



COUNTY COUNCIL

10:00 A.M., WEDNESDAY, January 25, 2023

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 October 19, 2022, November 23, 2022, December 12, 2022 and December 21, 2022.
8. Warden's Address.
9. Delegations:
 - a) Presentation of Warden's Community Service Awards.
10. Correspondence.
11. Committee Reports:

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10:45 a.m. – 11:15 a.m.	a) Finance & Administration Committee	4
11:15 a.m. – 11:25 a.m.	b) Operations Committee	117
11:25 a.m. – 11:35 a.m.	c) Health Committee	167
11:45 a.m. – 12:00 p.m.	d) Community Services Committee	178
1:00 p.m. – 1:20 p.m.	e) Development & Property Committee	245
	2023 Ontario Winter Games	
12. Closed Meeting – to discuss information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them (Flood Mapping Program and Active Transportation Funding).

13. By-laws:
 - a) By-law 7-23 – A By-Law to amend By-Law 85-10, Being a By-Law to Govern the Proceedings of the Council and Committees of the County of Renfrew.
 - b) By-law 8-23 - A By-Law to amend By-Law 63-03 Human Resources Corporate Policies and Procedures for the County of Renfrew.
 - c) By-law 9-23 - A By-Law to authorize the Warden and Clerk to Enter into a Service Agreement between the Corporation of the County of Renfrew and Nortek Solutions Inc. (Workzoom) for the Provision of an HRIS Solution.
 - d) By-law 10-23 – A By-Law to Execute an Agreement between the County of Renfrew and the Minister of Intergovernmental Affairs, Infrastructure and Communities – Active Transportation Fund (ATF).
 - e) By-law 11-23 - A By-Law to transfer Funding from Summer Company to Starter Program Plus under the Transfer Payment Agreement Referenced in By-Law 62-22.
 - f) By-law 12-23 - A By-Law to transfer Registered Ownership from the Township of Brudenell, Lyndoch and Raglan.
 - g) By-law 13-23 - A By-Law to Repeal By-Law 102-18 being a By-law to adopt Amendment No. 29 to the Official Plan of the County of Renfrew.
 - h) By-law 14-23 - A By-Law to execute an Agreement between the County of Renfrew and Ministry of Natural Resources and Forestry through Natural Resources Canada (NRCAN).
 - i) By-law 15-23 - A By-Law to enter into a Drainage Easement Agreement with 2849168 Ontario Incorporated.
 - j) By-law 16-23 - A By-Law to acquire Lands on County Road 512 (Foymount Road).
 - k) By-law 17-23 - A By-Law to authorize the Warden and Clerk to execute the Ontario Transfer Payment Agreement with the Ministry of Education for the 2023-2027 Child Care, Earlyon and CWELCC (Canada-Wide Early Learning and Child Care) Service Agreement.
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)
 - e) CNL Stewardship Council.
15. Notice of Motions.

16. Members' Written Motions.
17. New Business
18. Confirmatory By-law 18-23 - A By-law to Confirm the Proceedings of the Council of the County of Renfrew at the meeting held on January 25, 2023.
19. Adjournment.

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

January 25, 2023

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. Renfrew County and District Health Unit – Renfrew County Place Lease

Attached as Appendix I is a letter dated December 9, 2022 from Ms. Ann Aikens, Chair, Board of Health, Renfrew County and District Health Unit (RCDHU) in response to former Warden Debbie Robinson's letter dated November 1, 2022 regarding their lease of space at Renfrew County Place. The RCDHU provided the County with notice of their intent to terminate their lease at Renfrew County Place.

The County wanted to ensure that the services provided through the Renfrew office would continue to be accessible in a location-based and effective manner within the same geography. The response from the RCDHU assures County Council of their commitment to public health service delivery in Renfrew and area and will be unaffected by the decision not to renew their lease at Renfrew County Place.

2. Eastern Ontario Wardens' Caucus Newsletter

Attached as Appendix II is the Eastern Ontario Wardens' Caucus Newsletter for December 2022.

3. Eastern Ontario Regional Network Newsletter

Attached as Appendix III is the Eastern Ontario Regional Network Newsletter for December 2022.

4. Chief Administrative Officer's 2023 Goals and Objectives

Attached as Appendix IV are the 2023 Goals and objectives for the CAO which were presented at the meeting.

5. **Rural Ontario Municipal Association (ROMA) Annual Conference Delegations**

The County of Renfrew was successful in obtaining five delegations at the Rural Ontario Municipal Association (ROMA) Annual Conference held from January 22 to 24, 2023. Attached as Appendix V are the position papers for the following delegations:

- Ministry of Children, Community and Social Services, the Honourable Merrilee Fullerton, regarding the County of Renfrew's concerns over the recent budget announcement increasing the rates for the Ontario Disability Support Program (ODSP) and Assistance for Children with Severe Disabilities Program by 5% but not to Ontario Works or Temporary Care Allowance creating undue hardship for those in receipt of these financial assistance programs.
- Ministry of Housing, the Associate Minister Parsa, regarding the County of Renfrew's concerns with affordable and attainable housing. While the County of Renfrew is on track to build affordable and supportive housing in the City of Pembroke, more affordable housing is needed in areas across the County. Increasing the number of affordable and attainable housing units is critical in attracting economic growth, sustaining healthy communities, and reducing pressure on the fragile infrastructures and services currently in place.
- Ontario Ministry of Agriculture, Food and Rural Affairs, the Honourable Lisa Thompson to discuss the Line Fences Act as it relates to costs of municipal ownership of abandoned rail corridors.
- Ministry of Infrastructure, the Honourable Kinga Surma asking the Province of Ontario to continue with the doubling of the Ontario Community Infrastructure Fund allocations to municipalities, and commit to a long-term funding formula that would allow municipalities to align funding with their long-term financial plans and asset management plans, while also preparing for anticipated future growth. We'd like to thank the Province of Ontario for their considerations over the years for several of our projects, and look forward to a stronger relationship moving forward.
- Ministry of Health, the Honourable Sylvia Jones to emphasize that the Renfrew County Virtual Triage and Assessment Centre (RCVTAC) is continuing to work extremely well and is a good local solution to ensure all residents across our expansive, rural geography have easy, safe access to primary care, with the ongoing physician shortage in

Renfrew County, and residents will only need to visit the Emergency Department for true emergencies. The County of Renfrew would like to continue providing the service of RCVTAC, but requires the support and financial resources from the Province.

6. Retirement – Finance Division – Accounting Technician

Mr. Gordon Thom, Accounting Technician has provided notice of his retirement effective February 28, 2023. Gordon joined the County of Renfrew on September 4, 2001 and has over 21 years of service. We would like to extend our thanks to Gordon for all his hard work and dedication over the years and we wish him health and happiness as he moves on to this next chapter in life.

We are pleased to advise that Jolenda Douglas was the successful candidate in this competition and began her new duties as an Accounting Technician on January 9, 2023.

7. Canada Revenue Agency (CRA) Mileage Rates

In June 2018, Council adopted Resolution No. FA-CC-18-06-76 that directed that effective January 1, 2019 the mileage rates for the County of Renfrew will be increased annually as per the Canada Revenue Agency (CRA) mileage per kilometer rate. Staff have reviewed the Canada Revenue Agency Automobile Allowance rates for 2023 and noted that there is an increase to 68 cents per kilometer for the first 5,000 kilometers and 62 cents over 5,000 kilometers.

8. Ministry of the Attorney General – Appointments of Justices of the Peace

The County of Renfrew received an email dated December 21, 2022 from the Court Services Division, Ministry of the Attorney General advising that Attorney General Doug Downey announced the appointment of 28 Justices of the Peace to the Ontario Court of Justice, effective December 29, 2022. This email indicated that Justice of the Peace Jennifer Leeanne Grant has been a provincial offences prosecutor and a licensed paralegal for 11 years. She has experience providing legal services in Small Claims Court, Provincial Offences Court, Appeal Court and for the Landlord and Tenant Board. Justice of the Peace Grant volunteers as a board member for the Renfrew and Area Community Resource Centre, as a parent member of the Central Public School Council Board and for various minor league sports such as hockey, skating and soccer. Justice of the Peace Grant has been assigned to Pembroke.

Ms. Grant has been operating as the County of Renfrew's municipal prosecutor under contract since 2019 and as a result of this new appointment, the County of Renfrew is currently recruiting for a permanent part-time Prosecutor for our Provincial Offences Division to replace Ms. Grant. We would like to extend a special thank you to Ms. Grant for all her hard work with the County of Renfrew and we would like to congratulate her on this appointment and wish her well as she transitions into her new role.

9. Insurance Rates – 2023

An email dated December 19, 2022 was received from MIS Municipal Insurance Services advising that our annual renewal premium for the County of Renfrew for 2023 is \$821,566, which is an increase of 16.8% or \$118,099 more than 2022. MIS has kept their annual premiums as stable as possible, over the past 6 years, but insurance companies are experiencing the effects of the hard insurance market and the impacts of COVID. On average, insurance companies are seeing a premium increase in the 15-38% range this renewal season, depending on claims. Fortunately for the County of Renfrew, MIS has negotiated a 16.8% increase. The driving factors behind our premium increases are a 15% increase in our liability rates, 3% increase in auto rates and an 8% increase in property insurance rates. Medical malpractice coverage has increased 22% over 2022. Cyber insurance has also increased significantly over the past year due to the increase in the number and size of claims therefore, our premium is up 22% over 2022. This increase is a result of insurers working to adjust premiums to align with the new and growing exposure.

10. Municipal Property Assessment Corporation (MPAC)

Attached as Appendix VI is a letter dated December 14, 2022 from Ms. Mary Meffe, Vice-President, Corporate and Information Services and Chief Financial Officer, MPAC providing details of the 2023 funding requirements and advising that there is no overall increase to the municipal levy. Based on preliminary assessment data, the charge for the County of Renfrew will be approximately \$1,540,414.86 compared to the 2022 funding requirement for the County of Renfrew of \$1,541,699.83 representing a decrease of 0.08% for the County.

Attached as Appendix VII is an email dated December 15, 2022 and the Assessment Change Summary, which is a high-level summary of the assessment changes within the County of Renfrew. The 2020 taxation year

was the last year in the legislated four-year assessment cycle based on 2016 Current Value Assessment (CVA). There will be no phased-in growth in 2023, however the assessment roll may still change from 2022 to 2023 due to changes in the state and condition of properties.

11. Board of Health

Attached as Appendix XIII is a letter dated December 16, 2022 from Ms. Ann Aikens, Chair, Board of Health, Renfrew County and District Health Unit giving notice to the County of Renfrew that pursuant to Section 72 (5) of the Health Protection and Promotion Act (H.P.P.A.) the amount that the Board of Health estimates will be required to defray its expenses under Section 72(1) for the year 2023 is \$1,767,955, which is an increase of 2% from 2022. These payments are to be made in 12 equal installments due the 1st day of each month. The Board of Health has also provided the following additional information:

- 2023 Municipal Levy Report with Assumptions and Considerations;
- Breakdown by Obligated Municipalities; and
- History of the Municipal Levy from 1987 – 2023.

12. Financial Indicator Review - 2021

Attached as Appendix IX is a notice dated December 13, 2022 that includes the Financial Indicator Review – 2021, the Municipal Financial Profiles for the County of Renfrew. The Ministry reviews the indicators from time-to-time, to make sure they provide useful information and this year they have not made any changes to the indicators.

Again for this year, the indicator for Asset Consumption Ratio has been flagged as “moderate risk”, but is unchanged from the 2020 report.

The Municipal Financial Profile spreadsheet contains data points from the Financial Information Returns, as well as a variety of calculations based on the FIR information. Other information comes from sources, such as the Municipal Property Assessment Corporation (MPAC), Statistics Canada and the On-Line Property Tax Analysis (OPTA) system.

RESOLUTIONS

13. Provincial Offences Administration Charges Received

RESOLUTION NO. FA-CC-23-01-04

Moved by Chair

Seconded by Committee

THAT Warden Emon send a letter to The Honourable Michael Kerzner, Solicitor General seeking clarification on the number of fines being dispensed in the County of Renfrew during 2022.

Background

Our Committee overviewed the workload statistics within the Provincial Offences Administration Report, which includes a summary of charges received to date. Our Committee noted that there was a 13% increase in charges received in 2022 compared to 2021, but charges received are still well below the pre-COVID charges received. The following summary chart provides a seven-year history of charges received:

Date	Charges Received
2016	10,910
2017	10,424
2018	12,291
2019	10,005
2020	7,974
2021	8,581
2022	9,723

Committee noted that in 2021, the Warden was directed by resolution to send a letter to the Solicitor General regarding the significant decrease in the number of fines being dispensed and have not received a response. Therefore, our Committee adopted this resolution directing that another letter be sent. Attached as Appendix X is a copy of the letter.

14. **Signing Authority – Bank of Montreal**

RESOLUTION NO. FA-CC-23-01-05

Moved by Chair

Seconded by Committee

THAT County Council approve that the signing authority for the Corporation of the County of Renfrew Bank of Montreal accounts be updated to remove Paul Moreau and Debbie Robinson and to add Craig Kelley and Peter Emon; FURTHER that two (2) of the following four (4) names have signing authority; Peter Emon, Craig Kelley, Jeffrey Foss, Daniel Burke.

Background

With the retirement of Paul Moreau, Chief Administrative Officer/Clerk and the hiring of Craig Kelley as the new Chief Administrative Officer/Clerk and the appointment of the new Warden Peter Emon at our November 23, 2022 Inaugural session, it is now necessary to update the signing authorities for the Bank of Montreal Accounts.

15. **2023 Membership of the Association of Municipalities of Ontario (AMO)**

RESOLUTION NO. FA-CC-23-01-06

Moved by Chair

Seconded by Committee

THAT County Council approve the 2023 membership fee to the Association of Municipalities of Ontario (AMO) in the amount of \$9,811.42 including HST.

Background

The County of Renfrew is presently a member of the Association of Municipalities of Ontario (AMO). The membership fee for 2022 was \$9,564.56 including HST. The membership fee for 2023 is \$9,811.42 including HST which is a 2.58% increase over 2022. Attached as Appendix XI is a letter dated December 16, 2022 from Colin Best, President, AMO providing details of the value of our AMO membership and representing municipal employer interests in OMERS as our sponsor representative through the Municipal Employer Pension Centre of Ontario (MEPCO).

BY-LAWS

16. Electronic Participation in Municipal Meetings – Procedural By-law

RESOLUTION NO. FA-CC-23-01-02

Moved by Chair

Seconded by Committee

THAT County Council approve By-law 85-10, as amended, a By-law to Govern the Proceedings of the Council and Committees of the County of Renfrew, to amend with the following changes:

Section 6.1 Electronic Participation in Municipal Meetings

“Preamble:

The preference for meeting attendance will continue to be in-person, however there are circumstances that may prevent a Member of Council from physically attending the meeting. Where those situations occur, the following shall be the guiding principles:”

Item (a) (iii) a member is ill or injured, **or has other health-related concerns (e.g. a significant rise in airborne viruses).**

Item (a) (iv) a member has been duly appointed to an external advisory role such as AMO, ROMA, FCM or EORN, etc., **or other municipal business.**

Item (j) In the **physical** absence of the Chair at Committee, Section 74 (g) of the Procedural By-law will apply.

Item (n) **In the event of a limited agenda, or for Special Meeting (single issue) requirements, a Standing Committee or an Ad-hoc Committee may choose to meet virtually, at the call of the Chair, in consultation with the Clerk and/or appropriate Department Head.**

Section 74. COMMITTEE MEETINGS

Item (g) The Committee Chair shall preside, or alternatively the Vice-Chair upon request of the Chair. In the **physical** absence of the Committee Chair, the Vice-Chair shall preside, or in the **physical** absence of both, such other Member of the Committee as may be appointed by the concurring vote of a majority of the Members of the Committee present.

Background

There continues to be a very positive response to the County of Renfrew's move to livestream meetings by members of the public and members of the media. Live streaming of standing committees and County Council meetings has increased the openness and transparency of public meetings. The renovations to the Council Chamber have enabled the livestreaming of meetings of the standing committees and County Council with ease.

In 2021, a survey of County Council indicated that Councillors would like to continue electronic participation, but there was no clear consensus on under what circumstances this should occur. Throughout 2021, several modifications were made to this section of the by-law to address the ongoing nature of meetings throughout a declared emergency, or throughout the effects of the pandemic. The rules were, however, suspended for a short period of time in 2022, with the same acceptable results.

At the June 29, 2022 meeting of County Council, the following resolution was passed:

THAT County Council approve that Section 6.1 a) of the Procedural By-law be suspended to the end of this term of Council allowing hybrid meetings for participation in Standing Committees, Sub-Committees of Council and Ad-Hoc Committee meetings; AND FURTHER THAT the provisions of Section 6.1 continue to apply for meetings of County Council.

Philosophically, an in-person meeting encourages more collaborative participation and teamwork thinking as people can read each other's body language and are able to have quicker discussions. Virtual meetings remain a more emotionally distant choice, with more opportunity for distraction. To that end, in-person meetings should remain the preferred option but it is understandable that members may seek alternative solutions as they navigate their own schedules, and health and safety concerns.

17. Corporate Policies and Procedures – Human Resources

RESOLUTION NO. FA-CC-23-01-08

Moved by Chair

Seconded by Committee

THAT County Council approve that the revised Corporate Policies A-07 - Criminal Record Check for Prospective Employees, A-10 - Staffing, B-10 - Acting Pay, E-01 - Hours of Work and Overtime and J-01 - Service Awards Program 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 following policies have been updated and as directed by our Committee, the Policy format has been amended to include a review date in the heading.

- a) **A-07 Criminal Record Check for Prospective Employees**
 - Definitions added for clarity
 - Procedure amended to reflect current practice
 - Changes to long term care section to align with Fixing Long-Term Care Act, 2021
- b) **A-10 Staffing**
 - Procedure amended to reflect current practice (last updated in 2009)
 - References to other procedures added for clarity
- c) **B-10 Acting Pay**
 - Rewritten based on Chief Administrative Officer/Clerk and Senior Leadership Team (SLT) direction
- d) **E-01 Hours of Work and Overtime**
 - Updated to include Employment Standards Act (ESA) language on overtime
 - Updated to clarify overtime for Group B and Group D
- e) **J-01 Service Awards Program**
 - Updated to reflect current practice, which had to be adjusted as a result of COVID
 - Updated to reflect employee preferences after service awards survey completed

18. **Human Resources Information System (HRIS)**

RESOLUTION NO. FA-CC-23-01-09

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-Law to Enter into a Service Agreement with Nortek Solutions Inc. doing business as Workzoom for a three-year period from February 1, 2023 to January 31, 2026.

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.

The County of Renfrew proposed that \$75,000 from the Municipal Modernization Program Intake 2 Review stream funding/digital review funding be utilized 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's 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.

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 County Council that the final report on the 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 County Council as a delegation to present the Digital Strategy Final Report. 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).

It was the recommendation of the Senior Leadership Team that a number of IT projects be applied against the Municipal Modernization Program funds received including an HRIS Solution.

On August 19, 2022, RFP HR-2022-02 for an HRIS Solution was released. The RFP closed on September 23, 2022, with four proponents having submitted the required documentation by the deadline. A review committee from the Human Resources division was established, and a full review of the proposals was completed. Two proposals did not meet the County's phased in strategy, either due to the requirement to begin with payroll, or suggesting a course of action that was different than our plan. The remaining two proposals met many if not all of the requirements set out in the RFP document, however their pricing was cost prohibitive. Given that none of the proposals received either met with the County's phased approach or were not economically viable, it was the recommendation of the review Committee that none of the proposals be accepted, and rather another initiative be undertaken to source a more cost-effective solution for the Human Resources divisions software needs.

The Human Resources division undertook an extensive search of various service providers and selected three vendors to provide presentations. The search included reviewing solutions online, speaking with Eastern Ontario HR Group members, discussions with Eastern Ontario Treasurers and consulting with the Perry Group on vendors. The final three vendors, being Folks HR, Star Garden and Workzoom were all invited to provide a demo of their software to the HR team. The solutions were compared against an extract of the original RFP for required functionality, to ensure it would meet the needs of the organization. Financial proposals were sought from the vendors to ensure they would fit within the funding envelope for the project.

As a result of the presentations, system capabilities, and financial proposals the selection panel is recommending a service agreement with Nortek Solutions Inc. doing business as Workzoom for a three-year period February 1, 2023 to January 31, 2026 at a total cost of \$269,730 + HST. This agreement will be funded from the Municipal Modernization Program – Intake 3 and the existing Provision for Unallocated Funds budget, as approved by Council at the May 2022 meeting.

All of which is respectfully submitted.

Jennifer Murphy, Chair

And Committee Members: J. Brose, G. Doncaster, M. Donohue, P. Emon, A. Giardini, V. Jahn, D. Mayville



Renfrew County and District Health Unit

"Optimal Health for All in Renfrew County and District"

December 9, 2022

County of Renfrew
Office of the County Warden
9 International Drive
Pembroke, ON K8A 6W5
warden@countyofrenfrew.on.ca

Dear Warden Emon,

In response to Warden Robinson's letter of November 1 2022, and my subsequent phone conversation with her, I want to assure you, once again, that Renfrew County and District Health Unit's commitment to public health service delivery in Renfrew and area will be unaffected by the decision not to renew our lease at Renfrew County Place.

Our Senior Management Team will build on the strong community partnerships and collaborations, established during our response to COVID-19. We will continue to provide public health services in a timely manner that enhances access for the residents in Renfrew and area. Regular updates will be provided during the monthly MOH(A) and RCDHU Area Mayors COVID-19 Information Update meetings, going forward.

Sincerely,

Ann Aikens
Chair, Board of Health

cc. Dr. Robert Cushman, Acting Medical Officer of Health
Heather Daly, Chief Executive Officer
Craig Kelley, Chief Administrative Officer, County of Renfrew



The Eastern Ontario Wardens' Caucus Newsletter



Outgoing elected officials include EOWC Chair and Past Warden Debbie Robinson, Past Mayor Andy Letham, Past Warden Rick Phillips, Past Warden J. Murray Jones, Past Warden Dennis Doyle, and Past Warden Marg Isbester.

Final 2022 EOWC meeting recognizing outgoing members

On October 13, the EOWC held its final meeting of 2022 with elected officials. EOWC members not seeking reelection in the 2022 municipal election were awarded plaques to thank them for their advocacy, service and contributions to the Caucus, as well as the region's communities and residents.

EOWC staff are currently preparing to welcome new Caucus members during the 2023 Inaugural meeting in the City of Kingston on January 12 and 13, 2023.

First new towers to go live in eastern Ontario

On November 7, 2022, in Maxville, Ontario, the **Eastern Ontario Regional Network (EORN)** and Rogers Communications joined Francis Drouin, Parliamentary Secretary to the Minister of Agriculture and Agri-Food and Member of Parliament for Glengarry-Prescott-Russell, and Nolan Quinn, Member of Provincial Parliament for Stormont-Dundas-South Glengarry, on behalf of the Honourable Kinga Surma, Ontario's Minister of Infrastructure, to announce that Rogers' 5G mobile services are now available in areas surrounding Maxville, Greenfield, Glen Robertson and Wendover.



Featured left to right: MPP Nolan Quinn, J. Murray Jones (Past Warden and EORN Chair), Brent Devolin (Past Mayor of Minden Hills and EORN Board Member), Rick Phillips (Past Warden and EORN Board Member), Debbie Robinson (EOWC Chair and Past Warden), Bart Nickerson (Rogers), Pierre Leroux (Mayor of Russell Township and EORN Board Member), Deputy Mayor Carma Williams, Mayor Glen Grant, Chief Wendy Jocko, and MP Francis Drouin.

Project, a \$300 million public-private partnership to improve and expand cellular services across rural eastern Ontario.

For more information, visit EORN's website [here](#).



Affordable and Attainable Housing

RHIS RURAL HOUSING INFORMATION SYSTEM

The EOWC, in partnership with the Rural Ontario Institute (ROI), continues to build the **Rural Housing Information System (RHIS)** digital data tool. The tool aims to fill the information gap when trying to plan for and build housing. The tool will support municipalities, home developers, non-profits in the planning and development of housing. The RHIS will feature a data comparison tool across municipalities and has the potential to be scaled across Ontario.

Throughout October and November, RHIS user-testing occurred where municipal, home developers, and non-profits tested the RHIS. Currently, staff are collecting municipal data from the 103 municipalities across EOWC's region. The RHIS will also be showcased at the **Rural Ontario Municipal Association (ROMA) 2023 Conference** in January 2023. The RHIS is set to be complete by Spring of 2023.

For more information, visit ROI's website [here](#), and follow ROI and EOWC on Twitter [@ROIstitut](#) and [@EOWC_ON](#).

Doing our part to increase housing supply: EOWC's '7 in 7' regional housing project proposal

The EOWC is coming together to address the affordable and attainable housing supply shortage. The EOWC has launched the regional '7 in 7' housing project proposal. Our plan proposes to build **7,000 rental units over the next seven years** across the region.

The EOWC wants to do our part to meet the Ontario Government's target of building 1.5 million homes by 2031. Rural communities must not get left behind and rental housing needs to be considered in the solution.

The EOWC has the expertise of leading large-scale public-private regional projects. This bold regional solution would bring the private and public sectors together to build a mix of market and community housing. This investment could spur up to three times the number of market units across the region.

The EOWC issued and request for an expression of interest to consultants to develop a business case for the project. EOWC staff have met with a variety of provincial and federal elected officials and staff to share the idea and gain feedback. The EOWC looks forward to bringing more information forward to the Ontario Government during the ROMA 2023 Conference in January.

Secretary-Treasurer Craig Kelley, CAO Jim Pine, and EOWC staff met with the Honourable Ahmed Hussen on November 16, 2022 to discuss the '7 in 7' housing project proposal as well as federal housing programs and opportunities.



EOWC Chair Robinson with Associate Minister of Housing, Michael Parsa at Queen's Park on November 3, 2022.



EOWC Manager of Government Relations and Policy, Meredith Staveley-Watson with Minister of Natural Resources and Forestry, Graydon Smith at Queen's Park on November 3, 2022.

Municipal Council Orientation Package on the EOWC, EORN and EOLC

Are you new to municipal government? Do you want to learn more about the EOWC and its partner organizations, the Eastern Ontario Regional Network (EORN) and the Eastern Ontario Leadership Council (EOLC)?

Following October's Ontario municipal election, staff created a **Municipal Council orientation package** for both new and experienced Council members. The package is also a valuable resource for municipalities, stakeholders, organizations that partner with the EOWC or its members, and the public.

About the EOWC

The EOWC is a non-profit organization representing 13 upper and single-tier municipalities across rural eastern Ontario. The Caucus supports and advocates on behalf of 103 municipalities and over 750,000 residents. The EOWC covers an area of approximately 50,000 square kilometres from Northumberland County to the Québec border. The EOWC has gained support and momentum by speaking with a united voice to champion regional municipal priorities and work with government, business leaders, the media, and the public. For more information, visit EOWC's website at www.eowc.org or Twitter account at [@EOWC_ON](https://twitter.com/EOWC_ON).

Media Contact

Elected Officials

2022 Chair, Debbie Robinson
2022 Vice-Chair, Liz Danielson
info@eowc.org

Staff

Meredith Staveley-Watson, Manager of Government Relations and Policy
647-545-8324
meredith.staveley-watson@eowc.org

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EORN

EASTERN ONTARIO REGIONAL NETWORK

Welcome to the Eastern Ontario Regional Network (EORN) newsletter. Below you'll find an update on the Cell Gap Project as well as some other things we are commonly asked about. Please encourage others to [sign up](#) for the newsletter as well.

First new cell towers go in service

The first newly constructed towers as part of the Cell Gap Project are now in service. At [a celebratory event in Maxville on November 7](#), it was announced that new towers in Maxville, Greenfield, Glen Robertson and Wendover are now live. Meanwhile, more than 260 existing towers have already been upgraded with new equipment to increase cell phone coverage and capacity in the region.



Celebrating the first new towers in service in Maxville on November 7. From left to right: MPP Nolan Quinn, EORN Chair J. Murray Jones, EORN board member Brent Devolin, EORN board member Rick Phillips, EOWC Chair Debbie Robinson, Rogers' Senior VP Wireless Marketing Bart Nickerson, EORN board member Pierre Leroux, United Counties of Stormont, Dundas and Glengarry Warden Carma Williams, City of Cornwall Mayor Glen Grant, Algonquins of Pikwakanagan's Chief Wendy Jocko and MP Francis Drouin.

Archaeological assessment of new tower sites

As part of the Cell Gap Project, EORN is committed to working with Indigenous communities and organizations to ensure that new cell infrastructure is built with respect for Indigenous priorities, treaty rights and heritage. Based on input from several First Nations, EORN and Rogers Communications Inc. have committed to conducting Stage 1 and Stage 2 archaeological assessments on all new tower sites. Stage 1 assessments consist of a desktop review of a proposed tower site and Stage 2 assessments see archaeologists visiting and conducting work at the actual sites. EORN and Indigenous communities and organizations are also in frequent discussions, looking at the natural features of proposed tower sites in an effort to minimize and mitigate the potential impact of construction.



Archaeological staff at work during a Stage 2 assessment at one of the proposed tower sites.

EORN welcomes a new CEO

The EORN board of directors and staff welcomed a new CEO earlier this year. Jason St.Pierre has replaced long-time EORN CEO David Fell who departed earlier this year to join Utilities Kingston as President and CEO.

“We are pleased to have Jason take on this vital role with EORN. His experience in the telecommunications sector, management expertise and strong ties to eastern Ontario position him to be an excellent leader – particularly as we continue to manage the rollout of the Cell Gap Project. He will also be a knowledgeable advocate for connectivity across the region,” said EORN Chair J. Murray Jones.

The full CEO announcement is available on the EORN website.



One of the new towers that was built with funds from a \$300 million public-private partnership to improve and expand cellular services across rural eastern Ontario. About half the project funding comes from the federal and provincial governments, as well as municipal members of the Eastern Ontario Wardens' Caucus (EOWC) and most of the Eastern Ontario Mayors' Caucus (EOMC). Rogers Communications Inc., which was selected through a competitive bidding process, is providing the balance of the investment.

Low-cost mobile and broadband programs

Canadians deserve access to high-quality cellular and internet services at affordable prices. The primary objective of [Canada's Digital Charter](#) is focused on ensuring that all Canadians have equal opportunity to participate in the digital world and the necessary tools to do so, including access, connectivity, literacy and skills. EORN has compiled this list based on publicly available information. The choice of provider remains with the consumer.

Please contact your provider of choice directly to see what programs and discounts you maybe eligible for.

Mobile programs:

- [Bell Accessibility Services Program](#)
- [Fido Accessibility Services Discount](#)
- [Freedom Mobile Accessibility Services Program](#)
- [Freedom Mobile Exclusive Partner Offer](#)
- [Rogers Accessibility Services Program](#)
- [Telus Accessibility Services Program](#)
- [Telus Mobility for Good](#)
- [Videotron Accessibility Services Discount](#)
- [Virgin Mobile Accessibility Discount](#)

Broadband programs:

- [Connecting Families 1.0 \(2018\)](#)
- [Connecting Families 2.0 \(2022\)](#)
- [Eastlink Student Discounts](#)
- [Nexicom Student Discounts](#)
- [Rogers Connected for Success](#)

Coming soon

EORN will be looking for new board members in 2023. Keep an eye on the [EORN website](#) in January for more details.

Resources

www.eorn.ca features a number of resources for municipalities and residents such as:

- [EORN backgrounder](#) (1 MB/PDF)
- [General information and FAQ on Cell Gap Project](#) (web page)
- [5G Technology Resource Guide](#) (15 MB/PDF)
- [Municipal Tower Siting Resource Guide](#) (10 MB/PDF).



Finance & Administration Committee

Presentation of CAO Goals and Objectives 2022/23 –
January 11, 2023

Overall Goals

#1 Corporate Services:

- Provide oversight, manage and continue to find efficiencies within the corporation of the County of Renfrew.

#2 Eastern Ontario Wardens' Caucus (EOWC):

- Provide support to the Warden as the Chair of the EOWC as she leads and advocates for the priorities of the EOWC. Ensure that the concerns of Renfrew County are considered during the EOWC's development of advocacy positions.

#3 Development and Property:

- To increase opportunities for growth within the County of Renfrew.

#4 Public Works & Engineering:

- To continue to maintain and make improvements to the County of Renfrew's transportation infrastructure while examining opportunities for efficiencies.

#5 Community Services:

- To oversee projects improving the well-being of communities within the County of Renfrew.

#6 Long Term Care:

- Create an Environment of Innovation and quality improvement, ensuring a safe and healthy workplace in collaboration with residents, families and members of our community consistent with the four strategic pillars for our homes and the services we provide.

#7 Paramedic Services/Emergency Services:

- Continue to improve the quality of life of residents and visitors by providing services that are responsive, appropriate, reliable and safe and further that the services is delivered in a cost effective and efficient manner.

#8 Development of Leadership:

- To improve the leadership and management skills of all County employees by promoting and encouraging service excellence.

Priorities for 2022/2023

Finance and Administration:

- Preparation of the 2023 Budget within the limits established by Council. Budget Challenges – 2.5% will be a challenge.
- Technology Acceleration: Develop an implementation plan based on the recommendations made by the Perry Group and approved by Council.
- Proactive approach to communicating with local municipalities.
- Smooth transition, orientation, strategic planning sessions
- Continue to provide support to the EOWC as Secretary-Treasurer

Development and Property:

- Continued completion of the Algonquin Trail
- Implementation of the Senior's Housing Strategy
- Hosting of the Ontario Winter Games
- Economic Development Summit
- Host a Renfrew County Day at Queen's Park
- Lead economic development and workforce recruitment strategies
- Seek opportunities to address broadband availability

Public Works:

- Review and implement departmental changes to staffing / re-alignment
- Lead opportunities to engage local municipalities on collaborative efforts
- Update the process for budgeting and capital works
- Review the re-alignment of Trails division into PW&E
- Work with outside consultants on development charges to accommodate growth related projects.

Priorities for 2022/2023

Community Services:

- Improve the County's affordable and attainable housing stock.
- Lobby governments for more opportunities to support additional building of affordable housing in Renfrew County.
- Improve on housing solutions in Renfrew County, implementing the recommendations from the Seniors' Housing Strategy where possible.

Long Term Care:

- Continue to transform dementia care programs to social interaction model (the Butterfly Model).
- Bring forward recommendations to Council consistent with the senior's Housing Strategy that will outline options for the continuum of care at the ML Property.

Emergency Services:

- Explore opportunities to manage the growing costs associated with WSIB and PTSD.
- Seek opportunities to ensure the continuation of the Renfrew County Virtual Triage and Assessment Centre (RC VTAC) providing urgent care services to the community.
- City of Ottawa / off load delays.

Increasing Social Assistance Rates

Ministry of Children, Community and Social Services

We look forward to the Employment Services Transformation and working with our Employment Ontario partners to help job-ready individuals move into paid positions. Our staff will continue to focus on supporting the substantial number of Ontario Works clients living with poor health, addictions, and mental health disorders to help them access the treatment and services they need to be able to re-enter the workforce. Social assistance recipients require sufficient income to allow for food security, affordable housing, and digital access.

Background:

Social assistance rates in Ontario are among the lowest in the country and the Ontario Works rates have remained unchanged since 2018, even though the cost of inflation has skyrocketed. In order for our residents to be able to compete for the limited affordable housing options, provide healthy meals for their families, and maintain good health, they require an income level that keeps up with inflation.

- In Renfrew County, 37% of Ontario Works recipients are single parents
- A single parent with one dependent child in receipt of Ontario Works currently receives \$12,024 per year, which is well below the poverty line (\$28,185)
- Market rent for a 2-bedroom apartment in our area currently costs \$15,000 per year plus utilities

Renfrew County is geographically the largest municipality in the province, with no public transportation system. Nearly one quarter of Ontario Works recipients in Renfrew County live in a rural or remote area with limited to no internet availability. Many individuals spend a significant amount of their income paying for travel to and from local services and to points of online access, leaving them unable to meet their basic needs. Increasingly, low-income residents are relying on foodbanks and food security programs for support - many are only

open one day per month. Residents face higher than average energy costs to keep their homes heated throughout our chilly winter months. All of our local charitable organizations and emergency programs are stretched thin and are having difficulty keeping up with the growing demand.

Many vulnerable individuals in our community are experiencing hardship trying to meet the rising cost of living and provide for their families. Residents are struggling to secure safe and affordable housing and to have adequate income to provide healthy meals for themselves and their families.

Proposal:

We were very pleased to see the 5% increase to the Ontario Disability Support Program (ODSP) and the Assistance for Children with Severe Disabilities (ACSD) income levels effective September 1, 2022, and believe this is an important step toward addressing the adversity faced by low-income residents.

We urge your government to provide the same rate increase across all social assistance programs including Ontario Works and Temporary Care Assistance, and to further increase benefit levels to reflect the cost of living in this province.

The cost of leaving vulnerable individuals in deep poverty is extremely high and we see this in our local emergency services calls, hospital admissions, and increased homelessness. Given the strong correlation between poverty and health we encourage cross ministerial partnerships to address these challenges together. We urge the Ministry of Children, Community and Social Services to increase social assistance rates to help address the marginalization of low-income individuals and help us build stronger and healthier communities.

Affordable and Attainable Housing Capital Project Funding

Associate Minister of Housing

Thank you!

Support from the Province of Ontario has led to the development of affordable and supportive housing in the County of Renfrew area, specifically in Pembroke. With construction commencing Spring 2023 and funding from several stacked provincially sponsored initiatives, 8 new apartment units will be built with a total of 12 bedrooms. We are very appreciative of our relationship with the Ministry of Municipal Affairs and Housing in cutting through the red tape necessary to add new affordable housing in Renfrew County. The development of affordable and attainable housing remains a significant issue for our citizens. We are pleased with the Province's prioritization of affordable housing, and we desire a continued partnership to create a housing mix that will help Ontario prosper.

Background:

The Ministry of Municipal Affairs and Housing provides funding allocations to service managers for housing and homelessness programs on an annual basis. Within the existing funding portfolio there is an opportunity to leverage allocations for capital upgrades and new affordable housing development, however annual allocations do not meet actual needs. Inadequate funding and timelines are hinderances for constructing new affordable housing. Municipalities are not able to increase housing supports without increased financial support from the Province. Aging municipally owned rent-geared-to-income stock quickly depletes provincial funding and leaves no room to add more affordable housing to our community.

Although Renfrew County is geographically the largest municipality within Ontario, our geography is mostly rural, and the property tax base is low in comparison to metropolitan areas. Construction



projects take more time to implement in our community because of our proximity to metropolitan areas that have a competitive advantage in procuring builders and supplies. We have the planning, professional, and land capacity to take on larger developments that would be more lucrative to builders and meet the needs of our community, however we require a multi-year funding partnership with the province to bring this to fruition.

Our Proposal:

The County of Renfrew would welcome the opportunity to work with the Province, perhaps in a pilot capacity, to find more efficient and innovative ways of addressing the critical shortage of attainable and affordable housing. We propose a pilot with the Province to build multi-ministry supportive housing as a joint initiative between three ministries – the Ministry of Municipal Affairs and Housing (MMAH), the Ministry of Health (MOH), and the Ministry of Children, Community and Social Services (MCCSS). We request that the Province provide upfront multi-year funding where multiple years of funding and initiatives can be stacked to enable the development of larger projects under conducive timeframes and budgets with an aim to redevelop and repurpose vacant municipal lands, deteriorating Community Housing projects etc. In addition, we request one-time funding to add 40 affordable housing units where all capital expenses are 100% paid for by the province.



