“Average Market Rents”** means the average rent figures, based on geographical areas and classified by bedroom count, as determined annually in the CMHC Average Market Rent Survey;
- **“Phase-out Period”** means the last five (5) year period of the “Affordability Period”, and

when used in this Sub-Appendix C-3C, the term “rent” includes the amount of any consideration paid or given or required to be paid or given by or on behalf of a tenant to the Proponent or the Proponent’s agent for the right to occupy a Unit and for any services and facilities and any privilege, accommodation or thing that the Proponent provides for the tenant in respect of the occupancy of the Unit, whether or not a separate charge is made for services and facilities or for the privilege, accommodation or thing.

1.2 The definitions in the Agreement shall apply to this Sub-Appendix C-3C, in addition to the definitions contained in section 1.1 above.

1.3 All references to section numbers in this Sub-Appendix are references to sections of the Sub-Appendix, unless otherwise explicitly stated.

2. AFFORDABLE RENT

2.1 During the Affordability Period, the Proponent shall not charge rent for a Unit in the Project in excess of the affordable rent permitted under this Sub-Appendix C-3C nor increase any rent charged for a Unit except as permitted in this Sub-Appendix C-3C.

3. RENTS

3.1 In no event shall,

- (a) the weighted average rent of all Units in a Project for which Program Funding has been utilized exceed eighty per cent (80%) of CMHC Average Market Rents in the geographical area, as determined in the most recent CMHC Annual Rental Market Survey;
- (b) rent for any Unit exceed one hundred per cent (100%) of the CMHC Average Market Rent for units of a similar type in the geographical area.

3.2 Notwithstanding 3.1(a),

- (a) in the event that eighty per cent (80%) of the CMHC Average Market Rent for units of a similar type in the geographical area is less than one hundred and five per cent (105%) of the modified shelter allowance under the Ontario Works program, the weighted average rent of all Units in a Project for which Program Funding has been utilized shall not exceed one hundred and five per cent (105%) of the modified shelter allowance under the Ontario Works program for units of a similar type;
- (b) in the event that CMHC Average Market Rent data is not available for specific unit types in the geographical area, or where CMHC Average Market Rent does not represent the average market rents of a particular community, alternate rents may be submitted by the Service Manager for review and approval by the Minister.

3.3 Notwithstanding 3.1(b),

- (a) in the event that one hundred per cent (100%) of the CMHC Average Market Rent for units of a similar type in the geographical area is less than one hundred and thirty per cent (130%) of the modified shelter allowance under the Ontario Works program, the rents of all Units in a Project for which Program Funding has been utilized shall not exceed one hundred and thirty per cent (130%) of the modified shelter allowance under the Ontario Works program for units of a similar type;
- (b) in the event that CMHC Average Market Rent data is not available for specific unit types in the geographical area, or where CMHC Average Market Rent does not represent the average market rents of a particular community, alternate rents may be submitted by the Service Manager for review and approval by the Minister.

3.4 If rent supplements are used for COCHI funded New Build Units, the Service Manager shall ensure that the total rent received by a Proponent, including rent from the tenant and the rent supplement, shall be subject to 3.1(b) and 3.3.

- 3.5 If federal and/or provincially funded rent supplements are used for COCHI funded New Build Units, the Service Manager shall ensure that when calculating the weighted average rent for a Project, the total rent received by a Proponent, including rent from the tenants and the federal and/or provincially funded rent supplement shall be considered.

4. RENT INCREASES

- 4.1 The Proponent may increase the rent charged under section 3.1 with respect to a Unit only if at least twelve (12) months have elapsed,
- (a) since the day of the last rent increase respecting the Unit, if there has been an increase, or
 - (b) since the day the Unit was first rented for the first (1st) rental period following the completion of the Development Activities in connection with the Project.
- 4.2 Subject to section 4.3, the Proponent shall not increase the rent pursuant to section 4.1 during the Affordability Period by more than the then prevailing rent increase guideline established for each calendar year pursuant to the *Residential Tenancies Act, 2006* or any successor legislation. The Proponent acknowledges and agrees that, regardless of whether the rent increase guideline under the *Residential Tenancies Act, 2006* or any successor legislation applies to the Project, the rent increase guideline applies by virtue of the contractual terms of the Agreement and this Sub-Appendix C-3C.
- 4.3 From the beginning of the eleventh (11th) year of the Affordability Period until the end of the Affordability Period, in addition to the increase permitted by section 4.2, the Proponent may, subject to any requirements of the Residential Tenancies Act, 2006 or any successor legislation, apply to the Service Manager to increase Unit rents to an amount not to exceed CMHC Average Market Rent for units of a similar type in the geographical area, or alternate rents approved by the Minister.

5. PHASE-OUT PERIOD

- 5.1 During the Phase-out Period, the Proponent shall not increase the rent charged to *in-situ* tenants of Units by more than the rent guideline increase permitted under section 4.2 and any additional increase that may be approved under section 4.3.
- 5.2 Upon a Unit becoming vacant during the Phase-out Period, the Proponent may rent the Unit to a new tenant at any rent agreed to by the Proponent and the new tenant.

6. EXCEPTION

- 6.1 Subject to the provisions of the *Residential Tenancies Act, 2006* or any successor legislation, and notwithstanding the provisions of this Sub-Appendix C-3C respecting rent increases prior to and during the Phase-out Period, where a Service Manager implements income verification of tenants following the initial occupancy of a Unit, a Service Manager may increase the rent for a Unit by more than the rent increase guideline under the *Residential Tenancies Act, 2006* or any successor legislation, provided that the rent for the Unit does not exceed the CMHC Average Market Rent for units of a similar type for that year and provided that the weighted average rent for the funded Units in a Project does not exceed the permitted rents for the Project.

7. AFTER PHASE-OUT PERIOD

- 7.1 After the end of the Phase-out Period, the Proponent shall be permitted to rent Units in the Project to new tenants at rents agreed to by the Proponent and the new tenants.

SUB-APPENDIX C-3D

CONFIRMATION OF CONSTRUCTION START

COCHI- New Build Component

This is to confirm that the _____ project in the _____
[SM name] commenced construction on _____ [date].

The start of construction for this project is within one hundred twenty (120) days
of the date of the project's Contribution Agreement, which was signed on
_____ [CA date].

I declare that the above information is true and complete.

Signature

Name and Title of Service Manager/Authorized Signing Officer

Dated at _____ this _____ day of _____, 20____

SCHEDULE “G”
PROGRAM GUIDELINES – 2022-23

SCHEDULE “H”
INVESTMENT PLAN – 2022-23

Case Number #: 2022-03-1-1683850615

County of Renfrew-AIMS

Introduction

- The Investment Plan outlines each Service Manager's planned financial commitments and projected take-up for their COCHI and OPHI annual planning allocations for 2022-23.
- The Investment Plan must be Council or delegated authority approved. The Ministry will review the Investment Plans to ensure consistency with the Bilateral Agreement and Program Guidelines.

Section A - Proposed Plan

This section is for you to describe how you intend to use your COCHI and OPHI funding allocation to address the housing needs of your community. The proposed program delivery plan should align with your Housing and Homelessness Plan and the Province's Community Housing Renewal Strategy. Please respond to the following questions in the space provided below.

1. What are the current and projected housing needs in your community? Please make direct reference (including page references) to your Housing and Homelessness Plan.

We intend to use our 2022-2023 COCHI allocation for a capital expense-new supply. We recently had an assessment completed regarding one of our single family properties that is currently vacant and in a poor state of repair. We intend to demolish this property and build a duplex in its place with 2 to 3 bedrooms per unit. One of the units will be rent-geared-to-income (replacing the house that we are losing) and the other unit will be affordable rent. We intend to use our 2022-2023 OPHI allocation to cover the expense of upgrades at social housing properties (rent reared to income properties owned by the service manager and local not-for-profit housing providers). \$250,000 of our OPHI allocation will be used to offer ten \$25,000 grants to homeowners within Renfrew County to create affordable secondary suites. The affordable housing deficit in Renfrew County is tremendous. The wait list for rent-geared-to income housing is on average 1200 households and the units in most demand are 1 and 2 bedrooms. COCHI and OPHI funding is vital in helping to maintain our aging housing stock and it is critical that we use this funding for capital components to ensure safe housing and to prevent the loss of affordable housing. The age of our housing stock on average is around 40 years. The planned use of COCHI and OPHI funding is supported by our 10-Year Housing and Homelessness Plan Goal 3, Objective 7:

GOAL 3: ENSURING AN ADEQUATE SUPPLY AND CHOICE OF HOUSING

- Objective 7: Retain and increase the affordable housing supply through effective strategies and planning policies

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2. Which COCHI and OPHI program components will be delivered? How does your plan for use of funding address the current and projected housing needs in your community? What are the priorities and target client groups? Please indicate specific approaches to be taken in delivering the program.

Program components to be delivered: COCHI New Build and OPHI Ontario Renovates. The planned use of funding will address current housing needs by: 1)community housing regeneration and expansion (replacing one RGI unit, increasing one affordable housing unit owned by the County of Renfrew, increased up to 10 affordable rent secondary suites owned privately), and 2) improving the living conditions of households through repairing deficiencies in existing community housing. The priority and target client group consists of individuals and families with low incomes (a diverse demographic group that includes youth, seniors, people with health/addictions, people with disabilities, indigenous people, etc...). Specific approaches: building a duplex to replace a damaged RGI unit and add an affordable rent unit, identifying and completing important renovations to existing community housing stock to ensure safe housing and to continue the lifespan of the housing, adding 10 additional affordable rent units to our community through a \$25,000 grant program to support homeowners in creating secondary suites.

3. Leveraging the COCHI and OPHI initiatives is a key means to achieving the goals and outcomes outlined in the Province's Community Housing Renewal Strategy. Please indicate how your planned spending under COCHI and OPHI will lead to:
- a) Increased supply and appropriate mix of affordable and adequate housing;
 - b) People having improved access to affordable housing and supports that meet their needs to achieve housing stability;
 - c) Improved efficiency of the community housing system to ensure value for money and long-term sustainability.

a) Planned COCHI spending will increase supply by 1 family unit designated as an affordable rent unit. The OPHI Ontario Renovates component will help support the creation of up to 10 secondary suites.

b)The planned COCHI and OPHI spending will help to maintain current housing stock so that it is available to house existing tenants and welcome new tenants upon vacancies. Our existing community housing stock (service manager owned and non-profit owned) play a significant role in helping to achieve housing stability as rents are affordable and properties are maintained in a state of good repair.

c)The new build through COCHI and renovations through OPHI help to keep properties in a good state of repair and this reduces the risk for unplanned maintenance and in doing so provides sustainability and financial viability.

4. To be answered by Service Managers with Urban Native Social Housing units only. The Ontario-CMHC Bilateral Agreement requires the preservation of Urban Native Social Housing units to ensure that there is no net loss of the 1,452 units and that retained units will be improved through

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repair, capital replacement, as well as through adequate rent affordability support. Please indicate how the COCHI funding you receive will help the Province meet this commitment?

Not applicable for County of Renfrew.

5. To be answered by Service Managers who utilize Rent Supplement component under COCHI. If you plan to enter into COCHI/OPHI-funded Rent Supplement Agreements with housing providers that have matured Operating Agreements and mortgages, please provide the following details:
- a) How many Rent Supplement Agreements do you plan to enter into over the reporting period?
 - b) What would be the average term (in years) of these Rent Supplement Agreements?
 - c) How many projects would continue to operate as community housing as a result of Rent Supplement Agreements? How many RGI units would be provided?
 - d) What would be the average depth of affordability (\$ per unit per month) associated with each assisted household?

Not applicable for County of Renfrew

6. To be answered by Service Managers/Indigenous Program Administrators who utilize Transitional Operating component under COCHI. Please describe what activities would be funded and what outcomes would be achieved.

Not applicable for County of Renfrew

7. Please provide details on your proposed uses of administration fee funding by the following activities:
- a) Staffing (including Mandatory Employment Related Costs; benefits and training/development);
 - b) General Office Expenses;
 - c) Purchased Services, Research, Consultations.

- a) no administrative expenses withheld for staffing
- b) administrative expenses withheld for general office expenses connected to advertising RFPs
- c) Administrative expenses withheld for professional fees and documents (examples-legal, architectural, engineering)

8. Additional Comments:

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Section B - COCHI Projected Take-Up (Units/Households)

Complete the following table by entering the number of households for each target group to be served in your area.

Projected Target Group	New Build	Repair	Rent Supplement	Transitional Operating	TOTAL
Homeless					
Indigenous Peoples					
Mental Health/Addiction Issues					
Persons with Disabilities					
Racialized Groups					
Recent Immigrants					
Seniors					
Survivors of Domestic Violence					
Veterans					
Young Adults					
Unspecified	2				2
Total COCHI	2				2

Section C - COCHI Quarterly Commitments

For the Capital Components, enter the estimated amount of COCHI funding to be taken-up by component in each quarter of the 2022-23 program year. Documentation required for a commitment is outlined in the Program Guidelines.

For the Operating Components, enter the projected commitments in each quarter of the 2022-23 program year.

COCHI	Planned Financial Commitment by Quarter	\$574,180
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	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL
	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Mar	
New Build	120,000	140,000	140,000	145,471	545,471
Repair					
Total Capital	120,000	140,000	140,000	145,471	545,471
Rent Supplement					
Transitional Operating					
Total Operating					
Administration Fee	7,177.25	7,177.25	7,177.25	7,177.25	28,709
Total COCHI	127,177.25	147,177.25	147,177.25	152,648.25	574,180
Variance					0

Section D - OPHI Projected Take-Up (Units/Households)

Complete the following table by entering the number of households for each target group to be served in your area.

**Under column "Rental Assistance" please combine households receiving any Rental Assistance (Rent Supplement; Housing Allowance - Direct; Housing Allowance - Shared)*

Projected Target Group	Homeowner-ship	Ontario Renovates	Rental Housing	Rental Assistance*	Housing Support Services	TOTAL
Homeless						
Indigenous Peoples						
Mental Health/Addiction Issues		10				10
Persons with Disabilities		10				10
Racialized Groups						
Recent Immigrants						
Seniors		10				10

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Survivors of Domestic Violence		20				20
Veterans						
Young Adults						
Unspecified		40				40
Total OPHI		90				90

Section E - OPHI Quarterly Commitments

For the Capital Components, enter the estimated amount of OPHI funding to be taken-up by component in each quarter of the 2022-23 program year. Documentation required for a commitment is outlined in the Program Guidelines.

For the Operating Components, enter the projected disbursements in each quarter of the 2022-23 program year.

OPHI	Planned Financial Commitment by Quarter				\$601,100
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL
	Apr - Jun	Jul - Sep	Oct - Dec	Jan - Mar	
Homeownership					
Ontario Renovates	142,761.25	142,761.25	142,761.25	142,761.25	571,045
Rental Housing					
Total Capital	142,761.25	142,761.25	142,761.25	142,761.25	571,045
Housing Allowance-Direct					
Housing Allowance-Shared					
Housing Support Services					
Rent Supplement					
Total Operating					
Administration Fee	7,513.75	7,513.75	7,513.75	7,513.75	30,055
Total OPHI	150,275	150,275	150,275	150,275	601,100

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County of Renfrew-AIMS

Variance	0
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Section F - Attestation

- ☒ *I certify to the best of my knowledge that this report has been accurately populated in accordance with the instructions provided by the Province with approvals by the local Council/ Board of their delegated authority.
- ☒ *I certify that Funds for Administration Fees are to be used in accordance with the COCHI and OPHI Program Guidelines. This includes the use of administration fees only for the purposes of supporting the delivery and administration of COCHI and OPHI.

*Prepared By (Name and Title): Jennifer Dombroskie, Manager of Housing and Homelessness	*Date: 05/04/2022
*Approved By (Delegated Service Manager/Indigenous Program Administrator Authority): Laura LePine, Director of Community Services	*Date: 05/04/2022

COUNTY OF RENFREW

BY-LAW NUMBER 71-22

A BY-LAW TO AMEND BY-LAW 50-17 - TO AUTHORIZE THE COUNTY OF RENFREW TO ENTER INTO AN AGREEMENT WITH LICENSED HOME CHILD CARE SERVICE PROVIDERS

WHEREAS on April 26, 2017, the Corporation of the County of Renfrew enacted By-law No. 50-17, being a By-law to authorize the County of Renfrew to enter into an agreement with Licensed Home Child Care service providers, as amended on August 30, 2017, February 28, 2018, May 30, 2018, September 26, 2018, February 27, 2019, March 27, 2019, August 25, 2021, and November 24, 2021;

AND WHEREAS the County of Renfrew has been approved by the Ministry of Education to operate a Licensed Home Child Care Agency within the Child Care and Early Years Division;

AND WHEREAS it is necessary to amend By-law NO. 50-17 to include an additional licensed home child care provider and remove providers no longer operating;

NOW THEREFORE BE IT RESOLVED THAT the Council of the 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 or incidental to the execution of this by-law.
2. THAT the Warden and Clerk are hereby authorized and instructed to enter into a service agreement with Brittany Wieland for the provision of child care in their home and that By-law 50-17 is hereby amended.
3. THAT the following approved Licensed Home Child Care providers be removed from this by-law as they are no longer operating:
 - Constance Leahy – Sweet Porridge, closed September 30, 2020.
 - Jessica Nelson – Pine Valley Daycare, closed October 27, 2020.
 - Kim Lair – Smiles for Miles, closed April 30, 2021.
 - Amanda Nash – Amanda’s Home Daycare, approved but did not open.
4. 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.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

FUNDING AGREEMENT FOR LICENSED CHILD CARE

BETWEEN:

**County of Renfrew Child Care Agency
(the “Agency”)**

-and-

**Brittany Wieland
(the “Provider”)**

WHEREAS the Agency has been licensed by the Province of Ontario as a Home Child Care Agency under the *Child Care and Early Years Act, 2014* (the “Act”), and is in a position to provide funding to the Provider;

AND WHEREAS the Provider is a child care provider as defined in the *Act* and has agreed to provide home child care as defined in the *Act*;

THEREFORE THE PARTIES agree as follows:

1. Definition

In this Agreement, unless there is something in the subject matter or context inconsistent therewith, the terms and expressions used in this Agreement that are defined terms and expressions under the *Act* or Regulations made under the *Act*, shall have the same meaning as in the *Act* or the Regulations.

Other Definitions

“Agency Staff” means the staff of the Agency authorized to exercise the rights and perform the duties of the Agency under this Agreement.

“Agreement” means this Agreement, as may be amended from time to time.

“Home” means the premises at which the Provider is providing home child care services.

2. Status

The Agency and the Provider confirm that this is a funding agreement and they specifically deny any intention or agreement to be or to become agents, one for the other, or to create a partnership or other relationship whereby either would be held liable for any tortious, negligent, contractual or other acts, either of omission or commission, of the other party. Neither party shall have any authority to act for or to

assume or to incur any obligations or responsibilities on behalf of the other party unless specifically provided for in this Agreement. The parties specifically agree that this Agreement does not create an employer/employee relationship between the Agency and the Provider.

3. Term

- a) Unless otherwise provided herein, this Agreement shall remain in force from May 25, 2022, until it is superseded or replaced by a subsequent agreement in writing between the parties, or unless terminated in its entirety by either party by giving to the other party thirty (30) days advance written notice of such termination. In the event that this Agreement is terminated by either party, the Provider will refund forthwith to the Agency all monies advanced to it by the Agency which have not been expended by the Provider in accordance with this Agreement.
- b) Notwithstanding any other provision of this Agreement the Agency may immediately terminate this Agreement, in whole or in part, with respect to the provision of any particular service where the Agency, in its sole and unfettered discretion, determines that the health, welfare or safety of any child is at risk.

4. Program

- a) The Provider agrees to provide quality home child care services in accordance with relevant provincial legislation, the policies, guidelines and requirements of Canada, Ontario and the Agency's Child Care Policies and Procedures as amended from time to time, including, but not limited to the child care policies specific to the operation of the licensed Home. The Provider acknowledges that it has received and reviewed the Agency's Child Care Policies and Procedures.
- b) The Provider is not to provide care for more than six (6) children at any one time.
- c) The Provider shall not make private child care arrangements with families placed by the Agency. Should the Provider make such arrangements, the Agency shall be entitled to immediately terminate this Agreement.
- d) The Provider shall immediately provide written notification to the Agency that there is a risk of a temporary closure of the Home in order that the Agency be able to make alternate care arrangements for the children. The Provider shall immediately contact all parents/caregivers and the Agency in the event that the home will not be operating on any particular day or at any particular time during which it would ordinarily be operating.
- e) The Provider understands that if the Home is closed and therefore not operating on any particular day or at any particular time, there will be no funding from the

Agency. Likewise, if the Home is open but there are no children approved for placement in the Home, there shall be no funding provided by the Agency.

- f) The Provider shall participate in all training workshops recommended by the Agency.
- g) The Provider agrees to complete a First Aid course, as recommended by the Agency, within sixty days of the signing of this Agreement. The Provider further agrees to deliver to the Agency, immediately upon it becoming available, a certificate demonstrating completion of the First Aid course.
- h) The Provider shall create an inclusive child care setting which can accommodate children with special needs.
- i) The Provider shall return to the Agency all property, goods, acquisitions, and signage supplied by the Agency within 30 days of termination of this Agreement.
- j) In the event that the Provider ceases operations, it shall not dispose of any records related to the services provided for under this Agreement and shall immediately deliver those records to the Agency or, alternatively, immediately provide copies of those records to the Agency.

5. Payment

The Agency shall pay to the Provider, one month in arrears, for each approved child receiving child care services at the Home, an amount equal to the approved hourly rate multiplied the agreed upon hours, all as contained in the individual Resource Funding Agreement for each child.

6. Agency Access, Consultation and Recommendations

- a) In order to allow the Agency staff (as designated by the Agency) to observe and evaluate the services and inspect all records relating to the services provided pursuant to this Agreement, the Provider shall permit Agency Staff, during regular business hours of the Provider or at such other times as the Agency, in its sole discretion, may deem to be reasonable in the circumstances, to enter any premises used by the Provider in connection with the provision of the services pursuant to this Agreement;
- b) In order to allow the Agency to carry out such oversight of the provision of care to children at the Home, as may be deemed necessary by the Agency and, or the Province of Ontario, the Provider shall permit Agency Staff, during regular business hours of the Provider or at such other times as the Agency, in its sole discretion, may deem to be reasonable in the circumstances, to enter any premises used by the Provider;

- c) The Provider shall make available to the Agency all relevant financial records including but not limited to child attendance sheets or other reports Agency within 10 business days of such request made by the Agency. The Provider shall also allow the Agency to copy those records on site, or alternatively, allow for the removal of the aforementioned records by the Agency for the purpose of copying such records; and
- d) Once the Agency has obtained access to and has reviewed the aforementioned records, and has consulted with the Provider, all as described above, the Agency may make recommendations to the Provider with respect to any matters related to this Agreement, including proper accounting and oversight methods and procedures or any other matter that the Agency deems necessary. The Provider agrees to immediately implement and to abide by any such recommendations made by the Agency and to provide to the Agency such proof of implementation and compliance as may be required by the Agency.

7. Reports

The Provider shall prepare and submit to the Agency, within 5 days following the end of each calendar month in a year, a Monthly Expense/Statistical Report in the form and content of the template attached hereto as Schedule "A" reflecting actual monthly costs for the previous month. In addition to the foregoing the Provider shall:

- a) complete and maintain daily attendance records of staff and children which the Agency may inspect and audit from time to time as it sees fit as well as records of expenses incurred where funding is being provided by the County in connection with any particular child; and
- b) prepare and submit to the Agency, at any time upon request by the Agency, a comprehensive report, in a form and substance acceptable to the Agency, respecting the services being provided by the Provider, which services may include, services delivered in the preceding year.

8. Financial Reports

- a) The Agency may, at any time, request information from the Provider in connection with attendance and expense records and the Provider shall immediately provide that information and materials to the Agency.
- b) The Provider shall adhere to any additional financial reporting requirements in accordance with relevant provincial legislation, the policies, guidelines and requirements of Canada, Ontario and the Agency's Child Care Policies and Procedures as amended from time to time. The Provider acknowledges that it has received and reviewed the Agency's Child Care Policies and Procedures.

- c) The Provider shall prepare and submit annually, or at any time upon reasonable request, a financial report in such form and containing such information as the Agency may require.
- d) The Provider shall comply with the Agency's policies on the treatment of revenues and expenditures. The Provider acknowledges that it has received and reviewed these policies on the treatment of revenues and expenditures.

9. Confidentiality

The Provider will hold confidential and will not disclose or release to anyone, including any person, partnership, corporation or other entity, other than the Agency, at any time during or following the term of this Agreement, except where required by law, any information or document that tends to identify any individual in receipt of services without first obtaining the written consent of the individual or the individual's parent or guardian prior to the release or disclosure of such information or document.

10. Indemnification

The Provider will, both during and following the term of this Agreement, indemnify and save harmless the Agency, its officers, directors, employees, agents, servants and volunteers from all costs, losses, damages, judgments, claims, demands, suits, actions, complaints or other proceedings in any manner based upon, occasioned by or attributable to anything done or omitted to be done by the Provider, its directors, officers, employees, agents, servants or volunteers in connection with services provided, purported to be provided or required to be provided by the Provider pursuant to this Agreement.

11. Insurance

- a) The Provider will obtain and maintain in full force and effect during the term of this Agreement, general liability insurance acceptable to the Agency in an amount not less than two million dollars (\$2,000,000) per occurrence in respect of the services provided pursuant to this Agreement.
- b) The general liability insurance policy shall:
 - i. include the Agency as an additional insured;
 - ii. contain a cross-liability clause endorsement;
 - iii. contain a clause including liability arising out of the Agreement; and
 - iv. contain a provision that the Agency is to be notified by the insurer should the Provider fail to make the required premium payments and that the

policy shall not be terminated by the insurer until such notice has been provided to the Agency and the Agency has been afforded a reasonable time to arrange for the payment of the premiums.

- c) The Provider shall provide to the Agency on or before January 31 of any calendar year proof that the above-noted insurance is in place and, in addition to this, shall, upon request of the Agency at any time, provide such proof of insurance to the Agency.

12. Freedom of Information

Any information collected by the Agency pursuant to this Agreement is subject to the rights and safeguards provided for in the *Municipal Freedom of Information and Protection of Privacy Act*, and the *Freedom of Information and Protection of Privacy Act*.

13. Human Rights Code

It is a condition of this Agreement, and of every Agreement entered into pursuant to the performance of this Agreement, that no right under s. 5 of *Ontario Human Rights Code*, as amended, will be infringed. Breach of this condition is sufficient grounds for immediate cancellation of this Agreement with no further notice required.

14. Severability

If any provision or portion of any provision in this Agreement shall be held by a Court of competent jurisdiction to be unenforceable, invalid or illegal, such provision or such portion of the provision shall be severable and the remaining provisions or portions shall remain valid and binding.

15. Governing Law

- a) This Agreement shall be construed in accordance with and governed by the laws in force in the Province of Ontario.
- b) The parties agree that any legal proceedings in connection with any matter arising from or related to this Agreement shall be commenced in the Province of Ontario.

16. Laws

The Provider shall at all times comply with any and all applicable federal, provincial and municipal laws, by-laws, ordinances, statutes, rules, regulations and orders and policies and procedures in respect of the performance of this Agreement.

17. Notice

Any notice required or desired to be given hereunder shall be delivered in person or sent by prepaid registered mail addressed as follows:

a) To: County of Renfrew, Child Care and Early Years Division
7 International Drive
Pembroke, ON K8A 6W5
Attn: Manager, Child Care and Early Years Division

Copy to: County of Renfrew
7 International Drive
Pembroke, ON K8A 6W5
Attn: Director, Community Services

b) To: Brittany Wieland
124 Irving Street
Pembroke, ON K8A 2S3

or at such other address as may be furnished in writing from time to time by either party to the other. Any notice sent by registered mail shall be effective when received by the addressee.

18. Entire Agreement

The Provider and the Agency acknowledge that there are no covenants, representations, warranties, agreements or conditions expressed or implied, collateral or otherwise forming part of or in any way affecting or relating to this Agreement except as expressly set out in this Agreement and the Schedules annexed hereto and that this Agreement and the Schedules constitute the entire agreement between the Provider and the Agency.

19. Non-Waiver

No condoning, excusing or overlooking by the Agency of any default, breach or non-observance by the Provider at any time or times in respect of any covenant, proviso or condition contained in this Agreement shall operate as a waiver of the Agencies rights hereunder in respect of any continuing or subsequent default, breach or non-observance, or so as to defeat or effect in any way the rights of the Agency. No waiver shall be inferred from or implied by anything done or omitted to be done by the Agency save only by way of express waiver in writing.

20. Successors

This Agreement shall ensure to the benefit of and be binding upon the respective heirs, executors, administrators, permitted successors and assigns of the Provider.

21. Amendments

This Agreement can only be amended by written agreement signed by both parties.

For the convenience of the parties, this Agreement may be executed in counterpart and acceptance of this Agreement may be delivered electronically or by facsimile.

IN WITNESS WHEREOF this Agreement has been signed by an authorized County of Renfrew official on behalf of the Agency and on behalf of the Provider by its proper signing officers.

SIGNED, SEALED AND DELIVERED:

On the _____ day of _____, 2022

On Behalf of the County of Renfrew:

Witness - County of Renfrew

Debbie Robinson,
Warden
County of Renfrew

Witness - County of Renfrew

Paul V. Moreau,
Chief Administrative Officer/Clerk
County of Renfrew

On Behalf of Brittany Wieland, Provider:

Witness Signature

Signature

**(Name and Position)

Witness Signature

Signature

**(Name and Position)

* Witness required where the Provider is a sole proprietor or partner in a partnership. Not required when corporate seal is affixed.