9 International Drive

Pembroke, ON K8A 6W5

613.735.7288 / 800.273.0183

info@countyofrenfrew.on.ca

   @CountyofRenfrew

County Fencing Pressures

We'd like to thank the Province of Ontario for their considerations over the years for several of our projects and look forward to a stronger relationship moving forward.

Thank You!

- Your Ministry's commitment through the Rural Economic Development (RED) funding programs which address barriers to economic development, better position rural communities to attract and retain jobs and investment and enhance economic growth within our region. The County of Renfrew has utilized the RED funding for our Trails program previously and we look forward to continuing with this partnership.

The County of Renfrew

The County of Renfrew is geographically the largest municipality/County in Ontario, with a significant trail network with over 3,800 kilometres of trails. This includes but is not limited to over 1,200 kilometres of trails for such uses as all-terrain vehicles, walking, cycling, hiking, snowmobiling, mountain biking, and cross-country skiing, including several routes designated as paddle routes and multi-use trails.

In 2001 the County of Renfrew purchased 21 kilometres of abandoned K&P railway from Calabogie to Renfrew from the Canadian Pacific Railway and converted it to a multi-use trail (the K&P Recreational Trail). More recently the County of Renfrew, in partnership with the County of Lanark and the Township of Papineau-Cameron, purchased 296 km of the abandoned Canadian Pacific Railway line from Smiths Falls to Mattawa (the Ottawa Valley Recreational/Algonquin Trail), of which the County of Renfrew owns 218 kms.

Challenges

- Section 20 (1) of the Act states "that where land that was formerly used as part of a line of railway is conveyed in its entire width by the railway company to a person, the Crown in right of Ontario, a Crown agency or a municipality who is not the owner of abutting land, the responsibility for constructing, keeping up and repairing the fences that mark the lateral boundaries of the land lies with that person, the Crown in right of Ontario, the Crown agency or the municipality".

- The Line Fences Act requires the County to pay 100% of the fence maintenance and replacement if requested by an abutting landowner that is considered a farmer.

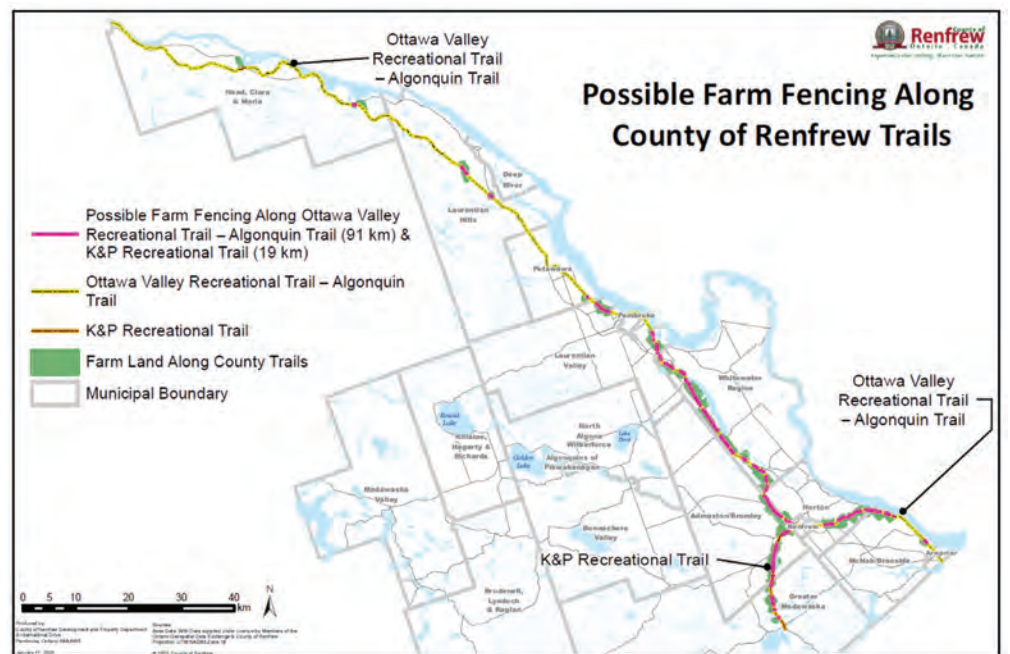
Within the County of Renfrew there is approximately 110 km of trail that may require fencing along the County owned portion of trails. The County is receiving more and more requests from farmers abutting the trail to provide fencing along the trail. The County continues to increase the annual fencing budget which takes funds away from completing our rail trail conversion, which includes a large portion of trail that is being supported by the Ministry of Transportation. with 2021 Ministry of Transportation’s aggregate donation. Currently there is no funding envelope available to assist the County to install and repair farm fencing.

Trail systems across the Province are also facing similar situations as converted Rail-to-Trail usage has increased exponentially during the pandemic.

Solutions

- We are asking the Province of Ontario to develop a funding source that could be applied to fencing repair and installations that is similar to the RED program.

Map of Abandoned Rail Lines purchased by the County of Renfrew



County Road Growth Pressures

We'd like to thank the Province of Ontario for their considerations over the years for several of our projects, and look forward to a stronger relationship moving forward.

Thank you!

- Your Ministry's commitment to bring access to high-speed internet to all communities in Ontario by the end of 2025 will further assist us attracting residents to our region.
- Ontario's commitment to the expansion of Highway 17 from Schell Drive near Arnprior to Bruce Street, 3km west of Renfrew.

The County of Renfrew

The County of Renfrew is geographically the largest municipality/ County in Ontario, with a significant transportation network of over 1600 lane km of County-owned roadways and infrastructure, including 252 large culverts and bridges. Maintaining this public infrastructure is becoming increasingly difficult, especially after the inflationary pressures of 2021/2022 and the absence of diverse procurement opportunities due to a lack of available contractors in our rural area. At the same time, our ratepayers and our lower tier municipalities are requesting that our network begins to transform to accommodate the new growth being felt in various centres in our region.

Growth in County of Renfrew

Like many parts of Ontario, the County of Renfrew is experiencing significant growth.

- The South-Eastern-Boundary of the County of Renfrew (Town of Arnprior) is experiencing significant growth as the 417 corridor is expanded West; it was recently reported that Arnprior is the 10th fastest growing community in Canada.
- In our County's largest community, the Town of Petawawa, County Road 51 (Petawawa Boulevard) has seen substantial increased traffic with the growth of one



County Road 51 approaching County Road 26



County Road Growth Pressures

of the largest employers in the Ottawa Valley, Garrison Petawawa. Upgrading this route is imperative for the flow of personnel and goods that are otherwise mired in congestion and bottlenecks.

- The village of Calabogie is fast becoming a recreational area of choice for many Ontarians. With a ski-hill, golf course, many hiking trails and ATV/snowmobile trails, this is a full four-season resort area that is now seeing transition to year-round living with new rural subdivisions appearing in various stages of planning. County Road 508 (Calabogie Road), County Road 52 (Burnstown Road) and County Road 2 (White Lake Road (section)) are seeing increasing traffic.

Challenges

- County roads within these partner communities, and others like them, are at or near capacity and will require significant infrastructure improvements in the coming years. A conservative estimate places the cost of upgrading the current County Roads across all of our 17 municipalities at \$40 million over the next 10 years.
- The County of Renfrew is not eligible for the Ontario Gas Tax Program. Estimates suggest that the County of Renfrew contributes approximately \$4 million annually to the Ontario Gas Tax Program.
 - The residents of the County of Renfrew rely on roads as their primary means of transit because the population and transportation patterns are too dispersed to make transit economical in all or part of their communities.
- Existing funding programs like OCIF or ICIP either have funding caps or criteria that have limited the County of Renfrew's success.
- The Investing in Canada Infrastructure Program is an application-based program and, to date, the County of Renfrew has been unsuccessful in its application for its most important projects due to factors unclear to the County.
- The County of Renfrew has not completed the study of Development Charges and the effect that they may have on our growth pressures, and still remain a significant discussion item amongst our municipalities. Regardless, even if implemented in 2023, it will take years to build up development charges reserves that would assist in dealing with our growth and inflationary pressures.

County Road Growth Pressures

Solutions:

- Earlier notice received that funding through the Ontario Community Infrastructure Fund (OCIF) would be changed using “forward looking current replacement values for assets instead of closing balances from the Financial Information Returns (FIR’s). A smoothing mechanism will be implemented to limit year over year changes to +/- 15% of the previous year. For 2024 and forward, the MOI will work with partners to develop a more standardized process.”
 - We look forward to working with the MOI, as a commenting municipality, on this process moving forward.
- Expand the eligibility and access to the Ontario Gas Tax Program for those municipalities who rely on roads as their primary means of transit because of traditional difficulties associated with a population and transportation patterns that are too dispersed to make (rural) transit economical in all or part of their communities.
- Doubling of the OCIF over the next 10 years will bring an additional \$13 million to assist the County of Renfrew, and help to offset our anticipated benchmark cost increases. We are estimating that the pressures created by inflation and market forces will amount to a 20% increase in our benchmark cost or current cost of our capital budget (based on the tender results we have received in 2021 and 2022) translating into a \$52 million pressure. We have no financial plan to cover cost increases of this magnitude. We would need to debt finance more projects and increase our levy.
- We are asking the Province of Ontario to commit to the doubling of the Ontario Community Infrastructure Fund allocations to municipalities, and commit to a long-term funding formula that would allow municipalities to align funding with their long-term financial plans and asset management plans, while also preparing for anticipated future growth.

RC VTAC

Renfrew County Virtual Triage and Assessment Centre

the FACTS

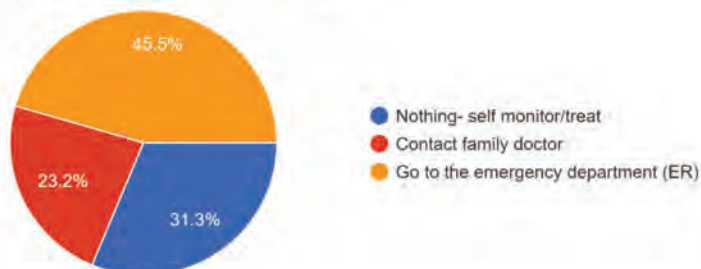
- Renfrew County is the largest geographic county in rural Ontario, encompassing almost 7,500km², with a population of approximately 107,756.
- Five of its larger towns have community hospitals (including Emergency Departments).
- There are no walk-in clinics or urgent care centres anywhere in the county, so there is an overreliance on Emergency Departments as a means of accessing any form of healthcare, exacerbating the issue of hallway medicine.
- 75,935 patients are registered with a practicing family physician in Renfrew County.
- 2,070 are registered as having a nurse practitioner as their Primary Care Provider.
- Approximately 30,000 residents of Renfrew County (28%) have no family physician or alternative primary care provider.
- Since March 2020, RC VTAC has provided 73,036 Family Physician virtual assessments, 69,861 Paramedic on-site assessments, and 5,574 Paramedic home visits
- In the last 30 days, RC VTAC has provided 2,905 Family Physician virtual assessments, 213 Paramedic on-site assessments, and 164 onsite hybrid Family Physician/Paramedic assessments
- 70-80% of RC VTAC Family Physician assessments are to patients without a regular family physician or alternative primary care provider.
- 86% of VTAC users reported that their health care concern was dealt with at their first virtual encounter.
- 93% reported being happy or very happy with the VTAC service.
- 34% of patients would have gone to Emergency Department without VTAC.

- Less than 3% of RC VTAC assessments resulted in a transfer to Emergency Departments or 911.
- Monthly, RC VTAC currently handles 5000 calls, 3000 assessments and 1000 unnecessary Emergency Department avoidances
- RC VTAC has provided a highly cost-effective improvement to the overall healthcare system.
- RC VTAC has greatly enhanced access to COVID-19 assessment and testing in rural communities during the pandemic.

The Numbers Say It All

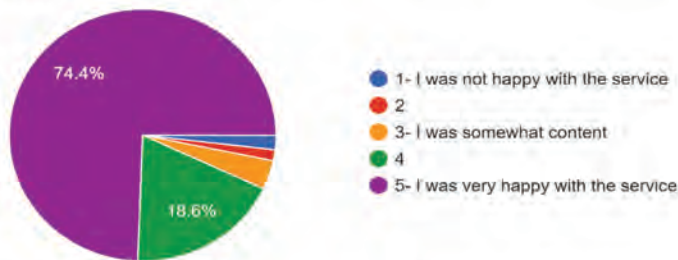
What would you do if RCVTAC was not available?

211 responses



On a scale of 1-5, 1 being not at all and 5 being very happy, how satisfied are you with the services provided by RCVTAC?

215 responses



Patient-focused Care for Rural Ontario residents

In Renfrew County, as of July 2022, approximately 30,000 or 28 per cent of our residents do not have a family doctor. When you add the planned family physician retirements in 2023, the number of unattached residents will likely jump to 35,000.

The persistent challenges faced by our residents in accessing primary health care is putting the wellness and prosperity of our community in jeopardy. While physician recruitment is ongoing, it is impractical to expect that our efforts will result in 30 new doctors moving to our area (based on the average roster of 1,000 patients).

There is however, a home-grown solution that has proven to narrow the gap in health service delivery that is efficient, accessible, economical and very well received by Ontarians.

In the midst of the COVID-19 Pandemic, the Renfrew County Virtual Triage and Assessment Centre (RC VTAC) became a lifeline for our residents. The program currently handles approximately 5,000 calls to VTAC per month and operators provide 2,250 physician assessments per month which prevent 1,000 Emergency Department attendances or 911 calls per month. RC VTAC callers speak with a doctor who either provides immediate treatment options over the phone or video, consults with community paramedics to arrange a same-day visit for an in-person clinical assessment, refers to another local health care service, prescribes medication or further diagnostic testing or coordinates an urgent Paramedic transfer to the nearest hospital. This is in conjunction with standard registration, testing and vaccination functions of RC VTAC.

For the 20 percent of our population who do not have access to a primary care physician, RC VTAC is filling that void and has become their primary care access point for non-urgent medical needs.

the MODEL

This innovative service has not only reduced the demand on our 9-1-1 system, it has resulted in a drop in Paramedic calls for service, and transfers to hospital. RC VTAC is also having a significant impact on reducing hallway medicine in our hospitals.

RCVTAC is a cost-effective, efficient, patient-focused model of care. It has become a lifeline for thousands of our residents, many of them seniors who do not have the resources or options to seek healthcare outside of their home communities. Perhaps one of RC VTAC's greatest assets is its adaptability; it can literally be duplicated in any part of Ontario quickly and efficiently.

Provincial funding is essential to RC VTAC. Without this funding, VTAC ceases to function. Our hospitals' emergency rooms will be unable to handle the demand, putting the overall well-being of our residents and of our community at great risk.

The Province has been our partner in RC VTAC and it is essential that this partnership continue. This requires ongoing sustainable provincial funding, Ministry of Health policy adaptations, and ongoing dialogue with our healthcare sector colleagues.

Rural Ontario, and Renfrew County in particular, is facing a healthcare access challenge. The shortage of family physicians demands that we look at innovative ways of ensuring the health-care needs of all Ontarians are met. Physician recruitment will not be enough. It is impractical to expect Renfrew County to attract 30 new family doctors to meet the need today, let alone in a year from now, when our unattached patient list will be even higher.

Together, we have the opportunity to improve access to primary care. Let's not lose the momentum that RC VTAC has given us. This is health care transformation at its core; making health care about people, not only today but into the future.

From: Nicole McNeill
Sent: December 14, 2022 2:35 PM
To: Jeff Foss
Subject: 2023 MPAC Municipal Levy



December 14, 2022

Jeff Foss
Treasurer
County of Renfrew

Subject: 2023 Municipal Levy

As we look to the year ahead, we are pleased to let you know that MPAC's Board of Directors approved the 2023 operating budget with no overall increase to the municipal levy.

MPAC has been controlling expenses through the strategic management of financial and business operations, including efforts to modernize existing services and increase commercial revenues. While this focus has allowed MPAC to hold the municipal levy steady for three years, we will need to take into consideration the impact of rising inflation, labour and other costs for future budgets.

Your municipality's annual 2023 levy amount will be \$1,540,414.86 or a -0.08% decrease.

Under the *Municipal Property Assessment Corporation Act*, funding requirements are distributed to each municipal billing partner based on their total assessed values and property counts, compared to all of Ontario. An explanation of how each municipality's levy is calculated is available here: <https://www.mpac.ca/sites/default/files/2022-12/2023%20Municipal%20Levy%20ENG.pdf>.

Additional information about your municipality's specific 2023 levy calculation is available here: <https://workdrive.mpac.ca/external/ebcfec0a1ce75098e6b590e560a64768e5f0cd98c4df9704c89a9e5bab98588>.

Your first bill will be mailed in early January 2023, followed by equal quarterly installments. You will soon receive your Assessment Change Summary from your local MPAC account management team, which provides a high-level summary of the assessment changes within your municipality.

We encourage you to read our 2022 Municipal Partnerships Report <https://news.mpac.ca/2022-municipal-partnerships-report> to see the highlights of our work together this year.

If you have questions about MPAC's funding requirements, please contact:

Mary Meffe
Vice-President, Corporate and Information Services
and Chief Financial Officer
289-539-0306
Mary.Meffe@mpac.ca

For information about the assessment services available to your municipality, please contact:

Carmelo Lipsi

Vice-President, Valuation and Customer Relations
and Chief Operating Officer

289-317-0881

Carmelo.Lipsi@mpac.ca

Yours Truly,

Alan Spacek

Chair, MPAC Board of Director

Nicole McNeill

President and Chief Administrative Officer, MPAC

Copy MPAC Board of Directors

Executive Management Group, MPAC

Director and Regional Managers, Municipal and Stakeholder Relations, MPAC

From: Jennifer Gruntz
Sent: December 15, 2022 8:36 AM
To: Jeff Foss
Subject: MPAC: 2022 Municipal Partnership Report and Assessment Change Summary



Good morning Jeff,

Please see the following communication from Mary Dawson-Cole, Director, Municipal and Stakeholder Relations, regarding the 2022 Municipal Partnership Report and Assessment Change Summary.

Please don't hesitate to contact me with any questions you may have.

Happy Holidays!

Jennifer Gruntz, AIMA

Account Manager
 Zone 6, Municipal and Stakeholder Relations
 Office: 613 775-0270
 Mobile: 613 639-2636

mpac.ca

Municipal Property Assessment Corporation
 1100 Pembroke Street East, Unit 324 Pembroke, ON K8A 6Y7

To: Chief Administrative Officers, Chief Financial Officers, Treasurers, and Tax Administrators

From: Mary Dawson-Cole, Director, Municipal and Stakeholder Relations

With year-end fast approaching, it's a fitting time to reflect on all that we have accomplished together this year. To that end, we are pleased to share our [2022 Municipal Partnership Report](#), which highlights our work together. Also attached is your Assessment Change Summary, which is a high-level summary of the assessment changes within your municipality.

The 2020 tax year was the last year in the legislated four-year assessment cycle, based on 2016 CVA. However, as a result of the government's postponement of a province-wide Assessment Update, the 2023 tax year will continue to be based on the fully phased-in January 1, 2016 current values. There will be no phased-in growth in 2023.

Although the valuation base year remains the same, the assessment roll may still change from 2022 to 2023 due to changes in the state and condition of properties.

As Ontario's property market experts, MPAC remains committed to providing property values, insights, and services that municipalities and property owners can rely on. This past year we continued to update property information, capture new assessment, analyze sales, complete tax applications, and manage Requests for Reconsideration and appeals.

To support the value of our collective work, we plan to share the Municipal Partnerships Report (but not the Assessment Change Summary) with Municipal Clerks in January for sharing with your new Councils.

On behalf of MPAC and our Municipal and Stakeholder Relations team, we wish you all the very best this holiday season.

We look forward to working with you in 2023.

Regards,
 Mary
 Mary Dawson-Cole, Director, Municipal and Stakeholder Relations
 mpac.ca – Municipal Property Assessment Corporation



Assessment Change Summary County of Renfrew

The following chart provides a snapshot comparing the assessed value at the beginning of one taxation year (2022), to the assessed value at the beginning of the next taxation year (2023).

Property Tax Class (RTC) Description	RTC	Based on 2016 Current Value Assessment (CVA)			
		Destination CVA <i>At time of roll return for 2022 Tax Year</i>	2023 Tax Year <i>Destination CVA at time of roll return for 2023 Tax Year</i>	Percent Change <i>2022 - 2023 Tax Year</i>	Percent of Total CVA <i>Distribution of CVA between classes for 2023 Tax Year</i>
Residential	R	10,036,967,575	10,273,872,096	2.36%	77.35%
Multi-Residential	M	101,952,626	102,806,626	0.84%	0.77%
New Multi-Residential	N	12,251,934	27,664,934	125.80%	0.21%
Commercial	C	434,099,173	630,234,375	45.18%	4.74%
Shopping Centre	S	11,271,070	19,696,218	74.75%	0.15%
Commercial (New Construction)	X	107,983,404	-	-100.00%	0.00%
Shopping Centre (New Construction)	Z	8,370,700	-	-100.00%	0.00%
Industrial	I	30,284,307	36,500,579	20.53%	0.27%
Large Industrial	L	21,907,000	39,703,080	81.23%	0.30%
Industrial (New Construction)	J	4,442,096	-	-100.00%	0.00%
Pipeline	P	377,732,000	378,229,000	0.13%	2.85%
Farm	F	614,963,823	610,794,323	-0.68%	4.60%
Managed Forests	T	46,805,800	49,802,000	6.40%	0.37%
Shortline Railway Right-of-Way	B	-	-	0.00%	0.00%
Utility Transmission & Distribution Corridors	U	-	-	0.00%	0.00%
PIL - Residential	R	181,574,626	181,621,226	0.03%	1.37%
PIL - Multi-Residential	M	60,777,600	60,777,600	0.00%	0.46%
PIL - Commercial	C	435,979,397	361,760,452	-17.02%	2.72%
PIL - Office Building	D	1,106,600	1,106,600	0.00%	0.01%
PIL - Commercial (New Construction)	X	509,000	-	-100.00%	0.00%
PIL - Industrial	I	509,300	509,300	0.00%	0.00%
PIL - Large Industrial	L	17,781,080	-	-100.00%	0.00%
PIL - Landfill	H	430,400	430,400	0.00%	0.00%
Exempt	E	487,860,099	507,393,310	4.00%	3.82%
TOTAL		12,995,559,610	13,282,902,119	2.21%	100.00%



Renfrew County and District Health Unit

"Optimal Health for All in Renfrew County and District"

December 16, 2022

County of Renfrew
Office of the County Warden
9 International Drive
Pembroke, ON K8A 6W5
warden@countyofrenfrew.on.ca

Dear Warden Emon,

I wish to inform you that the Renfrew County and District Health Unit (RCDHU) Board of Health held a special meeting on December 16, 2022, to review the anticipated funding requirement for 2023.

On behalf of the Board of Health and pursuant to Section 72 (5) of the Health Protection and Promotion Act (HPPA), written notice is being provided to your CAO for the estimated amount that will be required to defray RCDHU's 2023 expenses under Section 72 (1).

The estimated amount required for 2023 is \$1,767,955. This is a 2% increase from 2022.

To provide additional information for your review, you will find the following enclosures:

- RCDHU 2023 Municipal Levy Considerations and Assumptions
- Breakdown by Obligated Municipalities
- History of the Municipal Levy from 1987-2023.

Your ongoing support of Renfrew County and District Health Unit's programs and services particularly during these difficult times is very much appreciated.

Sincerely,

Ann Aikens
Chair, Board of Health

Enclosures

cc. Dr. R. Cushman, Acting Medical Officer of Health
Heather Daly, Chief Executive Officer
Dr. Ian Gemmill

RCDHU 2023 Levy Considerations and Assumptions

The recommendation for the Municipal Funding Requirement for 2023 is to apply a 2% increase to the 2022 levy amount of \$2,005,193. This would be an increase of \$40,104 bringing the new total levy to \$2,045,297. There was no increase to the levy in 2022.

COVID-19:

All indicators point to COVID-19 response continuing to be a priority for Public Health Units (PHUs) in Ontario in 2023. A letter from the Ministry on September 29 confirmed provincial supports will be available for the 2023 funding year for COVID-19 extraordinary costs including vaccine program. We do not know the extent to which the extra funding will be available and if it will have a cap.

Recovery:

In 2022, no additional funding was provided by the Ministry for post-pandemic recovery efforts. This work is ongoing and health units are expected to make significant progress with recovery in 2023. We anticipate an increased demand on resources to bring programs back online and up to date. This recovery is done in conjunction with delivering COVID-19 services.

Mandatory (Base) Programs:

The Ministry of Health base mandatory program funding is anticipated to be slightly higher than 2022, by \$13,322. We received a prorated 1% increase to base in 2022 and this amount represents funding for the full year in 2023. There have been no announcements from the Ministry indicating any changes to the base public health programs. Covid-19 continues to be part of mandatory programs but the Ministry has not increased base funding in recognition of this additional financial burden to health units, nor have any requirements been reduced in other program areas. Instead, additional pressures due to COVID-19 are relieved with one-time, extraordinary funding.

Mitigation Funding:

The Ministry has confirmed mitigation funding for 2023 in the letter from September 29. It is assumed the amount will continue at \$908K. This funding is to mitigate the impact of the change to the funding formula announced in 2019 moving to a 70%/30% cost sharing of Mandatory Programs between the province and the municipal partners. It is important to note that mitigation funding can only be used after the obligated municipalities funding has been fully applied to mandatory programs.

School Focused Nurse Initiative:

This initiative was confirmed in the September 29 letter to continue until end of the school year, 2023. This initiative supports 6 FTE nurses for COVID 19 response in the schools.

Other Programs:

The Ministry will fund OSDCP (Seniors' Dental program) and Unorganized Territories at 100%. This program (OSDCP) saw an increase in funding in 2022 and will have the full amount of the increase applied in 2023.

Other Considerations:

Payroll and benefits accounted for 79.8% of costs in 2021. This continues to be the largest component of the RCDHU budget. The Collective agreements for both OPSEU and ONA end December 2022. Therefore, increments to the wage grids and impact to benefits are not known at this time. (Note that RCDHU is not subject to Bill 124, the 1% cap to salaries and benefits that was applied by the Province to public service entities.) However, salary increases in the recent news reports suggest this is an area of considerable potential impact.

Indications are that the provincial workforce that provides staffing assistance with COVID-19 case and contact management is ending March 31. We depend on this service and if it ends additional temporary staff will be required locally.

General overhead costs for goods, services and supplies are rising in direct response to the inflation rates in the economy. This will have an impact on costs in 2023.

In 2023 the purchased services of a .4 FTE Consulting Physician will again be obtained through an agreement with Ottawa Public Health. This will be the third year for this service and will help with the continuing COVID-19 response.

Of interest to note, nine other PHUs shared their levy increases for 2022. They ranged from a high of 10% to a low of 1%. The average levy increase applied by other PHUs was 4% in 2022.

Conclusion:

A 2% levy increase is a reasonable amount to apply in order to mitigate risks from the numerous unknown factors for 2023 including:

- unfunded program recovery work
- potential loss of provincial workforce
- unknown salary and benefit increases
- general inflation pressures on goods and services
- extent of COVID funding not known

Given that there was no levy increase in 2021, the effective rate is 1% when factored over the last 2 years. This is well below the average of the nine PHU's that were reported above. As well, when looking at the history of the levy, this is only 1% above the levy applied in 2004 and 2005, almost 20 years ago.

Renfrew County and District Health Unit:

**2023 Estimated Funding Requirement
Obligated Municipalities**

	2022 Proportion %	2023 Proportion %	Total 2022 Funding Requirement	Total 2023 Funding Requirement (\$) (2% Increase)
Township of South Algonquin	1.15%	1.16%	23,060	23,521
City of Pembroke	12.41%	13.01%	248,844	253,821
County of Renfrew	86.44%	85.84%	1,733,289	1,767,955
	100.00%	100.00%	\$ 2,005,193	\$ 2,045,297

Based on population per 2022 MPAC population statistics: 87,669; These are updated with the 4 year election cycle

Total Estimated Funding Requirement: \$2,045,297

Renfrew County and District Health Unit - Municipal Levy History

Year	Population	Municipal Levy \$	% Increase (Decrease)	Cost Per Capita	Cost Sharing Prov./Mun.%
2023	87,669	2,045,297	2.00%	\$ 23.33	70/30 with mitigation
2022	88,289	2,005,193	0	22.71	70/30 with mitigation
2021	88,289	2,005,193	8.46%	22.71	70/30 with mitigation
2020	88,289	1,848,733	10.00%	20.94	70/30 with mitigation
2019	88,289	1,680,666	1.83%	19.04	75%/25%
2018	90,398	1,650,516	0%	18.26	75%/25%
2017	90,398	1,650,516	0.00%	18.26	75%/25%
2016	90,398	1,650,516	-2.62%	18.26	75%/25%
2015	90,398	1,694,966	2.00%	18.75	75%/25%
2014	90,578	1,661,731	0.00%	18.35	75%/25%
2013	90,578	1,661,731	0.00%	18.35	75%/25%
2012	90,578	1,661,731	3.00%	18.35	75%/25%
2011	90,578	1,613,331	3.00%	17.81	75%/25%
2010	92,322	1,566,341	9.93%	16.97	75%/25%
2009	92,322	1,424,916	0.00%	15.43	75%/25%
2008	92,322	1,424,916	0.00%	15.43	75%/25%
2007	92,322	1,424,916	-28.12%	15.43	75%/25%
2006	93,741	1,982,275	0.00%	21.15	65%/35%
2005	93,741	1,982,275	0.00%	21.15	55%/45%
2004	93,741	1,982,275	7.39%	21.15	50%/50%
2003	93,191	1,845,925	0.00%	19.81	50%/50%
2002	93,191	1,845,925	0.00%	19.81	50%/50%
2001	93,191	1,845,926	0.00%	19.81	50%/50%
2000	93,191	1,845,926	0.00%	19.81	50%/50%
1999	93,317	1,845,926	-50.17%	19.78	50%/50%
1998	91,277	3,704,366	307.21%	40.58	0%/100%
1997	91,277	909,697	0.00%	9.97	75%/25%
1996	91,277	909,697	0.00%	9.97	75%/25%
1995	91,277	909,697	0.00%	9.97	75%/25%
1994	88,159	909,697	0.00%	10.32	75%/25%
1993	88,159	909,697	1.97%	10.32	75%/25%
1992	88,159	892,119	7.45%	10.12	75%/25%
1991	86,773	830,290	6.97%	9.57	75%/25%
1990	86,773	776,190	7.90%	8.95	75%/25%
1989	86,773	719,360	11.62%	8.29	75%/25%
1988	87,851	644,486	4.99%	7.34	75%/25%
1987	87,851	613,859		6.99	75%/25%

**Note: in 2021 an environmental scan of other Public Health Units was completed with an average Cost Per Capita of \$36.59. The highest was \$58.28 (Temiskaming) and the lowest was \$22.00 (Hastings Prince Edward) with RCDHU at \$22.71

FINANCIAL INDICATOR REVIEW

(Based on 2021 Financial Information Return)

Renfrew Co

Date Prepared:	Dec 13 2022	2021 Households:	48,220	Median Household Income:	70,652
MSO Office:	Eastern	2021 Population:	76,315	Taxable Residential Assessment as a	
Prepared By:	Sofia Sheikh	2022 MFCI Index:	n/a	% of Total Taxable Assessment:	82.8%
Tier:	UT			Own Purpose Taxation:	45,356,144

SUSTAINABILITY INDICATORS

Indicator	Ranges	Actuals	South - UT - Counties		Level of Risk	
			Median	Average		
Total Taxes Receivable less Allowance for Uncollectibles as a % of Total Taxes Levied	Low: < 10% Mod: 10% to 15% High: > 15%	2017	0.0%	0.0%	0.0%	LOW
		2018	0.0%	0.0%	0.0%	LOW
		2019	0.0%	0.0%	0.0%	LOW
		2020	0.0%	0.0%	0.0%	LOW
		2021	0.0%	0.0%	0.0%	LOW
Net Financial Assets or Net Debt as a % of Own Source Revenues	Low: > -50% Mod: -50% to -100% High: < -100%	2017	24.6%	26.1%	25.8%	LOW
		2018	27.4%	30.6%	29.2%	LOW
		2019	36.5%	37.5%	36.1%	LOW
		2020	43.0%	47.7%	47.3%	LOW
		2021	46.9%	62.4%	57.8%	LOW
Total Reserves and Discretionary Reserve Funds as a % of Municipal Expenses	Low: > 20% Mod: 10% to 20% High: < 10%	2017	30.7%	31.3%	37.8%	LOW
		2018	32.4%	34.0%	39.4%	LOW
		2019	40.2%	38.8%	42.6%	LOW
		2020	43.9%	45.4%	49.1%	LOW
		2021	45.2%	51.6%	55.9%	LOW
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	Low: > 0.5:1 Mod: 0.5:1 to 0.25:1 High: < 0.25:1	2017	2.29:1	2.8:1	2.83:1	LOW
		2018	2.53:1	2.42:1	2.79:1	LOW
		2019	3.8:1	2.82:1	3.52:1	LOW
		2020	2.65:1	2.46:1	3.19:1	LOW
		2021	3.96:1	3.36:1	3.34:1	LOW

FLEXIBILITY INDICATORS

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)	Low: < 5% Mod: 5% to 10% High: >10%	2017	0.9%	1.7%	2.0%	LOW
		2018	1.2%	1.7%	1.9%	LOW
		2019	1.3%	1.5%	1.6%	LOW
		2020	1.2%	1.3%	1.8%	LOW
		2021	1.5%	1.3%	1.5%	LOW
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	Low: < 50% Mod: 50% to 75% High: > 75%	2017	55.7%	46.9%	49.8%	MODERATE
		2018	56.6%	47.9%	50.1%	MODERATE
		2019	57.5%	48.3%	50.7%	MODERATE
		2020	58.1%	48.7%	51.1%	MODERATE
		2021	58.5%	48.9%	51.5%	MODERATE
Annual Surplus / (Deficit) as a % of Own Source Revenues	Low: > -1% Mod: -1% to -30% High: < -30%	2017	12.9%	12.2%	11.5%	LOW
		2018	9.9%	11.4%	13.0%	LOW
		2019	14.9%	14.7%	14.7%	LOW
		2020	25.6%	21.2%	23.9%	LOW
		2021	13.5%	22.0%	21.0%	LOW

The data and information contained in this document is for informational purposes only. It is not an opinion about a municipality and is not intended to be used on its own - it should be used in conjunction with other financial information and resources available. It may be used, for example, to support a variety of strategic and policy discussions.

FINANCIAL INDICATOR REVIEW

(Based on 2021 Financial Information Return)

Renfrew Co

NOTES

Financial Information Returns ("FIRs") are a standard set of year-end reports submitted by municipalities to the Province which capture certain financial information. On an annual basis, Ministry staff prepare certain financial indicators for each municipality, based on the information contained in the FIRs. It is important to remember that these financial indicators provide a snapshot at a particular moment in time and should not be considered in isolation, but supported with other relevant information sources. In keeping with our Financial Information Return review process and follow-up, Ministry staff may routinely contact and discuss this information with municipal officials.

Supplementary Indicators of Sustainability and Flexibility

The following is a summary, adapted from the Chartered Professional Accountants of Canada Statement of Recommended Practice (SORP) 4.

- A government (including a municipality) may choose to report supplementary information on financial condition, to expand on and help explain the government's financial statements.
- Supplementary assessment of a government's financial condition needs to consider the elements of sustainability and flexibility.
- Sustainability in this context may be seen as the degree to which a municipality can maintain its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others without inappropriately increasing the debt or tax burden relative to the economy within which it operates.
- Sustainability is an important element to include in an assessment of financial condition because it may help to describe a government's ability to manage its financial and service commitments and debt burden. It may also help to describe the impact that the level of debt could have on service provision.
- Flexibility is the degree to which a government can change its debt or tax level on the economy within which it operates to meet its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others.
- Flexibility provides insights into how a government manages its finances. Increasing taxation or user fees may reduce a municipality's flexibility to respond when adverse circumstances develop if the municipality approaches the limit that citizens and businesses are willing to bear.
A municipality may temporarily use current borrowing, subject to the requirements set out in the Municipal Act to meet expenses and certain other amounts required in the year, until taxes are collected and other revenues are received. Municipal current borrowing cannot be carried over the long term or converted to long term borrowing except in very limited circumstances.
- For each element of financial condition, the report on indicators of financial condition should include municipality-specific indicators and municipality-related indicators. It may be useful to also include economy-wide information when discussing financial condition.

Additional Notes on what Financial Indicators may indicate:

Total Taxes Receivable less Allowance for Uncollectibles as a % of Total Taxes Levied - *Shows how much of the taxes billed are not collected.*

Net Financial Assets or Net Debt as % of Own Source Revenues - *Indicates how much property tax and user fee revenue is servicing debt.*

Reserves and Reserve Funds as a % of Municipal Expenses - *Indicates how much money is set aside for future needs and contingencies.*

Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities) - *Indicates how much cash and liquid investments could be available to cover current obligations.*

Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs) - *Indicates how much of each dollar raised in revenue is spent on paying down existing debt.*

Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio) - *Indicates how much of the assets' life expectancy has been consumed.*

Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues - *Indicates the municipality's ability to cover its operational costs and have funds available for other purposes (e.g. reserves, debt repayment, etc.)*

The Northern and Rural Municipal Fiscal Circumstances Index (MFICI) is used by the Ministry of Finance to calculate the "Northern and Rural Fiscal Circumstances Grant" aimed at northern as well as single and lower-tier rural municipalities. The index measures a municipality's fiscal circumstances. The MFICI is determined by six indicators: Weighted Assessment per Household, Median Household Income, Average Annual Change in Assessment (New Construction), Employment Rate, Ratio of Working Age to Dependent Population, and Per Cent of Population Above Low-Income Threshold. A lower MFICI corresponds to relatively positive fiscal circumstances, whereas a higher MFICI corresponds to more challenging fiscal circumstances. (Note: the MFICI index is only available for northern and rural municipalities)

FINANCIAL INDICATOR REVIEW

(Based on 2021 Financial Information Return)

Renfrew Co

CALCULATIONS

Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied	SLC 70 0699 01 / (SLC 26 9199 03 - SLC 72 2899 09)
Net Financial Assets or Net Debt as % of Own Source Revenues	SLC 70 9945 01 / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)
Total Reserves and Reserve Funds as a % of Municipal Expenses	(SLC 60 2099 02+SLC 60 2099 03)/(SLC 40 9910 11-SLC 12 9910 03-SLC 12 9910 07)
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	SLC 70 0299 01 / (SLC 70 2099 01 + SLC 70 2299 01)
Debt Servicing Cost as a % of Total Revenues (Less Donated TCAs)	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 10 9910 01 - SLC 10 1831 01)
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	SLC 51 9910 10 / SLC 51 9910 06
Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues	(SLC 10 2099 01 - SLC 10 1831 01) / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)

MUNICIPAL FINANCIAL PROFILES

(Based on 2021 Financial Information Return)

Renfrew Co

Date Prepared:	
MSO Office:	Eastern
Prepared By:	

2021 FIR Load Status:	Submitted Under Review
Last Updated:	July 5, 2022

2021 Households:	48,220
2021 Population:	76,315
2022 MFCI Index: ^{*8}	0.0

Median Household Income (2016) : ^{*4}	70,652
2022 Annual Repayment Limit:	19,179,298
Borrowing Capacity 7% over 10 yrs:	134,707,366

STATISTICAL INFORMATION

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:		21/20 %	20/19 %	19/18 %	18/17 %
						South - UT - Counties	PROVINCE				
Population ^{*3}	77,841	76,315	76,315	76,315	76,315	-	40,026	0.0%	0.0%	0.0%	-2.0%
Households ^{*3}	48,220	48,220	48,220	48,220	48,220	-	16,073	0.0%	0.0%	0.0%	0.0%
Municipal Expenses ^{*7}	\$ 113,167,717	\$ 119,608,698	\$ 117,851,251	\$ 122,892,366	\$ 131,555,133	\$ 127,257,420	\$ 132,001,245	7.0%	4.3%	-1.5%	5.7%
Own Source Revenues	\$ 60,975,407	\$ 64,480,801	\$ 66,338,111	\$ 69,213,422	\$ 69,337,034	\$ 76,961,361	\$ 106,906,388	0.2%	4.3%	2.9%	5.7%
Own Source Revenue per Household	\$ 1,265	\$ 1,337	\$ 1,376	\$ 1,435	\$ 1,438	\$ 1,830	\$ 3,759	0.2%	4.3%	2.9%	5.7%
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	48.8%	49.5%	50.5%	48.0%	47.9%	51.7%	73.4%	-0.3%	-4.9%	2.0%	1.3%
Total Revenues	\$ 159,988,904	\$ 144,599,679	\$ 131,403,362	\$ 144,800,738	\$ 145,220,589	\$ 154,028,112	\$ 160,598,768	0.3%	10.2%	-9.1%	-9.6%
Annual Repayment Limit	\$ 17,079,058	\$ 17,169,353	\$ 17,426,050	\$ 17,867,341	\$ 18,074,611	\$ 17,489,329	\$ 19,578,681	1.2%	2.5%	1.5%	0.5%
Own Purpose Taxation	\$ 38,969,327	\$ 40,556,082	\$ 42,053,736	\$ 43,632,648	\$ 45,356,144	\$ 59,759,983	\$ 62,098,514	4.0%	3.8%	3.7%	4.1%
Direct Water Billings as % of Gross Water Expenditures	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	65.0%				
Taxable Res. Assessment as a % of Total Taxable Assessment	82.8%	82.9%	82.8%	82.8%	82.8%	0.0%	78.7%				

DISCOUNTED WEIGHTED ASSESSMENT ^{*1} (Source: Financial Information Return)

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:	
						South - UT - Counties	PROVINCE
Taxable	10,749,396,686	11,084,400,540	11,451,058,289	11,808,382,690	11,943,044,526	-	8,986,908,173
PIL	1,035,130,946	1,062,260,474	1,098,840,524	1,104,972,909	1,109,331,102	-	118,304,208
Total	11,784,527,632	12,146,661,014	12,549,898,813	12,913,355,599	13,052,375,628	-	9,105,212,381

MUNICIPAL FINANCIAL PROFILES

(Based on 2021 Financial Information Return)

Renfrew Co

Date Prepared:
 MSO Office:
 Prepared By:

2021 FIR Load Status:
 Last Updated:

2021 Households:
 2021 Population:
 2022 MFCI Index: ^{*8}

Median Household Income (2016) : ^{*4}
 2022 Annual Repayment Limit:
 Borrowing Capacity 7% over 10 yrs:

RESIDENTIAL TAXES

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:		21/20 %	20/19 %	19/18 %	18/17 %
						South - UT - Counties	PROVINCE				
# of Residential Households	41,223	41,484	41,683	41,935	42,447	-	11,878	1.2%	0.6%	0.5%	0.6%
Avg Municipal Property Taxes Per Avg Residential Household	\$ 1,933	\$ 2,001	\$ 2,081	\$ 2,157	\$ 2,243	\$ -	\$ 2,561	4.0%	3.7%	4.0%	3.6%
Avg Total Property Taxes per Avg Residential Household	\$ 2,302	\$ 2,361	\$ 2,429	\$ 2,497	\$ 2,588	\$ -	\$ 2,951	3.6%	2.8%	2.9%	2.5%
Avg Total Property Taxes per Avg Residential Household as a % of Median Household Income (Tax Effort)	3.3%	3.4%	3.5%	3.6%	3.7%	0.0%	4.5%				
# of Residential Households Excluding Recreational Properties (Excl. RDUs)	34,779	35,012	35,194	35,415	35,940	-	11,414	1.5%	0.6%	0.5%	0.7%
Avg Municipal Property Taxes Per Avg Residential Household (Excl. RDUs)	\$ 1,968	\$ 2,037	\$ 2,117	\$ 2,194	\$ 2,282	\$ -	\$ 2,540	4.0%	3.6%	3.9%	3.5%
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs)	\$ 2,345	\$ 2,402	\$ 2,471	\$ 2,538	\$ 2,632	\$ -	\$ 2,923	3.7%	2.7%	2.9%	2.5%
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs) as a % of Median Household Income (Tax Effort)	3.3%	3.4%	3.5%	3.6%	3.7%	0.0%	4.4%				

RESIDENTIAL TAX RATES ^{*2} (Source: Financial Information Return)

	2017	2018	2019	2020	2021	21/20 %	20/19 %	19/18 %	18/17 %
Lower / Single-Tier General Rate	-	-	-	-	-	0.0%	0.0%	0.0%	0.0%
Upper-Tier General Rate	0.0035897	0.0036219	0.0036388	0.0036600	0.0037507	2.5%	0.6%	0.5%	0.9%
Education Rate	-	-	-	-	-	0.0%	0.0%	0.0%	0.0%

TAXES RECEIVABLE

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:		21/20 %	20/19 %	19/18 %	18/17 %
						South - UT - Counties	PROVINCE				
Total Taxes Receivable less Allowance for Uncollectibles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,399,430				
Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	7.8%				
Current Year Taxes Receivable as % of Total Taxes Receivable	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	57.9%				
Working & Contingency Reserves and Discretionary Reserve Funds as % of Current Yr Taxes Rec.	0.0%	0.0%	0.0%	0.0%	0.0%	43.1%	401.9%				
Previous and Prior Years Taxes Receivable as % of Total Taxes Receivable	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	31.7%				

MUNICIPAL FINANCIAL PROFILES

(Based on 2021 Financial Information Return)

Renfrew Co

Date Prepared:
MSO Office:
Prepared By:

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Last Updated:

2021 Households:
2021 Population:
2022 MFCI Index: ^{*8}

Median Household Income (2016) : ^{*4}
2022 Annual Repayment Limit:
Borrowing Capacity 7% over 10 yrs:

GRANTS

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:		21/20 %	20/19 %	19/18 %	18/17 %
						South - UT - Counties	PROVINCE				
Total Unconditional Grants	\$ -	\$ -	\$ 881,321	\$ 3,211,520	\$ 3,253,876	\$ 4,482,331	\$ 7,988,034	1.3%	264.4%	0.0%	0.0%
Ontario Municipal Partnership Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 218,061	\$ 1,141,999	0.0%	0.0%	0.0%	0.0%
As % of Municipal Expenses	0.0%	0.0%	0.0%	0.0%	0.0%	0.2%	9.3%				
Other	\$ -	\$ -	\$ 881,321	\$ 3,211,520	\$ 3,253,876	\$ 4,264,270	\$ 6,846,035	1.3%	264.4%	0.0%	0.0%
Total Ontario Conditional Grants	\$ 57,132,204	\$ 58,764,579	\$ 58,132,011	\$ 61,535,875	\$ 64,467,400	\$ 55,036,333	\$ 24,585,944	4.8%	5.9%	-1.1%	2.9%
As a % of Municipal Expenses	50.5%	49.1%	49.3%	50.1%	49.0%	42.1%	10.7%				
Total Ontario Conditional and Unconditional Grants											
As a % of Municipal Expenses	50.5%	49.1%	50.1%	52.7%	51.5%	46.8%	24.7%				

COVID - 19

COVID-19 Municipal Operating Funding Allocations - Actual

	2020	2021	TOTAL
- Phase 1 Allocation	\$ 2,780,100		
- Phase 2 Application Based Allocation	\$ -		
- Phase 2 2021 Allocation		\$ 557,000	
2021 Provincial COVID-19 Recovery Funding for Municipalities		\$ 156,334	
Total COVID-19 Municipal Operating Funding	\$ 2,780,100	\$ 713,334	\$ 3,493,434

COVID-19 Municipal Funding - Amounts Recognized

	2020	2021	TOTAL
Safe Restart Agreement - Municipal Operating Funding	\$ 1,459,187	\$ 640,582	\$ 2,099,769
Provincial COVID-19 Recovery Funding for Municipalities		\$ -	\$ -
TOTAL COVID-19 MUNICIPAL OPERATING FUNDING RECOGNIZED	\$ 1,459,187	\$ 640,582	\$ 2,099,769
		Funding not recognized:	\$ 1,393,665
Safe Restart Agreement - Public Transit Funding	\$ -	\$ -	\$ -
Social Services Relief Fund (SSRF)	\$ 1,752,333	\$ 2,599,386	\$ 4,351,719

* Note: Because a municipality has recognized all of their funding, does not necessarily mean that they have used all of their funding. Some may still be in a reserve / reserve fund.

	2020	2021
Total COVID-19 Expenses as reported on SLC 42 6009 01	\$ 9,009,426	\$ 9,321,038

TOTAL DEBT BURDEN

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:		21/20 %	20/19 %	19/18 %	18/17 %
						South - UT - Counties	PROVINCE				
Total Debt Burden	\$ 10,053,871	\$ 12,726,342	\$ 11,435,864	\$ 10,519,791	\$ 13,483,799	\$ 15,331,961	\$ 66,053,756	28.2%	-8.0%	-10.1%	26.6%

MUNICIPAL FINANCIAL PROFILES

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Renfrew Co

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 MSO Office:
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 2021 Population:
 2022 MFICI Index: ^{*8}

Median Household Income (2016) : ^{*4}
 2022 Annual Repayment Limit:
 Borrowing Capacity 7% over 10 yrs:

Per Household	\$ 209	\$ 264	\$ 237	\$ 218	\$ 280	\$ 327	\$ 1,332	28.2%	-8.0%	-10.1%	26.6%
Debt Servicing Cost	\$ 1,162,426	\$ 1,537,470	\$ 1,726,225	\$ 1,739,487	\$ 2,114,343	\$ 2,246,036	\$ 6,970,358	21.5%	0.8%	12.3%	32.3%
Per Household	\$ 24	\$ 32	\$ 36	\$ 36	\$ 44	\$ 58	\$ 178	21.5%	0.8%	12.3%	32.3%
As a % of Municipal Expenses	1.0%	1.3%	1.5%	1.4%	1.6%	1.8%	3.7%				
As a % of Own Purpose Taxation	3.0%	3.8%	4.1%	4.0%	4.7%	5.3%	7.0%				
As a % of Own Source Revenue	1.9%	2.4%	2.6%	2.5%	3.0%	3.5%	4.3%				
As a % of Total Revenues (Less Donated TCAs)	0.9%	1.2%	1.3%	1.2%	1.5%	1.5%	3.2%				
Debt Service Coverage Ratio (Target: Ratio >= 2)	48	22	14	19	11	334	45				

MUNICIPAL FINANCIAL PROFILES

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Renfrew Co

Date Prepared:	
MSO Office:	Eastern
Prepared By:	

2021 FIR Load Status:	Submitted Under Review
Last Updated:	July 5, 2022

2021 Households:	48,220
2021 Population:	76,315
2022 MFCI Index: ^{*8}	0.0

Median Household Income (2016) : ^{*4}	70,652
2022 Annual Repayment Limit:	19,179,298
Borrowing Capacity 7% over 10 yrs:	134,707,366

LIABILITIES (Including Post-Employment Benefits)

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:		21/20 %	20/19 %	19/18 %	18/17 %
						South - UT - Counties	PROVINCE				
Temp. Loans for Current Purposes as % of Municipal Expenses	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%				
Post-Employment Benefits	\$ 3,371,688	\$ 6,068,689	\$ 6,734,349	\$ 7,418,646	\$ 12,008,567	\$ 5,014,435	\$ 26,558,948	61.9%	10.2%	11.0%	80.0%
Total Reserves and Reserve Funds for Post-Employment Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,901,302	\$ 5,331,067	0.0%	0.0%	0.0%	0.0%

RESERVES AND RESERVE FUNDS

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:		21/20 %	20/19 %	19/18 %	18/17 %
						South - UT - Counties	PROVINCE				
Total Reserves	\$ 34,729,706	\$ 38,718,137	\$ 47,415,411	\$ 53,982,854	\$ 59,424,172	\$ 60,957,817	\$ 36,988,936	10.1%	13.9%	22.5%	11.5%
Total Discretionary Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,664,130	\$ 46,739,181	0.0%	0.0%	0.0%	0.0%
Total Reserves and Discretionary Reserve Funds	\$ 34,729,706	\$ 38,718,137	\$ 47,415,411	\$ 53,982,854	\$ 59,424,172	\$ 71,621,947	\$ 83,728,117	10.1%	13.9%	22.5%	11.5%
Per Household	\$ 720	\$ 803	\$ 983	\$ 1,120	\$ 1,232	\$ 1,574	\$ 3,203	10.1%	13.9%	22.5%	11.5%
As a % of Total Taxes Receivable	0.0%	0.0%	0.0%	0.0%	0.0%	2949.4%	1480.9%				
As a % of Municipal Expenses	30.7%	32.4%	40.2%	43.9%	45.2%	55.9%	76.1%				
As a % of Own Purpose Taxation	89.1%	95.5%	112.7%	123.7%	131.0%	115.9%	133.1%				

FINANCIAL ASSETS

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:		21/20 %	20/19 %	19/18 %	18/17 %
						South - UT - Counties	PROVINCE				
Net Financial Assets or Net Debt as a % of Total Revenues (Less Donated TCAs)	12.0%	13.6%	18.4%	20.7%	22.5%	31.1%	44.8%				
Net Financial Assets or Net Debt as % of Own Source Revenues	24.6%	27.4%	36.5%	43.0%	46.9%	57.8%	61.1%				
Net Working Capital as a % of Municipal Expenses	21.6%	15.9%	35.2%	38.4%	43.2%	37.6%	79.5%				
Net Book Value of Capital Assets as a % of Cost of Capital Assets	54.5%	57.2%	56.5%	58.0%	57.6%	50.7%	53.5%				
Asset Sustainability Ratio (Target: > 90%)	163.0%	104.0%	101.2%	111.3%	130.8%	149.0%	170.9%				
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio)	55.7%	56.6%	57.5%	58.1%	58.5%	51.5%	47.1%				

MUNICIPAL FINANCIAL PROFILES

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Eastern

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July 5, 2022

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48,220

 2021 Population:

76,315

 2022 MFCI Index: ^{*8}

0.0

Median Household Income (2016) : ^{*4}

70,652

 2022 Annual Repayment Limit:

19,179,298

 Borrowing Capacity 7% over 10 yrs:

134,707,366

SURPLUS / DEFICIT

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:		21/20 %	20/19 %	19/18 %	18/17 %
						South - UT - Counties	PROVINCE				
Annual Surplus / (Deficit) (Less Donated TCAs)	\$ 7,870,923	\$ 6,415,533	\$ 9,913,158	\$ 17,733,544	\$ 9,372,039	\$ 17,145,789	\$ 21,890,182	-47.2%	78.9%	54.5%	-18.5%
Annual Surplus / (Deficit) (Less Donated TCAs) Adjusted for Ontario Budget Reg. 284/09)	\$ 19,472,009	\$ 20,856,949	\$ 22,692,516	\$ 30,946,857	\$ 26,421,329	\$ 28,887,053	\$ 36,226,842	-14.6%	36.4%	8.8%	7.1%
Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues	12.9%	9.9%	14.9%	25.6%	13.5%	21.0%	19.2%				
Current Ratio (Target: >= 100%)	247.2%	268.5%	389.8%	275.5%	408.1%	386.5%	688.0%				

OTHER INDICATORS

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:	
						South - UT - Counties	PROVINCE
Rates Coverage Ratio (Target: >=40%)	47.1%	46.7%	49.0%	49.2%	46.4%	54.5%	75.2%
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities)	2.29:1	2.53:1	3.8:1	2.65:1	3.96:1	3.34:1	5.4:1
Operating Balance as a % of Total Revenues (Less Donated TCAs) ^{*5}	34.4%	15.9%	7.5%	12.7%	6.7%	11.2%	14.0%
Cumulative Annual Growth Rate ^{*6}	9.9%	2.7%	0.9%	-5.9%	-2.9%	1.4%	1.2%
Interest Payments as a % of Total Revenues (Less Donated TCAs)	0.3%	0.4%	0.3%	0.3%	0.3%	0.3%	0.7%

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VULNERABILITY MEASURES

	2017	2018	2019	2020	2021	2021 AVERAGES FOR:		-0.3%	-4.9%	2.0%	1.3%
						South - UT - Counties	PROVINCE				
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	48.8%	49.5%	50.5%	48.0%	47.9%	51.7%	73.4%				
Own Source Revenue per Household	\$ 1,265	\$ 1,337	\$ 1,376	\$ 1,435	\$ 1,438	\$ 1,830	\$ 3,759	0.2%	4.3%	2.9%	5.7%
Avg Municipal Property Taxes Per Avg Residential Household as a % of Median Household Income (Tax Effort)	\$ 1,933	\$ 2,001	\$ 2,081	\$ 2,157	\$ 2,243	\$ -	\$ 2,561	4.0%	3.7%	4.0%	3.6%
	3.3%	3.4%	3.5%	3.6%	3.7%	0.0%	4.5%				

SUPPLEMENTARY INDICATORS OF SUSTAINABILITY, FLEXIBILITY AND VULNERABILITY

The following is a summary, adapted from the Chartered Professional Accountants of Canada Statement of Recommended Practice (SORP) 4:

- A government (including a municipality) may choose to report supplementary information on financial condition, to expand on and help explain the government's financial statements.
- Supplementary assessment of a government's financial condition needs to consider, at a minimum, the elements of sustainability, flexibility and vulnerability.
- Vulnerability in this context may be seen as the degree to which a municipality is dependent on sources of funding outside its control or influence or is exposed to risks that could impair its ability to meet its existing financial obligations both in respect of its service commitments to the public and financial commitments to creditors, employees and others.
- Vulnerability is an important element of financial condition because it provides insights into a municipality's reliance on funding sources outside its direct control or influence and its exposure to risks. A municipality whose vulnerability is relatively low has greater control over its financial condition.
- For each element of financial condition, the report on indicators of financial condition should include municipality-specific indicators and municipality-related indicators. It may be useful to also include economy-wide information when discussing financial condition.

ADDITIONAL NOTES ON WHAT FINANCIAL MEASURES MAY INDICATE:

Own Source Revenue as a % of Total Revenues (Less TCAs)

Indicates the extent to which a municipality has a high proportion of revenues for its own sources, reducing its impact to a change in transfers from other levels of government.

Own Source Revenue per Household

Indicates the demand for resources and the municipality's ability and willingness to provide resources.

Average Municipal Property Taxes per Average Residential Household

Indicates the level of taxes on residential households for municipal purposes.

Average Municipal Property Taxes per Average Residential Household as a % of Average Household Income

Indicates the portion of a ratepayer's income used to pay municipal property taxes.

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Borrowing Capacity 7% over 10 yrs:	134,707,366

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NOTES

- 1* 2016 assessment use phase-in assessment based on 2012 property values. 2017 , 2018 , 2019 and 2020 assessment uses phase-in assessment based on 2016 property values.
- 2* Average tax rates are calculated where necessary when amalgamations occur.
- 3* Household and Population data are as reported by the municipality on Schedule 02 of the FIR.
- 4* Median Household Income - Source: Ministry of Finance - Statistics Canada's measure of median income for all private households in 2015.
- 5* Total Revenues include revenues from other municipalities.
- 6* The Cumulative Annual Growth Rate has been measured over a three year period. Infrastructure Ontario uses a five year period.
- 7* Total Municipal Expenses exclude amounts for other municipalities
- 8* MFCI index - Source: Ministry of Finance (2022 OMPF Calculation). This index is available for northern and rural municipalities only.

NUMBER OF MUNICIPALITIES IN COMPARISON GROUPS

	South - UT - Counties	Province
2017	22	444
2018	22	444
2019	22	444
2020	22	435
2021	18	364

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CALCULATIONS

STATISTICAL INFORMATION

Population ^{*3}	SLC 02 0041 01
Households ^{*3}	SLC 02 0040 01
Municipal Expenses ^{*7}	SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07
Own Source Revenues	SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04
Own Source Revenue per Household	Own Source Revenues / SLC 02 0040 01
Own Source Revenue as a % of Total Revenues (Less Donated TCAs)	Own Source Revenues / (SLC 10 9910 01 - SLC 10 1831 01)
Total Revenues	SLC 10 9910 01
Annual Repayment Limit	The annual repayment limit is calculated annually as per Ontario regulation 403/02. To view the full calculation of the annual repayment limit, please go to the FIR website. https://efis.fma.csc.gov.on.ca/fir/ViewARL.htm
Own Purpose Taxation	ARLs for all municipalities (except the City of Toronto) are posted here as they are made available. SLC 10 0299 01
Direct Water Billings as % of Gross Water Expenditures	(SLC 12 0831 04 + SLC 12 0832 04) / (SLC 40 0831 11 + SLC 40 0832 11)
Taxable Res. Assessment as a % of Total Taxable Assessment	SLC 26 0010 17 / SLC 26 9199 17

DISCOUNTED WEIGHTED ASSESSMENT ^{*1} (Source: Financial Information Return)

Taxable	SLC 26 9199 17
PIL	SLC 26 9299 17
Total	SLC 26 9199 17 + SLC 26 9299 17

RESIDENTIAL TAXES

# of Residential Households	Residential CVA and corresponding household counts are provided by OPTA (excludes the City of Toronto). Residential assessment includes: Single Family, 2 - 6 Units, Farm Residential and Recreational (where included). Note: does not include vacant land.
Avg Municipal Property Taxes Per Avg Residential Household	
Avg Total Property Taxes per Avg Residential Household	
Avg Total Property Taxes per Avg Residential Household as a % of Median Household Income (Tax Effort)	If labeled (Excl. RDUs) Recreational units are excluded.
# of Residential Households Excluding Recreational Properties (Excl. RDUs)	An average household assessment is calculated by taking the sum of the CVA for these residential groups divided by the corresponding households.
Avg Municipal Property Taxes Per Avg Residential Household (Excl. RDUs)	An estimated tax rate for each tier (i.e. lower tier, upper tier and school) is applied to the average household assessment to calculate the averages taxes per household by tier. (the estimated tax rates are provided by OPTA).
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs)	
Avg Total Property Taxes per Avg Residential Household (Excl. RDUs) as a % of Median Household Income (Tax Effort)	

MUNICIPAL FINANCIAL PROFILES

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 Borrowing Capacity 7% over 10 yrs:

134,707,366

RESIDENTIAL TAX RATES ^{*2} (Source: Financial Information Return)

Lower / Single-Tier General Rate SLC 22 0010 12 / SLC 22 0010 16
 Upper-Tier General Rate SLC 22 0010 13 / SLC 22 0010 16
 Education Rate SLC 22 0010 14 / SLC 22 0010 16

TAXES RECEIVABLE

Total Taxes Receivable less Allowance for Uncollectibles SLC 70 0699 01
 Total Taxes Rec. less Allowance for Uncollectibles as % of Total Taxes Levied SLC 70 0699 01 / (SLC 26 9199 03 - SLC 72 2899 09)
 Current Year Taxes Receivable as % of Total Taxes Receivable SLC 70 0610 01 / (SLC 70 0690 01 + SLC 70 0699 01)
 Working Fund Reserves & Contingency Funds as % of Current Yr Taxes Rec. (SLC 60 5010 02 + SLC 60 5020 03) / SLC 70 0610 01
 Previous and Prior Years Taxes Receivable as % of Total Taxes Receivable (SLC 70 0620 01 + SLC 70 0630 01) / (SLC 70 0699 01 + SLC 70 0690 01)

GRANTS

Total Unconditional Grants SLC 10 0699 01
 Ontario Municipal Partnership Fund SLC 10 0620 02
 As % of Municipal Expenses SLC 10 0620 01 / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
 Other SLC 10 0699 01 - SLC 10 0620 01
 Total Ontario Conditional Grants SLC 10 0810 01 + SLC 10 0815 01
 As a % of Municipal Expenses (SLC 10 0810 01 + SLC 10 0815 01) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
 Total Ontario Conditional and Unconditional Grants
 As a % of Municipal Expenses (SLC 10 0699 01 + SLC 10 0810 01 + SLC 10 0815 01) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)

COVID - 19

COVID-19 Municipal Operating Funding Allocations - Actual
 - Phase 1 Allocation Phase 1 Allocations - Actual
 - Phase 2 Application Based Allocation Phase 2 Application Based Allocations - Actual
 - Phase 2 2021 Allocation Phase 2 2021 Allocations - Actual
 2021 Provincial COVID-19 Recovery Funding for Municipalities 2021 Provincial COVID-19 Recovery Funding for Municipalities Allocations - Actual
 Total COVID-19 Municipal Operating Funding Phase 1 Allocations + Phase 2 Application Based Allocations + Phase 2 2021 Allocations
 + 2021 Provincial COVID-19 Recovery Funding for Municipalities Allocations

 COVID-19 Municipal Funding - Amounts Recognized
 Safe Restart Agreement - Municipal Operating Funding SLC 10 0626 01
 Provincial COVID-19 Recovery Funding for Municipalities SLC 10 0629 01
 TOTAL COVID-19 MUNICIPAL OPERATING FUNDING RECOGNIZED SLC 10 0626 01 (FY20) + SLC 10 0626 01 (FY21) + SLC 10 0629 01 (FY21)

 Funding not recognized:
 Total COVID-19 Municipal Operating Funding - Total COVID-19 Municipal Operating Funding Recognized

 Safe Restart Agreement - Public Transit Funding SLC 10 0627 01
 Social Services Relief Fund (SSRF) SLC 10 0628 01

 Total COVID-19 Expenses as reported on SLC 42 6009 01 SLC 42 6009 01

TOTAL DEBT BURDEN

MUNICIPAL FINANCIAL PROFILES

(Based on 2021 Financial Information Return)

Renfrew Co

Date Prepared:

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 MSO Office:

Eastern

 Prepared By:

--

2021 FIR Load Status:

Submitted Under Review

 Last Updated:

July 5, 2022

2021 Households:

48,220

 2021 Population:

76,315

 2022 MFCI Index: ^{*8}

0.0

Median Household Income (2016) : ^{*4}

70,652

 2022 Annual Repayment Limit:

19,179,298

 Borrowing Capacity 7% over 10 yrs:

134,707,366

Total Debt Burden	SLC 74 9910 01
Per Household	SLC 74 9910 01 / SLC 02 0040 01
Debt Servicing Cost	SLC 74 3099 01 + SLC 74 3099 02
Per Household	(SLC 74 3099 01 + SLC 74 3099 02) / SLC 02 0040 01
As a % of Municipal Expenses	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
As a % of Own Purpose Taxation	(SLC 74 3099 01 + SLC 74 3099 02) / SLC 10 0299 01
As a % of Own Source Revenue	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)
As a % of Total Revenues (Less Donated TCAs)	(SLC 74 3099 01 + SLC 74 3099 02) / (SLC 10 9910 01 - SLC 10 1831 01)
Debt Service Coverage Ratio (Target: Ratio >= 2)	(SLC 10 9910 01 - SLC 40 9910 11 + SLC 40 9910 02 + SLC 40 9910 16) / (SLC 74 3099 01 + SLC 74 3099 02)

MUNICIPAL FINANCIAL PROFILES

(Based on 2021 Financial Information Return)

Renfrew Co

Date Prepared:

--

MSO Office:

Eastern

Prepared By:

--

2021 FIR Load Status:

Submitted Under Review

Last Updated:

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2022 MFCI Index: ^{*8}

0.0

Median Household Income (2016) : ^{*4}

70,652

2022 Annual Repayment Limit:

19,179,298

Borrowing Capacity 7% over 10 yrs:

134,707,366

LIABILITIES (Including Post-Employment Benefits)

Temp. Loans for Current Purposes as % of Municipal Expenses SLC 70 2010 01 / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
Post-Employment Benefits SLC 70 2899 01
Total Reserves and Reserve Funds for Post-Employment Benefits SLC 60 5060 02 + SLC 60 5060 03 + SLC 60 5070 02 + SLC 60 5070 03 + SLC 60 5080 02 + SLC 60 5080 03 + SLC 60 5090 02 + SLC 60 5090 03

RESERVES AND RESERVE FUNDS

Total Reserves SLC 60 2099 03
Total Discretionary Reserve Funds SLC 60 2099 02
Total Reserves and Discretionary Reserve Funds SLC 60 2099 02 + SLC 60 2099 03
Per Household (SLC 60 2099 02 + SLC 60 2099 03) / SLC 02 0040 01
As a % of Total Taxes Receivable (SLC 60 2099 02 + SLC 60 2099 03) / (SLC 70 0699 01 + SLC 70 0690 01)
As a % of Municipal Expenses (SLC 60 2099 02 + SLC 60 2099 03) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
As a % of Own Purpose Taxation (SLC 60 2099 02 + SLC 60 2099 03) / SLC 20 0299 01

FINANCIAL ASSETS

Net Financial Assets or Net Debt as a % of Total Revenues (Less Donated TCAs) SLC 70 9945 01 / (SLC 10 9910 01 - SLC 10 1831 01)
Net Financial Assets or Net Debt as % of Own Source Revenues SLC 70 9945 01 / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)
Net Working Capital as a % of Municipal Expenses (SLC 70 0299 02 + SLC 70 0499 01 + SLC 70 0699 01 + SLC 70 0830 01 + SLC 70 0835 01 + SLC 70 6250 01 + SLC 70 6260 01 + SLC 70 2010 01 + SLC 70 2299 01) / (SLC 40 9910 11 - SLC 12 9910 03 - SLC 12 9910 07)
Net Book Value of Capital Assets as a % of Cost of Capital Assets (SLC 70 6210 01 - SLC 51 2005 11 - SLC 51 2205 11) / (SLC 51 9910 06 - SLC 51 2005 11 - SLC 51 2205 11)
Asset Sustainability Ratio (Target: > 90%) SLC 51 9910 03 / SLC 51 9910 08
Closing Amortization Balance as a % of Total Cost of Capital Assets (Asset Consumption Ratio) SLC 51 9910 10 / SLC 51 9910 06

SURPLUS / DEFICIT

Annual Surplus / (Deficit) (Less Donated TCAs) SLC 10 2099 01 - SLC 10 1831 01
Annual Surplus / (Deficit) (Less Donated TCAs) Adjusted for Ontario Budget Reg. 284/09 SLC 10 2099 01 - SLC 10 1831 01 + SLC 40 9910 16 + (SLC 70 2799 01 (CY) - SLC 70 2799 01 (PY)) + (SLC 70 2899 01 (CY) - SLC 70 2899 01 (PY)) - SLC 74 3099 01 (CY = CURRENT YEAR, PY - PREVIOUS YEAR)
Annual Surplus / (Deficit) (Less Donated TCAs) as a % of Own Source Revenues (SLC 10 2099 01 - SLC 10 1831 01) / (SLC 10 9910 01 - SLC 10 0699 01 - SLC 10 0899 01 - SLC 10 1098 01 - SLC 10 1099 01 - SLC 10 1811 01 - SLC 10 1812 01 - SLC 10 1813 01 - SLC 10 1814 01 - SLC 10 1830 01 - SLC 10 1831 01 - SLC 12 1850 04)
Current Ratio (Target: >= 100%) (SLC 70 9930 01 - SLC 70 0829 01 - SLC 70 0845 01 - SLC 70 0898 01) / (SLC 70 2099 01 + SLC 70 2299 01)

OTHER INDICATORS

Rates Coverage Ratio (Target: >=40%) (SLC 10 0299 01 + SLC 10 1299 01 + SLC 10 1880 01 + SLC 10 1885 01) / SLC 40 9910 01
Cash Ratio (Total Cash and Cash Equivalents as a % of Current Liabilities) SLC 70 0299 01 / (SLC 70 2099 01 + SLC 70 2299 01)
Operating Balance as a % of Total Revenues (Less Donated TCAs)⁵ (SLC 10 9910 01 - SLC 40 9910 07) / (SLC 10 9910 01 - SLC 10 1831 01)
Cumulative Annual Growth Rate ⁶ ((SLC 10 9910 01 (CY) / SLC 10 9910 01 (CY - 3) ^ (1/3) - 1) - ((SLC 40 9910 07 (CY) / SLC 40 9910 07 (CY - 3) ^ (1/3) - 1))
Interest Payments as a % of Total Revenues (Less Donated TCAs) SLC 74 2099 02 / (SLC 10 9910 01 - SLC 10 1831 01)



Office of the
 County Warden

January 25, 2023

The Honourable Michael Kerzner
 Solicitor General
 Ministry of the Solicitor General
 George Drew Building
 25 Grosvenor Street, 18th Floor
 Toronto, ON M7A 1Y6

BY EMAIL: Michael.kerzner@ontario.ca

Dear Minister Kerzner:

The Council of the Corporation of the County of Renfrew annually reviews the Provincial Offences workload statistics, which includes charges received. The Council of the Corporation of the County of Renfrew is aware that the onset of the COVID-19 pandemic in March 2020 had impacted these numbers, they have also noted that there was a 13% increase in charges received in 2022, compared to 2021, however charges received to date are still well below the pre-COVID charges. The following summary chart provides a seven-year history of charges received:

Date	Charges Received
2016	10,910
2017	10,424
2018	12,291
2019	10,005
2020	7,974
2021	8,581
2022	9,723

Therefore, the Council of the Corporation of the County of Renfrew has adopted a resolution at our January 25, 2023 meeting, directing that Warden Emon send you a letter seeking clarification on the number of fines being dispensed in the County of Renfrew during 2022, and would respectfully request that you respond to this inquiry.

Thank you for your consideration of our request.

Yours sincerely,

Peter Emon, Warden
 County of Renfrew

warden@countyofrenfrew.on.ca



December 16, 2022

Re: Value of AMO Membership and MEPCO Support in 2023

AMO is your organization, and your membership makes all the difference.

As 2022 began, AMO moved forward supporting the recovery and securing additional funding from the province to offset municipal costs and losses due to COVID-19. While the pandemic is not fully behind us, communities of all sizes are moving ahead and getting on with the business of government and providing the services that people and businesses rely on most.

As 2022 draws to a close, AMO is active on your behalf pushing back against legislation that would undermine municipal authority, diminish your capacity to build complete communities, and take away essential infrastructure funding your municipality needs to support increased housing supply and economic growth.

In between, provincial and municipal elections occurred with a renewed mandate for the Ontario Government and a forty percent turnover on municipal councils, ushering in new voices and ideas, and a renewed commitment to strong and sustainable municipalities.

In 2022, AMO hosted its first in-person conference since 2019; and what a conference it was, with record attendance, outstanding delegate feedback, new and diverse voices, and a newly elected AMO Board. Thank you to all who attended and made it such a success, and please join us again in London in August 2023.

In late November, the AMO Board approved its [2023 Strategic Objectives](#) and allocated multi-year funding for two major projects.

AMO's Municipal Workforce Development Project responds to a major concern of municipal governments about their current and future workforce needs. It will help us better understand the challenge and will engage our post-secondary education partners in the creation of programs customized to develop our current workforce and prepare the next generation of community builders.

The second project is AMO's Healthy Democracy Project, which will build on AMO's "[We All Win](#)" initiative to advance greater diversity, equity and inclusion on municipal councils. It will also engage with community partners to advance democratic ideals, more civil political discourse and community engagement, build a greater understanding of the important role of municipal government, and create tools to encourage greater voter turnout.

AMO is a highly influential advocacy organization, but it's also much more. Through our [Local Authority Services \(LAS\)](#) – AMO's Business Services organization, there are many programs and services designed to support municipalities. AMO's Membership Centre delivers [councillor training](#). It also delivers the [Canada Community-Building Fund](#) on behalf of the Government of Canada allowing you to put that money to work without delay. Since its launch in 2005, municipalities have invested nearly \$8.5 billion from the Fund into about 11,700 local projects.

We also advance municipal employer interests in OMERS as your sponsor representative through the [Municipal Employer Pension Centre of Ontario](#) (MEPCO). Through MEPCO, we ensure that your voice influences the governance and the administration of the \$120 billion OMERS plan. We know that OMERS is important to you and to your employees. Making sure it's affordable, sustainable, and meaningful, is MEPCO's top priority. With geopolitical instability, inflation and rising interest rates, the governance and administration of the OMERS fund is more important than ever. Your ongoing support of MEPCO is essential to the success of the OMERS plan.

You have my commitment that we will continue our hard work on your behalf in 2023. To do that, we need your membership in AMO and MEPCO. The related membership invoices have been mailed to your treasury department for payment. Municipal governments are the frontline of governments. Let us work together in 2023 to ensure the collective voice of municipal government in Ontario is heard loud and clear.

Best wishes to you, your friends and family, and your community for a happy, safe and festive holiday season.

Sincerely,

Colin Best
AMO President
Councillor, Halton Region

COUNTY OF RENFREW

BY-LAW NUMBER 7-23

A BY-LAW TO AMEND BY-LAW 85-10, BEING A BY-LAW TO GOVERN THE PROCEEDINGS OF THE COUNCIL AND COMMITTEES OF THE COUNTY OF RENFREW

WHEREAS on August 25, 2010 the Corporation of the County of Renfrew enacted By-law No. 85-10, a By-law to Govern the Proceedings of the Council and Committees of the County of Renfrew; AND WHEREAS it is now deemed desirable and expedient to amend the said By-law to revise Section 6.1 Electronic Participation in Municipal Meetings and amend Section 74 (g) Committee Meetings to include the following:

Section 6.1 Electronic Participation in Municipal Meetings

“Preamble:

The preference for meeting attendance will continue to be in-person, however there are circumstances that may prevent a Member of Council from physically attending the meeting. Where those situations occur, the following shall be the guiding principles:”

- Item (a) (iii) a member is ill or injured, **or has other health-related concerns (e.g. a significant rise in airborne viruses).**
- Item (a) (iv) a member has been duly appointed to an external advisory role such as AMO, ROMA, FCM or EORN, etc., **or other municipal business.**
- Item (j) In the **physical** absence of the Chair at Committee, Section 74 (g) of the Procedural By-law will apply.
- Item (n) **In the event of a limited agenda, or for Special Meeting (single issue) requirements, a Standing Committee or an Ad-hoc Committee may choose to meet virtually, at the call of the Chair, in consultation with the Clerk and/or appropriate Department Head.**

Section 74. COMMITTEE MEETINGS

- Item (g) The Committee Chair shall preside, or alternatively the Vice-Chair upon request of the Chair. In the **physical** absence of the Committee Chair, the Vice-Chair shall preside, or in the **physical** absence of both, such other Member of the Committee as may be appointed by the concurring vote of a majority of the Members of the Committee present.