** I have the authority to bind the corporation.

May 25, 2022

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

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

INFORMATION

1. Monthly Status Report [Strategic Plan Goal No. 3]

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

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

Attached as Appendix II is the Capital Program Variance Report. As Council will notice from the 2022 Capital Variance Report, staff are seeing a number of overages in the project tenders. Significant increases in asphalt pricing and bridge rehabilitation have contributed to an overall excess of \$2.0 million in pricing. With several project tenders still to come, staff are advising Council that the use of the Working Capital Reserve account may be necessary later in the season to complete planned projects. If deemed necessary, a select number of projects may be pushed into the 2023 season which would affect the Asset Management Plan and future work plans.

3. County Road 512 (Foymount Road) Update [Strategic Plan Goal No. 2]

As per a request at the previous meeting of County Council, correspondence was sent to Bell Canada and Hydro One requesting that their works along County Road 512 (Foymount Road) be expedited and that staff from each agency coordinate with County staff in order to ensure a portion of the road may be reconstructed in 2022. A response has been received from both Bell and Hydro agreeing to a meeting with County staff to establish the scope of works and anticipated timelines.

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

The removal of spring load restrictions commenced on May 16, 2022. A notice has been sent to the local newspapers, local municipalities, and is posted on the County of Renfrew website.

5. **Summer Operations [Strategic Plan Goal No. 3]**

a) Street Sweeping – Urban Areas

The awarded Contractor, 535276 Ontario Inc., Hughson Fencing & Guiderail, Glenburnie, Ontario commenced work on May 12, 2022. It is anticipated the work will be completed by the end of May.

b) Street Sweeping – Intersections

Staff is proceeding with the sweeping operations throughout the County to ensure that all debris remaining from the winter season is removed from pavement surfaces as weather conditions allow.

c) Manhole and Catch Basin Cleaning

The awarded Contractor, Clean Water Works Inc., Ottawa, Ontario is anticipated to commence work prior to the end of May and have the work complete by June 24, 2022.

6. **PWC-2021-56 – Amendment for B203 (Petawawa River Bridge) Contract Administration Services [Strategic Plan Goal No. 2]**

WSP Canada completed the design for the rehabilitation of County Structure B203 (Petawawa River Bridge) and the construction contract has been awarded Bonnechere Excavating Inc., Renfrew, Ontario.

The original RFP, PWC-2021-66 – Engineering Services for Rehabilitation of B203 (Petawawa River Bridge), which was awarded to WSP Canada, identified potential for additional Contract Administration and Supervision services. WSP Canada has provided a proposal for these services, in the amount of \$124,309.67, plus HST. This pricing is considered competitive and, as they are the Design Consultant and would be beneficial to the overall project, our Committee approved an amendment of Contract PWC-2021-56 for Engineering Services of County Structure B203 (Petawawa River Bridge) awarding the Contract Administration and Supervision services to WSP Canada.

7. **PWC-2022-62 Rehabilitation of County Road 62 (John Street/Combermere Road) [Strategic Plan Goal No. 2]**

Tenders were requested and received for the rehabilitation of County Road 62 (John Street/Combermere Road) from the start of the urban section to the end of the urban section, a distance of 0.26 km in the Township of Madawaska Valley as follows:

- | | |
|--|-----------|
| 1. Greenwood Paving (Pembroke) Ltd., Pembroke ON | \$116,949 |
| 2. Miller Paving Limited, Arnprior ON | \$142,975 |
- All amounts exclude HST

Financial Implications

The current 2022 Capital Works budget includes funds in the amount of \$62,953 for the rehabilitation of County Road 62 (John Street/Combermere Road). A comparison of the 2022 budget and projected costs is provided in the following table:

County Road 62 (Combermere Road) Rehabilitation			
	2022 Budget	Low Tender Projected	Variance Over/(Under)
Construction	40,866.36	120,027.90	79,161.54
Engineering - Design/Tendering	5,000.00	5,000.00	
Project Administration & Construction Supervision	10,000.00	10,000.00	
Material Testing (Allowance)	3,000.00	3,000.00	
Contingency	4,086.64	6,001.40	1,914.76
Total	62,953.00	144,029.30	81,076.30
* All costs are net HST			
* Projected costs are based on Tender results			

Our Committee approved the award of Contract PWC-2022-62 as submitted by Greenwood Paving (Pembroke) Ltd., Pembroke, Ontario for the rehabilitation of County Road 62 (John Street/Combermere Road) in the amount of \$116,949 plus HST.

8. **PWO-2022-12 Tractor and Attachment [Strategic Plan Goal No. 3]**

Tenders were requested and received for the purchase of one tractor and attachment as follows:

- | | |
|---|-----------|
| 1. Cecil C. Elliott Farm Equipment Ltd., Pembroke, ON | \$117,294 |
| 2. Huckabone's Garage Ltd., Cobden, ON | \$129,900 |

3. Huckabone's Garage Ltd., Cobden, ON	\$132,700
4. Greentech Carp, Carp, ON	\$164,500
5. Delta Power Equipment Ltd., Renfrew, ON	Rejected
All amounts exclude applicable taxes	

Financial Implications

The tender issued included the purchase of one tractor and two attachments as options. In consideration of the approved budget, staff recommended that we do not proceed with one of the options, the front mount power take-off (PTO) and three-point hitch, reducing the purchase price by \$15,850. The purchase of one tractor and attachment is not subject to HST as it is considered "Zero-Rated Farm Equipment" by the Canada Revenue Agency (GST/HST Memorandum 4.4, Agriculture and Fishing). Our Committee approved the award of Contract PWO-2022-12 as submitted by Cecil C. Elliott Farm Equipment Ltd., Pembroke, Ontario for the purchase of one tractor and attachment in the amount of \$101,444 excluding applicable taxes.

BY-LAWS

9. **County Road 1 (Madawaska Boulevard) – Review of Speed Limit between Connifer Lane and Edward Levesque Gate [Strategic Plan Goal No. 2]**

RESOLUTION NO. OP-CC-22-05-58

Moved by Chair

Seconded by Committee

THAT County Council update the speed limit By-law to change the posted speed limit along County Road 1 (Madawaska Boulevard) between Connifer Lane (Renfrew County Boundary) and 600 metres north of the Renfrew County Boundary to 60km/hr.

Background

The current posted speed limit on County Road 1 (Madawaska Boulevard) between Connifer Lane (Renfrew County Boundary) and 600 metres north of Connifer Lane is 80km/hr. Fronting on this section of Madawaska Boulevard is a 5 Phase subdivision which is approaching Phase 4 of development. The total number of residential units within the subdivision will be in excess of 500 upon completion.

During a recent review of subdivision design plans, the Developer requested that the posted speed limit for Madawaska Boulevard be reviewed. Due to the urbanization of the area and its close proximity to the core of the Town of Arnprior, staff conducted a review using the Transportation Association of Canada (TAC) Guidelines. The results, which have been included as Appendix III, indicate that a posted speed limit of 60km/hr would be appropriate. Staff are therefore supportive of a reduction in the posted speed limit to 60km/hr.

As is the County of Renfrew Public Works and Engineering best practice, a letter was sent to the Town of Arnprior, seeking Town Council support for a change to the posted speed limit. A copy of the letter and Town Resolution in support of the speed reduction are attached as Appendix IV. A map is attached as Appendix V to display the location.

10. Request for Tenders [Strategic Plan Goal No. 2]

The following Request for Tenders were issued during the month of April for the Public Works and Engineering Department.

a) PWC-2022-22 Rehabilitation of County Structure B022 (Indian River Bridge)

RESOLUTION NO. OP-CC-22-05-60

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-22 as submitted by DW Building Restoration Services Incorporated, Ottawa, Ontario for the rehabilitation of County Structure B022 (Indian River Bridge) in the amount of \$1,145,953.30 plus HST; AND FURTHER THAT County Council pass a By-law to Authorize Execution of the Contract.

Background

Tenders were requested and received for the rehabilitation of B022 (Indian River Bridge) which is located on Sandy Beach Road, 0.5 km west of Highway 41, in the geographic Township of Alice, in the Township of Laurentian Valley as follows:

	Original Amount	Addendum Amount
1. DW Building Restoration Services Inc. Ottawa, ON	\$1,215,721.00	\$1,145,953.30
2. Bonnechere Excavating Inc. Renfrew, ON	1,194,274.90	1,153,954.90
3. UrbanLink Civil Ltd., Grimsby, ON	1,189,898.00	1,189,898.00

Upon closure of the tender bidding, it was discovered that clarity was required on two items in the tender which could alter the pricing substantially. In discussions with the Consultant, it was recommended that an Addendum be issued to each of the Contractors who made a submission to provide an opportunity to submit updated unit rates for the two affected items. Following submission of the revised Addendum pricing, the Design Consultant recommended that the contract be awarded to DW Building Restoration Services Inc., Ottawa, Ontario.

The current 2022 Capital Works budget includes funds in the amount of \$1,200,000 for the rehabilitation of County Structure B022. A comparison of the 2022 budget and projected costs is provided in the following table:

B022 (Indian River Bridge)			
	2022 Budget	Low Tender Projected	Variance Over/(Under)
Construction	975,000.00	1,166,122.08	191,122.08
Engineering - Design/Tendering	20,000.00	20,000.00	-
Project Administration & Construction Supervision	100,000.00	100,000.00	-
Material Testing (Allowance)	10,000.00	10,000.00	-
Contingency	95,000.00	58,306.10	(36,693.90)
Total	1,200,000.00	1,354,428.18	154,428.18
* All costs are net HST			
* Projected costs are based on Tender results			

b) PWC-2022-12 Rehabilitation of County Road 508 (Calabogie Road)

RESOLUTION NO. OP-CC-22-05-63

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-12 as submitted by Thomas Cavanagh Construction Limited, Ashton, Ontario for the rehabilitation of County Road 508 (Calabogie Road) in the amount of \$678,400 plus HST; AND FURTHER THAT a By-law to Authorize Execution of the Contract be passed.

Background

Tenders were requested and received for the rehabilitation of County Road 508 (Calabogie Road) from Mill Street to County Road 511 (Lanark Road), a distance of 2.04 km in the Township of Greater Madawaska as follows:

1. Thomas Cavanagh Construction Limited, Ashton, ON	\$678,400.00
2. Greenwood Paving (Pembroke) Ltd., Pembroke, ON	\$712,111.10
3. H&H Construction Inc., Petawawa, ON	\$715,303.36
4. Aecon Construction Ontario East Limited, Carp, ON	\$784,460.00
5. Bonnechere Excavating Inc., Renfrew, ON	\$811,445.00

The current 2022 Capital Works budget includes funds in the amount of \$636,320 for the rehabilitation of County Road 508 (Calabogie Road). A comparison of the 2022 budget and projected costs is provided in the following table:

County Road 508 (Calabogie Road) Rehabilitation			
	2022 Budget	Low Tender Projected	Variance Over/(Under)
Construction - Contractor	463,018.18	692,375.04	229,356.86
Construction - Day labour	111,000.00	111,000.00	
Engineering - Design/Tendering	6,000.00	6,000.00	
Project Administration & Construction Supervision	7,000.00	7,000.00	
Material Testing (Allowance)	3,000.00	3,000.00	
Contingency	46,301.82	34,618.75	(11,683.07)
Total	636,320.00	853,993.79	217,673.79
* All costs are net HST			
* Projected costs are based on Tender results			

c) **PWC-2022-67 Rehabilitation of County Road 67 (Simpson Pit Road)**

RESOLUTION NO. OP-CC-22-05-64

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-67 as submitted by R.G.T. Clouthier Construction Limited, Pembroke, Ontario for the rehabilitation of County Road 67 (Simpson Pit Road) in the amount of \$788,500 plus HST; AND FURTHER THAT a By-law to Authorize Execution of the Contract be passed.

Background

Tenders were requested and received for the rehabilitation of County Road 67 (Simpson Pit Road) from 250 metres north of Buckhill Road to County Road 58 (Round Lake Road), a distance of 1.32 km in the Township of Killaloe, Hagarty and Richards as follows:

1. R.G.T. Clouthier Construction Limited, Pembroke, ON	\$788,500.00
2. Greenwood Paving (Pembroke) Ltd., Pembroke, ON	\$824,138.18
3. H&H Construction Inc., Petawawa, ON	\$949,696.60
4. Bonnechere Excavating Inc., Renfrew, ON	\$969,055.40

The current 2022 Capital Works budget includes funds in the amount of \$781,000 for the rehabilitation of County Road 67 (Simpson Pit Road). A comparison of the 2022 budget and projected costs is provided in the following table:

County Road 67 (Simpson Pit Road) Rehabilitation			
	2022 Budget	Low Tender Projected	Variance Over/(Under)
Construction	686,363.64	803,904.00	117,540.36
Engineering - Design/Tendering	6,000.00	6,000.00	
Project Administration & Construction Supervision	17,000.00	17,000.00	
Material Testing (Allowance)	3,000.00	3,000.00	
Contingency	68,636.36	40,195.20	(28,441.16)
Total	781,000.00	870,099.20	89,099.20
* All costs are net HST			
* Projected costs are based on Tender results			

d) **PWC-2022-02 Rehabilitation of County Road 2 (White Lake Road) and County Road 23 (Highland Road)**

RESOLUTION NO. OP-CC-22-05-65

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-02 as submitted by Thomas Cavanagh Construction Ltd., Ashton, Ontario for the rehabilitation of County Roads 2 (White Lake Road) and 23 (Highland Road) in the amount of \$1,623,208.43 plus HST; AND FURTHER THAT a By-law to Authorize Execution of the Contract be passed.

Background

Tenders were requested and received for the rehabilitation of County Road 2 (White Lake Road) from Mountain View Road to Waba Creek Bridge, a distance of 5.44 km and County Road 23 (Highland Road) from Robertson Line to Sawmill Road, a distance of 1.51 km in the Township of McNab/Braeside as follows:

- | | |
|--|----------------|
| 1. Thomas Cavanagh Construction Limited, Ashton, ON | \$1,623,208.43 |
| 2. Aecon Construction Ontario East Limited, Ottawa, ON | \$1,664,000.00 |
| 3. Greenwood Paving (Pembroke) Ltd., Pembroke, ON | \$1,780,579.92 |
| 4. H&H Construction Inc., Petawawa, ON | \$2,127,082.83 |
| 5. R.W. Tomlinson Limited, Ottawa, ON | \$2,199,441.00 |

The current 2022 Capital Works budget includes funds in the amount of \$1,088,684 for the rehabilitation of County Road 2 (White Lake Road) and \$324,650 for the rehabilitation of County Road 23 (Highland Road). A comparison of the 2022 budgets and projected costs is provided in the following table:

County Road 2 (White Lake Road) & County Road 23 (Highland Road) Rehabilitation			
	2022 Budget	Projected	Low Tender Variance Over/(Under)
Construction	1,243,030.91	1,655,847.30	412,816.39
Engineering - Design/Tendering	15,000.00	15,000.00	
Project Administration & Construction Supervision	25,000.00	25,000.00	
Material Testing (Allowance)	6,000.00	6,000.00	
Contingency	124,303.09	82,792.37	(41,510.73)
Total	1,413,334.00	1,784,639.67	371,305.67
* All costs are net HST			
* Projected costs are based on Tender results			

e) **PWC-2022-13 Rehabilitation of County Road 13 (Mountain Road)**

RESOLUTION NO. OP-CC-22-05-66

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2022-13 as submitted by H&H Construction Inc., Petawawa, Ontario for the rehabilitation of County Road 13 (Mountain Road) in the amount of \$595,746.50 plus HST; AND FURTHER THAT a By-law to Authorize Execution of the Contract be passed.

Background

Tenders were requested and received for the rehabilitation of County Road 13 (Mountain Road) from Micksburg Road to Stafford Third Line, a distance of 2.78 km in the Township of Laurentian Valley as follows:

1. H&H Construction Inc., Petawawa, ON	\$595,746.50
2. Greenwood Paving (Pembroke) Ltd., Pembroke, ON	\$615,668.70
3. R.G.T. Clouthier Construction Ltd., Pembroke, ON	\$678,800.00
4. Bonnechere Excavating Inc., Renfrew, ON	\$710,536.01

The current 2022 Capital Works budget includes funds in the amount of \$597,700 for the rehabilitation of County Road 13 (Mountain Road). A comparison of the 2022 budget and projected costs is provided in the following table:

County Road 13 (Mountain Road) Rehabilitation			
	2022 Budget	Projected	Low Tender Variance Over/(Under)
Construction	524,272.73	608,266.84	83,994.11
Engineering - Design/Tendering	6,000.00	6,000.00	
Project Administration & Construction Supervision	12,000.00	12,000.00	
Material Testing (Allowance)	3,000.00	3,000.00	
Contingency	52,427.27	30,413.34	(22,013.93)
Total	597,700.00	659,680.18	61,980.18
* All costs are net HST			
* Projected costs are based on Tender results			

f) **PWC-2022-06 Asphalt Patching and Scratch Coat Paving**

RESOLUTION NO. OP-CC-22-05-67

Moved by Chair

Seconded by Committee

THAT the Operations Committee recommend that County Council approve Contract PWC-2022-06 as submitted by Bonnechere Excavating Inc., Renfrew, Ontario for Asphalt Patching and Scratch Coat Paving in the amount of \$690,530.44 plus HST; AND FURTHER THAT a By-law to Authorize Execution of the Contract be passed.

Background

Tenders were requested and received for Asphalt Patching and Scratch Coat Paving (various locations) as follows:

1. Bonnechere Excavating Inc., Renfrew, ON	\$690,530.44
2. Greenwood Paving (Pembroke) Ltd., Pembroke, ON	\$731,230.00
3. H&H Construction Inc., Petawawa, ON	\$807,768.43

The current 2022 Capital Works budget includes funds in the amount of \$737,924 for the Asphalt Patching and Scratch Coat Paving. A comparison of the 2022 budget and projected costs is provided in the following table:

Asphalt Patching & Scratch Coat Paving			
	2022 Budget	Low Tender Projected	Variance Over/(Under)
Construction	667,203.64	704,718.98	37,515.34
Engineering - Design/Tendering			-
Project Administration & Construction Supervision	1,000.00	1,000.00	-
Material Testing (Allowance)	3,000.00	3,000.00	-
Contingency	66,720.36	29,205.02	(37,515.34)
Total	737,924.00	737,924.00	
* All costs are net HST			
* Projected costs are based on Tender results			

Staff have reviewed the projected costs for all the above contracts and note that there are significant overages in the tenders compared with the budgets. As costs for these projects are not anticipated to be reduced should the project be postponed, and the works tendered are necessary to

ensure more significant works are not needed in the near future, it is recommended the contracts be awarded. All Tenders were processed in accordance with County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services. All amounts exclude applicable taxes.

All of which is respectfully submitted.

T. Peckett, Chair

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

Project Name/Municipality		Location		Lengths	Description	Status/Schedule							Comments	
		From	To			Env. Assess	Survey	Design	Tender/RFP	Award	Const. Start	Const. End		
ROAD RECONSTRUCTION/REHABILITATION														
21	Beachburg Road	Buchanan's Pit Entance	Urban Beginning	2.49	Rehabilitation	100%	100%	90%	May	June	July	October	Design by Stantec;	
	Whitewater Region													
512	Foymount Road	B257	Verch Road	4.70	Reconstruction	100%	100%	95%	July	August	September	November	Design by BTE; Coordinating Utilities; CCC underway in May	
	Bonnechere Valley													
BRIDGE/CULVERT RECONSTRUCTION/REHABILITATION														
B002	Bonnechere River Bridge	Admaston/Bromley (Bonnechere Road)			Rehabilitation	100%	100%	100%	2021	2021	May	August	Design by Stantec; Construction by Clearwater	
B005	Scollard Bridge	Admaston/Bromley (Pucker Street)			Superstructure Replacement	100%	100%	100%	May	June	July	September	Design by HP Engineering; Tender Closes May 26th	
B022	Indian River Bridge	Laurentian Valley (Sandy Beach Road)			Rehabilitation	100%	100%	100%	March	May	June	November	Design by WSP; Tender Closed April 19th	
B056	Colterman Bridge	Greater Madawaska (Colterman Road)			Clean and Paint	90%	100%	80%	May	June	September	September	Day Labour Project	
B057	Mount St. Patrick Bridge	Greater Madawaska (Mount St. Patrick Road)			Superstructure Replacement	100%	100%	100%	March	April	May	September	Design by HP Engineering; Construction by Coco Paving	
B064	Pilgrim Road Bridge	Brudenell, Lyndoch & Raglan (Pilgrim Road)			Rehabilitation	100%	100%	60%	May	June	July	August	Design by JL Richards	
B068	Schimmins Creek Bridge	Brudenell, Lyndoch & Raglan (Welk Road)			Clean and Paint	90%	100%	80%	May	June	September	September	Day Labour Project	
B150	Dam Lake Bridge	Madawaska Valley (Stanley Olsheski Road)			Clean and Paint	90%	100%	80%	May	June	September	October	Day Labour Project	
B203	Petawawa River Bridge	Petawawa (CR51 Petawawa Boulevard)			Rehabilitation	100%	100%	100%	March	April	May	November	Design by WSP; Construction by BEI	
B257	Harrington Creek Bridge	Bonnechere Valley (CR512 Foymount Road)			Replace w/ Culvert	100%	100%	90%	July	August	September	November	Design by BTE; Part of 512 Reconstruction	
B319	Bucholtz Bridge	Laurentian Valley (CR58 Round Lake Road)			Rehabilitation	100%	100%	100%	February	April	May	October	Design by McIntosh Perry; Construction by GMP;	
C012	Farquharson's Culvert	Admaston/Bromley (S. McNaughton Road)			Rehabilitation	90%	100%	60%	May	June	July	August	Design by HP Engineering	
C037	Bagot Creek Culvert	Greater Madwaska (Lower Spruce Hedge Road)			Replace	90%	100%	60%	May	June	August	September	Design by HP Engineering	
C040	Snake River Culvert	Admaston/Bromley (CR8 Cobden Road/Main Street)			Rehabilitation	90%	90%	60%			September	September	Day Labour Project	
C134	Campbell Drive Culvert	McNab/Braeside (Campbell Drive)			Rehabilitation	90%	100%	60%	May	June	August	September	Design by HP Engineering	
C137	Hanson Creek Culverts	McNab/Braeside (Robertson Line)			Lining w/ Road Works	90%	100%	60%	May	June	August	September	Design by WSP; Construction by Day Labour	
C152	Wadsworth Lake Culvert	Madawaska Valley (Old Barry's Bay Road)			Replace	90%	100%	60%	May	June	July	September	Design by HP Engineering	
C197	Etmanskie Swamp Culvert	Madawaska Valley (CR62 John Street)			Rehab or Replace	90%	100%	60%	April	May	June	July	Design bv JL Richards; Construction by Day Labour	
C269	Jacks Lake Culverts	Killaloe, Hagarty & Richards (CR58, Round Lake Road)			Replace	90%	100%	90%	April	May	August	August	Design by HP Engineering; Construction by Day Labour	
C302	Wingle Creek Twin Culverts	Killaloe, Hagarty & Richards (Rochfort Road)			Replace	100%	100%	50%	May	June	August	August	Design Internal; Construction by Day Labour	
FUTURE ENGINEERING														
B007	Butler Bridge	Admaston/Bromley (Butler Road)			Design for Rehabilitation	30%	10%	0%	May	June	2023	2023	RFP for design needed	
B044	Douglas Bridge	Admaston/Bromley (CR5 Stone Road)			Design for Rehabilitation	30%	60%	25%	July	August	2023	2023	RFP for design needed; DCS done in 2021	
B102	Brennans Creek Bridge	Killaloe, Hagarty & Richards (CR512 Queen Street)			Design for Rehabilitation	30%	10%	0%	May	June	2023	2023	RFP for design needed	
B108	Tramore Bridge	Killaloe, Hagarty & Richards (Tramore Road)			Design for Rehabilitation	30%	10%	0%	August	August	2023	2023	RFP for design needed	
B156	Burnt Bridge	Brudenell, Lyndoch & Raglan (Burnt Bridge Road)			Design for Rehabilitation	30%	10%	0%	June	June	2023	2023	RFP for design needed	
B232	Cochrane Creek Bridge	North Algona Wilberforce (Cement Bridge Road)			Design for Rehabilitation	30%	10%	0%	June	July	2023	2023	RFP for design needed	
B310	Ski Hill Bridge	Laurentian Valley (CR58 Round Lake Road)			Design for Rehabilitation	30%	60%	25%	July	August	2023	2023	RFP for design needed; DCS done in 2021	
C001	Berlanquet Creek Culvert	Admaston/Bromley (CR5 Stone Road)			Design for Replacement	30%	10%	0%	July	August	2023	2023	RFP for design needed	
C025	Borne Road Culvert	Laurentian Valley (CR58 Round Lake Road)			Design for Rehabilitation	100%	100%	90%	2023	2023	2023	2023	Design by WSP; Construction in 2023	
C051	Harris Creek Culvert	Admaston/Bromley (Proven Line)			Design for Replacement	30%	10%	0%	June	July	2023	2023	Internal Design; Geotech needed	
C130	Lochiel Creek Culvert North	McNab/Braeside (CR63)			Design for Replacement	30%	10%	0%	June	July	2023	2023	RFP for design needed	
C191	Dicks Road Culvert	Laurentian Valley (Dicks Road)			Design for Replacement	30%	10%	0%	June	July	2023	2023	RFP for design needed	
C201	Broomes Creek Culvert	Whitewater Region (CR7 Foresters Falls Road)			Detailed Design w/ Dam	90%	80%	50%	April	May	2023	2023	RFP for detailed design of dam & culvert needed. MCEA done	
C204	Bellowes Creek Culvert	Whitewater Region (CR12 Westmeath Road)			Design for Rehabilitation	30%	10%	0%	May	June	2023	2023	RFP for design needed	
C268	St. Columbkille's Culvert	Laurentian Valley (CR58 Round Lake Road)			Design for Replacement	30%	10%	0%	May	June	2023	2023	RFP for design needed	
C325	Neilson Creek Culvert	Bonnechere Valley (Clear Lake Road)			Design for Replacement	30%	10%	0%	May	June	2023	2023	RFP for design needed	
30	Lake Dore Road	North Algona Wilberforce (From Highway 60 to Sperberg)			Design for Rehabilitation	30%	20%	10%	February	March	2023	2023	Design by Tatham;	

OPERATIONS TENDERS										
Type	Description	Term (Years)	Type	Specification	Tender	Award	Start	Complete	Status/Comments	
1	Pavement Marking	Paint/Glass Beads/Lines/Symbols	1+(+1+1+1+1)	Equipment/Material	March	March	April	May	November	Ongoing
2	Street Sweeping	Winter/Debris Removal	1	Equipment	March	April	April	May	May	Ongoing
3	Manhole and Catch Basin Cleaning	Winter/Debris Removal	1	Equipment	March	April	April	May	June	Ongoing
4	Roadside Brushing	Tree/Brush Removal	1	Equipment	May	June	June	July	November	Ongoing
5	Steel Sign Post Quotation	Sign Installation Hardware	1	Material	March	April	April	May	June	Ongoing
6	Weed Control	Wild Parsnip/Poison Ivy	5	Equipment/Material	Complete	2019	2019	June	July	Ongoing
7	Signs & Traffic Control Equipment	Road Signage	1	Material	March	April	April	May	May	Ongoing
8	Winter Sand	Winter Abrasives	1	Supply/Delivery/Process	June	July	August	August	October	Ongoing
9	Loader Rental	Winter Operations	1	Equipment	July	September	October	November	April	Ongoing
10	AVL Service Renewal	Automatic Vehicle Location	10	Application/Network/Data	May	2020	2020	June	2030	Ongoing
11	Shouldering	Granular/Sealing	1	Material/Installation	June	July	August	September	September	Ongoing
12	Calcium Chloride	Winter Operations	1	Material	September	September	October	October	April	Ongoing
13	Crack Sealing	Pavement Preservation	1	Material/Installation	May	May	June	June	September	Ongoing
14	Curb Repair	Preservation	1	Material/Repair	May	May	June	June	September	Ongoing
EQUIPMENT TENDERS										
Tender	Description	Quantity	Type	Specification	Tender	Award	Delivery	Status/Comments		
1	HDT (Heavy Duty Truck)	Combination Plow/Spreader	1	Replace	February	March	June	December		Ongoing
2	LDT (Light Duty Truck(s))	(7-1/2 ton & 1-3/4 ton 4WD)	8	Replace	February	March	April	December		Awaiting Delivery
3	Service Vehicle	PW Operations	1	Replace	February	April	June	December		Ongoing
4	Tractor	Tractor and Attachments	1	Replace	February	April	May	May		Ongoing
5	Backhoe	Backhoe Loader and Attachments	1	Replace	February	April	June	June		Ongoing
6	Enclosed Trailer	Construction	1	Replace	March	May	June	August		Ongoing
7	Tag Along Float	16 ft	1	Replace	May	May	June	August		Ongoing
8	Line Paint Machine	PW Operations	1	Replace	February	May	June	July		Ongoing
9	U-Body Water Tank	PW Operations	1	Replace	May	May	June	August		Ongoing
10	Sweeper Attachment	Tractor Mount	1	Replace	May	May	June	July		Ongoing
11	Offset Roller	Shoulder Compaction	1	New	March	May	June	July		Ongoing
12	Road Widener	Shouldering Machine	1	New	May	May	June	July		Ongoing
13	Service Vehicle	PW Operations	1	New	March	2021	2021	June		Awaiting Delivery
14	Service Vehicle	PW - RCP	1	New	March	2021	2021	June		Awaiting Delivery
15	Equipment Refurbishment(s)	As per Spring Inspection	Varies	Existing	May	May	June	October		Ongoing
16	AVL (Automatic Vehicle Location)	AVL/Telematics	Varies	New	April	May	June	September		Ongoing
HOUSING										
Tender	Location	Type	Type	Design	Tender	Award	Start	Complete	Status/Comments	
1	Repair - Salt Storage Shed	Calabogie Garage	Construct	Rehabilitation	2022	March	April	June	November	Ongoing
2	Repair - Sand Storage Dome/Salt Storage Shed	Calabogie Garage	Construct	Rehabilitation	2022	March	April	June	August	Ongoing
3	Repair - General Site	Cobden Patrol	Construct	Rehabilitation	2022	Internal	N/A	June	June	Ongoing
ROAD MAINTENANCE AGREEMENTS/FACILITY AGREEMENTS										
Service Provider	Location	Year	Type	Start	Complete	Term	Status/Comments			
1	Town of Arnprior	County Road 1, County Road 2	2022	Winter Road Maintenance	2022	2032	10			Ongoing
2	Town of Deep River	County Road 72, County Road 73	2020	Winter Road Maintenance	2020	2030	10			Complete
3	Town of Renfrew	County Road 20, County Road 52	2019	Winter Road Maintenance	2019	2029	10			Complete
4	Township of Carlo Mayo	County Road 517	2022	Winter Road Maintenance	2022	2023	Annual			Ongoing
5	Contractor	County Road 635	2022	Winter Road Maintenance	2022	2023	Annual			Ongoing
6	Algonquins of Pikwakanagan	Golden Lake	2022	Use of facilities and materials	2022	2027	5			Ongoing
7	Bonnechere Valley	Foymount	2022	Use of facilities and materials	2022	2027	5			Ongoing