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

1. That this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 25th day of January 2023.

READ a second time this 25th day of January 2023.

READ a third time and finally passed this 25th day of January 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK

COUNTY OF RENFREW

BY-LAW NUMBER 8-23

**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 amended policies attached to this By-law be hereby enacted as an amendment to the said By-law 63-03:
 - A-07 Criminal Record Check for Prospective Employees
 - A-10 Staffing
 - B-10 Acting Pay
 - E-01 Hours of Work and Overtime
 - J-01 Service Awards Program
2. That this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 25th day of January, 2023.

READ a second time this 25th day of January, 2023.

READ a third time and finally passed 25th day of January, 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: A-07
POLICY: Criminal Record Check for Prospective Employees				
DATE CREATED: MAY 30/01	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Prospective Employees, aged 18 and over	PAGE #: 1 of 4

POLICY STATEMENT

In order to safeguard County of Renfrew elected officials, employees, residents, volunteers, property/equipment, and the public it serves, it is the policy of the County of Renfrew that all persons considered for employment, aged eighteen (18) and over, must first submit to a criminal record check/police record check.

POLICY SCOPE

The criminal record check/police record check searches for such records or criminal convictions for which a pardon has not been granted, records of outstanding/pending criminal charges of which the respective police force is aware or can disclose probations, prohibitions, or other judicial orders in effect. The criminal record check/police record check will include a search of the Pardoned Sexual Offender Data Base for positions within vulnerable sectors of the County of Renfrew (Bonnechere Manor, Miramichi Lodge, **Community** Services Department - Child Care, Ontario Works and Renfrew County Housing Corporation). A written offer of employment is conditional upon satisfactory completion of a criminal record check/police record check.

POLICY DEFINITIONS

Criminal Record Check – a document concerning an individual that was prepared by a police force or service using data on the Canadian Police Information Centre (CPIC) database.

Declaration – a written declaration signed by an individual listing all of the individual’s convictions for offences under the Criminal Code of Canada up to the date of the declaration. This does not include any previous offences for which a pardon has been issued or granted.

Vulnerable Sector Check – a police information check plus a check to see if a person has a record suspension (pardon) for sexual offences. Individuals who have jobs where they are in positions of trust of authority over children or vulnerable persons are required to provide a vulnerable sector check.

Vulnerable Person – a person who, because of their age, a disability, or other circumstances, whether temporary or permanent are (a) in a position of dependence on others or (b) are otherwise at a greater risk than the general population of being harmed by a person in a position or authority or trust relative to them.

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: A-07
POLICY: Criminal Record Check for Prospective Employees				
DATE CREATED: MAY 30/01	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Prospective Employees, aged 18 and over	PAGE #: 2 of 4

PROCEDURE

1. All **candidates** are informed of the County’s policy regarding a criminal record check/police record check for prospective employees, aged eighteen (18) and over **on the job advertisement.**
2. A written offer of employment from the County is conditional upon the satisfactory completion of a criminal record check/police record check of the prospective employee. **The County will accept a valid check if completed in the previous 6 months from the offer being extended.**
3. Any costs incurred relating to the application, completion, and submission of a criminal record check/police record check, including transportation costs, are the sole responsibility of the prospective employee.
4. **After the written offer** of employment is made, the prospective employee must apply for a criminal record check/police record check. **For prospective employees interacting with Vulnerable persons, a request to complete a Vulnerable Sector Check is required.**
5. Once the criminal record check/police record check is complete, the **processing vendor** will provide the prospective employee with a certificate or other document indicating the results of the check.
6. The prospective employee is responsible for returning the certificate/document to **Human Resources or the Administrative Assistant (LTC)** after it is obtained and will be placed on the employee’s personnel file. At a minimum, this document is required one business day prior to the prospective employee’s start date. **If the check is unable to be completed prior to the prospective employee’s start date, the individual will be required to communicate with Human Resources or the Administrative Assistant (LTC) to verify if they are eligible to start with the results pending.**
7. If a prospective employee has a **“positive”** result on their criminal record check/police record check, **Human Resources or the Administrative Assistant (LTC)** will need to ask **the prospective employee to obtain a detailed summary of their offences. This request can be completed by their local police department at an additional cost to the prospective employee and may require additional time to process. Once this document**

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: A-07
POLICY: Criminal Record Check for Prospective Employees				
DATE CREATED: MAY 30/01	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Prospective Employees, aged 18 and over	PAGE #: 3 of 4

outlining the details of the prospective employee's criminal convictions for which a pardon has not been granted, outstanding/pending criminal charges, probations, prohibitions, or other judicial orders in effect **is received**, it is at the discretion of the Manager of Human Resources in consultation with the appropriate Department Head and Chief Administrative Officer/Clerk to determine if the prospective employee will be excluded from employment with the County based upon **their** criminal record check/police record check results.

8. If the prospective employee's name appears on the **Vulnerable Sector Screening** Database and the position is in a vulnerable sector of the County of Renfrew, the prospective employee may be excluded from employment.
9. The following extenuating circumstances may be considered, as outlined in section 7, when a criminal record check/police record check reveals a criminal conviction, charges, probations, prohibitions, or other judicial orders in effect:
 - (a) The specific duties and responsibilities of the position in question, and the relevance of the criminal convictions, charges, probations, prohibitions, or other judicial orders in effect to that position.
 - (b) The potential risk posed to County of Renfrew elected officials, employees, residents, volunteers, property/equipment, or the public it serves.
 - (c) The period of time since the criminal convictions, charges, probations, prohibitions, or other judicial orders.
 - (d) Any rehabilitative or other efforts undertaken relating to the criminal convictions, charges, probations, prohibitions, or other judicial orders in effect.
10. A written offer of employment **may be rescinded** to the prospective employee if:
 - (a) **They** fail to apply for a criminal record check/police record check within five (5) working days of the **written** offer of employment.
 - (b) **They** apply for a criminal record check/police record check but chooses not to sign for its release or chooses not to send the results to **Human Resources or the Administrative Assistant (LTC)** immediately upon receipt (an extension may be granted for a criminal record check/police record check that requires additional processing time; confirmation of this extension must be confirmed by the appropriate police force).

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: A-07
POLICY: Criminal Record Check for Prospective Employees				
DATE CREATED: MAY 30/01	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Prospective Employees, aged 18 and over	PAGE #: 4 of 4

(c) The results of the criminal record check/police record check indicate that the employee cannot be considered for employment based upon, or in light of, the extenuating circumstances outlined in sections **7 and 8** above.

11. **After employment commences with the County, should a situation arise where an employee receives a new criminal conviction, charges, probations, prohibitions, or other judicial orders, the employee must immediately notify their supervisor with the following information:**

- a) The date of the infraction.
- b) Details of the infraction.
- c) Copy of the summons.
- d) The date of the hearing.

The Supervisor must notify their Department Head who informs the Human Resources Division of the circumstances.

The Human Resources Division will consult with the Department Head to determine an appropriate course of action, up to and including termination of employment.

12. For Bonnechere Manor and Miramichi Lodge:

Regulation 246/22 (the “Regulation”) under the Fixing Long-Term Care Act, 2021 (the “Act”) requires declaration from staff of the licensee with respect to proceedings and findings of guilt relating to acts of professional misconduct. Employees will be required to complete this disclosure upon receiving the written offer of employment (Appendix A) in addition to providing the required criminal record check/police record check or vulnerable sector check.

**APPENDIX A
Disclosure/Declaration**

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: A-10
POLICY: Staffing				
DATE CREATED: NOV 30/94	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Employees	PAGE #: 1 of 2

POLICY STATEMENT

Each Department of the County of Renfrew is responsible for recruiting its staff in accordance with budgeted hours, expenditures, pay rates **and benefits**, by Council, Committee, and the Human Resources Division. **Every hiring manager is responsible to ensure the hiring process complies with all County policies, including but not limited to Policy A-03 Recruitment, A-04 Ontario Human Rights Code Violation, A-15 Code of Ethical Conduct, and B-03 Establishment of New Positions.**

PROCEDURE

1. Consult the appropriate Collective Agreement for any deviations to the items below.
2. All vacancies for permanent positions are posted internally **on the intranet** for a minimum of one (1) week.
3. If an **external posting** is required, **Human Resources will prepare the job advertisement which is then forwarded to the Hiring Manager for approval and advertisement selection(s).** The advertisement **should** state the position title, hours of work, duties, qualifications and experience desired, salary, location **and application instructions.**
4. The Human Resources Division and the **hiring** department reviews the applications and selects those applicants to be interviewed. Interviews are conducted in accordance with Human Resources Division procedures, and a representative of the Human Resources Division may, at their discretion, attend the interview.
5. Reference checks are undertaken for all prospective employees by the Human Resources **Division** or designate prior to any written offer of employment. **Hiring Managers are not authorized to communicate any verbal or written agreements with prospective employees.**
6. **A written offer of employment is made by the Human Resources Division ensuring compliance with all relevant corporate policies. Any offer that differs from an approved corporate policy or by-law will require written CAO authorization. The Human Resources Division will provide the offer package to the successful candidate for their review. Within this offer is the requirement for the prospective employee to obtain a criminal**

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: A-10
POLICY: Staffing				
DATE CREATED: NOV 30/94	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Employees	PAGE #: 2 of 2

record check **or vulnerable sector check (dependent on work location)** (see Corporate Policy A-07 – Criminal Record Check for Prospective Employees for more information). Prospective employees of the Public Works Department, and those of any other position that requires it, are also required to obtain a *Ministry of Transportation of Ontario Driver's Abstract* and/or proof of a valid driver's license.

7. Any and all costs associated with obtaining the information in the item above are the sole responsibility of the prospective employee.
8. **Upon acceptance of the offer to the successful candidate**, all unsuccessful interviewed applicants are notified either by telephone or in writing.
9. **Human Resources conducts the orientation with the new hire on their first day as per their employment contract.**

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: B-10
POLICY: Acting Pay				
DATE CREATED: OCT30/91	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Non-Union Employees	PAGE #: 1 of 4

POLICY STATEMENT

The County views temporary additional duties of a higher responsibility as a means to provide employees with opportunities for development and growth.

When an employee temporarily assumes a substantial portion of the responsibilities of a higher position, and is no longer responsible for their own normal duties, the employee is considered to be in acting capacity. Acting Pay is remuneration for a period of time that an employee is actually performing the essential core duties of a position in a higher salary grade.

Acting pay is not automatic and must be initiated by the Department head and approved by the Director of Corporate Services (in consultation with the CAO where/when necessary).

POLICY SCOPE

This policy governs the County of Renfrew's Acting Pay incentive and is applicable to all County Employees. This policy covers the following content:

1. Eligibility for Acting Pay
2. Long-Term Acting Roles
3. Wage Increases/Merit for Acting Roles
4. Temporary additional duties

POLICY DEFINITIONS

Acting Pay – when an employee temporarily assumes a substantial portion of the responsibilities of a higher position, and is no longer responsible for their own normal duties.

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: B-10
POLICY: Acting Pay				
DATE CREATED: OCT30/91	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Non-Union Employees	PAGE #: 2 of 4

POLICY CONTENT

1. Eligibility for Acting Pay

- Employees must be in a Full Time Permanent position to be eligible to assume an Acting position.
- Employees must be meeting their current positions goals and objectives with positive performance feedback.
- Employees must meet the job qualifications to be eligible to assume an Acting position.
- An employee currently participating in an Attendance Monitoring program is not eligible for an Acting position until the program has successfully concluded.
- Acting assignments may be filled at the discretion of management.
- Qualifying positions to assume an Acting role include Supervisors, Managers, Directors, and CAO; any deviations will be at the discretion of the CAO and Human Resources/Corporate Services.
- To be eligible for Acting Pay, there needs to be an Employment Record (ER) issued for approval and processing.
- The designated employee is paid at a step in the salary range of the higher paying position, thus giving the employee a minimum of a five percent (5%) increase for the duration of the acting assignment. **Exceptions to this must be approved by the CAO.**
- The acting pay is paid after the elapse of **four (4) consecutive weeks**, but is retroactive to the date the employee first assumed the duties of the higher paying position.
- **Exceptions to this may exist where an identified Acting Supervisor/Manager must be in place for health and safety reasons (i.e. Public Works Operations) where the temporary assignment is less than four consecutive weeks.**
- If the same employee cumulatively provides four (4) weeks of temporary relief to the same higher position in the calendar year, but at intervals no less than two (2) consecutive weeks, an honorarium will be provided at the end of the year in the amount of three percent (3%) of the employee's current salary. Approval of the Department Head, in consultation with the CAO is required. The department Director must complete the attached form in Appendix A and provide to the CAO for initiating payment of the honorarium.

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: B-10
POLICY: Acting Pay				
DATE CREATED: OCT30/91	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Non-Union Employees	PAGE #: 3 of 4

2. Long-Term Acting Roles

- An Employee who has assumed an Acting position for greater than three (3) months shall be subject to Performance Goals and Objectives in the Acting position.
- An employee in an acting capacity, where their performance has been formally reviewed and documented and is at a high performing level, may be appointed to fill the position on a permanent basis without a formal job posting. Approval must be obtained from the Department Head, in consultation with the CAO and the Director of Corporate Services.
- Should an employee assuming the Acting position not meet the identified goals and objectives, they will be removed from the Acting role and resume their full-time position.

3. Wage Increases and Merit for Acting Roles

- An employee is eligible for a wage increase when they have assumed the Acting role for a full consecutive year. Employees who are already at the maximum step will be eligible for Merit at the Acting position's rate based on a positive performance appraisal.

4. Temporary Additional Duties

- From time to time the County may assign temporary additional duties of higher responsibility to non-union employees to promote employee development and growth in the workplace, as well as allowing the County to find short-term solutions to operational challenges. Temporary Additional Duties Pay may apply if meeting the following criteria:
 - The duration is generally for a period of a minimum of one (1) month up to a maximum of six (6) months;
 - The employee is responsible for specific projects;
 - Duties are not simply an increase in workload; or
 - There is a requirement for additional skill, effort, responsibility or working conditions than in current responsibilities.

Temporary additional responsibilities pay of up to five (5%) of the employee's current base salary must be approved by the Department Head and the Director of Corporate Services. Extensions beyond six (6) months for temporary additional duty pay due to extenuating circumstances are subject to approval by the Director of Corporate Services.

APPENDIX A

Honorarium Request Form

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: E-01
POLICY: Hours of Work and Overtime				
DATE CREATED: NOV 26/97	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Employees	PAGE #: 1 of 5

POLICY STATEMENT

In order to administer its affairs as efficiently and effectively as possible and in the best interest of the general public, the County of Renfrew establishes hours of work, including shift work if required, for all job classifications.

POLICY SCOPE

This policy is applicable to all employees of the County of Renfrew and governs office hours, hours of work and overtime, and extreme weather events. Consult the appropriate Collective Agreement, and applicable contract of employment for any deviations to this policy.

POLICY DEFINITIONS

There are no definitions for this policy.

PROCEDURE

1. Office Hours
 - (a) General Administration
 - i. The normal hours of business for all general administration, with the exception of the Long-Term Care Homes are 8:00 a.m. to 4:00 p.m.
 - (b) Public Works & Engineering Patrol Garages
 - i. The normal hours of business are designated by the Director of Public Works & Engineering in accordance with seasonal requirements.
 - (c) Long-Term Care Homes
 - i. Operate on a rotating shift schedule of operational categories that are established by the Director of Long-Term Care
 - (d) Paramedic Service
 - i. Operates on a 24 hour/day, 7 day/week rotating shift schedule, as established by the Director of Emergency Services/Chief Paramedic Service.

2. Hours of Work:
 - (a) Administrative/Management/Supervisory/Technical (FT)
 - i. the normal minimum daily hours of work consist of seven (7) hours per day, as designated by the Department Head.

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: E-01
POLICY: Hours of Work and Overtime				
DATE CREATED: NOV 26/97	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Employees	PAGE #: 2 of 5

- ii. A one (1) hour, unpaid lunch break is provided, scheduled at a time mutually agreed upon by the Manager.
 - iii. A paid fifteen (15) minute break period is provided in both the first and second half of the shift.
- (b) Public Works & Engineering Operational Employees
- i. the normal daily hours of work consist of eight (8) hours per day as designated by the Department Head.
 - ii. An unpaid thirty (30) minute lunch break is provided during the shift.
 - iii. A paid fifteen (15) minute break period is provided in both the first and second half of the shift.
 - iv. Employees who are called in to work prior to their normal starting time are required to go home after a total of eight (8) hours are worked, unless additional work is assigned from the Supervisor.
 - v. Employees are entitled to a shift premium for scheduled night and weekend patrol shifts, as established in the County of Renfrew's Employment By-Law.
- (c) Paramedic Service Operational Employees and Operational Commanders
- i. the normal daily hours of work consist of twelve (12) hours per day as designated by the Director of Emergency Services/Chief – Paramedic Service.
 - ii. A paid thirty (30) minute meal break is provided during shift.
 - iii. A paid fifteen (15) minute break period is provided in both the first and second half of a shift.
 - iv. Commanders are entitled to a shift premium for scheduled night and weekend patrol shifts, as established in the County of Renfrew's Employment By-Law.
- (d) Part-time/Contract Employees
- i. Employee's hours of work will be designated by the Department Head.
- (e) Each Department Head ensures that each employee in their department is working the required number of hours for their classification.
- (f) Hours of work as established above are subject to accommodation agreements provided under Corporate Policy A-04 – Ontario Human Rights Code.

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: E-01
POLICY: Hours of Work and Overtime				
DATE CREATED: NOV 26/97	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Employees	PAGE #: 3 of 5

3. Overtime:

The overtime provisions of the *Employment Standards Act, 2000* state that unless a contract of employment or a collective agreement states otherwise, an employee does not earn overtime pay on a daily basis by working more than a set number of hours a day. Overtime is calculated only:

- On a weekly basis, or
 - Over a longer period under an averaging agreement.
- (a) Group A includes all employees below Group 7 on the County of Renfrew's Employment By-Law, and those not explicitly included in 3 (b), (c) or (d).
- i. all authorized work beyond the normal weekly hours of work is considered overtime and is paid at the rate of time and one-half
 - ii. upon mutual agreement with their Department Head, employees may receive time and one-half off with pay at a mutually agreeable time for overtime hours worked. Overtime shall not accumulate on a time-off-in-lieu basis beyond ten (10) working days at any given time.
 - iii. Time off in lieu of overtime banks will be automatically paid out on the last pay period of each calendar year. Upon approval, a maximum of five (5) working days may be carried over into the next calendar year, provided the maximum accumulation never exceeds ten (10) working days at any time.
 - iv. Public Works & Engineering operational employees may carry over hours from one year to the next, provided that the maximum accumulation never exceeds ten (10) working days at any time.
- (b) Group B includes all management and professional employees listed in Appendix A
- i. All pre-authorized work beyond the normal weekly hours of work is considered overtime. Management/professional employees are eligible for time off in lieu of overtime pay to a maximum of ten (10) working days per calendar year.
 - ii. In the event there is a declared Federal, Provincial, or County of Renfrew state of emergency in any calendar year, an additional thirty-five (35) pre-approved, and recorded hours in excess of the seventy (70) hours, for a total of one hundred and five (105) hours in one calendar year.
 - iii. A maximum of five (5) working days may be carried from one year to the next provided that the maximum accumulation never exceeds ten (10) working days at any time. The annual accumulation plus the carry-over shall not exceed ten (10) working days at any time in the subsequent year.

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: E-01
POLICY: Hours of Work and Overtime				
DATE CREATED: NOV 26/97	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Employees	PAGE #: 4 of 5

- iv. There is no provision to grant pay in lieu of days off. Requests for pay in lieu of overtime must be approved by the Department Head and the Chief Administrative Officer.
 - (c) Group C includes Paramedic Service Commanders, Public Works & Engineering Patrol Supervisors and Construction Supervisors.
 - i. All pre-authorized work beyond the weekly hours of work is considered overtime.
 - ii. Employees are eligible for time off in lieu of overtime pay at straight time, to a maximum of ten (10) working days per calendar year. If mutual agreement is not reached, the time off may be scheduled by the Manager.
 - iii. Additional overtime beyond the normal weekly hours and in excess of the ten (10) working days in ii is considered as overtime and is paid at the rate of straight time for a maximum of an additional ten (10) working days.
 - iv. Banked time off in lieu of overtime not used in the calendar year in which it was earned will be automatically paid out on the last pay period of each calendar year.
 - (d) RCHC and Long-Term Care Homes Supervisors **on call**.
 - i. Employees will be provided three and one-half (3.5) hours of overtime per week of on call. On call refers to time periods during which an employee must be available and able to respond, within a reasonable time, to resolve a problem, either by returning to the workplace or off-site (if applicable). On call applies to time periods that are not regularly scheduled working hours. An employee assigned to be on call is not required to stay at home, but they must make sure that they can be contacted and is able to start work or respond to calls within a reasonable time. It is understood that a return to the workplace may not be necessary in most situations.
6. Extreme Weather Events
- a) When extreme weather conditions or other unforeseen acts of nature prevent an employee from attending work, the employee shall immediately notify their supervisor and explain the situation.
 - b) In the event that severe weather conditions etc. affect an employee's ability to attend work, the Department Head or designate may grant approval for an employee to report to work late, leave for home early, assign work from home in accordance with Corporate Policy E-11 – Remote Work Arrangements (Telecommuting), or approve a leave request.

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: E-01
POLICY: Hours of Work and Overtime				
DATE CREATED: NOV 26/97	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Employees	PAGE #: 5 of 5

- c) The decision to close operations early or for the day will rest with the County’s Chief Administrative Officer (CAO) or designate.
- i. In the event the employer sends an employee home, the employee shall be paid their wages based on a regular work day for the period.
 - ii. Employees who are on sick leave or an approved leave shall have the day(s) recorded based on the original request.
- d) Although these procedures have been developed primarily for circumstances related to inclement weather or other unforeseen acts of nature, they will also serve as a guideline in the event of other conditions that require closing or evacuation of County facilities.

POLICY REFERENCES

1. *Employment Standards Act, 2000* <https://www.ontario.ca/laws/statute/00e41>
2. *Your guide to the Employment Standards Act, 2000*
<https://www.ontario.ca/document/your-guide-employment-standards-act-0/hours-work>

APPENDICES

Appendix A: List of Management/Professional Employees under Group B

Appendix B: Application for Leave

Appendix C: Overtime Pre-Authorization

Appendix D: Overtime Sheet – Time and one half

Appendix E: Overtime Sheet – Straight Time

Policy E-01 – Appendix A – List of Management/Professional Employees Under Group B

The job classes deemed to be management/professional for the purposes of Policy E-01 are as follows, based on classification under the County of Renfrew's Employment By-Law, and may be amended in accordance with the County of Renfrew's Employment By-Law.

Group 7:

- Early Years Supervisor
- Child Care & Early Years Supervisor
- Client Programs Supervisor
- Executive Assistant/Deputy Clerk
- Supervisor - Community Housing

Group 8:

- Administration Supervisor
- Dietitian
- Environmental Services Supervisor
- Food Services Supervisor
- Prosecutor
- Supervisor – Technical Services
- Supervisor – Ontario Works
- Senior Planner

Group 9:

- Employee Health Coordinator
- Manager – Economic Development Services
- Manager – Forestry & GIS
- Manager - POA
- Physiotherapist

Group 10:

- Manager – Human Resources
- Manager – Finance
- Manager – Information Technology
- Manager – Housing & Homelessness
- Manager – Child Care Services
- Manager – Ontario Works
- Manager – Real Estate
- Resident Care Coordinator

Group 11:

- Manager – Infrastructure
- Manager – Operations
- Manager – Planning Services

Group 12:

- Deputy Chief – Operations
- Deputy Chief – Clinical Programs
- Director of Care

Group 13:

- Nurse Practitioner

Group 14:

Group 15:

- Administrator – Bonnechere Manor

Group 16:

Group 17:

- Director – Long-Term Care
- Director – Corporate Services
- Director – Development & Property
- Director – Public Works & Engineering
- Director - Emergency Services/Chief Paramedic Services
- Director – Community Services

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: J-01
POLICY: Service Awards Program				
DATE CREATED: OCT 30/91	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Full-time and Part-time Employees	PAGE #: 1 of 2

POLICY STATEMENT

The County recognizes the value and dedication of its employees and has a recognition program that rewards staff for years of service with the organization.

POLICY SCOPE

This policy governs the County of Renfrew's Service Awards Program and is applicable to all employees eligible under the program. This policy covers the following content:

- Service milestones and amounts
- Service Award Program details

POLICY DEFINITIONS

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

Continuous employment means an uninterrupted period of time where employment with the County was maintained.

POLICY CONTENT

1. Service Award Milestones and Amounts

In the calendar year of eligibility for a Service Award, employees will receive a Service Award in the form of a prepaid credit card with a balance that corresponds to their years of service. The amount provided for each service milestone appears below.

Service Award Milestones	Amount
10 Years	\$150
15 Years	\$250
20 Years	\$350
25 Years	\$450
30 Years	\$550
35 Years	\$650
40 Years	\$750

Corporate Policies and Procedures				
DEPARTMENT: Human Resources				POLICY #: J-01
POLICY: Service Awards Program				
DATE CREATED: OCT 30/91	REVIEW DATE: JAN 25/2023	REVISION DATE: JAN 25/2023	COVERAGE: All Full-time and Part-time Employees	PAGE #: 2 of 2

2. Service Award Program Details

Employees will be eligible for a Service Award in their 10th, 15th, 20th, 25th, 30th, 35th and 40th year of service. Service awards are based on the number of years of continuous employment since the date of hire. For clarity, continuous employment is calculated using the most recent date of hire for staff whose previous employment with the County ceased and were later rehired by the County.

Changes to this policy are not retroactive, therefore any changes to this policy become effective upon approval of Council.

COUNTY OF RENFREW

BY-LAW NUMBER 9-23

A BY-LAW TO AUTHORIZE THE WARDEN AND CLERK TO ENTER INTO A SERVICE AGREEMENT BETWEEN THE CORPORATION OF THE COUNTY OF RENFREW AND NORTEK SOLUTIONS INC. (WORKZOOM) FOR THE PROVISION OF AN HRIS SOLUTION

WHEREAS Sections 8, 9 and 11 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, authorizes Council to enter into agreements;

AND WHEREAS the Corporation of the County of Renfrew wishes to enter into a service agreement with Nortek Solutions Inc. (Workzoom) for the provision of an HRIS solution;

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

1. That the Warden and Clerk are hereby empowered to do and execute all things, papers, and documents necessary to the execution of this by-law.
2. That the Agreement marked as Schedule "A" attached to and made part of this by-law shall constitute an agreement between the Corporation of the County of Renfrew and Nortek Solutions Inc. (Workzoom).
3. That this by-law shall come into force and take effect upon the passing thereof.

READ a first time this 25th day of January, 2023.

READ a second time this 25th day of January, 2023.

READ a third time and finally passed this 25th day of January, 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK

Order Date: TBD	Client Account Code: COR2302
Workzoom Nortek Solutions Inc. 150 King St. West, Suite 200 Toronto, Ontario, M5H 1J9 Canada	Client County of Renfrew 9 International Drive Pembroke, Ontario K8A 6W5 Canada
Workzoom Representative Ted Glendening VP of Corporate Development Phone: +1 (800) 671-3843, ext. 173 Email: ted.glendening@workzoom.com	Client Representative

This Subscription Order for Workzoom is governed by and incorporates the following documents. All documents are collectively referred to as the "Agreement":

- Workzoom Terms of Service found at <https://www.workzoom.com/legal/tos/>
- Workzoom Privacy Policy found at <https://www.workzoom.com/legal/pp/>
- Workzoom Support Services found at <https://www.workzoom.com/legal/ss/>

Subscription Services

Your subscription will include two different bundles of suites and modules. Employees will be grouped into classifications that are tied to each bundle. The bundles are as follows:

Bundle 1: Includes Hub, Talent (with Learning, Performance, Career Planning and Competencies), Safety and Leave Management.

Bundle 2: Includes Hub, Talent (with Learning, Performance, Career Planning and Competencies) and Safety.

Base PEPM Fee Bundle 1: \$10.00 / Bundle 2: \$9.00	Initial Employee Count Bundle 1: 225 / Bundle 2: 675
Per Employee Fee Bundle 1: \$324.00 + tax for 3 years Bundle 2: \$291.60 + tax for 3 years <i>(both bundles include a 10% 3-year upfront payment discount)</i>	
Payment Frequency 3-Years Upfront	Subscription Term Monthly
Payment Amount \$269,730 + tax	Payment Date February 1, 2023

Also Included with your Subscription:

- ✓ Cloud hosting, operation & monitoring
- ✓ System administration
- ✓ Maintenance and upgrades
- ✓ Daily backups & recovery
- ✓ Cloud and data security
- ✓ Standard launch services
- ✓ Ongoing support services
- ✓ Document and media storage (1 GB per 100 Employees)
- ✓ SMS (10 per employee each month)

Employee Counts

Your Initial Employee Count will be used as the basis for your subscription fees until you are live in a production environment on Workzoom Hub. Thereafter, a count of Billable Employees will be made annually on the anniversary of your Payment Date. If your Employee Count exceeds the Initial Employee Count by more than 10%, you may be invoiced for the additional employees at the applicable Base PEPM rate.

A Billable Employee is a person who:

- a) has been an active employee/contractor/volunteer/director of the company held in the system at any time during the billing period, or
- b) has been processed through the system at any time during the billing period, or
- c) has been paid (e.g. employees, contractors, directors, retirees, etc.) through the system at any time during the billing period, or
- d) has been an Authorized User of the system at any time during the billing period.

Terminated employees who left prior to the beginning of the billing period are excluded unless they return to active status during the billing period.

Unsuccessful candidates/applicants are excluded from the count.

Subscription Services Fee

Your Subscription Services Fee will be calculated as the number of Billable Employees multiplied by the Per Employee Fee but will not be less than the minimum fee of \$8,400 per year.

Payment Terms

Your Subscription Services Fee shall be paid in advance using electronic funds transfers or cheque on or before the Payment Date(s) indicated above.

Currency

All amounts and fees in this agreement are expressed in Canadian Dollars.

(Signature page follows)

IN WITNESS WHEREOF the parties have executed this agreement on the date specified below.

Nortek Solutions Inc.

County of Renfrew

Signature:	_____	_____
Name:	_____	Peter Emon
Title:	_____	Warden
Email:	_____	Warden@countyofrenfrew.on.ca
Date:	_____	January 25, 2023
Signature:	_____	_____
Name:	_____	Craig Kelley
Title:	_____	Chief Administrative Office/Clerk
Email:	_____	Ckelley@countyofrenfrew.on.ca
Date:	_____	January 25, 2023

Signing Parties to this agreement have the authority to bind their respective organizations.

(Remainder of page intentionally left blank)

Note to copy:

For Clients that would like to receive a pdf copy of the Workzoom Terms of Service, we have made this copy available to you. No changes made to this copy are agreed to by Nortek Solutions Inc. (dba Workzoom) or its affiliates.

Please note that we update the Workzoom Terms of Service as we describe in the ‘Amendment; No Waiver’ section below. The current version of the Workzoom Terms of Service is available at <https://www.workzoom.com/legal/tos>. Archived versions of the Workzoom Terms of Service, the Workzoom Privacy Policy, Workzoom Support Services and Workzoom Data Processing Agreement are available at <https://www.workzoom.com/legal/archive>.

If you would like to receive an email notification when we update the Workzoom Terms of Service, please complete the form found at <https://www.workzoom.com/legal/subscribe-to-updates>.

If you have any questions, please contact your Workzoom representative.

The following terms and conditions are incorporated into the Order Form between you and Nortek Solutions Inc. (dba Workzoom) and form an integral part of the Agreement.

1. DEFINITIONS

“Authorized Users” means the employees, contractors, volunteers, retirees and other users who are authorized by you to use the Subscription Services or Professional Services.

“Confidential Information” means all oral, written, or machine-readable data and information that is not generally known to the public which includes, but is not limited to, research and development plans, technical information, intellectual property, current and future services and products, business plans, business policies and procedures, financial/tax information and employee information.

“Client Data” means the data inputted by the you, Authorized Users or Workzoom on your behalf for the purpose of using the Services or facilitating your use of the Services.

“Documentation” means any documentation provided by us to you relating to the use of the Services and can include technical publications and instructional information in any form including electronic document formats, video and self-help tools.

“Good Industry Practice” means, in respect of a party, the exercise of that degree of skill, diligence, prudence and foresight which would reasonably and ordinarily be expected from a skilled and experienced person engaged in a similar type of undertaking as that party under the same or similar circumstances.

"Intellectual Property" means the designs, specifications, configurations and program code of any web applications used to provide the Services.

"Order" or "Order Form" means the Workzoom-approved form or online subscription process by which you agree to subscribe to the Subscription Service and purchase Professional Services.

"Personal Data" means any information provided or made available to us, by or on your behalf, in connection with the Services and which relates to an identified or identifiable natural person. An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to their physical, physiological, genetic, mental, economic, cultural or social identity. For the avoidance of doubt, Personal Data includes personally identifiable information.

"Professional Services" means the additional services provided to you by us, which may include training services, installation, integration, or other consulting services.

"Services" means collectively the Subscription Services and the Professional Services.

"Subscription Services" means all of our web-based applications, tools and platforms that you have subscribed to through an Order Form or that we otherwise make available to you, and are developed, operated, and maintained by us, and any ancillary products and services that we provide to you.

"Subscription Term" means the initial term of your subscription to the applicable Subscription Service, as specified on an Order Form, and each subsequent renewal term.

"Support Services Policy" means our policy for providing support in relation to the Services as may be notified to you from time to time.

"You", "your" or "Client" means the person or entity using the Subscription Service or receiving the Professional Services and identified in the Order Form.

"We", "us", "our" or "Workzoom" means Nortek Solutions Inc.

2. SERVICES

2.1 During the Subscription Term, we will provide the Services to you subject to the terms of this Agreement.

2.2 We will use commercially reasonable efforts to make the Subscription Services available 24 hours a day, 7 days a week, except for:

- (a) planned downtime (which we will schedule to the extent practicable after business hours);
- (b) any unavailability caused by circumstances beyond our reasonable control, including, but not limited to, acts of God, acts of government, floods, fires, earthquakes, pandemics, civil unrest, acts of terror, strikes or other labour problems (other than those involving our employees), Internet service provider failures or delays, or denial of service attacks, or;

(c) as necessary to update the Subscription Service to ensure its security and integrity.

3. CLIENT DATA

3.1 You own all rights, title and interest in and to all of the Client Data and shall have sole responsibility for the legality, reliability, integrity, accuracy and quality of the Client Data.

3.2 In the event of any loss or damage to Client Data, your sole and exclusive remedy shall be for Workzoom to use reasonable commercial endeavors to restore the lost or damaged Client Data from the back-ups maintained by us. We shall not be responsible for any loss, destruction, alteration or disclosure of Client Data caused by any third party (except those third parties sub-contracted by us to perform services related to Client Data maintenance and back-up).

3.3 We shall, in providing the Services, protect Client Data as described in the Workzoom Privacy Policy and otherwise in accordance with Good Industry Practice.

3.4 When we process any Personal Data on your behalf in performance of our obligations under the Agreement, you will be the data controller and we will be a data processor and in any such case:

(a) you will ensure that you are entitled to transfer the relevant Personal Data to us so that we may lawfully use, process and transfer the Personal Data in accordance with the Agreement on your behalf;

(b) you will ensure that the relevant third parties have been informed of, and have given their consent to, such use, processing, and transfer as required by all applicable data protection legislation;

(c) we will process the Personal Data only in accordance with the terms of the Agreement and any lawful instructions reasonably given by you from time to time; and

(d) each party shall take appropriate technical and organizational measures against unauthorized or unlawful processing of the Personal Data or its accidental loss, destruction or damage.

4. THIRD PARTY WEB SITES

4.1 You acknowledge that the Services may enable or assist you to access the website content of or correspond with and/or purchase products and services from third parties via third-party websites and that you do so solely at your own risk. Third party websites are web pages/web applications that are not hosted or managed by us but may be reached via links through our Subscription Services for your convenience and reference. We make no representation or commitment and shall have no liability or obligation whatsoever in relation to the content or use of, or correspondence with, any such third-party website, or any transactions completed, and any contract entered into by you, with any such third party. Any contract entered into and any transaction completed via any third-party website is between you and the relevant third party, and not Workzoom. We recommend that you refer to the third party's website terms and conditions and privacy policy prior to using the relevant third-party website. We do not endorse or approve any third-party website nor the content of any of the third-party website made available via the Services.

5. CLIENT RESPONSIBILITIES

5.1 To realize the full value of the Services, your participation, effort and assistance are needed. In particular, you will need to:

- (a) ensure you make available appropriate resources with knowledge of your requirements, policies, data and practices as they relate to the use of the Services;
- (b) provide us with any data and information required in order for us to provide the Services and maintain responsibility for the accuracy and completeness of that data and information;
- (c) participate in launch, configuration and training sessions as required; and
- (d) carry out all other of your responsibilities set out in the Agreement in a timely and efficient manner.

5.2 If there are any delays on your part in carrying out your responsibilities, we may reasonably adjust any timetable or delivery schedule as a result.

5.3 You are responsible for:

- (a) ensuring that Authorized Users use the Services and the Documentation in accordance with the terms and conditions of the Agreement and you are responsible for any Authorized User's breach of the Agreement;
- (b) obtaining and maintaining all necessary licenses, consents, and permissions required from Third Party suppliers for interfaces and other extensions, so that we and any of our contractors and agents can perform our obligations under the Agreement; and
- (c) complying with all applicable laws and regulations with respect to your activities under the Agreement.

5.4 You will not:

- (a) permit any third party to access the Services except as permitted herein,
- (b) create derivate works based on the Services except as authorized herein,
- (c) copy, frame or mirror any part or content of the Services, other than copying or framing on your own intranets or otherwise for your own internal business purposes,
- (d) reverse engineer the Services, or
- (e) access the Services in order to build a competitive product or service, or copy any features, functions or graphics of the Services.

6. FEES AND PAYMENTS

6.1 You will pay all fees to us in accordance with the payment terms specified in the Order. Except as otherwise specified:

- (a) fees are based on the Services purchased and not actual usage; and

(b) payment obligations are non-cancellable, and all fees paid are non-refundable.

6.2 All amounts and fees stated or referred to in the Agreement:

(a) shall be payable in the currency indicated in the Order;

(b) are subject to the Limitation to Liability clause, non-cancellable and non-refundable; and

(c) are exclusive of all taxes or duties imposed by governing authorities. Other than sales taxes which Workzoom may be required to collect from you and remit to appropriate taxing authorities, you are solely responsible for payment of all such taxes or duties.

6.3 Your Per Employee Fee shall be fixed throughout your Subscription Term unless you change your Subscription Service through an Order in which case your Per Employee Fee may be adjusted to reflect those changes.

6.4 Workzoom shall be entitled to increase its Professional Services Rates, upon ninety (90) days' prior notice.

7. PROPRIETARY RIGHTS

7.1 Subject to the limited rights expressly granted hereunder, we reserve all rights, title and interest in and to the Services, including all related Intellectual Property rights. No rights are granted to you hereunder other than as expressly set forth herein.

7.2 The Agreement shall not prevent us from entering into similar agreements with third parties, or from independently developing, using, selling or licensing documentation, products and/or services which are similar to those provided under the Agreement.