Operations Division - Capital Monthly Project Status Report - May 2022
Department of Public Works & Engineering

Project Name/Municipality		Location		Lengths	Description	RFP/Tender	Const. Award	Const. Start	Const. End	Comments
		From	To							
ROAD RECONSTRUCTION/REHABILITATION										
1	River Road	B258 W Exp Jnt	Elgin Street	0.51	Rehabilitation	May	June	August	September	
	Arnprior & McNab/Braeside									
1	River Road	County Road 10 (Division Street)	Usborne Street	0.50	Rehabilitation	2021	2021	June	July	
	McNab/Braeside									
1	River Road	1.1 km west of Henry Crescent	Storie Road	2.36	Rehabilitation	April	June	August	September	
	McNab/Braeside									
2	White Lake Road	Mountain View Road	Waba Creek Bridge E Exp Jnt	5.44	Rehabilitation	April	May	July	August	
	McNab/Braeside									
7	Foresters Falls Road	Harriet Street (urban begins)	Beginning of semi-urban	0.65	Rehabilitation	May	June	July	September	
	Whitewater Region									
13	Mountain Road	Micksburg Road	Stafford Third Line	2.78	Rehabilitation	April	May	August	September	
	Laurentian Valley									
23	Highland Road	Renfrew/Lanark County Line	Sawmill Road	1.51	Rehabilitation	April	May	July	August	
	McNab/Braeside									
24	White Water Road	Highway 17	County Road 40 (Greenwood Road)	2.45	Rehabilitation	May	June	September	October	
	Laurentian Valley									
29	Drive-In Road	City of Pembroke (South Limits)	Clearview Crescent	2.15	Rehabilitation	May	June	July	August	
	Laurentian Valley									
62	Combermere Road	Combermere South Urbam Limit	County Road 515 (Palmer Road)	1.01	Rehabilitation	March	May	July	July	
	Madawaska Valley									
65	Centennial Lake Road	Black Donald Access Point	Deer Mountain Road	4.29	Rehabilitation	March	April	July	August	
	Greater Madawaska									
67	Simpson Pit Road	Buckhill Road	County Road 58 (Round Lake Road)	1.42	Rehabilitation	March	May	June	July	
	Killaloe, Hagarty and Richards									
508	Calabogie Road	Mill Street	County Road 511 (Lanark Road)	1.94	Rehabilitation	March	May	June	June	
	Greater Madawaska									
512	Foymount Road	County Road 66 (Opeongo Road)	Hubers Road	3.68	Rehabilitation	May	June	August	September	
	Brudenell Lyndoch & Raglan									
517	Dafoe Road	Serran Road	County Road 62 (Combermere Road)	3.22	Rehabilitation	March	April	September	October	
	Madawaska Valley									
Various	Scratchcoat	Various Locations	Various Locations		Scratch Coat Paving	April	May	June	July	
	Various Locations									

2022 CAPITAL PROGRAM - ROADS/BRIDGES							Appendix II			
	Road #	Location	From	To	Length (km)	2022 BUDGET	April Projected	May Projected	Variance	Carry Over
Road Reconstruction/Rehabilitation										
Note: Limits and Length of projects are approximate and subject to revision based on final design and budgets										
	1	Madawaska Street Arnprior	B258 W Exp Jnt	Elgin Street	0.51	159,824	159,824	159,824	0	0
	1	River Road McNab/Braeside	County Road 10 (Division Street)	Usburne Street	0.50	520,000	520,000	520,000	0	0
	1	River Road McNab/Braeside	1.1km West of Henry Crescent	Storie Road	2.36	774,080	774,080	774,080	0	0
	2	White Lake Road McNab/Braeside	Mountain View Road	Waba Creek Bridge E Exp Jnt	5.44	1,088,684	1,088,684	1,471,684	383,000	0
	7	Foresters Falls Road Whitewater Region	Harriet Street (urban begins)	Beginning of semi-urban	0.65	357,500	357,500	357,500	0	0
	13	Mountain Road Laurentian Valley	Micksburg Road	Stafford Third Line	2.78	597,700	597,700	659,700	62,000	0
	21	Beachburg Road Whitewater Region	Buchanan's Pit Entance (1046)	Urban Beginning	2.49	870,707	870,707	870,707	0	0
	23	Highland Road McNab/Braeside	Renfrew/Lanark Line	Sawmill Road	1.51	324,650	324,650	334,650	10,000	0
	24	White Water Road Laurentian Valley	Highway 17	County Road 40 (Greenwood Road)	2.45	826,560	826,560	826,560	0	0
	29	Drive-In Road Laurentian Valley	City of Pembroke (South Limits)	Clearview Crescent	2.15	382,700	382,700	382,700	0	0
	62	Combermere Road Madawaska Valley	Combermere S Urban Lt	County Road 515 (Palmer Road)	1.01	62,953	62,953	144,953	82,000	0
	65	Centennial Lake Road Greater Madawaska	Black Donald Access Point	Deer Mountain Road	4.29	1,128,270	1,260,000	1,260,000	131,730	0
	67	Simpson Pit Road Killaloe, Hagarty and Richards	Buck Hill Road	County Road 58 (Round Lake Road)	1.42	781,000	781,000	871,000	90,000	0
	508	Calabogie Road Greater Madawaska	Mill Street	County Road 511 (Lanark Road)	1.94	636,320	636,320	854,320	218,000	0
	512	Foymount Road Brudenell Lyndoch & Raglan	County Road 66 (Opeongo Road)	Hubers Road	3.68	846,400	846,400	846,400	0	0
	512	Foymount Road Bonnechere Valley	B257	Verch Road	4.70	2,336,180	2,336,180	2,336,180	0	0
	517	Dafoe Road Madawaska Valley	Serran Road	County Road 62 (Combermere Road)	3.22	1,134,484	1,040,000	1,040,000	-94,484	0
		Scratch Coat Paving	Various Locations			737,924	737,924	737,924	0	0
		Active Transportation	Various Locations			150,000	150,000	150,000	0	0
ROAD RECONSTRUCTION/REHABILITATION TOTALS					41.10	13,715,936	13,753,182	14,598,182	882,246	0
Bridge/Culvert Reconstruction/Rehabilitation										
	Structure No.	Structure Name	Location			2022 BUDGET	April Projected	May Projected	Variance	Carry Over
	B002	Bonnechere River Bridge	Admaston/Bromley (Bonnechere Road)			350,000	350,000	350,000	0	0
	B005	Scollard Bridge	Admaston/Bromley (Pucker Street)			600,000	700,000	700,000	100,000	0
	B022	Indian River Bridge	Laurentian Valley (Sandy Beach Road)			1,200,000	1,200,000	1,355,000	155,000	0
	B056	Colterman Bridge	Greater Madawaska (Colterman Road)			100,000	100,000	100,000	0	0
	B057	Mount St. Patrick Bridge	Greater Madawaska (Mount St. Patrick Road)			800,000	880,000	880,000	80,000	0
	B064	Pilgrim Road Bridge	Brudenell, Lyndoch & Raglan (Pilgrim Road)			180,000	180,000	180,000	0	0
	B068	Schimmins Creek Bridge	Brudenell, Lyndoch & Raglan (Welk Road)			100,000	100,000	100,000	0	0
	B150	Dam Lake Bridge	Madawaska Valley (Stanley Olsheski Road)			100,000	100,000	100,000	0	0
	B203	Petawawa River Bridge	Petawawa (CR51 Petawawa Boulevard)			1,300,000	1,300,000	2,070,000	770,000	0
	B257	Harrington Creek Bridge	Bonnechere Valley (CR512 Foymount Road)			800,000	800,000	800,000	0	0
	B319	Bucholtz Bridge	Laurentian Valley (CR58 Round Lake Road)			950,000	1,000,000	1,000,000	50,000	0
	C012	Farquharson's Culvert	Admaston/Bromley (S. McNaughton Road)			135,000	135,000	135,000	0	0
	C037	Bagot Creek Culvert	Greater Madwaska (Lower Spruce Hedge Road)			342,000	342,000	342,000	0	0
	C040	Snake River Culvert	Admaston/Bromley (CR8 Cobden Road/Main Street)			108,000	108,000	108,000	0	0
	C134	Campbell Drive Culvert	McNab/Braeside (Campbell Drive)			585,000	585,000	585,000	0	0
	C137	Hanson Creek Culverts	McNab/Braeside (Robertson Line)			162,000	162,000	162,000	0	0
	C152	Wadsworth Lake Culvert	Madawaska Valley (Old Barry's Bay Road)			252,000	252,000	252,000	0	0
	C197	Etmanskie Swamp Culvert	Madawaska Valley (CR62 John Street)			1,100,000	1,100,000	1,100,000	0	0
	C269	Jacks Lake Culverts	Killaloe, Hagarty & Richards (CR58, Round Lake Road)			180,000	180,000	180,000	0	0
	C302	Wingle Creek Twin Culverts	Killaloe, Hagarty & Richards (Rochfort Road)			180,000	180,000	180,000	0	0
		General Bridge Repairs	Various Locations			200,000	200,000	200,000	0	0
BRIDGE/CULVERT RECONSTRUCTION/REHABILITATION TOTALS						9,724,000	9,954,000	10,879,000	1,155,000	0
Future Engineering										
	ID	Name	Location			2022 BUDGET	April Projected	May Projected	Variance	Carry Over
	B007	Butler Bridge	Admaston/Bromley (Butler Road)			100,000	100,000	100,000	0	0
	B044	Douglas Bridge	Admaston/Bromley (CR5 Stone Road)			45,000	45,000	45,000	0	0
	B102	Brennans Creek Bridge	Killaloe, Hagarty & Richards (CR512 Queen Street)			54,000	54,000	54,000	0	0
	B108	Tramore Bridge	Killaloe, Hagarty & Richards (Tramore Road)			40,000	40,000	40,000	0	0
	B156	Burnt Bridge	Brudenell, Lyndoch & Raglan (Burnt Bridge Road)			25,000	25,000	25,000	0	0
	B232	Cochrane Creek Bridge	North Algona Wilberforce (Cement Bridge Road)			50,000	50,000	50,000	0	0
	B310	Ski Hill Bridge	Laurentian Valley (CR58 Round Lake Road)			30,000	30,000	30,000	0	0
	C001	Berlanquet Creek Culvert	Admaston/Bromley (CR5 Stone Road)			38,500	38,500	38,500	0	0
	C025	Borne Road Culvert	Laurentian Valley (CR58 Round Lake Road)			30,000	30,000	30,000	0	0
	C051	Harris Creek Culvert	Admaston/Bromley (Proven Line)			20,000	20,000	20,000	0	0
	C130	Lochiel Creek Culvert North	McNab/Braeside (CR63			33,500	33,500	33,500	0	0
	C191	Dicks Road Culvert	Laurentian Valley (Dicks Road)			20,000	20,000	20,000	0	0
	C201	Broomes Creek Culvert	Whitewater Region (CR7 Foresters Falls Road)			100,000	100,000	100,000	0	0
	C204	Bellowes Creek Culvert	Whitewater Region (CR12 Westmeath Road)			30,000	30,000	30,000	0	0
	C268	St. Columbkille's Culvert	Laurentian Valley (CR58 Round Lake Road)			75,000	75,000	75,000	0	0
	C325	Neilson Creek Culvert	Bonnechere Valley (Clear Lake Road)			50,000	50,000	50,000	0	0
	30	Lake Dore Road	North Algona Wilberforce (From Highway 60 to Sperberg)			100,000	140,000	140,000	40,000	0
FUTURE ENGINEERING TOTALS						841,000	881,000	881,000	40,000	0
Traffic Signals - Upgrades			Various Locations			0	0	0	0	0
SAFETY DEVICES TOTALS						0	0	0	0	0
CAPITAL PROGRAM TOTAL:						24,280,936	24,588,182	26,358,182	2,077,246	0

COUNTY OF RENFREW

BY-LAW NUMBER 64-22

A BY-LAW TO AUTHORIZE SPEED LIMITS

WHEREAS Subsection (2) of Section 128 of the Highway Traffic Act, R.S.O. 1990, Chapter H.8, as amended, authorizes the Council of a Municipality by By-law, to prescribe a rate of speed of 40, 50, 60, 70, 80, 90 or 100 kilometres per hour, for motor vehicles driven on a highway or portion of highway under its jurisdiction;

AND WHEREAS it is deemed expedient that the speed limit for motor vehicles on certain highways in the County of Renfrew be decreased, increased or both.

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

1. Notwithstanding any other By-law to the contrary, when the roads as set out on the attached schedule, are marked in compliance with the regulations under the Highway Traffic Act, the maximum rate of speed thereon shall be as outlined in Schedule 'A' attached hereto.
2. THAT the maximum rate of speed for all roads other than those outlined in Schedule 'A', shall be 80 km/h.
3. THAT the reduced rate of speed in the school safety zones designated in Schedule 'A', be in effect at the times therein specified and on the days during which school is regularly held.
4. THAT the penalties provided in Subsection (14) of Section 128 of the Highway Traffic Act, shall apply to offences against this By-law.
5. THAT this By-law shall have full force and effect from the date the portion of Highway is marked out in accordance with the regulations under the Highway Traffic Act.
6. THAT By-law 20-22 is hereby 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.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

SCHEDULE A

COUNTY ROAD	FROM	TO	RATE OF SPEED
1	Renfrew County Boundary	600m North of the Renfrew County Boundary	60
1	600m North of County Boundary	Daniel Street North	50
1	Daniel Street North	Division Street	40
1	Division Street	Usborne Street (Southern End)	50
1	Usborne Street (Southern End)	900m North of Usborne Street (Southern End)	60
1	500m South of Dochart Street	Dochart Street	60
1	Dochart Street	700m North of Usborne Street (North End)	50
1	700m North of Usborne Street (North End)	700m North of Toner Road	60
1	700m North of Toner Road	850m East of Mast Road	50
1	850m East of Mast Road	200m West of Mast Road	60
1	Thacker Lane	Grantham Road	60
2	Madawaska Street	Baskin Drive East & West	40
2	Baskin Drive East & West	Campbell Drive	50
2	Campbell Drive	Melanson Road	60
2	Highland Road	Eastern End of Waba Creek Bridge	60
2	Eastern End of Waba Creek Bridge	Burnstown Road	50
3	River Road	400m West of River Road	50
3	400m West of River Road	1.1km West of River Road	60
5	Highway 132	400m East of Riddell Road	60

COUNTY ROAD	FROM	TO	RATE OF SPEED
5	650m South of Highway 60	400m South of Highway 60	60
5	400m South of Highway 60	Highway 60	50
6	Highway 60	Renfrew Town Limit	50
6	Renfrew Town Limit	Highway 17	60
6	Highway 17	Goshen Road	60
7	450m West of Summerfield Drive	500m East of Cedar Haven Road	60
7	350m West of Government Road	50m East of Government Road	60
7	50m East of Government Road	Foresters Falls Southern Limit	50
7	Foresters Falls Southern Limit	250m South of the Foresters Falls Southern Limit	60
8	Highway 17	Behm Line/Snake River Line	50
8	Behm Line/Snake River Line	250m West of Behm Line/Snake River Line	60
10	Baskin Drive West	Elgin Street West/River Road	50
10	Division Street	County Road 2 (Daniel Street)	50
10 - School Safety Zone	500m North of County Road 2 (Daniel Street)	850m North of County Road 2 (Daniel Street)	40 When Flashing
12	Lookout Road	600m South of the Gore Line	60
12	600m South of the Gore Line	Gore Line	50
16	Laurentian Drive	Petawawa Boulevard	50
19	600m North of Robinson Road	Pembroke City Limit	60
20	Highway 60	400m East of Highway 60	50
20	400m East of Highway 60	1.8km East of Highway 60	60
21	1.2km South of Pappin Road	700m South of Watchhorn Drive	70

COUNTY ROAD	FROM	TO	RATE OF SPEED
21	700m South of Watchhorn Drive	500m North of Lapasse Road	50
21	500m North of Lapasse Road	750m North of Lapasse Road	60
22	550m West of Scotch Bush Road	300m West of Scotch Bush Road	60
22	300m West of Scotch Bush Road	500m East of Scotch Bush Road	50
22	500m East of Scotch Bush Road	750m East of Scotch Bush Road	60
23	350m South of Waba Creek Bridge	100m South of Waba Creek Bridge	60
23	100m South of Waba Creek Bridge	Frank Street	50
23	Frank Street	250m North of Frank Street	60
25	Petawawa Boulevard	Victoria Street	50
26	Black Bay Road	Murphy Road	60
26	Murphy Road	Petawawa Boulevard	50
29	Pembroke City Limit	Stoneyfield Drive	60
29	Stoneyfield Drive	Highway 148	50
30	Highway 60	900m East of Highway 60	50
30	900m East of Highway 60	1.0km East of Highway 60	60
34	Calabogie Road	1.3km North of Calabogie Road	60
35	TV Tower Road	Forced Road/Boundary Road East	60
35	Jean Avenue/Forced Road	Trafalgar Road	50
37	400m West of Doran Road	650m West of Doran Road	60
37	Petawawa Boulevard	400m West of Doran Road	50
42	600m West of B Line Road	Pembroke Street West	70
45	White Lake Road	Lenser Drive	60
48	1.7km West of Blind Line	175m East of Blind Line	60
49	Beachburg Road	500m East of Beachburg Road	50

COUNTY ROAD	FROM	TO	RATE OF SPEED
49	500m East of Beachburg Road	750m East of Beachburg Road	60
49	450m South of Gore Line	200m South of Gore Line	60
49	200m South of Gore Line	Gore Line	50
50	Westmeath Road	Phoebe Street	50
50	Phoebe Street	Wright Road	60
50	250m West of Lapasse Road	Lapasse Road	60
51	Pembroke City Limit	1.6km North of the Pembroke City Limit	60
51	Silke Drive	Paquette Road	50
52	White Lake Road	Museum Road	50
52	Museum Road	2.2km North of White Lake Road	60
52	1.65km South of Calabogie Road	1.9km South of Calabogie Road	60
52	1.65km South of Calabogie Road	1.2km North of Calabogie Road	50
52	1.2km North of Calabogie Road	1.45km North of Calabogie Road	60
52	2.7km South of Highway 60	1.2km South of Highway 60	60
52	1.2km South of Highway 60	Highway 60	40
55	Petawawa Boulevard	250m West of Petawawa Boulevard	60
58	1.4 km East of Simpson Pit Road	500m East of Simpson Pit Road	60
58	500m East of Simpson Pit Road	Division Road	50
58	Division Road	1.4km West of Division Road	60
58	150m West of B Line Road	100m West of TV Tower Road	70
58	100m West of TV Tower Road	Boundary Road East	50
59	700m East of Highway 17	Madawaska Boulevard	70
61	300m South of Godfrey Road	250m East of Haley Road	60
62	250m West of Ohio Road	White Pine Crescent	60

COUNTY ROAD	FROM	TO	RATE OF SPEED
62	White Pine Crescent	350m South of Palmer Road	50
62	350m South of Palmer Road	100m North of Old Barry's Bay Road	60
62	500m south of Blueberry Point Lane	Lakeshore Drive	70
62	Lakeshore Drive	Highway 60	50
63	Watts Line	Stewartville Road	50
63	Flat Rapids Road	2.1 km North of Flat Rapids Road	60
63	2.1 km North of Flat Rapids Road	Calabogie Road	50
65	Matawatchan Road	500m East of Centennial Drive	60
66	Brudenell Road	500m West of Brudenell Road	60
66	Highway 60	1.35km South of Highway 60	60
67	2.4 km South of Round Lake Road	700m South of Round Lake Road	60
67	700m South of Round Lake Road	Round Lake Road	50
68	450m East of John Watson Road	200m East of John Watson Road	60
68	200m East of John Watson Road	200m West of Guiney Road	50
68	200m West of Guiney Road	450m West of Guiney Road	60
69	Kartuzy Road	150m West of St. Francis Memorial Drive	60
69	150m West of St. Francis Memorial Drive	300m East of St. Francis Memorial Drive	40
69	300m East of St. Francis Memorial Drive	Highway 60	50
70	250m West of Hoffman Road	Hoffman Road	60
70	Hoffman Road	Western Reserve Limit	50
70	Eastern Reserve Limit	Highway 60	50
71	Highway 41	2.5km East of Highway 41	60
72	Highway 17	County Road 73 (Deep River Road)	40
73	Highway 17	County Road 72 (Ridge Road)	40

COUNTY ROAD	FROM	TO	RATE OF SPEED
508	Calabogie Road/Hydro Dam Road	Centennial Lake Road	60
508	500m West of Norton Road	500m East of Lanark Road	60
508	500m West of Burnstown Road	500m East of Burnstown Road	60
511	Grassy Bay Road	Bluff Point Drive	60
511	Bluff Point Drive	12517 Lanark Road	50
511	12517 Lanark Road	Calabogie Road	40
512	Highway 60	350m North of Ruby Road	40
512	350m North of Ruby Road	100m South of Mountain View Road	60
512	700m North of Foymount Road	Foymount Road	60
512	Brudenell Road	500m East of Brudenell Road	60
512	Sand Road	450m West of Highway 41	60
512	Civic address 3467 Foymount Road	Miller Road	60
512	450m West of Highway 41	Highway 41	50
514	4.2km North of Highway 28	4.5km North of Highway 28	60
514	4.5km North of Highway 28	5.1km North of Highway 28	50
514	5.1km North of Highway 28	5.4km North of Highway 38	60
515	200m North of River Road	250m North of Burnt Bridge Road	60
515	250m North of Burnt Bridge Road	650m South of Burnt Bridge Road	50
515	650m South of Burnt Bridge Road	900m South of Burnt Bridge Road	60
515	450m West of Letterkenny Road	200m West of Letterkenny Road	60
515	200m West of Letterkenny Road	1.1km East of Letterkenny Road	50
515	1.1km East of Letterkenny Road	1.4km East of Letterkenny Road	60
517	0.4km North of Micks Road	2.2km South of Combermere Road	60
517	2.2km South of Combermere Road	Combermere Road	50

COUNTY ROAD	FROM	TO	RATE OF SPEED
653	800m East of County Road 4	400m West of boundary with Province of Quebec	70
653	400m West of boundary with Province of Quebec	Boundary with Province of Quebec (Center of Chenaux Interprovincial Bridge)	50



Automated Speed Limit Guidelines

FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:
10-Apr-09

Name of Corridor:	County Road 1 (Madawaska Boulevard)			
Segment Evaluated:	Connifer Lane	to	600 metres north of Connifer Lane	
Geographic Region:	Town of Arnprior			
Road Agency:	County of Renfrew			
Road Classification:	Arterial	Length of Corridor:	600	m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)	80	km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	80	km/h
Major / Minor:	Minor	Prevailing Speed: (85th Percentile - for information only)		km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)	No policy	

RISK		Score	
A1	GEOMETRY (Horizontal)	Lower	2
A2	GEOMETRY (Vertical)	Lower	2
A3	AVERAGE LANE WIDTH	Medium	4
B	ROADSIDE HAZARDS	Medium	2
C1	PEDESTRIAN EXPOSURE	Lower	3
C2	CYCLIST EXPOSURE	Medium	6
D	PAVEMENT SURFACE	Lower	1
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	<i>Number of Occurrences</i>	2
	STOP controlled intersection	0	
	Signalized intersection	0	
	Roundabout or traffic circle	0	
	Crosswalk	0	
	Active, at-grade railroad crossing	0	
	Sidestreet STOP-controlled or lane	2	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	<i>Number of Occurrences</i>	10
	Left turn movements permitted	3	
	Right-in / Right-out only	0	
E3	NUMBER OF INTERCHANGES	<i>Number of Occurrences</i>	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Lower	3

Total Risk Score:

35

Recommended Posted Speed Limit (km/h):

As determined by road characteristics

60

As determined by policy

No policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:



Town of Arnprior Resolution – Madawaska Blvd. Speed Limit Reduction

To Whom it may concern,

Council of the Corporation of the Town of Arnprior passed the following resolution regarding Madawaska Blvd. Speed Limit Reduction at their Regular Meeting of Council on Monday, April 25, 2022:

Whereas when considering changes to their speed limit by-law, the County of Renfrew seeks the support of the local Municipality for which the request has been made as it would have a direct impact on the residents of the Town.

Whereas the County of Renfrew has requested the support of the Council of the Town of Arnprior, through a passing of a Resolution, to reduce the current posted speed limit on County Road 1 (Madawaska Boulevard) from 80km/hr to 60km/hr between Connifer Lane and approximately 200 metres west of Herrick Drive; and

Whereas with the ongoing construction of the Marshall's Bay Meadows Subdivision, a 60km/hr zone would be more conducive to the environment of the developed lands and would create a safer road network; and

Therefore the Council of the Corporation of the Town of Arnprior hereby supports the request from the County of Renfrew to reduce the current posted speed limit on County Road 1 (Madawaska Boulevard) from 80km/hr to 60km/hr between Connifer Lane and approximately 200 metres west of Herrick Drive.

Sincerely,

Kaila Zamojski
Deputy Clerk
Town of Arnprior
613-623-4231 Ext. 1818

Department of Public
Works & Engineering



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

April 5, 2022

John Steckly, A.Sc.T.,
General Manager, Operations
Town of Arnprior
105 Elgin Street West
Arnprior, ON K7S 0A8

Dear Mr. Steckly,

RE: County Road 1 (Madawaska Boulevard) – Consideration for the Reduction of Posted Speed Limit between Connifer Lane and Edward Levesque Gate

The County of Renfrew Public Works and Engineering Department is considering bringing forward a report to our Operations Committee and County Council to reduce the current posted speed limit of 80km/hr to 60km/hr between Connifer Lane and approximately 200 metres west of Herrick Drive.

With the ongoing construction of the Marshall's Bay Meadows Subdivision, a 60km/hr zone would be more conducive to the environment of the developed lands and would create a safer road network.

When considering changes to the speed limit by-law, the County of Renfrew seeks the support of the local Municipality for which the request has been made as it would have a direct impact on the residents of the Town. Therefore, we wish to request the support of the Council of the Town of Arnprior through a passing of a Resolution.

We would be appreciative of your review and subsequent reporting to Town Council, seeking the support for the requested change, should you find it warranted and favourable.

If you wish to discuss any of the above, please do not hesitate to contact myself or Nathan Kuiack of this office.

Yours truly,

Lee Perkins, MBA, CET
Director of Public Works & Engineering
Lperkins@countyofrenfrew.on.ca

County Road 1
Madawaska Boulevard
Proposed Speed Limit Change

Appendix V



Development Lands

SEABERT DRIVE

MORGAN CLOUTHIER WAY

DOUGLAS BROWN WAY

MADAWASKA BLVD



Proposed 60km/hr posted speed limit

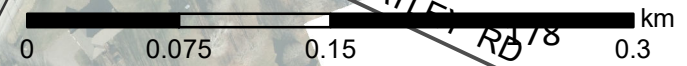
DECOSTA ST

DIDAK DR

CONNIFER LN

HERRICK DR

KEATLEY RD



COUNTY OF RENFREW

BY-LAW NUMBER 65-22

**A BY-LAW FOR THE EXECUTION OF CONTRACT PWC-2022-22 REHABILITATION
OF COUNTY STRUCTURE B022 (INDIAN RIVER BRIDGE)**

WHEREAS under Section 11 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the Municipal Corporation of the County of Renfrew has the authority to pass by-laws to enter into contracts to construct and maintain County Roads and Bridges;

AND WHEREAS public tenders were requested for the rehabilitation of County Structure B022 (Indian River Bridge) under Contract PWC-2022-22 in accordance with County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services;

AND WHEREAS the tender submitted by DW Building Restoration Services Inc., Ottawa, Ontario was reviewed and accepted by the Operations Committee.

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

1. THAT the Council of the County of Renfrew approve of the awarding of Contract PWC-2022-22 for the rehabilitation of County Structure B022 (Indian River Bridge) as submitted by DW Building Restoration Services Inc., Ottawa, Ontario in the amount of \$1,145,953.30 plus HST.
2. THAT the Warden and Clerk be empowered to do and execute all things, papers and documents necessary to the execution of the said contract.
3. 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.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

COUNTY OF RENFREW

BY-LAW NUMBER 66-22

**A BY-LAW FOR THE EXECUTION OF CONTRACT PWC-2022-12 REHABILITATION
OF COUNTY ROAD 508 (CALABOGIE ROAD)**

WHEREAS under Section 11 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the Municipal Corporation of the County of Renfrew has the authority to pass by-laws to enter into contracts to construct and maintain County Roads and Bridges;

AND WHEREAS public tenders were requested for the rehabilitation of County Road 508 (Calabogie Road) under Contract PWC-2022-12 in accordance with County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services;

AND WHEREAS the tender submitted by Thomas Cavanagh Construction Limited, Ashton, Ontario was reviewed and accepted by the Operations Committee.