7.3 Workzoom shall have a royalty-free, worldwide, irrevocable, perpetual license to use and incorporate into the Services any suggestions, enhancement requests, recommendations or other feedback provided by you, including Authorized Users, relating to the operation of the Services.

8. CONFIDENTIALITY

8.1 Each party may be given access to Confidential Information from the other party in order to perform its obligations under the Agreement. A party's Confidential Information shall not be deemed to include information that:

(a) becomes publicly known other than through any act or omission of the receiving party;

(b) was in the other party's lawful possession before the disclosure;

(c) is lawfully disclosed to the receiving party by a third party without restriction on disclosure;

(d) is independently developed by the receiving party, which independent development can be shown by written evidence; or

(e) is required to be disclosed by law, by any court of competent jurisdiction or by any regulatory or administrative body.

8.2 Each party shall hold the other's Confidential Information in confidence and, unless required by law, not make the other's Confidential Information available to any third party or use the other's Confidential Information for any purpose other than the implementation of the Agreement.

8.3 Each party shall take all reasonable steps to ensure that the other's Confidential Information to which it has access is not disclosed or distributed by its employees or agents in violation of the terms of the Agreement.

8.4 Neither party shall be responsible for any loss, destruction, alteration or disclosure of Confidential Information caused by any third party.

8.5 You acknowledge that details of the Services and Documentation constitute Workzoom's Confidential Information.

8.6 We acknowledge that the Client Data is your Confidential Information.

9. REPRESENTATIONS AND WARRANTIES

9.1 The Client represents and warrants to Workzoom that it has the legal right and authority to enter into and perform its obligations under the Agreement.

9.2 Workzoom represents and warrants to the Client that:

(a) Workzoom has the legal right and authority to enter into and perform its obligations under the Agreement;

(b) the execution and performance of the Agreement or any part of the Agreement by Workzoom does not and will not violate any contract or other obligation of Workzoom, and Workzoom knows of no circumstances which would prevent Workzoom's performance of the Agreement or any part thereof;

(c) Workzoom will perform its obligations under the Agreement with reasonable care and skill and in a professional and workmanlike manner;

(d) the Services will not infringe any person's intellectual property rights;

(e) Workzoom has all the rights in relation to the Services and the Documentation that are necessary to grant all the rights we purport to grant under, and in accordance with, the terms of the Agreement; and

(f) Workzoom has and will maintain all necessary licenses, consents, and permissions necessary for the performance of our obligations under the Agreement.

9.3 The undertaking shall not apply to the extent of any non-conformance which is caused by use of the Services contrary to Workzoom's instructions, or modification or alteration of the Services by any party other than Workzoom or Workzoom's duly authorized contractors or agents. If the Services do not conform to the foregoing undertaking, Workzoom will, at our expense, use all reasonable commercial endeavors to correct any such non-conformance promptly, or provide you with an

alternative means of accomplishing the desired performance. Notwithstanding the foregoing, Workzoom:

(a) does not warrant that the Client's use of the Services will be uninterrupted or error-free; nor that the Services, Documentation and/or the information obtained by the Client through the Services will meet the Client's requirements; and

(b) is not responsible for any delays, delivery failures, or any other loss or damage resulting from the transfer of data over communications networks and facilities, including the internet, and the Client acknowledges that the Services and Documentation may be subject to limitations, delays and other problems inherent in the use of such communications facilities.

(c) The Client acknowledges that:

- i. complex software is never wholly free from defects, errors and bugs, and Workzoom gives no warranty or representation that the Services will be wholly free from such defects, errors and bugs;
- ii. Workzoom does not warrant or represent that the Services will be compatible with any application that is not specifically identified as compatible on the Order; and
- iii. Workzoom will not and does not purport to provide any legal, taxation or accountancy advice under the Agreement or in relation to the Services and (except to the extent expressly provided otherwise) Workzoom does not warrant or represent that the Services will not give rise to any civil or criminal legal liability on the part of the Client or any other person.

10. INDEMNITIES

10.1 The Client shall defend, indemnify and hold harmless Workzoom against claims, actions, proceedings, losses, damages, expenses and costs (including without limitation court costs and reasonable legal fees) arising out of or in connection with the Client's use of the Services and/or Documentation, provided that:

(a) the Client is given prompt notice of any such claim;

(b) Workzoom provides reasonable co-operation to the Client in the defense and settlement of such claim, at the Client's expense; and

(c) the Client is given sole authority to defend or settle the claim, provided that Client shall obtain Workzoom's consent prior to the settlement of the claim (which shall not be unreasonably withheld).

10.2 Workzoom shall defend the Client, its officers, directors and employees against any claim as of the Effective Date of a relevant Order Form that the Services or Documentation infringes any patent, copyright, trademark, database right or right of confidentiality, and shall indemnify the Client for any amounts awarded against the Client in judgment or settlement of such claims, provided that:

(a) Workzoom is given prompt notice of any such claim;

(b) the Client provides reasonable co-operation to Workzoom in the defense and settlement of such claim, at Workzoom's expense; and

(c) Workzoom is given sole authority to defend or settle the claim, provided that Workzoom shall obtain Client's consent prior to the settlement of the claim (which shall not be unreasonably withheld).

10.3 In the defense or settlement of any claim, Workzoom may procure the right for the Client to continue using the Services, replace or modify the Services so that they become non-infringing or, if such remedies are not reasonably available, terminate the Agreement on two (2) business days' notice to the Client without any additional liability or obligation to pay liquidated damages or other additional costs to the Client.

10.4 In no event shall Workzoom, its employees, agents and sub-contractors be liable to the Client to the extent that the alleged infringement is based on:

(a) a modification of the Services or Documentation by anyone other than Workzoom;

(b) the Client's use of the Services or Documentation in a manner contrary to the instructions given to the Client by Workzoom; or

(c) the Client's use of the Services or Documentation after notice of the alleged or actual infringement from Workzoom or any appropriate authority.

10.5 The foregoing states the Client's sole and exclusive rights and remedies, and Workzoom's (including Workzoom's employees', agents' and sub-contractors') entire obligations and liability, for infringement of any patent, copyright, trademark, database right or right of confidentiality.

11. LIMITATION OF LIABILITY

11.1 This clause sets out the entire financial liability of Workzoom (including any liability for the acts or omissions of its employees, agents and sub-contractors) to the Client in respect of:

(a) any breach of the Agreement;

(b) any use made by the Client of the Services and Documentation or any part of them; and

(c) any representation, statement or tortious act or omission (including negligence) arising under or in connection with the Agreement.

11.2 Except as expressly and specifically provided in the Agreement:

(a) the Client assumes sole responsibility for results obtained from the use of the Services and the Documentation by the Client, and for conclusions drawn from such use.

(b) Workzoom shall have no liability for any damage caused by errors or omissions in any information, instructions or scripts provided to Workzoom by the Client in connection with the Services, or any actions taken by Workzoom at the Client's direction;

(c) the representations, warranties and conditions expressly stated in the Agreement are in lieu of all other representations, warranties and conditions, express or implied, or statutory, including implied warranties of merchantability and fitness for a particular purpose or any other obligations or liabilities on Workzoom's part; and

(d) the Services and the Documentation are provided to the Client on an "as is" basis.

11.3 Neither Workzoom, nor any third parties who have been involved in the creation, production, or delivery to the Client of any goods or services which are the subject of the Agreement, shall be liable for any special, indirect, consequential, or incidental damages (including damages for loss of prospective business profits or revenue, business interruption, economic losses, and the like) arising under the Agreement, even if Workzoom has been advised of the possibility of such damages and regardless of the form of action, whether in contract or tort, including negligence or based upon any other legal or equitable theory such as fundamental breach.

11.4 Notwithstanding anything herein to the contrary, the maximum aggregate amount of money damages for which Workzoom may be liable to the Client under the Agreement, resulting from any cause whatsoever, shall be limited to the lesser of \$500,000 or the amounts actually paid by the Client to Workzoom under the Agreement for the Subscription Services during the twelve (12) months immediately preceding the date on which the claim arose. The existence of claims or suits regarding more than one item supplied under the Agreement will not enlarge or extend this limitation of liability. The Client releases Workzoom from all obligations, liabilities, claims or demands in excess of this limitation of liability.

12. TERM AND TERMINATION

12.1 This Agreement will remain in effect as long as you have an active subscription for the Services. If you elect to use the Service for a free trial period, and do not purchase a subscription before the end of such period, this Agreement will expire at the end of the free trial period.

12.2 Unless otherwise specified in your Order, Subscriptions purchased by you commence on the date specified in the Order and continue for the Subscription Term identified in the Order.

12.3 Subscriptions automatically renew for the shorter of the Subscription Term identified in the Order, or one year. Unless otherwise specified in your Order, to prevent renewal of your subscription, you must give us at least one (1) month notice, and we must give you at least six (6) months' notice.

12.4 You may choose to cancel your subscription early; however, we will not provide any refunds of prepaid fees or unused Subscription Fees, and you will promptly pay all unpaid fees due through the end of the Subscription Term.

12.5 Either party may terminate this Agreement for cause, as to any or all Subscription Services: (i) upon thirty (30) days' notice to the other party of a material breach if such breach remains uncured at the expiration of such period, or (ii) immediately, if the other party becomes the subject

of a petition in bankruptcy or any other proceeding relating to insolvency, cessation of business, liquidation or assignment for the benefit of creditors.

12.6 Upon termination for cause by you, we will refund any prepaid but unused fees covering use of the Subscription Service promptly after the effective date of the termination. If we terminate this Agreement for cause, you will promptly pay all unpaid fees due through the end of the Subscription Term. Fees are otherwise non-refundable.

12.7 Upon termination of the Agreement for any reason:

- (a) with the exception of the sections outlined in clause 12.7 (d), all the provisions of the Agreement will cease to have effect;
- (b) each party shall return and make no further use of any property, Documentation and other items (and all copies of them) belonging to the other party;
- (c) Workzoom shall provide you with instructions on how to extract your data in Excel format within ten (10) days of termination, provided that you have, at that time, paid all fees and charges outstanding at and resulting from termination (whether or not due at the date of termination); and
- (d) Section 6 (Fees and Payments), Section 7 (Proprietary Rights), Section 8 (Confidentiality), Section 10 (Indemnities), Section 11 (Limitation of Liability) and Section 16 (General Provisions) shall survive any termination or expiration of this Agreement.

13. SUSPENSION OF SERVICES

13.1 Suspension for Prohibited Acts. We may suspend your access to any or all Subscription Services without notice for use of the Subscription Service in a way that violates applicable local, state or provincial, federal, or foreign laws or regulations or the terms of this Agreement,

13.2 Suspension for Non-Payment. We may suspend or terminate your services if you do not make full payment as per the Fees and Payment section in your Order Form. We will not suspend the Subscription Service while you are disputing the applicable charges reasonably and in good faith and are cooperating diligently to resolve the dispute. If a Subscription Service is suspended for non-payment:

- (a) interest shall accrue at a rate of 1.5% of the outstanding amount per month, commencing on the due date and continuing until fully paid, whether before or after judgment;
- (b) we may charge a re-activation fee to reinstate the Subscription Service; and
- (c) if you fail to make payment within 60 days of the due date, we may remove your Workzoom environment(s) and data.

14. PUBLICITY

14.1 Unless otherwise agreed to by you and Workzoom, during the Subscription Term, we may disclose your name as a customer of Workzoom and/or subscriber to the Services, and you hereby

grant us the right to display your name, company, and logo in our marketing materials and on our public website, in each case in accordance with any branding guidelines you may provide to us.

15. UPDATES AND UPGRADES

15.1 Workzoom will make updates and upgrades to the Subscription Services (tools, utilities, improvements, third party applications, general enhancements) available to you at no charge as they are released generally to our customers as part of the Subscription Services. You agree to receive those updates automatically as part of the Subscription Services. We may also offer new products and/or services to you at an additional charge. You will have the option of subscribing to these new products and/or services under a separate Order.

16. GENERAL PROVISIONS

16.1 Amendment; No Waiver. We may modify any part or all of the Agreement by posting a revised version at <https://www.workzoom.com/legal>. The revised version will become effective and binding the next business day after it is posted. If you wish to be notified of any such updates, you can sign up for our email notification service at <https://www.workzoom.com/legal/subscribe-to-updates>.

If you do not agree with a modification to the Agreement, you must notify us in writing within thirty (30) days after we send notice of the revision. If you give us this notice, then your subscription will continue to be governed by the terms and conditions of the Agreement prior to modification until your next renewal date, after which the current terms posted at <https://www.workzoom.com/legal> will apply. However, if we can no longer reasonably provide the subscription to you under the terms prior to modification (for example, if the modifications are required by law or result from general product changes), then the Agreement and/or affected Subscription Services will terminate upon our notice to you and we will promptly refund any prepaid but unused fees covering use of the Subscription Service after termination.

No delay in exercising any right or remedy or failure to object will be a waiver of such right or remedy or any other right or remedy. A waiver on one occasion will not be a waiver of any right or remedy on any future occasion.

16.2 Force Majeure. Any delay in performance (other than for the payment of amounts due) caused by conditions beyond the reasonable control of the performing party is not a breach of the Agreement. The time for performance will be extended for a period equal to the duration of the conditions preventing performance.

16.3 No Partnership or Agency. Nothing in the Agreement is intended to or shall operate to create a partnership between the parties or authorize either party to act as an agent for the other, and neither party shall have the authority to act in the name or on behalf of or otherwise to bind the other in any way including, but not limited to, the making of any representation or warranty, the assumption of any obligation or liability and the exercise of any right or power.

16.4 Third Party Rights. The Agreement does not confer any rights on any person or party other than the parties to the Agreement and, where applicable, their successors and permitted assigns.

16.5 Severability. If any provision of the Agreement shall be found to be restricted, prohibited or unenforceable, then, notwithstanding, it will be enforced to the maximum extent permissible, and the legality and enforceability of the other provisions of the Agreement will not be affected. IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT EACH AND EVERY PROVISION OF THIS AGREEMENT WHICH PROVIDES FOR A LIMITATION OF LIABILITY OR LIMITED WARRANTY IS INTENDED BY THE PARTIES TO BE SEVERABLE AND INDEPENDENT OF ANY OTHER PROVISION AND TO BE ENFORCED AS SUCH.

16.6 Entire Agreement. The Agreement constitutes the complete and exclusive statement of the agreement between Workzoom and Client in connection with the parties' business relationship related to the subject matter of the Agreement. All previous representations, discussions, and writings (including any confidentiality agreements) are merged in and superseded by the Agreement and the parties disclaim any reliance on them.

16.7 Assignment. Neither party may assign any of its rights or obligations hereunder without the prior written consent of the other party, not to be unreasonably withheld. Notwithstanding the foregoing, either party may assign this Agreement in its entirety, without consent of the other party, to its Affiliate or in connection with a merger, acquisition, corporate reorganization or sale of all or substantially all of its assets not involving a direct competitor of the other party. Subject to the foregoing, the Agreement shall bind and inure to the benefit of the parties, their respective successors and permitted assigns.

16.8 Breach. No consent by either party to a breach of the Agreement by the other party, whether express or implied, shall constitute a consent to, waiver of, or excuse for any other different, continuing, or subsequent breach.

16.9 Notices. All notices will be in writing and considered given when delivered either in electronic form to a respective party's representative identified in the Order or to the address set forth in an Order.

16.10 Governing Law. This agreement is a contract made under, governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in the Province of Ontario.

16.11 Precedence. In the event of a conflict between the terms of the Agreement and an Order, the terms of the Order will control, but only as to that Order.

Note to copy:

For Clients that would like to receive a pdf copy of the Workzoom Support Services, we have made this copy available to you. No changes made to this copy are agreed to by Nortek Solutions Inc. (dba Workzoom) or its affiliates.

Please note that we update the Workzoom Support Services as our policies and process change. The current version of the Workzoom Support Services is available at <https://www.workzoom.com/legal/ss>. Archived versions of the Workzoom Terms of Service, the Workzoom Privacy Policy, Workzoom Support Services and Workzoom Data Processing Agreement are available at <https://www.workzoom.com/legal/archive>.

If you would like to receive an email notification when we update the Workzoom Support Services, please complete the form found at <https://www.workzoom.com/legal/subscribe-to-updates>.

If you have any questions, please contact your Workzoom representative.

Introduction

As a client of Workzoom, you'll enjoy the benefits of an ongoing partnership with us. We're invested in your success and want to see you achieve the goals you set for our solution. Read on to discover more about the responsibilities, expectations, standards and metrics you can expect while working together.

Our Responsibilities

Workzoom prides itself on providing world class support and services. We're committed to helping you get the most value from your subscription.

As the solution provider, here is a brief outline of our primary responsibilities:

- a) *Cloud Hosting*: Providing the infrastructure and cloud computing environment with secured access 24/7.
- b) *Operation/Monitoring*: Monitoring the application and the technical environment.
- c) *System Administration*: Administration of the operating system, web servers, database and technical environment.
- d) *Maintenance and Upgrades*: Deployment of software updates and new releases.
- e) *Backups*: Daily backups of data, documents and media including off-site storage, rotation, retention and periodic testing.
- f) *Application Recovery*: Application recovery when necessary from daily backups.

- g) *Security*: Compliance with industry leading security standards ensuring the highest level of information and data protection.
- h) *Client Support*: Providing unlimited, timely and expert support (more details below).
- i) *Professional Services*: Offering additional services including training, configuration, development, etc. (more details below)

Your Responsibilities

The application is your solution and the more you put into it, the more value you will get from it. We're here to help you maximize your benefits. To do this, here are a few responsibilities for your team to ensure the application continues to meet your needs:

- a) *Data Maintenance*: It's your data. Only you know it well enough to maintain it, keep it up to date and ensure its accuracy.
- b) *Client Administrators*: We recommend a minimum of two client administrators (primary and back-up) be properly trained on the application in order to manage your solution. We provide client administrator training during the solution onboarding process. If you require additional training, we can help with that as well through our Professional Services (described below).
- c) *Employee & Manager Training*: We use a "train-the-trainer" approach. We train client administrators and client administrators are in-turn responsible for providing appropriate role-based training to end users. If you need our assistance training your employees and managers, we can provide this assistance through our Professional Services.
- d) *Client Specific "How To" Documentation*: Your organization is unique and so is your use of the application. You have your own policies and processes. While we provide general guidance and training on the use of the application, we have adapted it to meet the needs of your organization and it functions uniquely for you. Therefore, only you can provide documentation specific to how you use it in your organization. We highly recommend you maintain this documentation to better empower your team and ensure smooth transitions through staffing changes.
- e) *Defining Requirements*: Configuration and set-up of the application is based on your requirements, policies and processes. The clearer you define your requirements, the better the solution can be configured to meet your needs.
- f) *User Support*: We provide support for your client administrators. It is up to you to provide support to your end users. This includes responding to their inquiries, providing guidance and attempting to resolve issues they may have. If a user query or issue requires escalation to Workzoom, your client administrator can submit a support case to get assistance.
- g) *Case Submission*: When it comes to support and assistance, help us help you. Submit your support cases with complete and fulsome information. This greatly improves our ability to provide timely solutions.

Client Support

We put a lot of attention and resources into ensuring things work as intended. We want our clients to get maximum value from Workzoom. However, sometimes you're going to need our assistance. Our unlimited support has you covered.

Below are the most common support scenarios:

You have a question or are unsure how to accomplish something.

If you are having difficulty getting something done in the application or are unsure how to go about it, you may enter a support case to request our assistance. Our team will be happy to provide general guidance and knowledge to get you on your way. If additional training or consulting is needed, we may recommend you use our Professional Services (as described below).

Something unexpected occurred.

If something unexpected or unexplainable occurs and you are not able to resolve the issue using our Troubleshooting Guidelines, you may open a support case to request investigation. Our team will investigate and provide the following support based on the nature of the issue:

- a) *User Errors:* In the event of user errors, we will:
 - provide you guidance on how to rectify or work around the issue;
 - resolve the issue directly; or
 - escalate the issue to other resources within Workzoom. Resolution of escalated issues may require Professional Services (described below).
- b) *Bugs or Malfunctions:* A bug or malfunction is when the application doesn't function as Workzoom intended. Our experts will either resolve the issue or try to find a work around for you.

You need to adjust the configuration of your solution.

From time to time, you may have new requirements or use cases and therefore need to make adjustments to the configuration of your solution. We're happy to help and you can make use of our professional services by entering a case.

You need other services.

Perhaps you would like some additional training or are implementing a new accounting system and would like to pass data from Workzoom to that system. Whatever you need, please just let us know by opening a case. Below is more information on the professional services that we provide.

Professional Services

We offer the following professional services.

- a) New feature configuration, configuration tweaks and policy adjustments

- b) New suite or module implementation
- c) Training
- d) Guidance on unique, client specific processes and configuration within the solution
- e) Data/error corrections when the issue is caused by the client and where technical/development assistance is required
- f) Data loads and mass data changes
- g) Report and extract tweaks
- h) Custom extract, analytic or report development
- i) Paid application enhancements
- j) Interfaces and integrations with third party applications

All services requests are scoped and quoted. Our current professional services rates are as follows:

Project Coordinator / Business Analyst	\$1,200 / day	\$150 / hour
Implementation Specialist / Consultant	\$1,000 / day	\$125 / hour
Programmer Analyst / Developer	\$1,000 / day	\$125 / hour

These rates are subject to change. Professional Services can also be purchased in advance with volume discounts available.

Accessing Support and Services

There are three ways in which you can reach us for support and professional services - the Workzoom case system, email or phone.

Our case system is built right into the application. It is a powerful and easy to use tool that is available 24/7. Whether you need help with an issue, are requesting assistance and services, or are looking for updates on your cases, the case management system is the place to go. It keeps all cases centrally organized and accessible, facilitates secure, efficient two-way communication and information sharing, and is updated in real time.

If the application or the case system are not accessible, Workzoom Support can also be contacted by email or phone as follows:

Email: support@workzoom.com

Phone: 1-800-671-3843, ext. 1

If you do reach out to us by email or phone, we still need to ensure we have a properly documented case in the case system we can all refer to. So once again, the case system is the best place for you to start.

How to Open a Case

The case system is available to users who have been given client administrative responsibilities for their application. It is accessible from the administrative home page.

Case Tracking

You can view your open and historical cases right from within the case system using the standard search and insight features.

Support Hours

While the case system is accessible 24 / 7, our support team is available 8:00 AM – 6:00 PM eastern on weekdays.

Service Level Standards

We treat all cases with diligence and care. We endeavor to provide workable solutions and effective assistance in a timely manner. Our team adheres to specific targets based on case “severity” for response and resolution time. Severity is essentially the impact the issue has on your ability to use the application effectively. Our service level standards based on case severity are as follows:

Severity	Description	Response Target	Resolution Target
Critical	A severe loss of service in a production environment which stops or prevents continuation of work with no workaround.	4 hours	24 hours
Major	Significant loss of service that impedes the ability to perform critical business functions with no acceptable workaround; however, operations can continue in a restricted fashion.	1 business day	3 business days
Moderate	A malfunction that is causing work to back up or an inconvenience which may require a temporary workaround.	2 business days	10 business days
Minor	Minor disruption that may be causing inefficiency but is not stopping workflow.	3 business days	20 business days

Policy Updates

We reserve the right to update this Policy if our practices or services change and we will post a revised version at <https://www.workzoom.com/legal>. If you wish to be notified of any such updates, you can sign up for our email notification service at <https://www.workzoom.com/legal/subscribe-to-updates>.

Note to copy:

For Clients that would like to receive a pdf copy of the Workzoom Privacy Policy, we have made this copy available to you. No changes made to this copy are agreed to by Nortek Solutions Inc. (dba Workzoom) or its affiliates.

Please note that we update the Workzoom Privacy Policy as our policies and process change. The current version of the Workzoom Privacy Policy is available at <https://www.workzoom.com/legal/pp>. Archived versions of the Workzoom Terms of Service, the Workzoom Privacy Policy, Workzoom Support Services and Workzoom Data Processing Agreement are available at <https://www.workzoom.com/legal/archive>.

If you would like to receive an email notification when we update the Workzoom Privacy Policy, please complete the form found at <https://www.workzoom.com/legal/subscribe-to-updates>.

If you have any questions, please contact your Workzoom representative.

Overview

At Workzoom, we are committed to protecting the privacy of our clients, our clients' personnel, users of our application and all Client Data (as defined in the Workzoom Terms of Service) held within the Workzoom Application. We have therefore created this policy to explain our privacy practices and procedures.

We believe that you should know what information we collect from you, as well as understand how we use, disclose, and protect that information. We believe that you should be able to communicate with us easily to limit the disclosure of your personal information, where practicable, and to raise any questions or concerns you may have.

Information We Collect

We collect a variety of personal information about employees, contractors, volunteers, retirees, directors and other users of the application to allow us to provide people management functionality for our clients.

When we use the term "personal information", we mean information that is directly associated with, or could be used to identify, a specific person such as a name, an identification number, location data, an online identifier or to one or more factors specific to their physical, physiological, genetic, mental, economic, cultural or social identity.

We collect personal information in the following ways through the application:

Information You Give Us

We hold information you give us directly - such as your name, address, telephone number, cell phone number and e-mail address - when you use the self-service features in the application.

Information We Obtain from your Superiors

We obtain information about you from your superiors when they use the self-service features of the application.

Information We Obtain from Administrators

We obtain information about you from administrators who are responsible for maintaining your personnel records.

Information We Obtain from Other Sources

We obtain information about you from outside sources such as:

- Conversions of data into the application
- Uploads of data from resumes and other personal documents loaded into the application
- Imports of data from other systems

Information We Collect Automatically

We automatically collect information whenever a user logs into the application. For example, the application tracks login identification, login date and time, IP address, computer type and the web browser being used.

We also collect anonymized application usage data.

Use of Personal Information

Personal information within the Application is used to facilitate people management activities such as:

- Managing new hires, terminations, personnel changes
- Performing recruitment activities
- Conducting training and development of personnel
- Managing performance and disciplinary actions
- Compensating and rewarding staff
- Tracking, work schedules, time worked, absentee time and expenses
- Processing payroll
- Administering benefits
- Handling labour disputes and grievances
- Handling workplace related health & safety incidents

Disclosure of Personal Information

We seek to protect personal information and keep it confidential. We do not share personal information with unaffiliated third parties, nor do we sell it to third parties. We disclose personal information only as detailed below.

Your Consent

Workzoom will not disclose personal information other than in accordance with this policy. In general, that means that you must consent to the disclosure in advance. Depending on the service, we may obtain your consent in a number of ways, including:

- In writing;
- Verbally; or
- Online, by clicking on a link or button.

Protection of Workzoom and Others

We release personal information when we believe release is appropriate to do one of the following:

- Comply with the law (e.g., a lawful subpoena);
- Enforce or apply our agreements to sell services to you;
- Bill and collect for services; or
- Protect our rights or property.

Security and Data Integrity

Workzoom uses a variety of security measures to protect Client Data from unauthorized access, maintain data accuracy, and help ensure the appropriate use of the data. We restrict access to personal information to those who need to know that information to provide services to you, or otherwise assist you.

All Client Data is secured behind system firewalls and all server communication takes place on secured internal networks. We utilize industry standard anti-virus protection and scanning software on all servers and have policies in place to ensure no confidential client data is shared via unsecured communications. To ensure that only the most secure connections are made, only browser / operating system combinations that support Transport Layer Security (TLS 1.2) or higher are approved. All client data at rest is encrypted using Advanced Encryption Standard (AES 256).

You can take additional steps on your own to safeguard your personal information. For example:

- Never leave your computer while you are logged into the application. You should be sure to log out and close your browser windows when you are finished using the application, especially on a shared computer.
- Never share your username or password with anyone. Never write it down or email it.

Please be advised that Workzoom has no control over the security of other sites on the Internet you might visit, interact with or from which you might buy products or services.

Your Rights

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To the extent that Workzoom's processing of your personal information is subject to the General Data Protection Regulation or applicable laws covering the processing of personal information in the United Kingdom, Workzoom relies on its legitimate interests, described above, to process your data.

Communicating with Workzoom

Please do not send any personal or confidential information via email. If necessary, you may at your own discretion send an encrypted file secured with a password. However, please instead consider using one of our secure tools to communicate personal or confidential information to Workzoom electronically:

- The Collaboration Module within the application
- The Workzoom Secure FTP Server

Also note that any personal or confidential information mailed to Workzoom should be sent via courier or registered mail with a tracking facility.

Use of Cookies

We use "cookies" to enhance your use of the application. Cookies are small text files placed on your computer's hard drive when you log in to the application. The cookies are terminated when you log out, and they expire after a period of inactivity.

Policy Updates

We reserve the right to update this Policy if our practices or services change and we will post a revised version at <https://www.workzoom.com/legal>. If you wish to be notified of any such updates, you can sign up for our email notification service at <https://www.workzoom.com/legal/subscribe-to-updates>.

Contact Us

If you have any questions, comments or concerns about this policy, please e-mail us at info@workzoom.com or call us at 1-800-671-3843.

Our mailing address is:

Workzoom
150 King St. West, Suite 200,
Toronto, Ontario, M5H 1J9,
Canada

January 25, 2023

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. Decorative Crosswalk

Attached as Appendix I is a resolution from the Town of Petawawa endorsing the placement of a decorative crosswalk within the Town of Petawawa at the intersection of County Road 51 (Petawawa Boulevard), Portage Road and County Road 16 (Victoria Street) in accordance with County of Renfrew Corporate Policy PW-18 Decorative Crosswalks on County Roads which is attached as Appendix II. Staff are in the process of consulting with the proponent regarding the design, cost and maintenance of the crosswalk. The intention is to have a decorative crosswalk installed in 2023.

2. Tourism-Oriented Directional Signing

In October 2020, County Council approved by Resolution No. OP-CC-20-10-63; the waiving of the Tourism Signage fees on County Roads for the remainder of 2020 and for 2021. In March 2022, County Council approved Resolution No. OP-CC-22-03-32 extending this moratorium until January 1, 2023.

The decision to waive the fees was made as many tourism operators were having financial difficulties due to the COVID-19 pandemic. By placing a moratorium on the fees this helped reduce fiduciary concerns for these operators. As we emerge from the pandemic and are starting to witness an increase in tourism travel and recovery of the industry, this fee has been reinstated.

3. Snowmobile Trail – County Road 58 (Round Lake Road)

Attached as Appendix III is an e-mail that was received from Terry Vaudry, District Manager of Snow Country Snowmobile Region – Ontario Federation of Snowmobile Clubs (OFSC) District 6 requesting a re-route of the snowmobile trail along County Road 58 (Round Lake Road) due to issues with the Ministry of Transportation removing all snowmobile trails within their right-of-way (ROW). Currently within the County of Renfrew there are several areas where the snowmobile trail is within the ROW of a County Road. With snowmobile routes on County Road 58 (Round Lake Road) being an important connection to the local hotels and fueling station, Public Works staff have no issues with completing the standard agreement with the snowmobile club for the upcoming season. As there is no policy in place for the use of snowmobile trails along County Road rights-of-way, our Committee directed the Public Works and Engineering Department to research and develop a policy.

4. 2023 Municipal Supply and Service

Staff are in the process of preparing tenders for a variety of procurements relative to the maintenance of the road system. A letter has been circulated to the local municipalities advising of the planned tenders and providing them with an opportunity to participate. Responses are to be received from the municipalities by February 16, 2023.

5. Disposal of Surplus Vehicles/Equipment

The following items were offered to the local municipalities with no bids received and will now proceed to public auction as soon as practical.

- 2012 Dodge RAM, 1500 Crew Cab 4WD \$1,500
- 2007 Chevrolet Express, Motorized Cutaway Turbo Diesel \$1,000
- 1990 International F-2574, Conventional Cab Water Truck \$5,000
- 2002 Massey Ferguson Tractor \$15,000
- 2012 Diamond C Trailer \$8,000

BY-LAWS

6. County Road 63 (Anderson Road) Drainage Easement – Glasgow Ridge Subdivision

RESOLUTION NO. OP-CC-23-01-05

Moved by Chair

Seconded by Committee

THAT County Council pass a By-law to accept a drainage easement over Lot 41, in the geographic Township of McNab in the Township of McNab/Braeside on Draft Plan of Survey 49M-114, being a part of PIN 57336-0296 (LT) from 2849168 Ontario Incorporated.

Background

As a part of a proposed subdivision application review for the Glasgow Ridge Subdivision, located within Part of Lot 19, Concession 7, in the geographic Township of McNab, in the Township of McNab/Braeside, the County of Renfrew Public Works and Engineering Department identified a need for a drainage easement. The drainage easement will act to preserve a County Road drainage outlet and allow the County opportunity to provide comments and approval should changes be proposed in the future.

The drainage easement will be a blanket easement over the lands identified as Lot 41 on the subdivision draft survey plan attached as Appendix IV.

Borden Ladner Gervais LLP, being the legal counsel for the developer, has drafted the easement documents in consultation with County staff, in order to meet the requirements of the subdivision conditions. The easement documents and Acknowledgment and Direction are attached as Appendix V for signing by the Warden and Clerk upon approval of the By-law.

7. County Road 512 (Foymount Road) Road Widenings

RESOLUTION NO. OP-CC-23-01-06

Moved by Chair

Seconded by Committee

THAT County Council pass a By-law to acquire the properties in the geographic Township of Sebastopol in the Township of Bonnechere Valley as described below; AND FURTHER THAT the properties described be

dedicated as part of the public highway upon registration of the transfer documents:

- Part 3 on Plan 49R-20182 from Paul Cronk and Michelle Desmarais in the sum of One Thousand Six Hundred and Eighty Dollars and Thirty-Three Cents (\$1,680.33);
- Parts 1 and 2 on Plan 49R-20183 from David Hoey in the sum of One Thousand One Hundred and Eleven Dollars and Ninety-Nine Cents (\$1,111.99);
- Part 3 on Plan 49R-20183 from Michelle Jaenen and Alfred Moore in the sum of One Thousand and Thirty-Seven Dollars and Eighty-Five Cents (\$1,037.85);
- Parts 4, 5, 6, and 7 on Plan 49R-20183 from John and Donna Valiquette in the sum of One Thousand Four Hundred and Twenty-Three Dollars and Thirty-Four Cents (\$1,423.34);
- Parts 1, 2, and 3 on Plan 49R-20184 from Doug and Kelly Zadow in the sum of Eight Hundred and Eighty-Nine Dollars and Fifty-Nine Cents (\$889.59);
- Parts 1 and 2 on Plan 49R-20185 from Robert and Cecilia Buelow in the sum of Five Hundred and Sixty-Nine Dollars and Thirty-Three Cents (\$569.33);
- Parts 4 and 5 on Plan 49R-20185 from Michael Martin and Susie Gauthier in the sum of One Thousand Eight Hundred and Thirty-Three Dollars and Fifty-Four Cents (\$1,833.54);
- Parts 1, 2, and 3 on Plan 49R-20186 from Francis Kilby in the sum of Five Hundred Dollars (\$500.00);
- Parts 4, 5, 6, and 7 on Plan 49R-20186 from Mervin and Connie Gogolin in the sum of Two Thousand and One Dollars and Fifty-Seven Cents (\$2,001.57);
- Part 8 on Plan 49R-20186 from the Corporation of the Township of Bonnechere Valley in the sum of One Thousand Four Hundred and Seventeen Dollars (\$1,417.00);
- Parts 9 and 10 on Plan 49R-20186 from Robert and Christine Lee Peltzer for the sum of One Thousand Six Hundred and Twenty-Four Dollars (\$1,624.00);
- Part 1 on Plan 49R-20187 and Parts 1 and 2 on Plan 49R-20189 from Jennifer Murphy in the sum of One Dollar (\$1.00);

- Parts 1 and 2 on Plan 49R-20189 from Lavern Heideman & Son Limited in the sum of Five Hundred and Five Dollars and Fifty-Eight Cents (\$505.58);
- Parts 3, 4, 5, 6, and 7 on Plan 49R-20189 from Evan Harris and Lani Graham in the sum of Two Thousand Five Hundred and Ninety-Four Dollars and Sixty Cents (\$2,594.60);
- Part 8 on Plan 49R-20189 from Darren Dudgeon in the sum of Eight Hundred and Three Dollars and Nine Cents (\$803.09);
- Parts 9, 10, and 11 on Plan 49R-20189 from Barry (Donald) Greenslade for the sum of Three Thousand Eight Hundred and Fifteen Dollars and Thirty-Five Cents (\$3,815.35);
- Parts 1 and 2 on Plan 49R-20190 from Michael Nicholas in the sum of Seven Thousand and Five Dollars and Fifty-One Cents (\$7,005.51);
- Part 4 on Plan 49R-20191 from Clinton Stroud in the sum of Five Hundred Dollars (\$500.00);
- Parts 3, 4, and 5 on Plan 49R-20190, Parts 1 and 2 on Plan 49R-20191, and Parts 1, 2, 3, 4, 5, and 8 on Plan 49R-20198 from Barry, Daryl, Troy, Joshua, and Jason Verch in the sum of Ten Thousand Eight Hundred and Twenty-Three Dollars and Thirty-Three Cents (\$10,823.33);
- Parts 8 and 9 on Plan 49R-20190 from Elmer Plath in the sum of Seven Thousand Dollars (\$7,000.00);
- Part 10 on Plan 49R-20190 from Frank and Lynn Wynia for the sum of Four Thousand and Fifty-Two Dollars and Fifty-Seven Cents (\$4,052.57);
- Part 3 on Plan 49R-20191 from Albert and Wendy Katzberg in the sum of Five Thousand Nine Hundred and Thirty Dollars and Fifty-Nine Cents (\$5,930.59);
- Part 5 of Plan 49R-20191 from Evan and Karen Gamblin for the sum of Five Hundred and Forty-Four Dollars and Eighty-Seven Cents (\$544.87);
- Parts 1 and 2 on Plan 49R-20192 from Dwayne and Diane Heideman in the sum of Six Thousand Five Hundred and Fifty-Five Dollars (\$6,555.00);
- Parts 1 and 2 on Plan 49R-20193 from Troy and Carla Verch in the sum of Six Thousand Nine Hundred and Nineteen Dollars and Two Cents (\$6,919.02);
- Parts 3, 4, and 5 on Plan 49R-20193 from Sandra Petraitis in the sum of Four Thousand Two Hundred Dollars and Eighty-Four Cents (\$4,200.84);
- Parts 1 and 2 on Plan 49R-20195 from Jason Verch for the sum of One Thousand and Forty-Five Dollars and Twenty-Seven Cents (\$1,045.27);

- Parts 3 and 4 on Plan 49R-20195 from Donald Axford in the sum of Five Hundred Dollars (\$500.00);
- Part 1 on Plan 49R-20196 from Heather Lambert for the sum of Five Hundred Dollars (\$500.00);
- Parts 2, 3, 4, 5, and 6 on Plan 49R-20196 from Ein and Wanda Neuman in the sum of Six Hundred and Twenty-Seven Dollars and Ninety Cents (\$627.90);
- Parts 3, 4, and 5 on Plan 49R-20197 from Steven Schruder in the sum of Six Hundred and Fifty Dollars (\$650.00);
- Parts 1, 6, 7, and 8 on Plan 49R-20197 from Jason Miller and Lindsay Leclair in the sum of One Thousand and Eighty-One Dollars and Eight Cents (\$1,081.08);
- Parts 6 and 7 on Plan 49R-20198 from Whispering Pines Resort (Barry Verch, Elmer Plath, and Marilyn Schooley) in the sum of Six Thousand Four Hundred and Forty-Nine Dollars and Fifty-Two Cents (\$6,449.52);
- Parts 10 and 11 on Plan 49R-20198 from Sandra, Monique, Stephen, and Timothy Gillis in the sum of Two Thousand Eight Hundred and Eighty Dollars (\$2,880.00); and,
- Part 3 on Plan 49R-20199 from Ana Martins in the sum of Nine Hundred and Ninety-Two Dollars (\$992.00).

Background

In support of the reconstruction of County Road 512 (Foymount Road), the County has entered into Option to Purchase Agreements with many residents to widen the right-of-way. Some minor purchases may still occur in coming months; however, the bulk of the purchase agreements have been executed and the required legal surveys completed. The road widening lands to be transferred to the County are identified as Part of Lots 14, 15, 16, 17, 18 19, 20, 21, 22, 23, 24, 25, 26, 27, and 28 Concessions 13, and 14 in the geographic Township of Sebastopol in the Township of Bonnechere Valley. A copy of the corresponding 49R Plans and a map showing the general location has been attached as Appendix VI.

All of which is respectfully submitted.

Glenn Doncaster, Chair

And Committee Members: D. Bennett, P. Emon, D. Lynch, M. MacKenzie, K. Watt, M. Willmer



TOWN OF PETAWAWA

1111 Victoria Street, Petawawa, Ontario K8H 2E6 • Telephone: 613-687-5536 / Fax: 613-687-5973
www.petawawa.ca

December 9, 2022

Lee Perkins, Director of Public Works & Engineering
County of Renfrew
9 International Drive
Pembroke, ON K8A 6W5

Dear Mr. Perkins:

RE: Decorative Crosswalk

Please be advised that the following resolution was passed at the meeting of Council held December 5, 2022:

Resolution #7

Moved by Theresa Sabourin

Seconded by James Carmody

That Council of the Corporation of the Town of Petawawa endorses the placement of a decorative crosswalk within the Town of Petawawa at the proposed location on the north side, in the east west direction on County Road 51 (Petawawa Boulevard), Portage Road and County Road 16 (Victoria Street) intersection during the 2023 season; and that the County of Renfrew's Decorative Crosswalks on County Roads Policy PW-18 shall govern the installation and maintenance of said decorative crosswalk.

CARRIED

I trust this is satisfactory. Please contact me should you have any questions or concerns arising from the foregoing.

Sincerely,

Colin Howard, Dipl. Bus. Admin, Dipl. M. M
Clerk

Corporate Policies & Procedures			
SECTION: Operations	AUTHOR: Director of Public Works and Engineering		POLICY #: PW-18
POLICY: Decorative Crosswalks on County Roads			APPROVED:
DATE: October 2022	REV. DATE:	COVERAGE: Public Works and Engineering Department	PAGE #: Page 1 of 8

POLICY STATEMENT

The County of Renfrew, as a road authority, has a need to ensure that pedestrian crosswalks on County Roads are in compliance with the requirements of the Ontario Traffic Manual (OTM) and Highway Traffic Act (HTA) and is consistent with the Department's primary objective of providing and maintaining a safe road system. This Decorative Crosswalk Policy is to support and facilitate the installation of decorative crosswalks in the County of Renfrew, with the endorsement and participation of the local municipality.

BACKGROUND

The County of Renfrew, as the road authority having jurisdiction over County Roads, may make and enforce by-laws and policies pertaining to those items that may be placed within the road allowance.

1. The Municipal Act, S.O. 2001 (s.11), as amended, permits a municipality to pass by-laws pertaining to the public assets of the Municipality for the purpose of exercising its authority under the Act, and to pass by-laws pertaining to highways.
2. The County of Renfrew, as well as local municipalities, has an extensive network of roads that are, travelled at a high rate of speed, often with a high volume of traffic, and must be able to do so safely.

DEFINITIONS

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

“Highway” has the same meaning as provided in the Municipal Act, S.O. 2001, (s.11), as amended, and pertains only to those highways that fall under the control and jurisdiction of the County of Renfrew.

Corporate Policies & Procedures			
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“Road Allowance” means the land occupied by the highway.

“Crosswalks” are an integral component of the transportation network that distinctly indicates safe roadway crossing locations for pedestrians by means of lines or other markings on the surface of the roadway. Vehicle traffic is controlled at crosswalks with stop signs, pedestrian crossovers (PXO’s), and partial or full traffic signals. Crosswalks exist at intersections or between intersections (mid-block) on all road classification types throughout the County of Renfrew.

GUIDELINES

The size and colour of crosswalk pavement markings is governed by the Ontario Traffic Manual (OTM). The transverse lines, which are lines that run perpendicular to the roadway and establish the boundaries of the crosswalk, must be white and extend the entire length of the crosswalk. Ladder (also referred to as zebra) markings are suggested for crosswalks where higher visibility is desired. The longitudinal lines (rungs of the ladder) are also normally white; however, the OTM does not specify that they must be white.

The Highway Traffic Act (HTA), specifically Ontario Regulation 402/15: Pedestrian Crossover Signs, requires that PXO’s include ladder pavement markings and that the longitudinal lines (rungs) are to the width and spacing as specified. Like OTM, the colour of the rungs are not mandated to be white.

The OTM does state that textured or coloured crosswalks should be “applied to increase the conspicuity of a pedestrian crossings and increase driver’s awareness of potential conflicts”. It goes on to state that the “materials should be designed to maintain visibility at night”.

Decorative crosswalks are typically understood to be crosswalks that include elements (colour, design, imagery, texture and/or material) that are considered aesthetic enhancements above and beyond standard crosswalk treatments.

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Crosswalks must always include two white transverse lines, and except for PXO's, the pavement marking treatment in between the transverse lines is not restricted. Therefore, decorative elements (artwork) can be legally applied to the road surface if they are 'framed' by the white transverse lines and the edge of the roadway (normally being curbs). However, it is implied that the design of the treatment would not negatively impact the safety of road users, visually or otherwise.

1.0 REQUESTS

The County of Renfrew may permit the installation of a decorative crosswalk on County Roads, subject to the following terms and conditions:

1. Requests for the installation of the decorative crosswalk shall be submitted in writing to the County by the local proponent in the municipality in which the crosswalk is requested.
2. Upon receipt of a request from the proponent the County will request endorsement from the local municipality for the installation of a decorative crosswalk that has been requested. The County of Renfrew shall meet with staff from the municipality and review the location to determine its suitability for the requested decorative crosswalk.
3. The proponent requesting the decorative crosswalk shall be responsible for one hundred percent (100%) of all costs associated with the initial installation of the decorative crosswalk. The proponent shall be responsible for one hundred percent (100%) of maintenance costs as well as one hundred percent (100%) of the yearly repainting costs. If the proponent does not agree to the terms of the agreement to re-establish, the cost to remove the decorative crosswalk will be assessed and billed to the proponent.

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SECTION: Operations	AUTHOR: Director of Public Works and Engineering		POLICY #: PW-18
POLICY: Decorative Crosswalks on County Roads			APPROVED:
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2.0 PERMITTED LOCATIONS

Selecting a location for the installation of decorative crosswalks is important to ensure that they are appropriate, sustainable and safe. The primary consideration in approving a decorative crosswalk location is the safety of pedestrians, cyclists and motorists. Where safety may be negatively impacted, a decorative crosswalk will not be permitted to be installed. Decorative crosswalks should be avoided, without special consideration and permission, across roadways that have high volumes of traffic and/or a high percentage of truck traffic. On arterial roadways, maintenance is cost prohibitive given the amount of tire wear and marks from large trucks.

Decorative crosswalks can be installed on collector and local classified roadways. This includes collector and local roadways that intersect with, or immediately parallel to, major/minor arterial roadways permitting that the crosswalk is located on the secondary leg(s) of the intersection.

It is important that the roadways are in acceptable condition. The installation location surface must be free of potholes, fatigue cracking, loose debris or other similar degraded conditions which would inhibit the installation of surface treatments or perceivably shorten the operational life. Asphalt roadways are preferred, however concrete roads can be considered. Roadways that are constructed using unit pavers, stamped textures or comprised of mixed materials (such as adjoining asphalt and concrete surfaces) should be avoided. Roadways that are scheduled for reconstruction or re-surfacing within five (5) years or less as per the County of Renfrew Asset Management Plan, from the time of decorative crosswalk installation must be avoided so that the treatments are not inadvertently removed earlier than intended or before their operational end-of-life.

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3.0 INSTALLATION AND MAINTENANCE

Proper installation and maintenance of decorative crosswalk treatments protects their overall integrity and longevity. Therefore, they must be installed by professional forces that are sufficiently trained and skilled, using appropriate materials and methods, routinely monitored, repaired and maintained.

Artwork must be contained within the two white standard transverse lines of the crosswalk and the edge of the roadway. Treatment must be configured so that a pedestrian’s first step is onto asphalt (the bare road surface), achieved by starting the artwork approximately 1.0 metre away from the curb/edge of road. It must not continue or extend onto median islands, curb gutters, curbs, sidewalks or other roadway features.

Artwork must not be applied to utility manhole covers, chamber lids, frames or other similar infrastructure.

Artwork should provide visual contrast and be reflective as per the requirements of the OTM.

Artwork that would be considered ladder (or zebra) markings, must dimensionally conform to the requirements of the HTA and OTM.

Artwork shall respect community standards concerning appropriate subjects and imagery for display in public places. Further, commercial interests such as advertising and copyright protected content is not permitted without special consideration and explicit permission.

Artwork must not be comprised of any elements that road users, particularly pedestrians, would interact with such as hopscotch as an example.

Artwork must not directly or inadvertently mislead the general use or guidance of the crosswalk, especially users whom are visually impaired.

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4.0 MATERIALS AND INSTALLATION

Durable skid resistant pavement markings, such as thermoplastic or cold plastic, are preferred to be used for artwork or as specified by the Public Works and Engineering Department. The in-service operational life of durable pavement markings is approximately five (5) years, and is dependent upon roadway surface conditions and traffic volumes.

Artwork must be reflective as per the requirements of the OTM.

Decorative crosswalks must be installed by the County of Renfrew, Public Works and Engineering Department or by contractors as directed by the same.

Artwork designs shall be reasonable, easily reproduced and installed using the noted marking materials and their associated installation methods.

Installation shall be scheduled to occur seasonally in the late spring to early fall or as weather and conditions permit to ensure optimal adherence of materials to roadway surfaces.

5.0 MAINTENANCE AND OPERATIONS

Decorative crosswalks shall be cleaned regularly by the County of Renfrew.

It is recognized that decorative crosswalks do not have an attributed level of service as defined by Ontario Regulation 239/02: Minimum Maintenance Standards for Municipal Highways. However, decorative crosswalks shall generally be inspected by the County of Renfrew, Public Works and Engineering Department, once per calendar year, typically in the late spring;

Maintenance of decorative crosswalks shall be safety focused, but also to maintain the integrity and longevity of the artwork. Maintenance shall be generally conducted on an as-needed basis.

Corporate Policies & Procedures			
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Decorative crosswalks do not have an infinite life and would need to be removed (and replaced if appropriate) when deemed necessary or as required by any terms and/or agreements of their installation.

Requestors of decorative crosswalks shall be responsible for installation costs and maintenance costs.

6.0 ATTRIBUTED COSTS

The cost of installing and maintaining decorative crosswalks will have an impact on capital and existing operational budgets. Because of this, the person or agency requesting decorative crosswalks shall accept all costs.

The cost of installing a decorative crosswalk is dependent upon the intricacy, width of the roadway, coverage of the artwork and location. It is estimated that installation costs would be between \$5,000 and \$15,000 depending on the length of the crossing.

The ongoing maintenance of the decorative crosswalks shall be borne by the requestor based upon the cost difference between standard crosswalks and decorative crosswalks. Costs would also be dependent upon the same primary cost drivers noted as part of installation (above).

Maintenance costs shall be determined at the time of approval and based upon the design of the decorative crosswalks and perceived attributed maintenance cost pressures.

Installation and maintenance costs which are the requestors will be formalized by establishment of a written agreement.

Installation costs for decorative crosswalks that are not requested by external people or agencies, but rather internal to the County of Renfrew, shall be funded from an appropriate capital budget. Maintenance and operation costs shall be

Corporate Policies & Procedures			
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funded from an appropriate operating budget and annual budgets shall be reasonably adjusted as decorative crosswalks are added or removed.

7.0 APPROVALS

The installation of a new decorative crosswalk on County Roads shall be approved by the appropriate County of Renfrew authority, based on total overall cost of purchased services and materials, as per requirements of County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services.

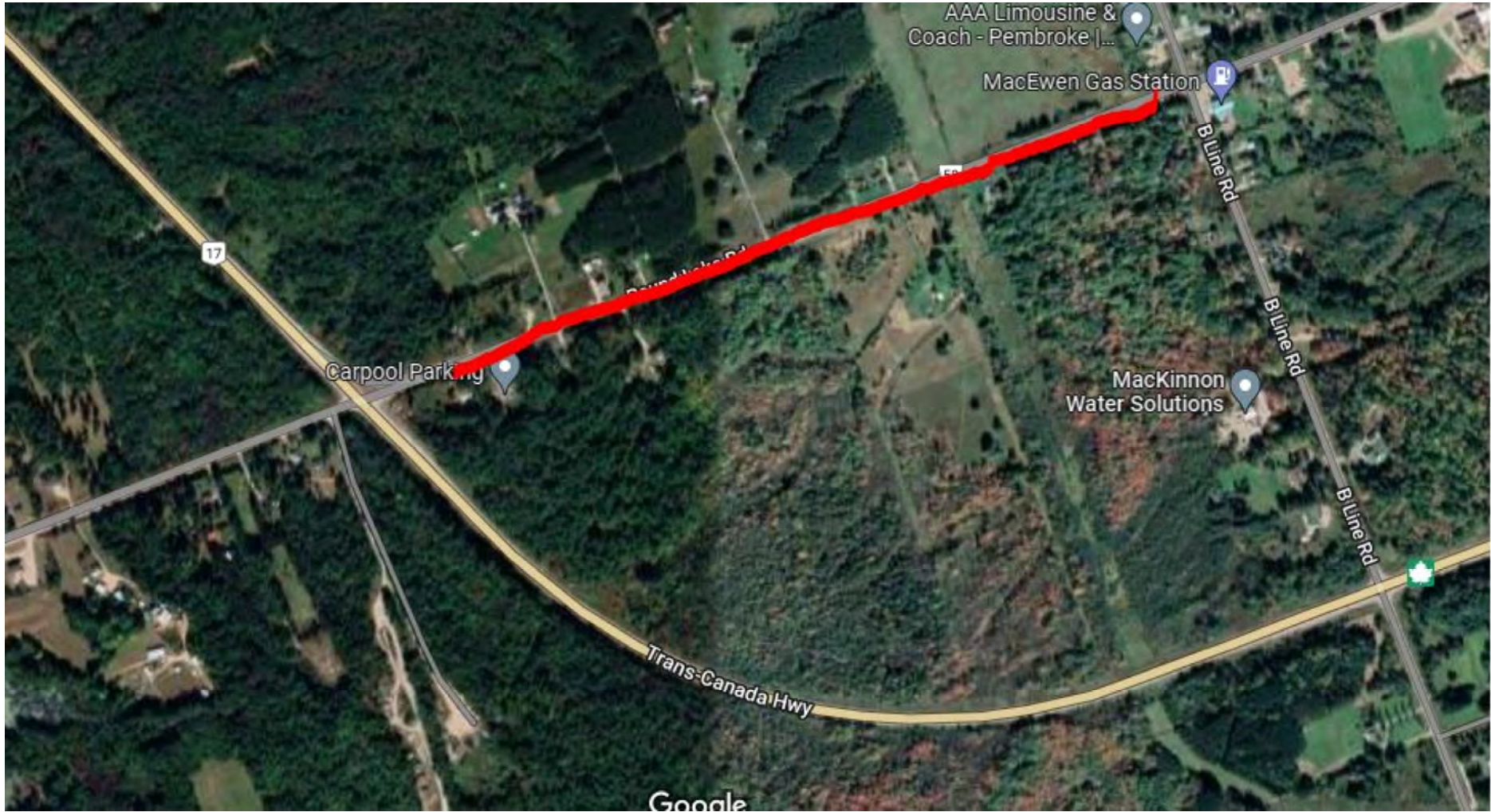
From: Snow Country
Sent: October 25, 2022 8:55 AM
To: Nathan Kuiack
Cc: Lee Perkins; Jason Davis; Kerry Macdonald
Subject: RE: New Trail Route

Hi Nathan

Coming back to this:

The Timberline Club has exhausted all options of a reroute to connect this major trail. The Club had been working with an adjoining landowner on the south side of Hwy 17 and thought we had a viable option, however upon site inspection the land is much too wet to build a trail on. We would ask consideration be given to access the ditch along Round Lake Road. Since the CN lands thru the City have been sold, this trail is now our only option to connect to the hotels & Irving Big Stop from the west.

Thanks
Terry



COUNTY OF RENFREW

BY-LAW NUMBER 15-23

**A BY-LAW TO ENTER INTO A DRAINAGE EASEMENT AGREEMENT WITH
2849168 ONTARIO INCORPORATED**

WHEREAS Renfrew County Road 63 (Anderson Road) is under the jurisdiction of the Council of the Corporation of the County of Renfrew;

AND WHEREAS it is necessary to acquire a drainage easement over certain lands described as Part Lot 19, Concession 7, being Lot 41 on Survey 49M-114, being a part of PIN 57336-0296 (LT), (attached and to be deposited to the Land Registry Office), in the Geographic Township of McNab, in the Township of McNab/Braeside;

AND WHEREAS the above described lands are currently held under the title of 2849168 Ontario Incorporated;

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

1. THAT the Corporation of the County of Renfrew enter into an easement agreement with 2849168 Ontario Incorporated for the lands in Schedule "I" for the purpose of drainage, annexed hereto and forming a part hereof for the purpose of drainage.
2. THAT the terms of the easement be in accordance with Schedule "I" attached hereto and forming a part hereof.
3. THAT the Warden and Clerk be hereby empowered to do and execute all things, papers and documents necessary to the completion of said easement agreement and its registration on title.
4. THAT this By-law shall come into force and take effect upon the passing thereof.

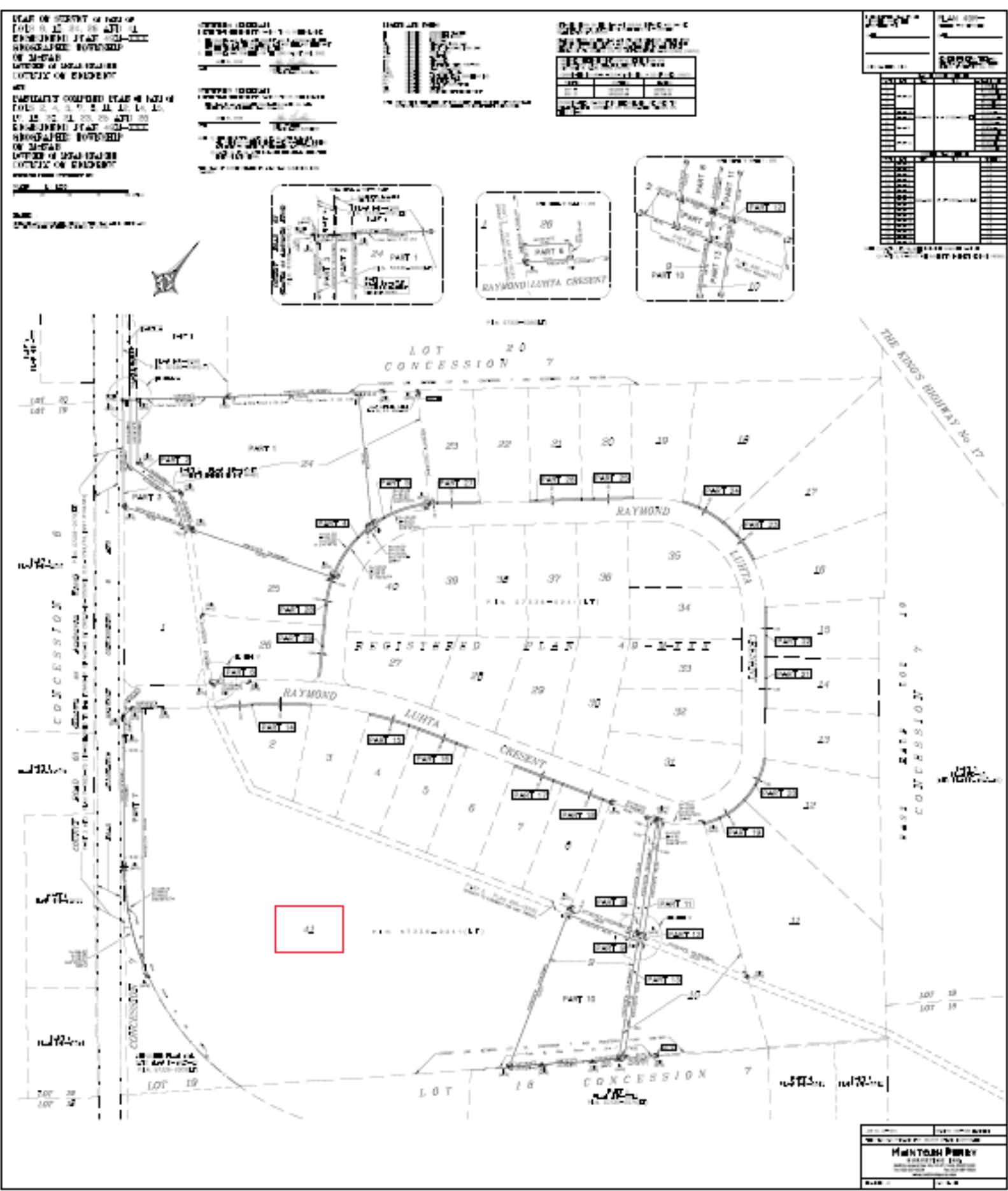
READ a first time this 25th day of January, 2023.

READ a second time this 25th day of January, 2023.

READ a third time and finally passed this 25th day of January, 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK



ACKNOWLEDGEMENT AND DIRECTION

(Glasgow Ridge)

TO: Ashley Maksimovic

AND TO: All lawyers in the firm of **Borden Ladner Gervais LLP**

AND TO: Any and all designees of the above

RE: 2849168 Ontario Incorporated (“Transferor”) transfer to County of Renfrew (“Transferee”) of a permanent easement over lands legally described as LOT 41 ON PLAN 49M-114; TOWNSHIP OF MCNAB/BRAESIDE, being all of PIN 57336-0296(LT) (the “Land”)

- I/we have reviewed the information set out in the attached “In Preparation” document(s) and that this information is accurate.
- You are authorized and directed to register electronically on my/our behalf the document(s) described in this Acknowledgment and Direction and the attached “Document Preparation Report(s)”, as well as any other document(s) required to complete the above-noted transaction;
- You are authorized and directed to insert any necessary missing information in the document(s) described in this Acknowledgment and Direction which is required to complete the transaction described above;
- The nature and effect of the electronic document(s) described in this Acknowledgment and Direction and the attached “Document Preparation Report(s)” has (have) been fully explained to me/us and I/we understand that I am a party/we are parties to and bound by the terms and provisions of this/these electronic document(s) to the same extent as if I/we had signed this (these) document(s);
- The undersigned hereby acknowledges that the attached electronic document includes a declaration given to the Ministry of Finance of Ontario that the undersigned will keep at our principal place of business in Ontario (or place of residence in Ontario as the case may be), such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the *Land Transfer Tax Act*, R.S.O. 1990, c. L.6 (the “Act”) for a period of at least seven (7) years, and agrees that we will provide such documents, records and accounts to the Ministry of Finance upon request;
- I/We have read and considered the definition of a “foreign corporation”ⁱ, “foreign entity”ⁱⁱ, “foreign national”ⁱⁱⁱ, “specified region”^{iv}, “golden horseshoe”^v and “taxable trustee”^{vi} as set out in subsection 1(1) of the Act and declare that this is not a conveyance is not subject to additional tax as set out in subsection 2(2.1) of the Act because:
 - The transferee(s) is not a "foreign entity" or a "taxable trustee".
- I am/We are in fact the parties named in the electronic document(s) described in this Acknowledgment and Direction and the attached “Document Preparation Report(s)” and I/we have not misrepresented my/our identities to you;
- This Acknowledgment and Direction, to the extent signed and delivered by means of a facsimile machine or other form of electronic communication shall be treated in all manner and respects as an original document and shall be considered to have the same binding legal effect as if it were the original signed version thereof delivered in person; and

- **The County of Renfrew acknowledges that it is not being represented by Borden Ladner Gervais LLP in connection with this matter except solely for the registration of the Transfer Easement on title to the Land and that Borden Ladner Gervais LLP is representing the Corporation of the Township of McNab Braeside and that County of Renfrew has obtained its own independent legal advice.**

Description of Electronic Document

The Document described in this Acknowledgment and Direction is the document selected below which is attached hereto as the “In Preparation” document and is:

- A Transfer Easement of the Land described above.

DATED this _____ day of January 2023

COUNTY OF RENFREW

Per: _____
 Name: Peter Emon
 Title: Warden

Per: _____
 Name: Craig Kelley
 Title: CAO/Clerk

We have authority to bind the Corporation.

-
- ⁱ **“foreign corporation”** means
 1. A corporation that is not incorporated in Canada.
 2. A corporation, the shares of which are not listed on a stock exchange in Canada, that is incorporated in Canada and is controlled, directly or indirectly in any manner whatever, within the meaning of section 256 of the *Income Tax Act* (Canada), by one or more of the following:
 - i. A foreign national.
 - ii. A corporation that is not incorporated in Canada.
 - iii. A corporation that would, if each share of the corporation’s capital stock that is owned by a foreign national or by a corporation described in paragraph 1 were owned by a particular person, be controlled, directly or indirectly in any manner whatever, within the meaning of section 256 of the *Income Tax Act* (Canada), by the particular person.
 - ⁱⁱ **“foreign entity”** means a foreign corporation or a foreign national.
 - ⁱⁱⁱ **“foreign national”** means an individual who is a foreign national as defined in subsection 2 (1) of the *Immigration and Refugee Protection Act* (Canada).
 - ^{iv} **“specified region”** means,
 - (a) the Greater Golden Horseshoe Region, except for any area of land in that Region that the Minister prescribes as excluded from the specified region; and
 - (b) any other areas of land that the Minister prescribes as included in the specified region.
 - ^v **“golden horseshoe”** means,
 1. City of Barrie.
 2. County of Brant.
 3. City of Brantford.
 4. County of Dufferin.
 5. Regional Municipality of Durham.
 6. City of Guelph.
 7. Haldimand County.
 8. Regional Municipality of Halton.
 9. City of Hamilton.
 10. City of Kawartha Lakes.
 11. Regional Municipality of Niagara.
 12. County of Northumberland.
 13. City of Orillia.
 14. Regional Municipality of Peel.
 15. City of Peterborough.
 16. County of Peterborough.
 17. County of Simcoe.
 18. City of Toronto.
 19. Regional Municipality of Waterloo.
 20. County of Wellington.
 21. Regional Municipality of York.

^{vi} “**taxable trustee**”, in relation to a conveyance of designated land, means a trustee of a trust with at least one trustee that is a foreign entity, or a trust with no foreign entity trustees if, immediately after the conveyance is tendered for registration, a beneficiary of the trust who is a foreign entity holds a beneficial interest in the designated land to which the conveyance relates, but does not include a trustee acting for the following types of trusts:

1. A mutual fund trust within the meaning of subsection 132 (6) of the *Income Tax Act* (Canada).
2. A real estate investment trust as defined in subsection 122.1 (1) of the *Income Tax Act* (Canada).
3. A SIFT trust as defined in subsection 122.1 (1) of the *Income Tax Act* (Canada).

Properties

PIN 57336 - 0296 LT Interest/Estate Easement Add Easement
 Description SERVIENT LANDS:
 LOT 41 ON PLAN 49M-114; TOWNSHIP OF MCNAB/BRAESIDE
 Address RENFREW

Consideration

Consideration \$2.00

Transferor(s)

The transferor(s) hereby transfers the easement to the transferee(s).

Name 2849168 ONTARIO INCORPORATED
 Acting as a company
 Address for Service 100 Citigate Drive
 Ottawa, ON
 K2J 6K7

A person or persons with authority to bind the corporation has/have consented to the registration of this document.
This document is not authorized under Power of Attorney by this party.

Transferee(s)	Capacity	Share
----------------------	-----------------	--------------

Name	COUNTY OF RENFREW
	Acting as a company
Address for Service	9 International Drive Pembroke, ON K8A 6W5

Statements

Schedule:

This document is being registered pursuant to Inhibiting Order RE306341 registered on 2022/11/30

Calculated Taxes

Provincial Land Transfer Tax	\$0.00
------------------------------	--------

File Number

Transferor Client File Number : 01417075

LAND TRANSFER TAX STATEMENTS

In the matter of the conveyance of: 57336 - 0296 SERVIENT LANDS:

LOT 41 ON PLAN 49M-114; TOWNSHIP OF MCNAB/BRAESIDE

BY: 2849168 ONTARIO INCORPORATED

TO: COUNTY OF RENFREW

1. PETER EMON, WARDEN AND CRAIG KELLEY, CAO/Clerk

I am

- (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
- (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
- (c) A transferee named in the above-described conveyance;
- (d) The authorized agent or solicitor acting in this transaction for COUNTY OF RENFREW described in paragraph(s) (c) above.
- (e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for _____ described in paragraph(s) () above.
- (f) A transferee described in paragraph () and am making these statements on my own behalf and on behalf of _____ who is my spouse described in paragraph () and as such, I have personal knowledge of the facts herein deposed to.

3. The total consideration for this transaction is allocated as follows:

(a) Monies paid or to be paid in cash	\$2.00
(b) Mortgages (i) assumed (show principal and interest to be credited against purchase price)	\$0.00
(ii) Given Back to Vendor	\$0.00
(c) Property transferred in exchange (detail below)	\$0.00
(d) Fair market value of the land(s)	\$0.00
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	\$0.00
(f) Other valuable consideration subject to land transfer tax (detail below)	\$0.00
(g) Value of land, building, fixtures and goodwill subject to land transfer tax (total of (a) to (f))	\$2.00
(h) VALUE OF ALL CHATTELS -items of tangible personal property	\$0.00
(i) Other considerations for transaction not included in (g) or (h) above	\$0.00
(j) Total consideration	\$2.00

4.

Explanation for nominal considerations:

- o) Transfer of easement or right of way for no consideration.

5. The land is not subject to an encumbrance

6. Other remarks and explanations, if necessary.

1. The information prescribed for purposes of section 5.0.1 of the Land Transfer Tax Act is not required to be provided for this conveyance.
2. The transferee(s) has read and considered the definitions of "designated land", "foreign corporation", "foreign entity", "foreign national", "Greater Golden Horseshoe Region", "specified region", "spouse" and "taxable trustee" as set out in subsection 1(1) of the Land Transfer Tax Act and O. Reg 182/17. The transferee(s) declare that this conveyance is not subject to additional tax as set out in subsection 2(2.1) of the Act because:
3. (c) The transferee(s) is not a "foreign entity" or a "taxable trustee".
4. The transferee(s) declare that they will keep at their place of residence in Ontario (or at their principal place of business in Ontario) such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act for a period of at least seven years.
5. The transferee(s) agree that they or the designated custodian will provide such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act, to the Ministry of Finance upon request.

PROPERTY Information Record

- A. Nature of Instrument: Transfer Easement
LRO 49 Registration No. Date:
- B. Property(s): PIN 57336 - 0296 Address RENFREW Assessment - Roll No
- C. Address for Service: 9 International Drive
Pembroke, ON
K8A 6W5
- D. (i) Last Conveyance(s): PIN 57336 - 0296 Registration No.
(ii) Legal Description for Property Conveyed: Same as in last conveyance? Yes No Not known

STATEMENT 61

PERMANENT EASEMENT IN GROSS

The Transferor grants, conveys and transfers to the Transferee, its successors and assigns, in perpetuity, but subject to all the terms and conditions hereinafter contained, the right and easement to enter on and construct, install, place, lay, erect, operate, maintain, inspect, alter, repair, replace, reconstruct and remove all such of its drainage works and equipment appurtenant thereto including all drains, culverts, fixtures and equipment as the Transferee may from time to time or at any time hereafter deem requisite (hereinafter called the "the Drainage Works"), in, over, along, across, upon and under the lands being in the Township of McNab/Braeside and legally described on Schedule "A" attached hereto and hereinafter called the "Easement Lands".

Together with the right to the Transferee, its servants, agents, contractors and sub-contractors to enter on and to pass and repass at any and all times from the date of acceptance of this easement, in, over, along and upon the Easement Lands of the Transferor with or without vehicles, supplies, machinery and equipment for all purposes necessary or convenient to the exercise and enjoyment of the rights and easement hereby granted.

The aforementioned rights and easement are herein granted on the following terms and conditions which are hereby mutually covenanted and agreed to by and between the Transferor and the Transferee:

1. The Transferor shall be responsible for any damage to the property of the Transferee on the Easement Lands, caused directly or indirectly by the acts or omissions of the Transferor or of persons acting under the authority of the Transferor.
2. Notwithstanding any rule of law or equity, the Drainage Works and all other equipment and appurtenances installed above, brought onto, laid on or erected upon, or buried in or under the Easement Lands by the Transferee shall at all times remain the property of the Transferee notwithstanding that the same may be annexed or affixed to the freehold and shall at any time and from time to time be removable in whole or in part by the Transferee or its successors and assigns.
3. Upon completion of any work on the Easement Lands or surrounding lands in relation to the aforesaid Drainage Works, the Transferee as far as possible shall at its expense restore the Easement Lands, including any surrounding lands.
4. The Transferor shall not cover over or otherwise interfere with the Drainage Works installed, and shall not alter the grade of the Easement Lands, and shall not excavate, drill, install, erect, build or permit to be excavated, drilled, installed, erected or built, on, in, over, through or under the Easement Lands any pit, well, building, structure or other obstruction of any nature without the prior written consent of the Transferee, but otherwise the Transferor shall have the right fully to use and enjoy the Easement Lands, subject always to and so as not to interfere with the rights and easement hereby granted to the Transferee.
5. The Transferor shall not interfere with the easement and shall not plant shrubs, trees or gardens on or through the Easement Lands or any obstruction of any nature or kind without the prior written consent of the Transferee.
6. The Transferee shall save harmless and indemnify the Transferor from and against causes of action, claims, demands, loss or costs that may be sustained or prosecuted against the Transferor by reason of the neglect or fault of the Transferee and persons for which it is responsible in law in the exercise of the rights herein granted to the Transferee.
7. The Transferee shall have the right and licence to trim, fell and remove trees and brush and to remove any concrete or asphalt or other surface or soil necessary and incidental to permit construction, installation, maintenance, alteration, repair, replacement and removal of, and access to, all or any part of the Drainage Works.
8. The Transferee shall be responsible for the maintenance of the Drainage Works in the Easement Lands.
9. It is understood and agreed that the Easement Lands may be used by other public utilities, municipal bodies or persons if granted an easement, license or lease by the Transferor. The Transferor retains the right to grant easements, licenses and leases on, over or under the Easement Lands to any person, public utility or municipal body it desires and under any terms and conditions it deems desirable; provided, however, that no such grant shall interfere with the prior rights conferred on the Transferee by this easement. Subject to the foregoing, the Transferee hereby consents to the granting by the Transferor of any such additional easement, license or lease. Prior to the commencement of construction or any other works being the subject matter of any additional or further easements or licenses, within the Easement Lands, the transferee of such further easements or licenses shall obtain the written consent to enter or

construct of the Transferee herein so as to ensure that no conflict will exist between the parties as regards the installation of the new work and the Drainage Works.

10. The rights and easements hereby granted are and shall be of the same force and effect to all intents and purposes as a covenant running with the Easement Lands and this transfer, including all the covenants and conditions herein contained, shall extend to, be binding upon and enure to the benefit of the heirs, executors, administrators, successors in title and assigns of the parties hereto respectively, and all covenants herein contained shall be construed to be several as well as joint, and wherever the singular or masculine is used, it shall be construed as if the plural or the feminine or the neuter, as the case may be, had been used where the context or the party or parties hereto so require, and the rest of the sentence shall be construed as if the grammatical and terminological changes thereby rendered necessary had been made.