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

1. THAT the Council of the County of Renfrew approve of the awarding of Contract PWC-2022-12 for the rehabilitation of County Road 508 (Calabogie Road) as submitted by Thomas Cavanagh Construction Limited, Ashton, Ontario in the amount of \$678,400 plus HST.
2. THAT the Warden and Clerk be empowered to do and execute all things, papers and documents necessary to the execution of the said contract.
3. 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.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

COUNTY OF RENFREW

BY-LAW NUMBER 67-22

**A BY-LAW FOR THE EXECUTION OF CONTRACT PWC-2022-67 REHABILITATION
OF COUNTY ROAD 67 (SIMPSON PIT ROAD)**

WHEREAS under Section 11 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the Municipal Corporation of the County of Renfrew has the authority to pass by-laws to enter into contracts to construct and maintain County Roads and Bridges;

AND WHEREAS public tenders were requested for the rehabilitation of County Road 67 (Simpson Pit Road) under Contract PWC-2022-67 in accordance with County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services;

AND WHEREAS the tender submitted by R.G.T. Clouthier Construction Limited, Pembroke, Ontario was reviewed and accepted by the Operations Committee.

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

1. THAT the Council of the County of Renfrew approve of the awarding of Contract PWC-2022-67 for the rehabilitation of County Road 67 (Simpson Pit Road) as submitted by R.G.T. Clouthier Construction Limited, Pembroke, Ontario in the amount of \$788,500 plus HST.
2. THAT the Warden and Clerk be empowered to do and execute all things, papers and documents necessary to the execution of the said contract.
3. 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.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

COUNTY OF RENFREW

BY-LAW NUMBER 68-22

**A BY-LAW FOR THE EXECUTION OF CONTRACT PWC-2022-02 REHABILITATION
OF COUNTY ROADS 2 (WHITE LAKE ROAD) AND 23 (HIGHLAND ROAD)**

WHEREAS under Section 11 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the Municipal Corporation of the County of Renfrew has the authority to pass by-laws to enter into contracts to construct and maintain County Roads and Bridges;

AND WHEREAS public tenders were requested for the rehabilitation of County Roads 2 (White Lake Road) and 23 (Highland Road) under Contract PWC-2022-02 in accordance with County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services;

AND WHEREAS the tender submitted by Thomas Cavanagh Construction Ltd., Ashton, Ontario was reviewed and accepted by the Operations Committee.

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

1. THAT the Council of the County of Renfrew approve of the awarding of Contract PWC-2022-02 for the rehabilitation of County Roads 2 (White Lake Road) and 23 (Highland Road) as submitted by Thomas Cavanagh Construction Ltd., Ashton, Ontario in the amount of \$1,623,208.43 plus HST.
2. THAT the Warden and Clerk be empowered to do and execute all things, papers and documents necessary to the execution of the said contract.
3. 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.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

COUNTY OF RENFREW

BY-LAW NUMBER 69-22

**A BY-LAW FOR THE EXECUTION OF CONTRACT PWC-2022-13 REHABILITATION
OF COUNTY ROAD 13 (MOUNTAIN ROAD)**

WHEREAS under Section 11 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the Municipal Corporation of the County of Renfrew has the authority to pass by-laws to enter into contracts to construct and maintain County Roads and Bridges;

AND WHEREAS public tenders were requested for the rehabilitation of County Road 13 (Mountain Road) under Contract PWC-2022-13 in accordance with County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services;

AND WHEREAS the tender submitted by H&H Construction Inc., Petawawa, Ontario was reviewed and accepted by the Operations Committee.

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

1. THAT the Council of the County of Renfrew approve of the awarding of Contract PWC-2022-13 for the rehabilitation of County Road 13 (Mountain Road) as submitted by H&H Construction Inc., Petawawa, Ontario in the amount of \$595,746.50 plus HST.
2. THAT the Warden and Clerk be empowered to do and execute all things, papers and documents necessary to the execution of the said contract.
3. 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.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

COUNTY OF RENFREW

BY-LAW NUMBER 70-22

**A BY-LAW FOR THE EXECUTION OF CONTRACT PWC-2022-06 ASPHALT
PATCHING AND SCRATCH COAT PAVING AT VARIOUS LOCATIONS**

WHEREAS under Section 11 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the Municipal Corporation of the County of Renfrew has the authority to pass by-laws to enter into contracts to construct and maintain County Roads and Bridges;

AND WHEREAS public tenders were requested for asphalt patching and scratch coat paving at various locations under Contract PWC-2022-06 in accordance with County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services;

AND WHEREAS the tender submitted by Bonnechere Excavating Inc., Renfrew, Ontario was reviewed and accepted by the Operations Committee.

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

1. That the Council of the County of Renfrew approve of the awarding of Contract PWC-2022-06 for asphalt patching and scratch coat paving at various locations on County Roads as submitted by Bonnechere Excavating Inc., Renfrew, Ontario in the amount of \$690,530.44 plus HST.
2. That the Warden and Clerk be empowered to do and execute all things, papers and documents necessary to the execution of the said contract.
3. 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.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

May 25, 2022

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

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

INFORMATION

1. Staffing Updates

a) Retirement – Manager of Economic Development

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.

b) Small Business Advisor – Enterprise Renfrew County

We are pleased to announce that Heather Inwood-Montrose, of the Township of Bonnechere Valley, has been engaged as our Small Business Advisor. Ms. Inwood-Montrose comes to the County with a background in the skilled trades, training, banking and small business advisor, college instruction, organization management and career coaching. Ms. Inwood-Montrose commenced her employment with the County of Renfrew on May 24, 2022.

c) Supervisor – Technical Services – Real Estate

We are pleased to announce that Dennis Lazary has been engaged as our Supervisor – Technical Services. Mr. Lazary comes to us with experience in project management, contract preparation, and knowledge of Municipal and Provincial regulations. Dennis will be working on housing and real estate projects within the County of Renfrew portfolio. Mr. Lazary commenced his employment with the County on May 24, 2022.

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, the “[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. **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 and is scheduled to present on June 3, 2022 at the Best Western Pembroke Inn and Conference Centre.

4. **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. Staff continues 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-a 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](#) website:

- January 1 to April 1 – 13,423 impressions

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

Attached as Appendix I is a presentation from the Ministry of Infrastructure (MOI) from Ontario Connects on “Bringing High-Speed Internet to Every Community”. A list of the successful communities benefiting from this initiative is available on the [Province of Ontario](#) website.

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

Attached as Appendix II is a promotional flyer for the 2022 Taste of the Valley events. Confirmed dates are for Taste of the Valley are 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.

7. 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 (Vice-President)	Beth Kennedy, Placemaking Design (new)
Chris Melmoth, Algonquin College Pembroke (President)	Angela Siebarth, Champlain Trail Museum
Tom Sidney, Maple Ridge Inn B&B (new)	Stefani Van Wijk, Madawaska Kanu Centre
Rachel Worth-Cappell, Braiding River (new)	Chris Hinsperger Bonnechere Caves (Past President)
Mayor David Bennett, Horton Township	Mayor Brian Hunt, Greater Madawaska Township
Elijah McKeown, City of Pembroke	

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

8. Tourism Relief Funding Announced [Strategic Plan Goal No. 1]

On April 13, Ontario's Highlands Tourism Ontario (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.

9. Planning Workshop [Strategic Plan Goal Nos. 3 and 4]

Following several requests from local municipalities, staff scheduled a planning workshop for Wednesday, May 18, 2022, and an invitation was circulated to all local municipalities. The intent of the workshop was for the beginner to the expert who deal with planning files and for those who wished to learn more about the planning process. As many local municipalities have employees who are new to planning, a “Planning 101” was provided to give 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. The following topics were included in the workshop: Planning 101, GIS Services, Bill 109, and a Roundtable Discussion.

10. Bill 109 “Ontario’s More Homes for Everyone Act, 2022” [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. On April 20, 2022, Planning staff attended a Bill 109 Question and Answer session hosted by the Province and attached as Appendix III is the provincial response to several of the questions raised at that meeting.

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.

11. Planning Service Agreements [Strategic Plan Goal No. 2]

As directed by Council, Planning staff sent a reminder to the local municipalities for which the County provides support for local planning approvals that a Planning Service Agreement is required. These agreements are intended to provide formality, stability, and predictability so that the County can manage our resources effectively and efficiently. To date the County has received agreements from two municipalities.

12. 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, 2022.

RESOLUTIONS

13. Business Case – Capital Projects Administrator

RESOLUTION NO. DP-CC-22-05-51

Moved by Chair

Seconded by Committee

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, staff has 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 Capital Projects Administrator should be familiar with procurement processes and building techniques. Funding for the position will be covered by the Social Services Relief Fund.

14. Reconciliation Garden

RESOLUTION NO. DP-CC-22-05-52

Moved by Chair

Seconded by Committee

THAT County Council award the Request for Proposal DP-2021-03 County of Renfrew Reconciliation Garden to William Sons, Petawawa, Ontario with a budget of \$100,000.

Background

County of Renfrew staff along with the Warden, have been presented with a 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.

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

RESOLUTION NO. DP-CC-22-05-53

Moved by Chair

Seconded by Committee

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 VI.

16. All-Terrain Vehicle Trail Pass – County of Renfrew Trails

RESOLUTION NO. DP-CC-22-05-56

Moved by Chair

Seconded by Committee

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.

17. The following Request for Proposals were issued during the month of April:

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

RESOLUTION NO. DP-CC-22-05-58

Moved by Chair

Seconded by Committee

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.

Background

The County of Renfrew issued a request for proposal for building envelope repairs at 9 International Drive in Pembroke, Ontario.

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.

b) Security System Upgrade – County Administration Building

RESOLUTION NO. DP-CC-22-05-59

Moved by Chair

Seconded by Committee

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.

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.

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

RESOLUTION NO. DP-CC-22-05-60

Moved by Chair

Seconded by Committee

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.

Background

The County of Renfrew issued a request for proposal for window sealant replacement at 450 O'Brien Road in Renfrew, Ontario.

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 for all the above proposals, followed the requirements set out in Corporate Policy GA-01 – Procurement of Goods and Services.

BY-LAWS

18. **Transfer Payment Agreement (TPA) Ontario – Enterprise Renfrew County [Strategic Plan Goal No. 1]**

RESOLUTION NO. DP-CC-22-05-54

Moved by Chair

Seconded by Committee

THAT County Council pass a By-law 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.

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

RESOLUTION NO. DP-CC-22-05-57

Moved by Chair

Seconded by Committee

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.

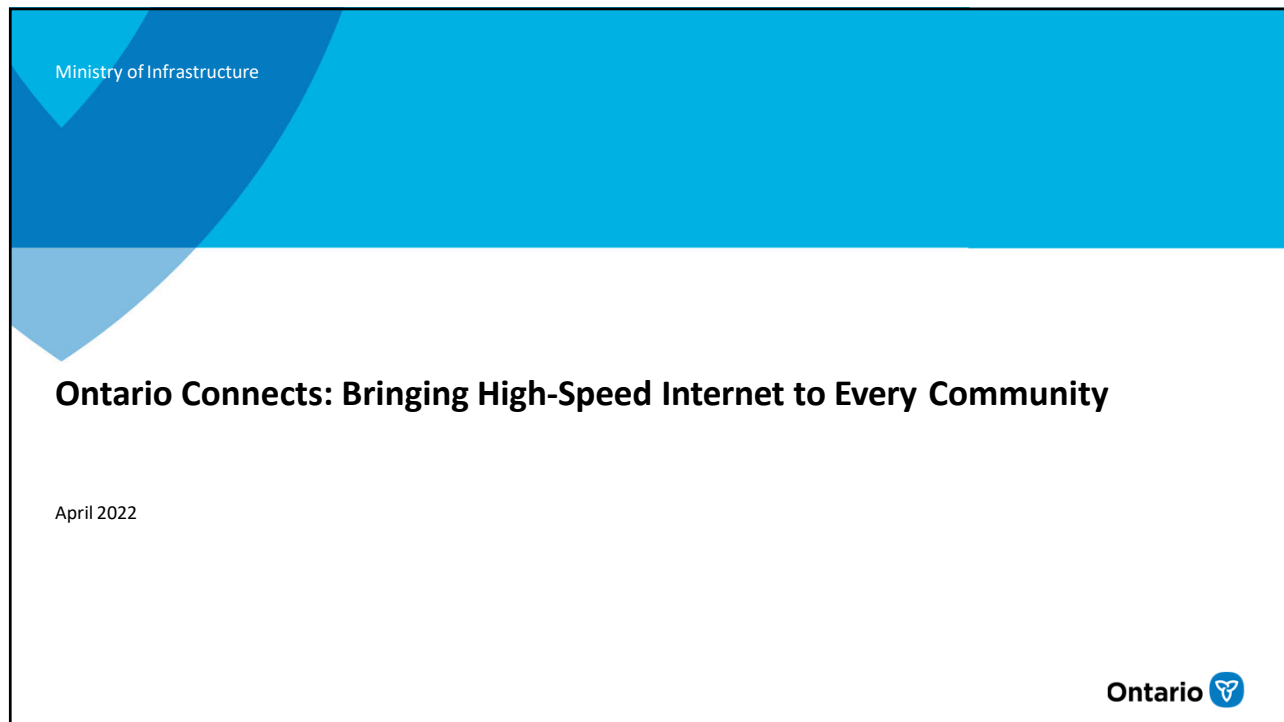
Background

Attached as Appendix VII 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.

All of which is respectfully submitted.

Robert Sweet, Chair

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




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
Legislative and regulatory proposals	Application based programs and projects	Accelerated High Speed Internet program	Broadband One Window and Technical Assistance Team
<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>

2

Ontario 

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.

3



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.

4



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.

5

Ontario 

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.
Northern + Indigenous	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.
ICON	17 announced projects to enable access for over 18,000 homes and businesses.
ICON+UBF	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.

6

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

Ontario 

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

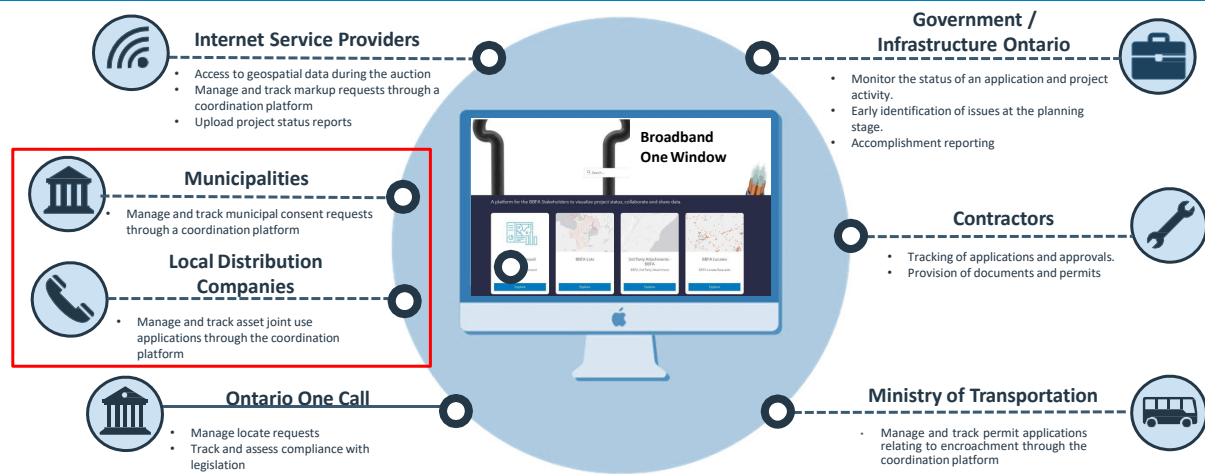
 Big data tools and data science helps track project performance and pre-empt potential recurring issues during the execution phase.