PART OF PIN 57336-0296(LT)
SERVIENT LANDS:
LOT 41, 49M114 TOWNSHIP OF MCNAB/BRAESIDE

COUNTY OF RENFREW

BY-LAW NUMBER 16-23

A BY-LAW TO ACQUIRE LANDS ON COUNTY ROAD 512 (FOYMOUNT ROAD)

WHEREAS under Section 6(1) and Section 8 of the Municipal Act, S.O. 2001, c.25, as amended, a municipality may pass by-laws to acquire land;

AND WHEREAS under Section 5(3) of the Act, the County of Renfrew's capacity, rights, powers and privileges must be exercised by By-law;

AND WHEREAS under Section 31(6) of the Act, if a municipality acquires land for the purpose of widening a highway, the land acquired forms part of the highway to the extent of the designated widening;

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

1. THAT the Corporation of the County of Renfrew acquire lands as follows for the reconstruction of County Road 512 (Foymount Road):
 - Part 3 on Plan 49R-20182 from Paul Cronk and Michelle Desmarais in the sum of One Thousand Six Hundred and Eighty Dollars and Thirty-Three Cents (\$1,680.33);
 - Parts 1 and 2 on Plan 49R-20183 from David Hoey in the sum of One Thousand One Hundred and Eleven Dollars and Ninety-Nine Cents (\$1,111.99);
 - Part 3 on Plan 49R-20183 from Michelle Jaenen and Alfred Moore in the sum of One Thousand and Thirty-Seven Dollars and Eighty-Five Cents (\$1,037.85);
 - Parts 4, 5, 6, and 7 on Plan 49R-20183 from John and Donna Valiquette in the sum of One Thousand Four Hundred and Twenty-Three Dollars and Thirty-Four Cents (\$1,423.34);
 - Parts 1, 2, and 3 on Plan 49R-20184 from Doug and Kelly Zadow in the sum of Eight Hundred and Eighty-Nine Dollars and Fifty-Nine Cents (\$889.59);
 - Parts 1 and 2 on Plan 49R-20185 from Robert and Cecilia Buelow in the sum of Five Hundred and Sixty-Nine Dollars and Thirty-Three Cents (\$569.33);

- Parts 4 and 5 on Plan 49R-20185 from Michael Martin and Susie Gauthier in the sum of One Thousand Eight Hundred and Thirty-Three Dollars and Fifty-Four Cents (\$1,833.54);
- Parts 1, 2, and 3 on Plan 49R-20186 from Francis Kilby in the sum of Five Hundred Dollars (\$500.00);
- Parts 4, 5, 6, and 7 on Plan 49R-20186 from Mervin and Connie Gogolin in the sum of Two Thousand and One Dollars and Fifty-Seven Cents (\$2,001.57);
- Part 8 on Plan 49R-20186 from the Corporation of the Township of Bonnechere Valley in the sum of One Thousand Four Hundred and Seventeen Dollars (\$1,417.00);
- Parts 9 and 10 on Plan 49R-20186 from Robert and Christine Lee Peltzer for the sum of One Thousand Six Hundred and Twenty-Four Dollars (\$1,624.00);
- Part 1 on Plan 49R-20187 and Parts 1 and 2 on Plan 49R-20189 from Jennifer Murphy in the sum of One Dollar (\$1.00);
- Parts 1 and 2 on Plan 49R-20189 from Lavern Heideman & Son Limited in the sum of Five Hundred and Five Dollars and Fifty-Eight Cents (\$505.58);
- Parts 3, 4, 5, 6, and 7 on Plan 49R-20189 from Evan Harris and Lani Graham in the sum of Two Thousand Five Hundred and Ninety-Four Dollars and Sixty Cents (\$2,594.60);
- Part 8 on Plan 49R-20189 from Darren Dudgeon in the sum of Eight Hundred and Three Dollars and Nine Cents (\$803.09);
- Parts 9, 10, and 11 on Plan 49R-20189 from Barry (Donald) Greenslade for the sum of Three Thousand Eight Hundred and Fifteen Dollars and Thirty-Five Cents (\$3,815.35);
- Parts 1 and 2 on Plan 49R-20190 from Michael Nicholas in the sum of Seven Thousand and Five Dollars and Fifty-One Cents (\$7,005.51);
- Part 4 on Plan 49R-20191 from Clinton Stroud in the sum of Five Hundred Dollars (\$500.00);
- Parts 3, 4, and 5 on Plan 49R-20190, Parts 1 and 2 on Plan 49R-20191, and Parts 1, 2, 3, 4, 5, and 8 on Plan 49R-20198 from Barry, Daryl, Troy, Joshua, and Jason Verch in the sum of Ten Thousand Eight Hundred and Twenty-Three Dollars and Thirty-Three Cents (\$10,823.33);
- Parts 8 and 9 on Plan 49R-20190 from Elmer Plath in the sum of Seven Thousand Dollars (\$7,000.00);
- Part 10 on Plan 49R-20190 from Frank and Lynn Wynia for the sum of Four Thousand and Fifty-Two Dollars and Fifty-Seven Cents (\$4,052.57);

- Part 3 on Plan 49R-20191 from Albert and Wendy Katzberg in the sum of Five Thousand Nine Hundred and Thirty Dollars and Fifty-Nine Cents (\$5,930.59);
- Part 5 of Plan 49R-20191 from Evan and Karen Gamblin for the sum of Five Hundred and Forty-Four Dollars and Eighty-Seven Cents (\$544.87);
- Parts 1 and 2 on Plan 49R-20192 from Dwayne and Diane Heideman in the sum of Six Thousand Five Hundred and Fifty-Five Dollars (\$6,555.00);
- Parts 1 and 2 on Plan 49R-20193 from Troy and Carla Verch in the sum of Six Thousand Nine Hundred and Nineteen Dollars and Two Cents (\$6,919.02);
- Parts 3, 4, and 5 on Plan 49R-20193 from Sandra Petraitis in the sum of Four Thousand Two Hundred Dollars and Eighty-Four Cents (\$4,200.84);
- Parts 1 and 2 on Plan 49R-20195 from Jason Verch for the sum of One Thousand and Forty-Five Dollars and Twenty-Seven Cents (\$1,045.27);
- Parts 3 and 4 on Plan 49R-20195 from Donald Axford in the sum of Five Hundred Dollars (\$500.00);
- Part 1 on Plan 49R-20196 from Heather Lambert for the sum of Five Hundred Dollars (\$500.00);
- Parts 2, 3, 4, 5, and 6 on Plan 49R-20196 from Ein and Wanda Neuman in the sum of Six Hundred and Twenty-Seven Dollars and Ninety Cents (\$627.90);
- Parts 3, 4, and 5 on Plan 49R-20197 from Steven Schruder in the sum of Six Hundred and Fifty Dollars (\$650.00);
- Parts 1, 6, 7, and 8 on Plan 49R-20197 from Jason Miller and Lindsay Leclair in the sum of One Thousand and Eighty-One Dollars and Eight Cents (\$1,081.08);
- Parts 6 and 7 on Plan 49R-20198 from Whispering Pines Resort (Barry Verch, Elmer Plath, and Marilyn Schooley) in the sum of Six Thousand Four Hundred and Forty-Nine Dollars and Fifty-Two Cents (\$6,449.52);
- Parts 10 and 11 on Plan 49R-20198 from Sandra, Monique, Stephen, and Timothy Gillis in the sum of Two Thousand Eight Hundred and Eighty Dollars (\$2,880.00); and,
- Part 3 on Plan 49R-20199 from Ana Martins in the sum of Nine Hundred and Ninety-Two Dollars (\$992.00).

2. THAT the lands are hereby dedicated as part of the highway namely County Road 512 (Foymount Road) immediately upon registration of the transfer documents.
3. THAT this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 25th day of January 2023.

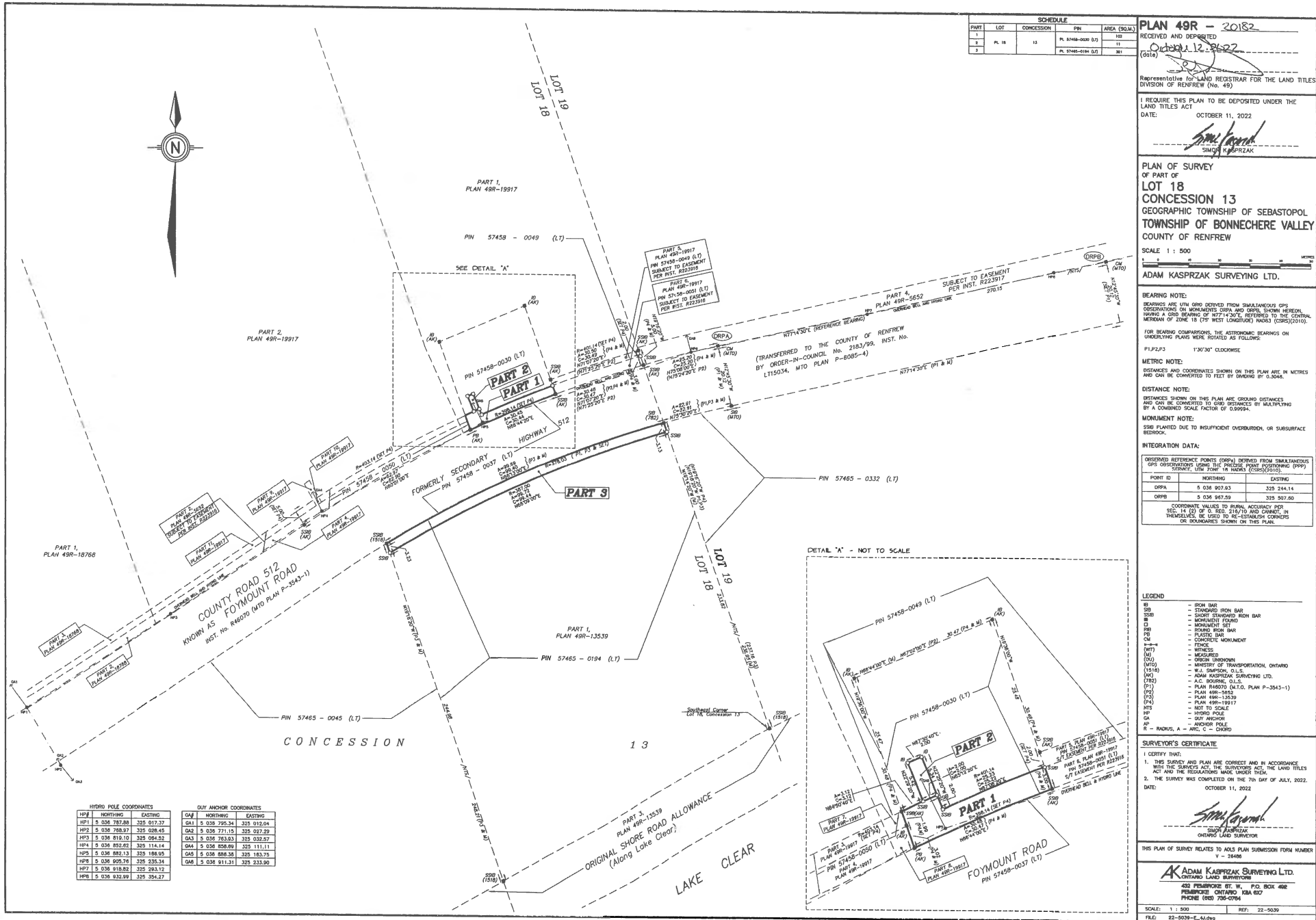
READ a second time this 25th day of January 2023.

READ a third time and finally passed this 25th day of January 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK

Appendix VI



SCHEDULE			
PART	LOT	CONCESSION	AREA (SQ.M.)
1			10
2	PL 18	13	11
3			381

PLAN 49R - 20182
 RECEIVED AND DEPOSITED
 October 11, 2022
 (date)

Representative for LAND REGISTRAR for the LAND TITLES DIVISION OF RENFREW (No. 49)

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT
 DATE: **OCTOBER 11, 2022**

 SIMON KASPRZAK

PLAN OF SURVEY
 OF PART OF
LOT 18
CONCESSION 13
 GEOGRAPHIC TOWNSHIP OF SEBASTOPOL
 TOWNSHIP OF BONNECHERE VALLEY
 COUNTY OF RENFREW

SCALE 1 : 500

ADAM KASPRZAK SURVEYING LTD.

BEARING NOTE:
 BEARINGS ARE UTM GRID DERIVED FROM SIMULTANEOUS GPS OBSERVATIONS ON MONUMENTS ORPA AND ORPA, SHOWN HEREON, HAVING A GRID BEARING OF N77°43'06", REFERRED TO THE CENTRAL MERIDIAN OF ZONE 18 (7° WEST LONGITUDE) NAD83 (GCS010).

FOR BEARING COMPARISONS, THE ASTROMETRIC BEARINGS ON UNDERLYING PLANS WERE ROTATED AS FOLLOWS:
 P1,P2,P3 1°30'30" CLOCKWISE

METRIC NOTE:
 DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

DISTANCE NOTE:
 DISTANCES SHOWN ON THIS PLAN ARE CURVED DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY A CORRECTION FACTOR OF 0.99994.

MONUMENT NOTE:
 SSB PLANTED DUE TO INSUFFICIENT OVERBURDEN, OR SURFSURFACE BEDROCK.

INTEGRATION DATA:

OBSERVED REFERENCE POINTS (ORPA) DERIVED FROM SIMULTANEOUS GPS OBSERVATIONS USING THE PRECISE POINT POSITIONING (PPP) SERVICE, UTM ZONE 18 NAD83 (GCS010).

POINT ID	NORTHING	EASTING
ORPA	5 036 907.885	325 244.14
ORPB	5 036 907.52	325 207.80

COORDINATE VALUES TO 100% ACCURACY PER SEC. 14 (2) OF O. REG. 116/70 AND CANNOT, IN THE FUTURE, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

LEGEND

- IRON BAR
- STANDARD IRON BAR
- SHORT STANDARD IRON BAR
- MONUMENT
- PLASTIC BAR
- CONCRETE MONUMENT
- FENCE
- WIRELESS
- MEASURED
- ORIGIN UNKNOWN
- (VTD) — MINISTRY OF TRANSPORTATION, ONTARIO
- (W.L. SHOWN) — W.L. SHOWN, O.L.S.
- (AO) — ADAM KASPRZAK SURVEYING LTD.
- (A.C. BOUNDING) — A.C. BOUNDING, O.L.S.
- (P1) — PLAN 49R-3402
- (P2) — PLAN 49R-13539
- (P3) — PLAN 49R-19917
- (P4) — PLAN 49R-19917
- (P5) — NOT TO SCALE
- (H.S.) — HYDRO POLE
- (OR) — ORPA
- (AP) — 997 ANCHOR
- (R) — RADIUS, A - ARC, C - CHORD

SURVEYOR'S CERTIFICATE
 I CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE REGULATIONS UNDER THAT ACT AND THE REGULATIONS MADE UNDER THAT ACT;
 2. THE SURVEY WAS COMPLETED ON THE 7th DAY OF JULY, 2022.
 DATE: **OCTOBER 11, 2022**

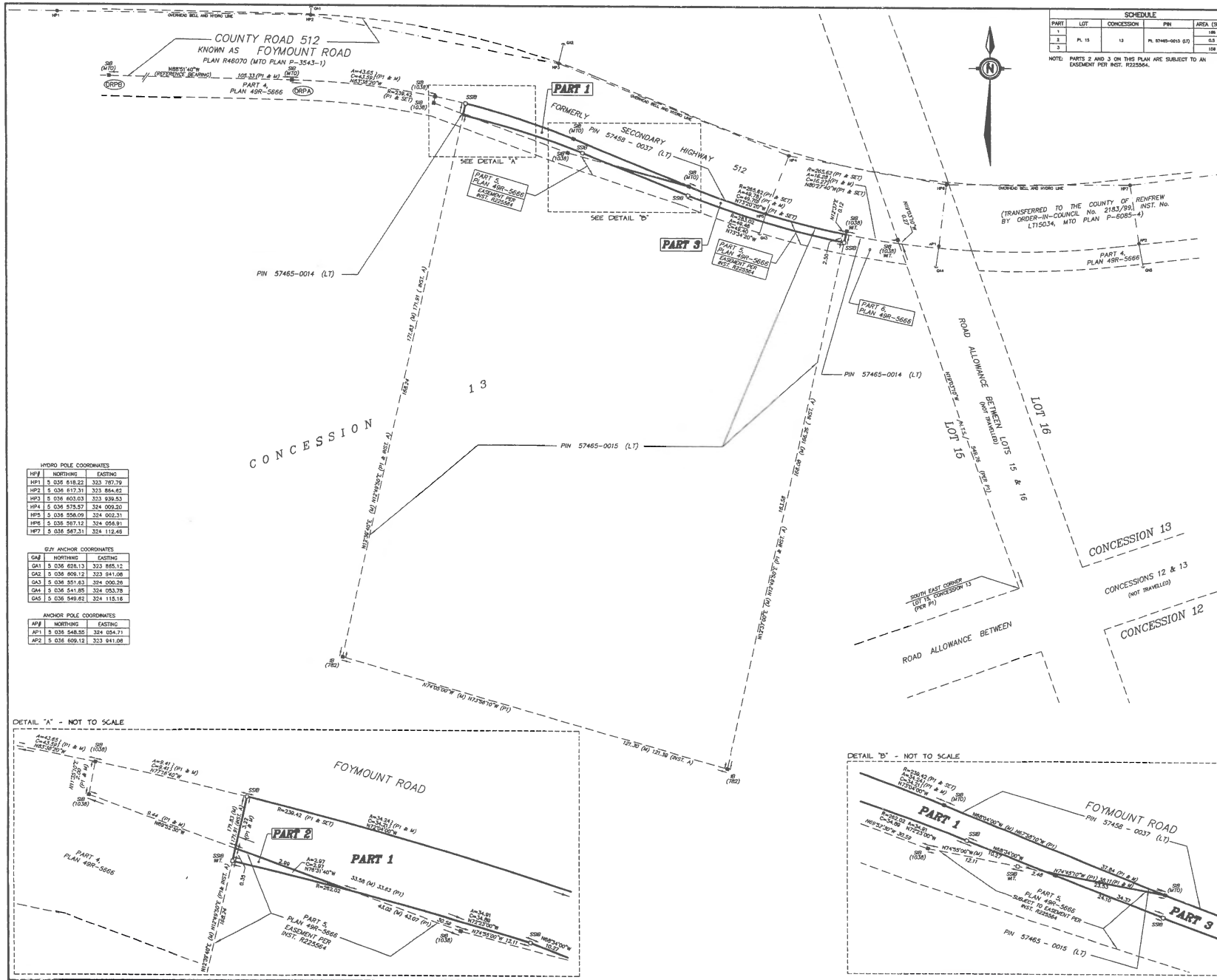
_____ *Simon Kasprzak*
 SIMON KASPRZAK
 CHIEF SURVEYOR

THIS PLAN OF SURVEY RELATES TO AELS PLAN SUBMISSION FORM NUMBER V - 24586

AK ADAM KASPRZAK SURVEYING LTD.
 ONTARIO LAND SURVEYORS
 432 PELLERIN RD. ST. W., P.O. BOX 488
 PELLIER RD. CHESTER, ONT. L9A 6C7
 PHONE (519) 736-0784

SCALE: 1 : 500 REF: 22-5039
 FILE: 22-5039-E-41.dwg

HYDRO POLE COORDINATES			GUY ANCHOR COORDINATES		
HPI	NORTHING	EASTING	GA1	NORTHING	EASTING
HPI1	5 036 787.88	325 017.37	GA1	5 036 795.34	325 012.04
HPI2	5 036 788.97	325 028.45	GA2	5 036 771.15	325 027.29
HPI3	5 036 819.70	325 094.29	GA3	5 036 783.93	325 037.97
HPI4	5 036 832.61	325 114.14	GA4	5 036 828.89	325 111.11
HPI5	5 036 882.13	325 186.60	GA5	5 036 858.35	325 183.75
HPI6	5 036 905.74	325 235.34	GA6	5 036 811.31	325 233.90
HPI7	5 036 819.82	325 283.12			
HPI8	5 036 932.99	325 354.27			



SCHEDULE			
PART	LOT	CONCESSION	AREA (SQ.M.)
1	15	13	108
2			63
3			108

NOTE: PARTS 2 AND 3 ON THIS PLAN ARE SUBJECT TO AN EASEMENT PER INST. 1223564.

PLAN 49R - 20184
 RECEIVED AND DEPOSITED
 October 12, 2022
 (5516)
 Representative for LAND REGISTRAR FOR THE LAND TITLES DIVISION OF RENFREW (No. 48)
 I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT
 DATE: OCTOBER 11, 2022
 Adam Kasprzak
 SIMON KASPRZAK

PLAN OF SURVEY
 OF PART OF
LOT 15
CONCESSION 13
 GEOGRAPHIC TOWNSHIP OF SEBASTOPOL
 TOWNSHIP OF BONNECHERE VALLEY
 COUNTY OF RENFREW
 SCALE 1: 500
 ADAM KASPRZAK SURVEYING LTD.

BEARING NOTE:
 BEARINGS ARE UTM GRID DERIVED FROM SIMULTANEOUS GPS OBSERVATIONS ON MINIMUMS DATA AND DATA SHOWN HEREIN, HAVING A GRID BEARING OF N85°14'07"W, REFERRED TO THE CENTRAL MERIDIAN OF ZONE 18 (70° WEST LONGITUDE) MGRS (CORR20110).
 FOR BEARING COMPARISONS, THE AZIMUTHAL BEARINGS ON UNDERLYING PLANS AND INSTRUMENTS WERE ROTATED AS FOLLOWS:
 (P1) & (INST. A) - 1°32'50" CLOCKWISE

METRIC NOTE:
 DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

DISTANCE NOTE:
 DISTANCES SHOWN ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY A CORRECTED SCALE FACTOR OF 0.99994.

MONUMENT NOTE:
 SSB PLANTED DUE TO INSUFFICIENT OVERDRIVEN OR SUBSURFACE BEARINGS.

INTEGRATION DATA:

OBSERVED REFERENCE POINTS (ORP) DERIVED FROM SIMULTANEOUS GPS OBSERVATIONS USING THE PRECISE POINT POSITIONING (PPP) SERVICE, UTM ZONE 18 MGRS (CORR20110).

POINT ID	NORTHING	EASTING
ORPA	5 036 597.60	323 858.77
ORPB	5 036 599.65	323 753.43

COORDINATE VALUES TO RURAL ACCURACY PER SEC. 11.02 OF O. REG. 215/10 AND CANADA IN TRUST. THIS PLAN IS USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

HYDRO POLE COORDINATES

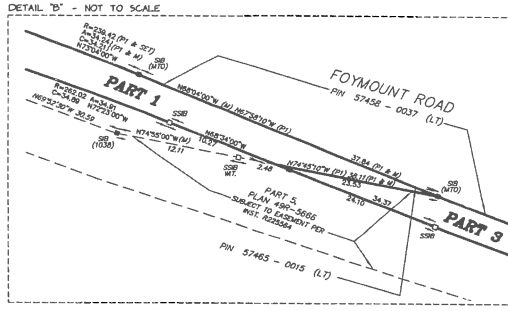
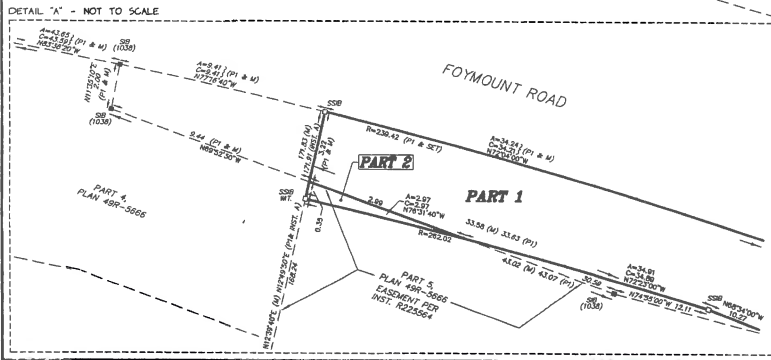
HP#	NORTHING	EASTING
HP1	5 036 618.22	323 797.79
HP2	5 036 613.31	323 804.42
HP3	5 036 603.03	323 839.53
HP4	5 036 578.57	324 009.20
HP5	5 036 558.09	324 003.31
HP6	5 036 567.12	324 056.91
HP7	5 036 587.31	324 112.48

GLY ANCHOR COORDINATES

GA#	NORTHING	EASTING
GA1	5 036 628.13	323 885.12
GA2	5 036 600.12	323 881.08
GA3	5 036 551.63	324 000.26
GA4	5 036 541.85	324 053.78
GA5	5 036 549.61	324 115.18

ANCHOR POLE COORDINATES

AP#	NORTHING	EASTING
AP1	5 036 548.85	324 024.71
AP2	5 036 609.12	323 841.08



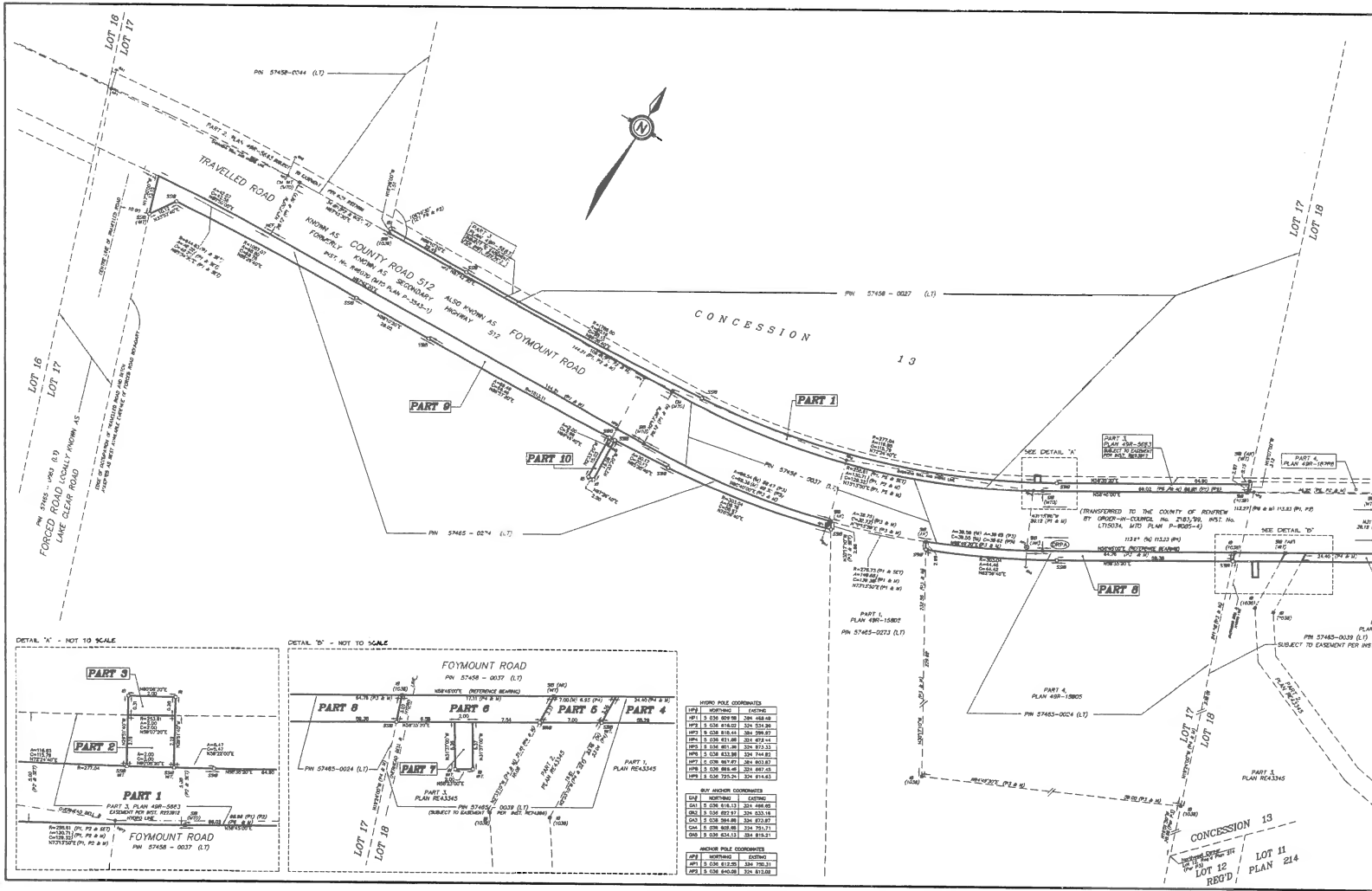
LEGEND

- IB - IRON BAR
- SB - STANDARD IRON BAR
- SSB - SHORT STANDARD IRON BAR
- MB - MONUMENT FOUND
- CS - CONCRETE SET
- RB - ROUND IRON BAR
- FL - FENCE
- WT - WITNESS
- W - WIRE
- (75) - A.C. BOURNE, O.L.S. (1935)
- (103) - A.L. CHAPMAN, O.L.S. (1935)
- (MTO) - MINISTRY OF TRANSPORTATION, ONTARIO
- (P1) - PLAN 49R-5666
- (INST.A) - INSTRUMENT 1303300
- HP - HYDRO POLE
- GA - GLY ANCHOR
- AP - ANCHOR POLE
- R - ROUND
- A - ARC
- C - CHAINED

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
 2. THE SURVEY WAS COMPLETED ON JULY 4, 2022.
 DATE: OCTOBER 11, 2022
 Adam Kasprzak
 SIMON KASPRZAK
 ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER 12 - 3464.
ADAM KASPRZAK SURVEYING LTD.
 402 PEMBROKE ST. W., P.O. BOX 492
 PEMBROKE, ONTARIO K8A 6C7
 PHONE (800) 755-0784
 SCALE 1: 500
 FILE: 22-5038-E-20-689



SCHEDULE				
PLAN	LOT	CONCESSION	PN	AREA (ACRES)
1				76.2
2				18.0
3	PL 17		PL 436-980-01	4.8
4				4.8
5	PL 18		PL 436-980-01	4.8
6				4.8
7				4.8
8				4.8
9	PL 17		PL 436-980-01	4.8
10				4.8

PLAN 49R - 2018G
OCTOBER 12, 2022
Adam Kasprzak
REGISTERED BY LAND REGISTRAR FOR THE LAND TITLES DIVISION OF RENFW (NO. 48)
I RECORD THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.
DATE: OCTOBER 11, 2022

PLAN OF SURVEY OF PART OF LOTS 17 & 18 CONCESSION 13 GEOGRAPHIC TOWNSHIP OF SEBASTOPOL TOWNSHIP OF BONNECHERE VALLEY COUNTY OF RENFW

SCALE 1 : 500
ADAM KASPRZAK SURVEYING LTD.

BEARING NOTE:
BEARINGS ARE IN DEGREES FROM SHALEWIDE GPS UNDERSTANDING TO ANGLE FROM TRUE FROM WHICH MEASURED AT ONE END OF LINE, REFERRED TO THE OTHER END OF LINE IN THE WEST LONGITUDE MODE (CCW). FOR BEARING CONVERSIONS, THE BEARING MEASUREMENT OF UNDERLYING PLANS WERE REVISED AS FOLLOWS:
D(1) D(2) D(3) D(4) D(5) & D(6) A = 130° 50' CLOCKWISE

METRIC NOTE:
DIMENSIONS AND COORDINATES SHOWN ON THIS PLAN ARE IN METERS AND CONVERTED TO FEET BY DIVISION BY 3.2808

DISTANCE NOTE:
DIMENSIONS SHOWN ON THIS PLAN ARE UNLESS OTHERWISE SHOWN FOR THE COMPILED SCALE FACTOR OF 0.99996.

MONUMENT NOTE:
SITE PLACED DUE TO INSUFFICIENT COVERAGE OF SUBSURFACE RECORD.

INTEGRATION DATA:

CONVEYANCE REFERENCE	POINT	COORDINATE	PLAN NUMBER
CONVEYANCE REFERENCE	POINT	COORDINATE	PLAN NUMBER
CONVEYANCE REFERENCE	POINT	COORDINATE	PLAN NUMBER
CONVEYANCE REFERENCE	POINT	COORDINATE	PLAN NUMBER

LEGEND:
S1 - BOUNDARY
S2 - SUBSURFACE BOUNDARY
S3 - CONVEYANCE BOUNDARY
S4 - MONUMENT
S5 - CORNER
S6 - BENCH MARK
S7 - BENCH MARK
S8 - BENCH MARK
S9 - BENCH MARK
S10 - BENCH MARK
S11 - BENCH MARK
S12 - BENCH MARK
S13 - BENCH MARK
S14 - BENCH MARK
S15 - BENCH MARK
S16 - BENCH MARK
S17 - BENCH MARK
S18 - BENCH MARK
S19 - BENCH MARK
S20 - BENCH MARK

SURVEYOR'S CERTIFICATE:
I CERTIFY THAT:
1. THIS PLAN AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE REQUIREMENTS OF THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REQUIREMENTS OF THE LAND TITLES DIVISION.
2. THE SURVEY WAS COMPLETED ON JULY 1, 2022.
DATE: OCTOBER 11, 2022
Adam Kasprzak
REGISTERED SURVEYOR
OUTRIGGER GROUP INC.

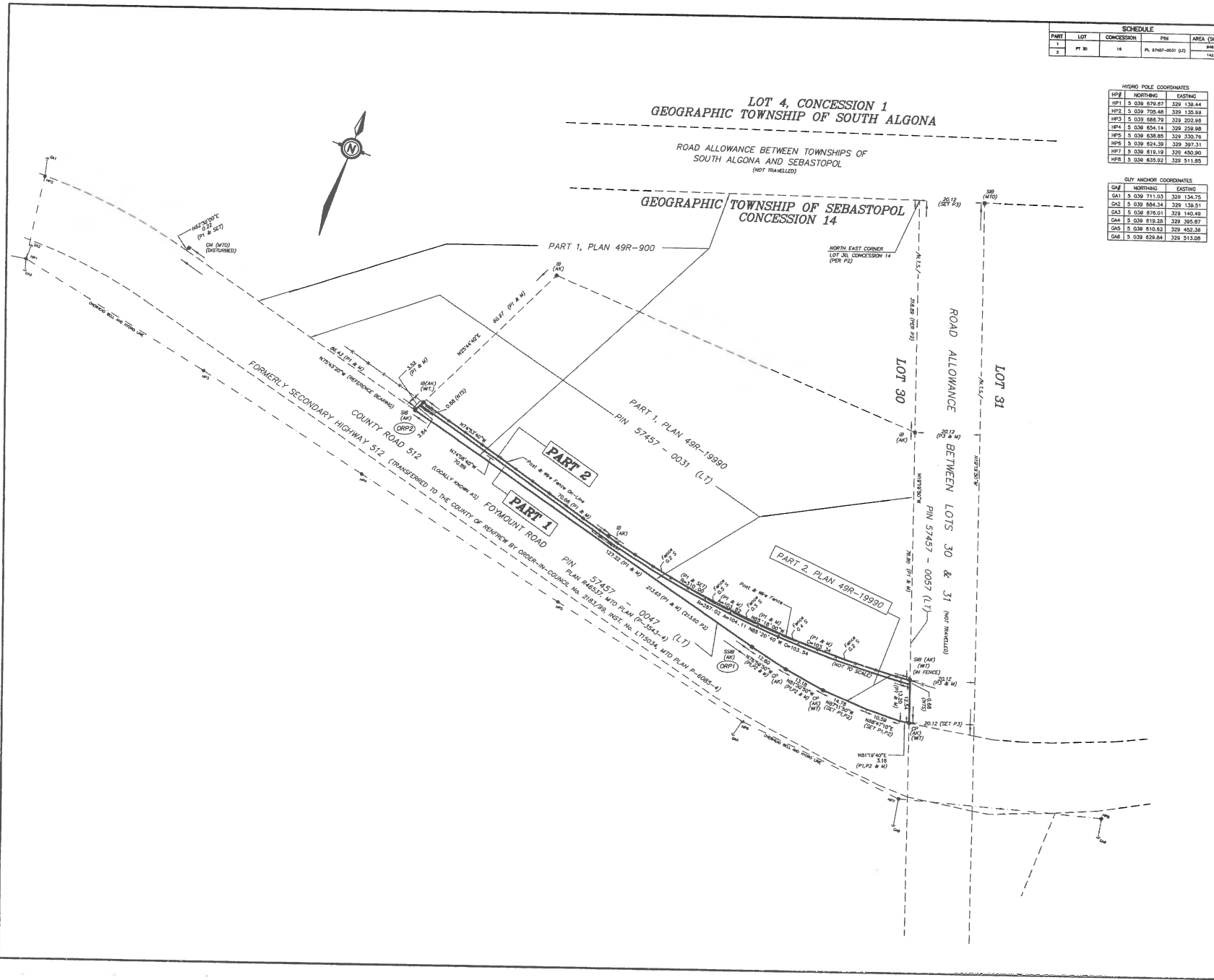
THIS PLAN OF SURVEY RELATES TO ALL PLAN SUBMISSION FROM HEREIN

ADAM KASPRZAK SURVEYING LTD.
100 BONNECHERE BLVD. W. SUITE 100 BOX 408
RENFREW, ONTARIO CANADA M0T 1R0
PHONE (519) 738-0208

SCALE: 1 : 500
FILE: 22-0034-L-1000

POINT	SURVEYING	EASTING
10	S 038 420.98	324 488.48
11	S 038 420.98	324 505.88
12	S 038 420.98	324 523.28
13	S 038 420.98	324 540.68
14	S 038 420.98	324 558.08
15	S 038 420.98	324 575.48
16	S 038 420.98	324 592.88
17	S 038 420.98	324 610.28
18	S 038 420.98	324 627.68

POINT	SURVEYING	EASTING
10	S 038 420.98	324 488.48
11	S 038 420.98	324 505.88
12	S 038 420.98	324 523.28
13	S 038 420.98	324 540.68
14	S 038 420.98	324 558.08
15	S 038 420.98	324 575.48
16	S 038 420.98	324 592.88
17	S 038 420.98	324 610.28
18	S 038 420.98	324 627.68



SCHEDULE			
PART	LOT	CONCESSION	PIN
1		14	PL 49R-0031 (LT)
2			

HYDRO POLE COORDINATES		
HP#	NORTHING	EASTING
HP1	5 039 879.87	329 139.44
HP2	5 039 706.48	329 135.62
HP3	5 039 686.72	329 202.66
HP4	5 039 824.14	329 229.98
HP5	5 039 828.85	329 332.78
HP6	5 039 824.39	329 367.31
HP7	5 039 819.19	329 450.90
HP8	5 039 833.92	329 511.95

GUY ANCHOR COORDINATES		
GA#	NORTHING	EASTING
GA1	5 039 711.03	329 134.75
GA2	5 039 884.34	329 136.21
GA3	5 039 876.01	329 140.49
GA4	5 039 819.25	329 295.67
GA5	5 039 810.63	329 452.39
GA6	5 039 829.84	329 513.00

PLAN 49R - 20187
 RECEIVED AND DEPOSITED
 October 12/2022
 (date)
Christina
 Representative for LAND REGISTRAR FOR THE LAND TITLES DIVISION OF RENFREW (No. 45)

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT
 DATE: OCTOBER 11, 2022
Simon Kasprzak
 SIMON KASPRZAK

PLAN OF SURVEY
 OF PART OF
LOT 30
CONCESSION 14
 GEOGRAPHIC TOWNSHIP OF SEBASTOPOL
 TOWNSHIP OF BONNECHERE VALLEY
 COUNTY OF RENFREW
 SCALE 1 : 500

ADAM KASPRZAK SURVEYING LTD.

BEARING NOTE:
 BEARINGS ARE UTM GRID DERIVED FROM INTEGRATED MONUMENTS ORP1 AND ORP2, PER PLAN 49R-1990, SHOWN HEREON. BEARING A GRE BEARING OF 197.5710°W REFERRED TO CENTRAL MERIDIAN OF UTM ZONE 18 (75 WEST LONGITUDE) MAURJ (CSRS) (D010). FOR BEARING COMPARISONS, THE ACTING BEARINGS ON UNDERLYING PLANS WERE ROTATED AS FOLLOWS:
 (P2) 1°31'10" CLOCKWISE

METRIC NOTE:
 DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

DISTANCE NOTE:
 DISTANCES SHOWN ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY A CONVERSION SCALE FACTOR OF 0.99992.

MONUMENT NOTE:
 SSB PLANTED DUE TO INSUFFICIENT OVERBURDEN OR SUSCEPTIBLE BEDROCK.