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:



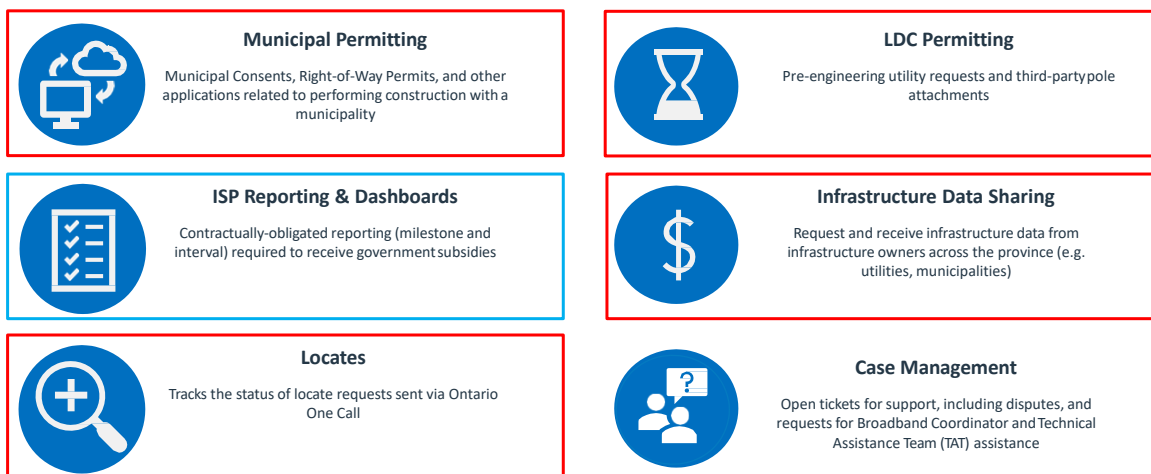
Legislative compulsion to use platform

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.

Ontario 

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



EVENTS

2022

*Barry's Bay*Friday, August 19th

Legion Parking Lot

*Eganville*Friday, August 26th

Eganville Legion Field

*Renfrew*Saturday, September 24th

Low Square, Downtown

*Deep River*Saturday, October 1st

Town Hall Parking Lot

*Amurion*Sunday, October 2nd

Downtown John St. N.

*Cobden*Saturday, October 15th

Cobden Fair Grounds


 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 19th, 2022

10:00 am to 5:00 pm



Eganville

Eganville Legion Field

9 Foran Street, Eganville ON

Friday, August 26th, 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 24th, 2022

8:00 am to 3:00 pm



Deep River

Town Hall Parking Lot

Champlain St., Deep River ON

Saturday, October 1st, 2022

10:00 am to 3:00 pm



Arnprior

John Street North Downtown

Between Madawaska St. & Elgin St. Arnprior ON

Sunday, October 2nd, 2022

9:00 am – 2:00 pm



ARNPRIOR
• WHERE THE RIVERS MEET •

Cobden

Cobden Fairgrounds

43 Astrolabe Rd, Cobden ON

Saturday, October 15th, 2022

8:00 am to 3:00 pm



Registration Details at 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

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



BUSINESS CASE - STAFFING REPORT

Date: **May, 2022**

Department: **Development and Property**

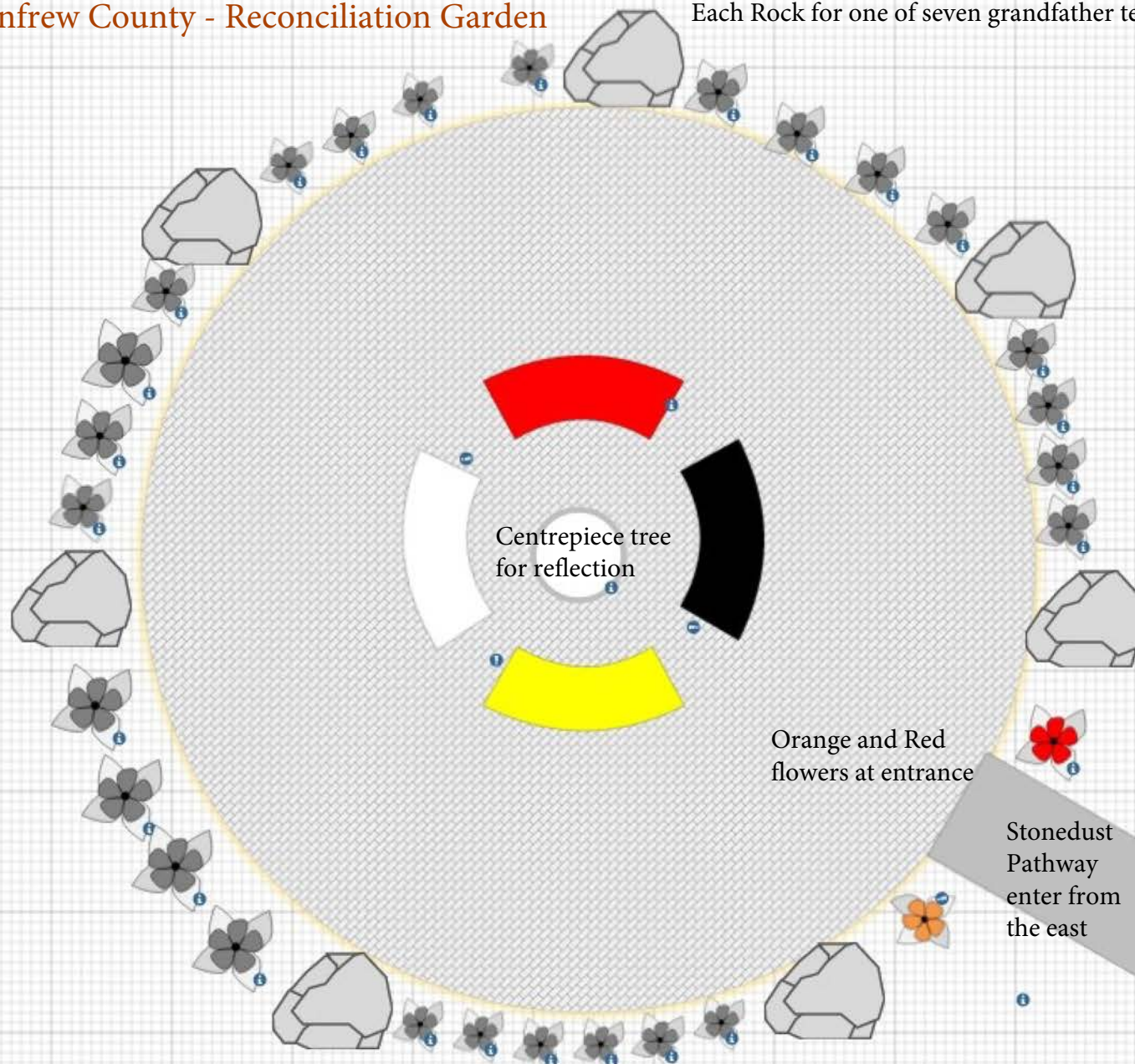
Report Prepared by: **Craig Kelley**

PROPOSAL	To hire a co-ordinator/administrator to assist the capital projects underway in the Housing portfolio, on a 1-year contract basis
POSITIONS Union <input type="checkbox"/> Non-Union <input checked="" type="checkbox"/>	Capital Projects Administrator (1-year contract)
SUMMARY <ul style="list-style-type: none"> • Background • Discussion 	<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"> • Coordinates/undertakes infrastructure projects and studies using in house and outsourced technical and engineering resources. • Coordinates/undertakes the preparation of engineering designs, contract documents and engineering studies for capital works projects. • Coordinates/undertakes contract administration and inspection duties on Capital Works projects. • Coordinates consultants retained by the Department to undertake studies, prepare designs, tender contracts and supervise construction activities for assigned projects. • Prepares various draft reports and program summaries to document the progress of the assigned projects. • 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

	<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

Account	EXPENSES - Description	2022 Budget
1-1060-1100-1110	SALARIES	175,166
1-1060-1200-1290	BENEFITS	54,995
	Purchased Service - Administration	230,161
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
	Operational Expenses	177,718
	TOTAL EXPENSES	407,879
REVENUES - Description		
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
	TOTAL	407,879
	SURPLUS / (DEFICIT)	0

COUNTY OF RENFREW

BY-LAW NUMBER 62-22

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

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.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

Schedule I

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

THE AGREEMENT is effective as of the 1st 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 V. Moreau
Title: Chief Administrative Officer / Clerk

Name: Debbie Robinson
Title: Warden

I/We have authority to bind the Recipient.

SCHEDULE “A”

GENERAL TERMS AND CONDITIONS

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 Remediating. 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

Maximum Funds	\$ 472,194
Expiry Date	July 31, 2024
Amount for the purposes of Section A5.2 (Disposal) of Schedule "A"	\$ 2,000
Insurance	\$ 2,000,000
Contact information for the purposes of Notice to the Province	<p>Position: Amie Sergas, (A) Manager, Program and Contract Management</p> <p>Address: 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>Email: amie.sergas@ontario.ca</p>
Contact information for the purposes of Notice to the Recipient	<p>Position: Craig Kelley, Director of Development & Property</p> <p>Address: 9 International Drive Pembroke, ON K8A 6W5</p> <p>Email: ckelley@countyofrenfrew.on.ca</p>

<p>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</p>	<p>Position: Paul Moreau, Chief Administrative Officer / Clerk</p> <p>Address: 9 International Drive Pembroke, ON K8A 6W5</p> <p>Email: pmoreau@countyofrenfrew.on.ca</p>
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COUNTY OF RENFREW

BY-LAW NUMBER 63-22

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

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.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK

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

CORPORATE POLICIES AND PROCEDURES			
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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.

CORPORATE POLICIES AND PROCEDURES			
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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.

CORPORATE POLICIES AND PROCEDURES			
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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,

CORPORATE POLICIES AND PROCEDURES			
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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.

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

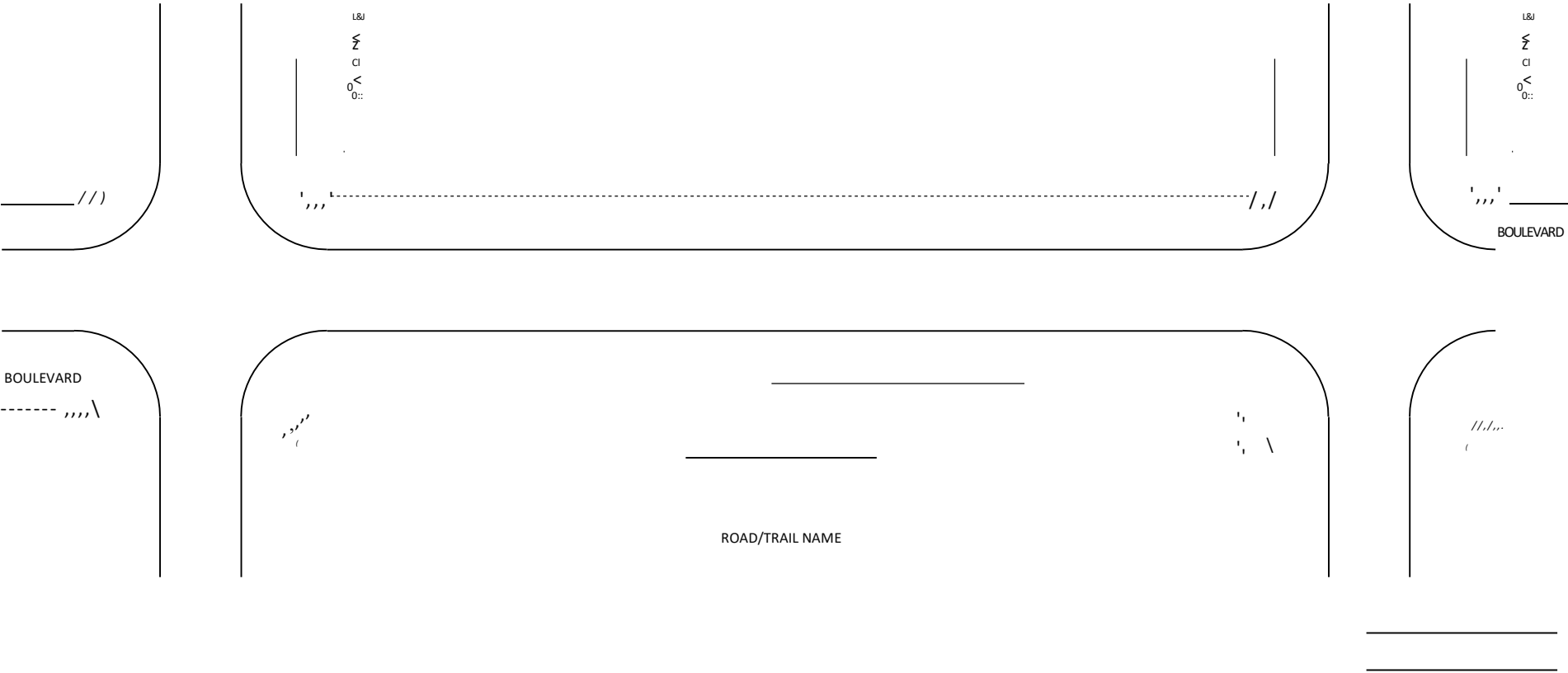
This is an application to consider the possibility of allowing a land use onto County owned Trail land.			
Applicant Name:			
Mailing Address/County/Postal Code:			
Telephone:		Email address:	
LAND USE INFORMATION			
Physical Address of property to encroach onto County-owned Trail land:			
Legal Description 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"> 1. The land use interferes with the County's intent and purpose in holding the County-owned Trail land; 2. New land uses onto park property; 3. Additions to existing buildings or other structures that would encroach or do encroach onto County-owned Trail lands; 4. The land use poses a danger to the public; 5. The land use creates an unsafe condition; 6. The land use creates liabilities for which the County cannot assign full responsibility to the owner of said land use; 7. When construction has commenced prior to the issuance of a required permit from the County; 8. Adversely affects County operations, work, plans, efforts or initiatives of the County to maintain County-owned Trail lands; 9. The land use interferes with any utility or other similar installation located on County-owned Trail lands; 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; 			

In the event that this application is approved, it will be necessary for the Applicant to execute a Land Use Agreement.	
FEES ASSOCIATED WITH APPLICATION	
One Time Administration Fee	\$250 once approved
Annual Fee	\$2.50 per metre sq or \$250 minimum
SOLICITOR (if applicable)	
Name:	
Address:	
Telephone #	Email:
CONSENT	
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.	
SIGNATURE(S)	
<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

COUNTY OF RENFREW

BY-LAW NUMBER 72-22

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL
OF THE COUNTY OF RENFREW AT THE MEETING HELD
ON MAY 25, 2022**

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

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

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

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

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

READ a first time this 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.

DEBBIE ROBINSON, WARDEN

PAUL V. MOREAU, CLERK