INTEGRATION DATA:

POINT ID	NORTHING	EASTING
ORP1	5 039 647.16	329 391.04
ORP2	5 039 676.53	329 266.65

COORDINATE VALUES TO RURAL ACCURACY PER SEC. 14 (2) OF O. REG. 2012 TO AND CORRECTED IN THIS PLAN. ORIGINAL MONUMENT CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

LEGEND

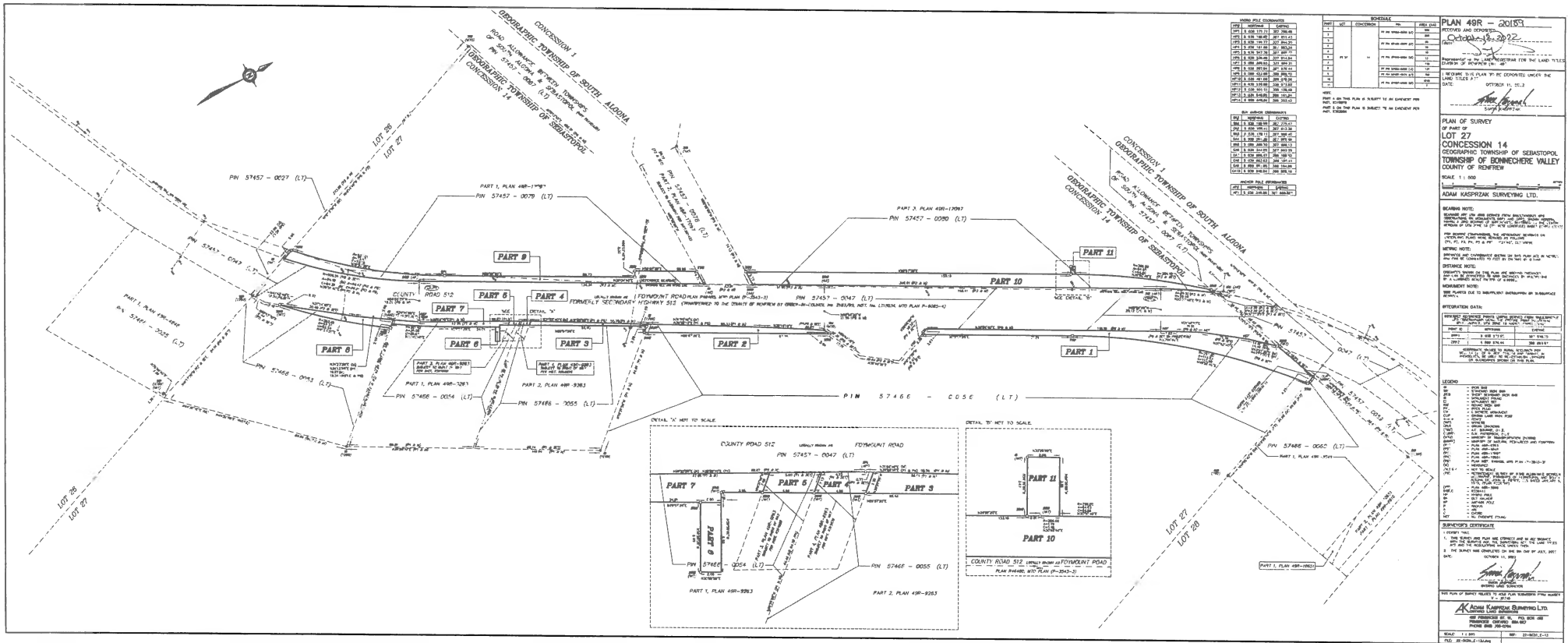
- SB - BORN BAR
- SSB - STANDARD IRON BAR
- SSSB - SHORT STANDARD IRON BAR
- MB - MONUMENT FOUND
- RFB - ROUND IRON BAR
- CBM - CONCRETE MONUMENT
- CP - CONCRETE PIN
- FB - FENCE
- WPT - WIRELESS
- WPTU - WIRELESS UNKNOWN
- MAJ - MINISTRY OF TRANSPORTATION (ONTARIO)
- AKS - ADAM KASPRZAK SURVEYING LTD.
- PL 49R-1990 - PLAN 49R-1990
- (P2) - PLAN 49R-0031, MTD PLAN (P-3543-4)
- (P3) - ORIGINAL TOWNSHIP PLAN OF SEBASTOPOL
- (M) - MEASURED
- 1/2" = 1' - NOT TO SCALE
- HP - HYDRO POLE
- GA - GUY ANCHOR
- AP - ANCHOR POLE
- R - RADIUS
- A - ARC
- C - CHORD

SURVEYOR'S CERTIFICATE
 I CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
 2. THE SURVEY WAS COMPLETED ON JULY 19, 2022.
 DATE: OCTOBER 11, 2022

Simon Kasprzak
 SIMON KASPRZAK
 ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATED TO ADLS PLAN SUBMISSION FORM NUMBER V - 32748

AK ADAM KASPRZAK SURVEYING LTD.
 ONTARIO LAND SURVEYORS
 432 PEMBROKE ST. W., P.O. BOX 402
 PEMBROKE, ONTARIO K8A 6C7
 PHONE: (613) 769-0704
 SCALE: 1 : 500 REF: 22-5039-E-16
 FILE: 22-5039-E-16.dwg



FIELD BOOK CONTINUATION

STATION	BEARING	DISTANCE	REMARKS
1	N 11° 12' 30" E	100.00	...
2	N 89° 47' 30" W	100.00	...
3	S 11° 12' 30" E	100.00	...
4	S 89° 47' 30" W	100.00	...
5	N 11° 12' 30" E	100.00	...
6	N 89° 47' 30" W	100.00	...
7	S 11° 12' 30" E	100.00	...
8	S 89° 47' 30" W	100.00	...
9	N 11° 12' 30" E	100.00	...
10	N 89° 47' 30" W	100.00	...
11	S 11° 12' 30" E	100.00	...
12	S 89° 47' 30" W	100.00	...
13	N 11° 12' 30" E	100.00	...
14	N 89° 47' 30" W	100.00	...
15	S 11° 12' 30" E	100.00	...
16	S 89° 47' 30" W	100.00	...
17	N 11° 12' 30" E	100.00	...
18	N 89° 47' 30" W	100.00	...
19	S 11° 12' 30" E	100.00	...
20	S 89° 47' 30" W	100.00	...

CONCURRENCE

NO.	DATE	DESCRIPTION
1	10/11/2012	...
2	10/11/2012	...
3	10/11/2012	...
4	10/11/2012	...
5	10/11/2012	...
6	10/11/2012	...
7	10/11/2012	...
8	10/11/2012	...
9	10/11/2012	...
10	10/11/2012	...
11	10/11/2012	...
12	10/11/2012	...
13	10/11/2012	...
14	10/11/2012	...
15	10/11/2012	...
16	10/11/2012	...
17	10/11/2012	...
18	10/11/2012	...
19	10/11/2012	...
20	10/11/2012	...

PLAN 49R - 2012
 OCTOBER 11, 2012
 ADAM KASPRZYK SURVEYING LTD.

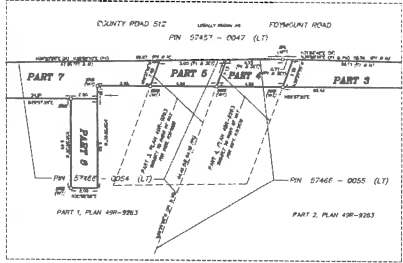
PLAN OF SURVEY
 OF PART OF
 CONCESSION 14
 GEORGIAN TOWNSHIP OF SEBASTOPOL
 TOWNSHIP OF BONNECHERE VALLEY
 COUNTY OF BENTON
 SCALE: 1:500
 ADAM KASPRZYK SURVEYING LTD.

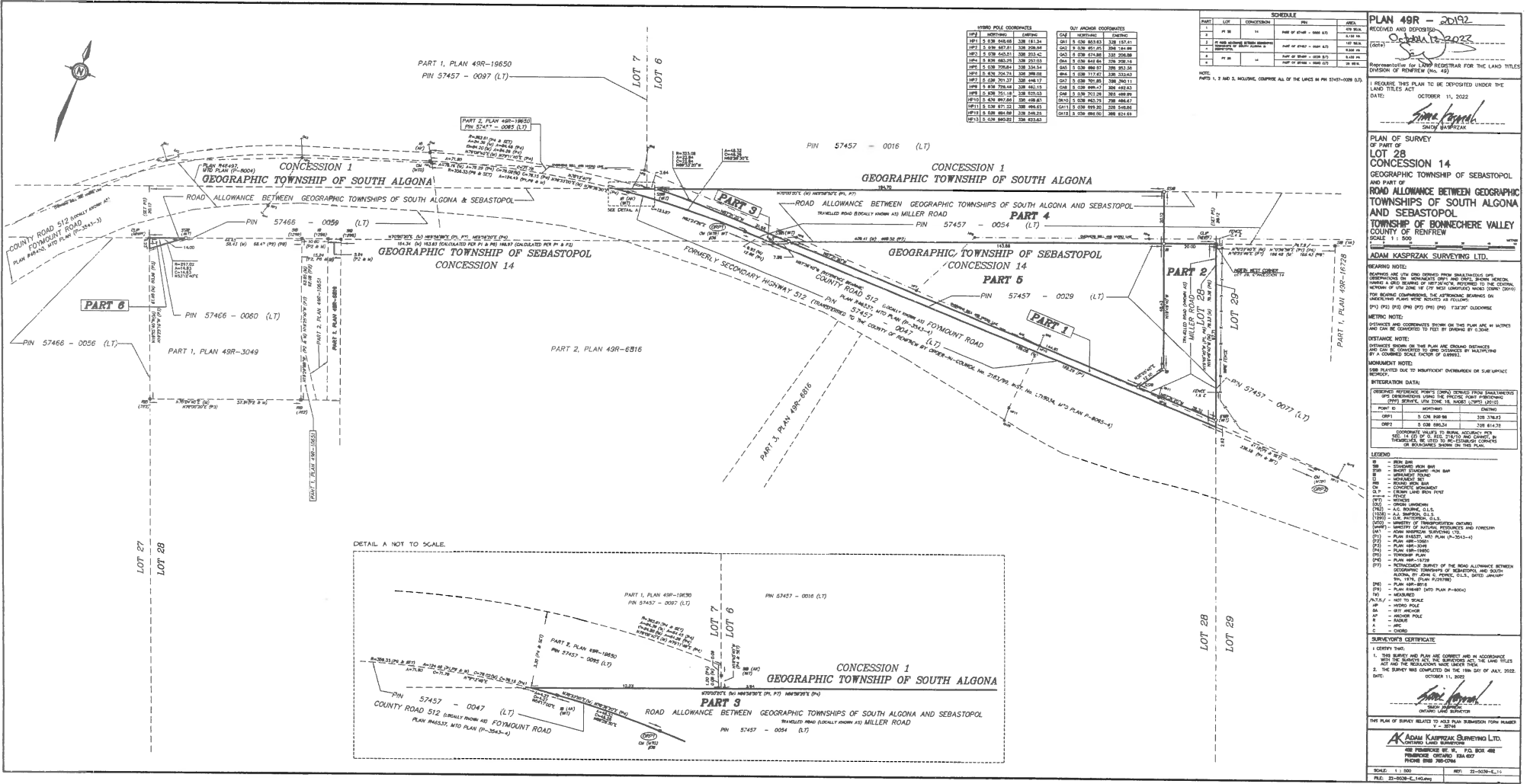
BEARING NOTE:
 BEARINGS ARE GIVEN EITHER FROM MAGNETIC NORTH OR FROM TRUE NORTH AS INDICATED BY THE LETTERS 'M' OR 'T' FOLLOWING THE BEARING.
MEASURED NOTE:
 MEASURED ANGLES ARE GIVEN IN DEGREES AND MINUTES AND SECONDS AS INDICATED BY THE LETTERS 'D', 'M', AND 'S' FOLLOWING THE ANGLE.
REFERENCE NOTE:
 DISTANCES ARE GIVEN IN METERS AS INDICATED BY THE LETTERS 'M' FOLLOWING THE DISTANCE.
ADJUSTMENT NOTE:
 THE SURVEY HAS BEEN ADJUSTED BY THE METHOD OF LEAST SQUARES.
PROJECTION DATA:
 DATUM: CANADIAN DATUM 1987
 ZONE: 18N
 FALSE EASTING: 500000.00 M
 FALSE NORTHING: 8630000.00 M
 SCALE FACTOR: 0.9998
 MERIDIAN ANGLE: 111.9613 DEG
 TOWNSHIP NORTHING: 8630000.00 M
 TOWNSHIP WESTING: 500000.00 M
 UTM ZONE: 18N
 UTM EASTING: 500000.00 M
 UTM NORTHING: 8630000.00 M

FIELD BOOK CONTINUATION

STATION	BEARING	DISTANCE	REMARKS
1	N 11° 12' 30" E	100.00	...
2	N 89° 47' 30" W	100.00	...
3	S 11° 12' 30" E	100.00	...
4	S 89° 47' 30" W	100.00	...
5	N 11° 12' 30" E	100.00	...
6	N 89° 47' 30" W	100.00	...
7	S 11° 12' 30" E	100.00	...
8	S 89° 47' 30" W	100.00	...
9	N 11° 12' 30" E	100.00	...
10	N 89° 47' 30" W	100.00	...
11	S 11° 12' 30" E	100.00	...
12	S 89° 47' 30" W	100.00	...
13	N 11° 12' 30" E	100.00	...
14	N 89° 47' 30" W	100.00	...
15	S 11° 12' 30" E	100.00	...
16	S 89° 47' 30" W	100.00	...
17	N 11° 12' 30" E	100.00	...
18	N 89° 47' 30" W	100.00	...
19	S 11° 12' 30" E	100.00	...
20	S 89° 47' 30" W	100.00	...

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT THIS PLAN AND THE FIELD BOOKS AND INSTRUMENTS USED IN THE SURVEY WERE IN MY POSSESSION AND CONTROL AT THE TIME THE SURVEY WAS CONDUCTED AND THAT THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEY ACT.
 OCTOBER 11, 2012
 ADAM KASPRZYK SURVEYING LTD.
 ADAM KASPRZYK
 SURVEYOR





NORTH POLE COORDINATES		OUT WEDGE COORDINATES	
POINT	EASTING	NORTHING	EASTING
101	5 538 899.63	538 191.24	538 191.21
102	5 538 487.61	538 308.87	538 308.84
103	5 538 454.51	538 354.61	538 354.58
104	5 538 483.75	538 353.03	538 353.00
105	5 538 709.64	538 354.94	538 354.91
106	5 538 706.74	538 389.09	538 389.06
107	5 538 702.57	538 448.17	538 448.14
108	5 538 728.44	538 446.13	538 446.10
109	5 538 725.34	538 470.03	538 470.00
110	5 538 891.66	538 468.83	538 468.80
111	5 538 871.33	538 494.07	538 494.04
112	5 538 868.89	538 534.51	538 534.48
113	5 538 869.62	538 613.63	538 613.60

SCHEDULE			
PART	LOT	CONCESSION	PIN
1	28		57457-0016
2			57457-0017
3			57457-0018
4			57457-0019
5			57457-0020
6			57457-0021
7			57457-0022
8			57457-0023
9			57457-0024
10			57457-0025
11			57457-0026
12			57457-0027
13			57457-0028
14			57457-0029
15			57457-0030
16			57457-0031
17			57457-0032
18			57457-0033
19			57457-0034
20			57457-0035
21			57457-0036
22			57457-0037
23			57457-0038
24			57457-0039
25			57457-0040
26			57457-0041
27			57457-0042
28			57457-0043
29			57457-0044
30			57457-0045
31			57457-0046
32			57457-0047
33			57457-0048
34			57457-0049
35			57457-0050
36			57457-0051
37			57457-0052
38			57457-0053
39			57457-0054
40			57457-0055
41			57457-0056
42			57457-0057
43			57457-0058
44			57457-0059
45			57457-0060
46			57457-0061
47			57457-0062
48			57457-0063
49			57457-0064
50			57457-0065
51			57457-0066
52			57457-0067
53			57457-0068
54			57457-0069
55			57457-0070
56			57457-0071
57			57457-0072
58			57457-0073
59			57457-0074
60			57457-0075
61			57457-0076
62			57457-0077
63			57457-0078
64			57457-0079
65			57457-0080
66			57457-0081
67			57457-0082
68			57457-0083
69			57457-0084
70			57457-0085
71			57457-0086
72			57457-0087
73			57457-0088
74			57457-0089
75			57457-0090
76			57457-0091
77			57457-0092
78			57457-0093
79			57457-0094
80			57457-0095
81			57457-0096
82			57457-0097
83			57457-0098
84			57457-0099
85			57457-0100
86			57457-0101
87			57457-0102
88			57457-0103
89			57457-0104
90			57457-0105
91			57457-0106
92			57457-0107
93			57457-0108
94			57457-0109
95			57457-0110
96			57457-0111
97			57457-0112
98			57457-0113
99			57457-0114
100			57457-0115

PLAN 49R-20192
 RECEIVED AND DEPOSITED
 OCT 11 2022
 REPRESENTATIVE FOR LAND REGISTRY FOR THE LAND TITLE DIVISION OF RENFREW (No. 45)

REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT
 DATE: OCTOBER 11, 2022
 Adam Kasprzak
 SURVEYOR

PLAN OF SURVEY OF PART OF LOT 28 CONCESSION 14 GEOGRAPHIC TOWNSHIP OF SEBASTOPOL AND PART OF ROAD ALLOWANCE BETWEEN GEOGRAPHIC TOWNSHIPS OF SOUTH ALGONA AND SEBASTOPOL TOWNSHIPS OF SOUTH ALGONA AND SEBASTOPOL TOWNSHIP OF BONNECHERE VALLEY COUNTY OF RENFREW
 SCALE: 1:1 000
 ADAM KASPRZAK SURVEYING LTD.

REMARKS:
 THIS PLAN IS A PARTIAL SURVEY OF THE ROAD ALLOWANCE BETWEEN GEOGRAPHIC TOWNSHIPS OF SOUTH ALGONA AND SEBASTOPOL TOWNSHIPS OF SOUTH ALGONA AND SEBASTOPOL TOWNSHIP OF BONNECHERE VALLEY COUNTY OF RENFREW. THE ROAD ALLOWANCE IS BOUND BY THE ROAD ALLOWANCE BETWEEN GEOGRAPHIC TOWNSHIPS OF SOUTH ALGONA AND SEBASTOPOL TOWNSHIP OF BONNECHERE VALLEY COUNTY OF RENFREW TO THE NORTH AND THE ROAD ALLOWANCE BETWEEN GEOGRAPHIC TOWNSHIPS OF SOUTH ALGONA AND SEBASTOPOL TOWNSHIP OF BONNECHERE VALLEY COUNTY OF RENFREW TO THE SOUTH. THE ROAD ALLOWANCE IS BOUND BY THE ROAD ALLOWANCE BETWEEN GEOGRAPHIC TOWNSHIPS OF SOUTH ALGONA AND SEBASTOPOL TOWNSHIP OF BONNECHERE VALLEY COUNTY OF RENFREW TO THE EAST AND THE ROAD ALLOWANCE BETWEEN GEOGRAPHIC TOWNSHIPS OF SOUTH ALGONA AND SEBASTOPOL TOWNSHIP OF BONNECHERE VALLEY COUNTY OF RENFREW TO THE WEST.

METRIC NOTE:
 DIMENSIONS AND COORDINATES GIVEN ON THIS PLAN ARE IN METERS AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

DISTANCE NOTE:
 DISTANCES GIVEN ON THIS PLAN ARE GROUND DISTANCES MEASURED ALONG THE CENTERLINE OF THE ROAD ALLOWANCE BY MULTIPLYING BY A CORRECTED SCALE FACTOR OF 0.99999.

BOUNDARY NOTE:
 DIMENSIONS ARE TO NEAREST CENTIMETER UNLESS OTHERWISE SPECIFIED.

INTERSECTION DATA:

POINT #	EASTING	NORTHING
101	5 538 899.63	538 191.24
102	5 538 487.61	538 308.87
103	5 538 454.51	538 354.61
104	5 538 483.75	538 353.03
105	5 538 709.64	538 354.94
106	5 538 706.74	538 389.09
107	5 538 702.57	538 448.17
108	5 538 728.44	538 446.13
109	5 538 725.34	538 470.03
110	5 538 891.66	538 468.83
111	5 538 871.33	538 494.07
112	5 538 868.89	538 534.51
113	5 538 869.62	538 613.63

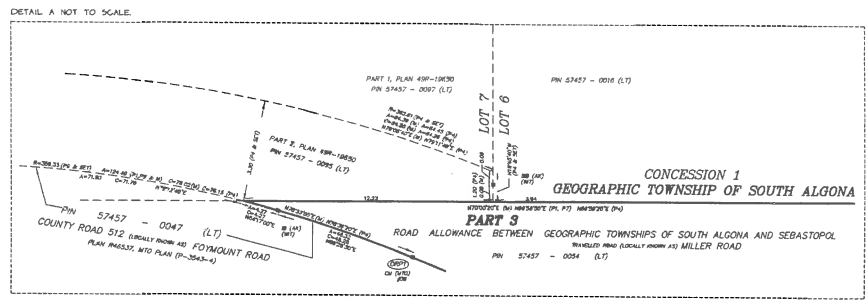
LEGEND:
 SB - BOUNDARY
 SH - SHEDDING
 ST - STAKE
 SW - SURVEY WAGON
 T - TOWER
 W - WIRE
 C - CONCRETE
 D - DRIVE
 R - ROAD
 S - SURVEY
 T - TOWER
 W - WIRE
 C - CONCRETE
 D - DRIVE
 R - ROAD
 S - SURVEY

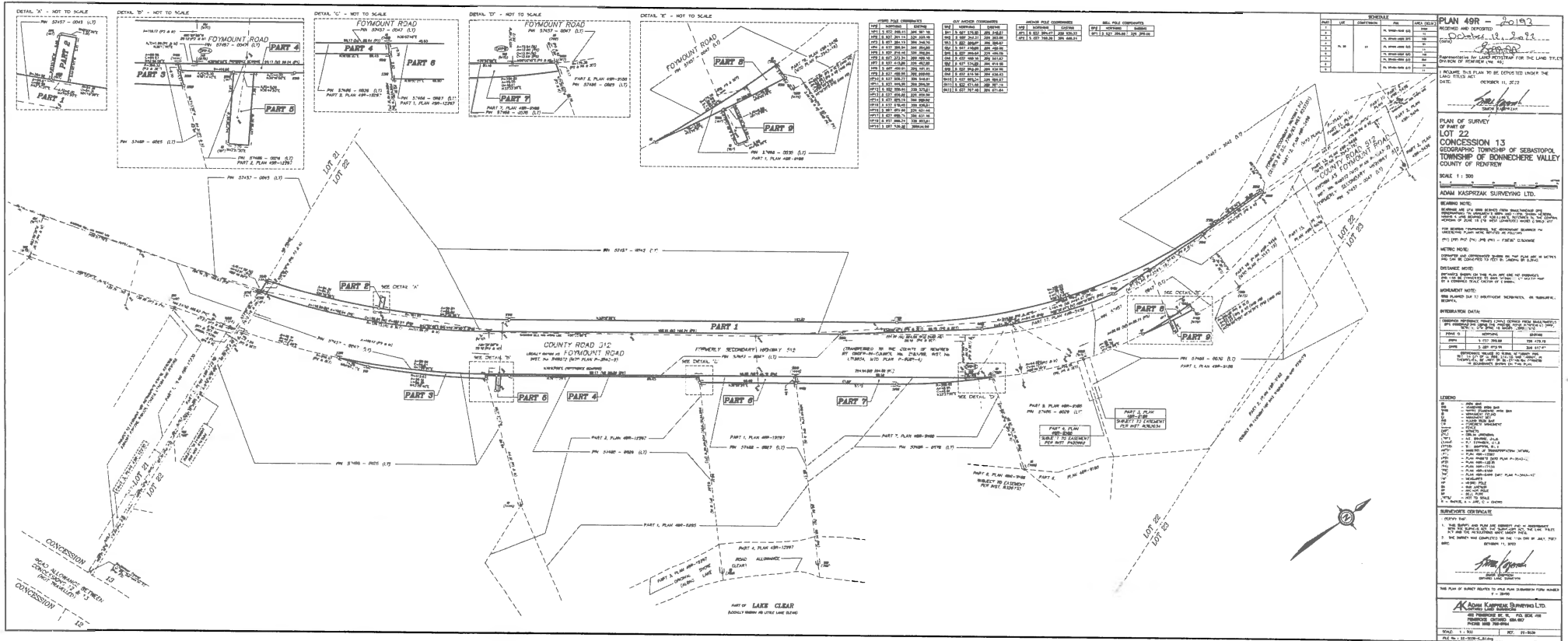
SURVEYOR'S CERTIFICATE:
 I CERTIFY THAT:
 1. THIS SURVEY WAS MADE BY ME OR UNDER MY SUPERVISION AND IN ACCORDANCE WITH THE REGULATIONS UNDER THE LAND TITLES ACT.
 2. THE SURVEY WAS COMPLETED ON THE 11th DAY OF OCTOBER, 2022.
 DATE: OCTOBER 11, 2022

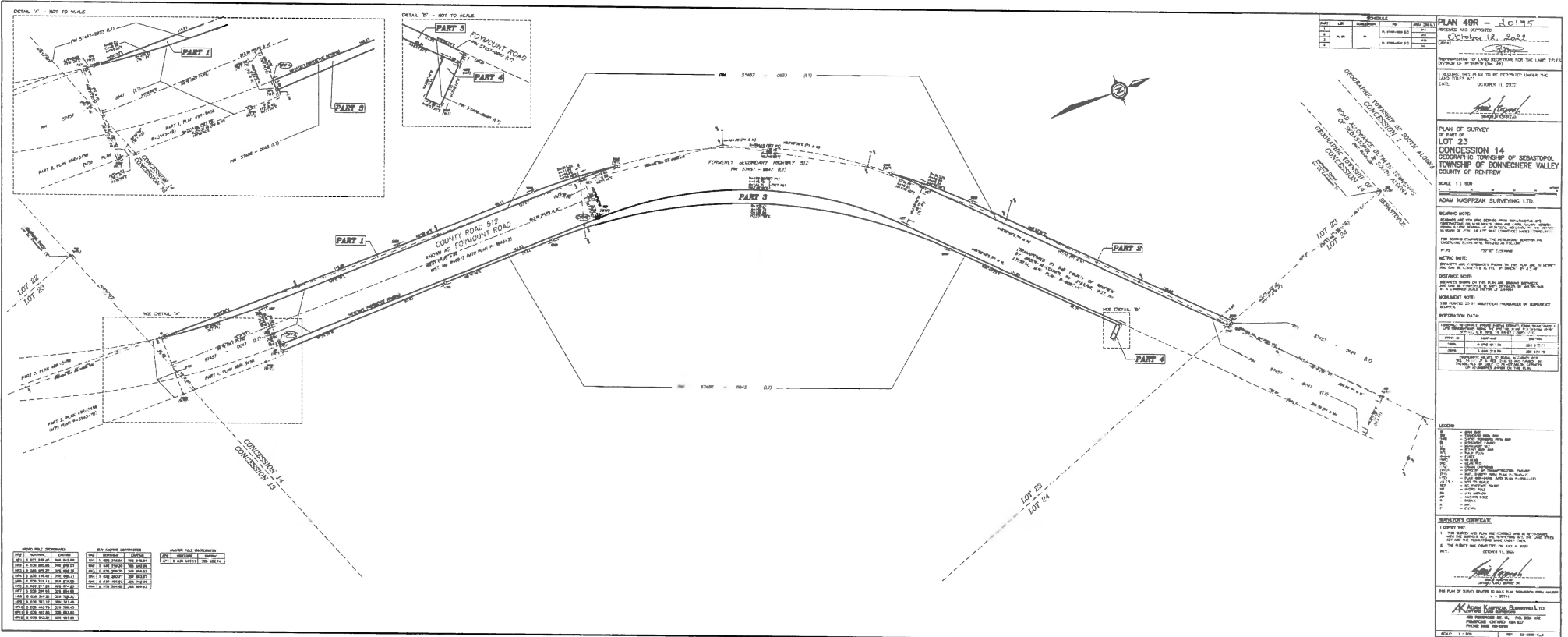
THIS PLAN OF SURVEY RELATES TO THIS PLAN SUBMISSION FORM NUMBER 20-008-0-142 (REV. 2019)

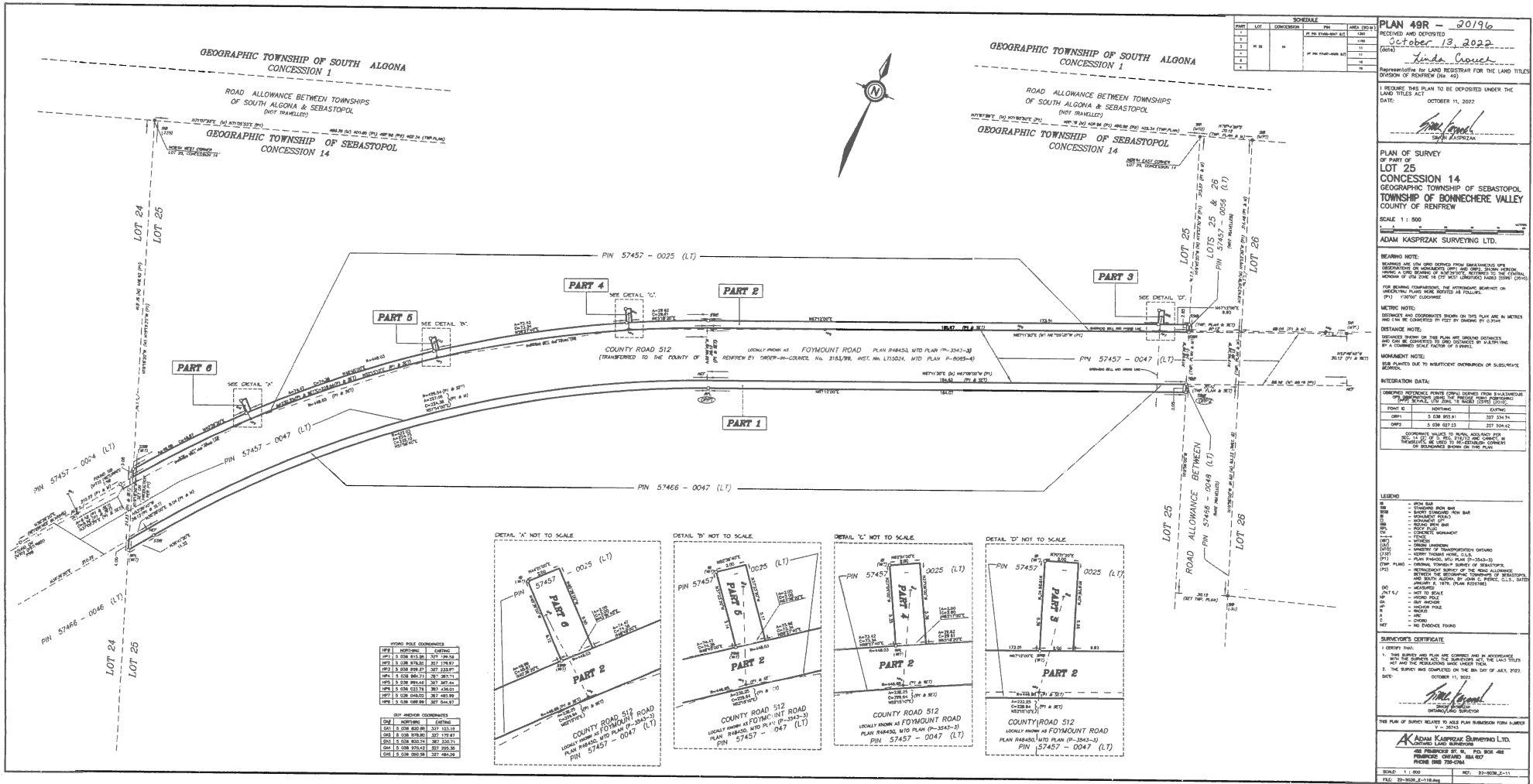
ADAM KASPRZAK SURVEYING LTD.
 1000 HURON STREET, SUITE 100
 WINDSOR, ONTARIO N9A 6G7
 PHONE: 519-253-0200

SCALE: 1:1 000 REF: 20-008-0-142
 FILE: 20-008-0-142 (REV. 2019)









SCHEDULE				
BLK	LOT	CONVECTION	PLAN	AREA (SQ FT)
1		H	P. IN 1748-001 LT	1.28
1		H	P. IN 1748-002 LT	1.16
1		H	P. IN 1748-003 LT	1.14
1		H	P. IN 1748-004 LT	1.12
1		H	P. IN 1748-005 LT	1.10

PLAN 49R - 20196
 RECEIVED AND DEPOSITED
 October 13, 2022
 Linda Casper
 REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF RENFREW (S.M. 44)

I HEREBY MAKE PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT
 OCTOBER 11, 2022
 Adam Kasprzak
 SURVEYOR

PLAN OF SURVEY OF PART OF LOT 25 CONCESSION 14 GEOGRAPHIC TOWNSHIP OF SEBASTOPOL TOWNSHIP OF BONNECHERE VALLEY COUNTY OF RENFREW

SCALE 1:500

ADAM KASPRZAK SURVEYING LTD.

BEARING NOTE:

BEARINGS ARE GIVEN FROM MAGNETIC NORTH OR FROM TRUE NORTH USING THE DEVIATION OR VARIATION OF THE YEAR OF SURVEY, UNLESS OTHERWISE STATED. MAGNETIC NORTH AND TRUE NORTH ARE NOT TO BE CONFUSED.

METRIC NOTE:
 DISTANCES AND COORDINATE BEARINGS ON THIS PLAN ARE IN METERS AND ARE TO BE CONSIDERED AS SUCH UNLESS OTHERWISE STATED.

DISTANCE NOTE:
 DISTANCES ARE GIVEN IN METERS UNLESS OTHERWISE STATED. UNLESS OTHERWISE STATED, DISTANCES ARE TO BE CONSIDERED AS SUCH UNLESS OTHERWISE STATED.

MONUMENT NOTE:
 MONUMENTS ARE TO BE CONSIDERED AS SUCH UNLESS OTHERWISE STATED.

INTEGRATION DATA:
 CHECKED POINTS (X, Y) COORDINATES FROM 3-D SURVEYING POINTS

POINT #	EASTING	NORTHING	POINT #	EASTING	NORTHING
001	5 038 955.81	227 224.74	005	5 038 927.23	227 224.42
002	5 038 953.41	227 224.74	006	5 038 925.83	227 224.42
003	5 038 951.01	227 224.74	007	5 038 923.43	227 224.42
004	5 038 948.61	227 224.74	008	5 038 921.03	227 224.42

- LEGEND
- BLK - BLOCK
 - LOT - LOT
 - CONVECTION - CONVECTION
 - ROAD - ROAD
 - BOUNDARY - BOUNDARY
 - MONUMENT - MONUMENT
 - ... (rest of legend items)

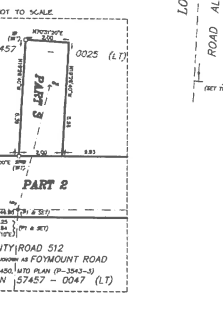
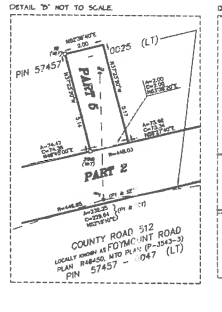
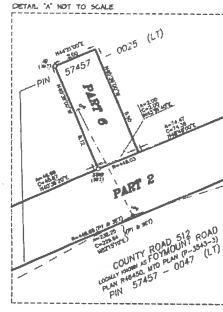
SURVEYOR'S CERTIFICATE

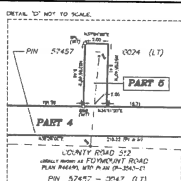
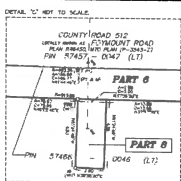
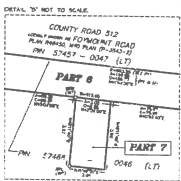
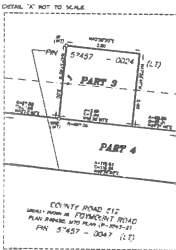
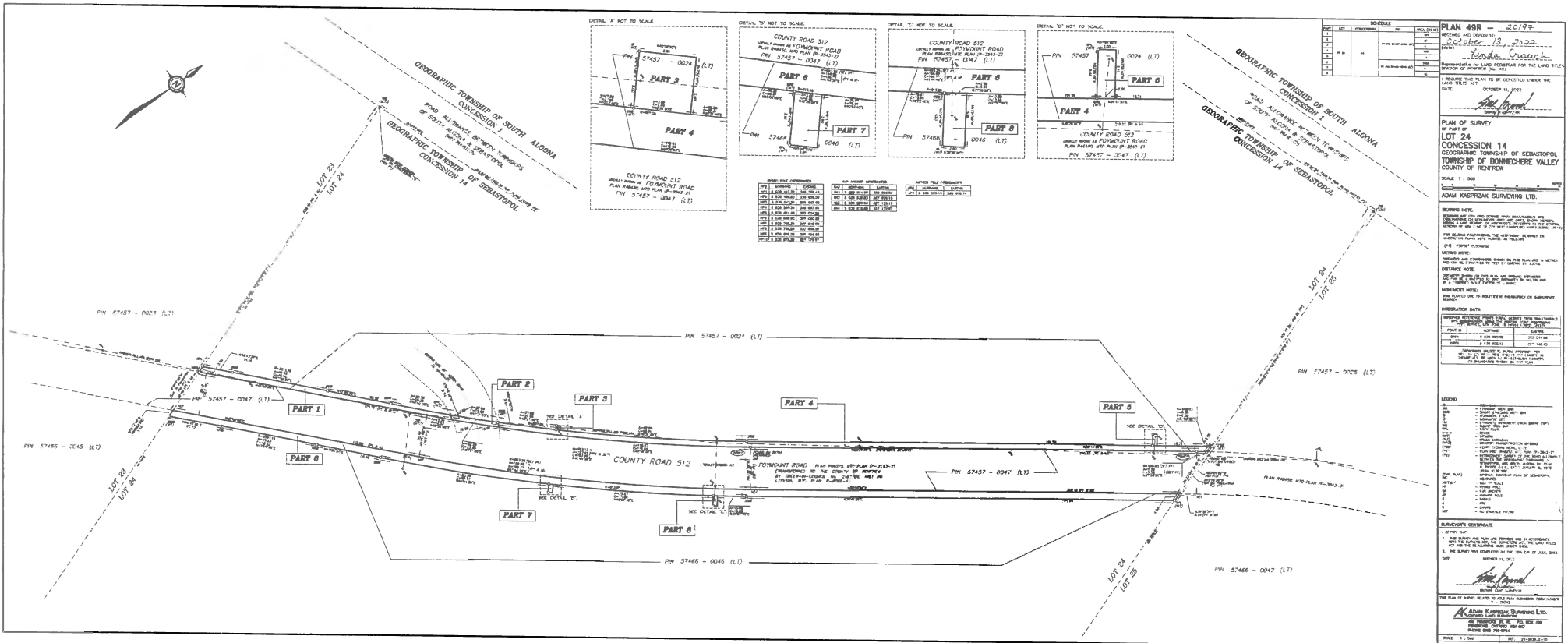
I CERTIFY THAT
 1. THE RIGHTS AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE ACT AND THE REGULATIONS MADE UNDER THEREIN;
 2. THE SURVEY WAS CONDUCTED ON THE 14th DAY OF OCTOBER, 2022.
 OCT 11, 2022
 Adam Kasprzak
 SURVEYOR

THIS PLAN OF SURVEY RELATES TO THIS PLAN SUBMISSION FROM NUMBER
 ...
 ADAM KASPRZAK SURVEYING LTD.
 402 HUNTER ST. W., P.O. BOX 402
 PRINCE GEORGE, B.C. V2L 4K7
 PHONE 250-798-0241
 FAX 250-798-0241
 SCALE - 1:500
 PLAN - 20-2022-0118-001

WORD FILE COORDINATES

FILE #	W	E	N	C
1	5038955.81	227224.74
2	5038953.41	227224.74
3	5038951.01	227224.74
4	5038948.61	227224.74
5	5038946.21	227224.74
6	5038943.81	227224.74
7	5038941.41	227224.74
8	5038939.01	227224.74
9	5038936.61	227224.74
10	5038934.21	227224.74
11	5038931.81	227224.74





STATION COORDINATES

STATION	N	E	HT.
11.208	427.41	428.93	200.00
11.209	427.41	428.93	200.00
11.210	427.41	428.93	200.00
11.211	427.41	428.93	200.00
11.212	427.41	428.93	200.00
11.213	427.41	428.93	200.00
11.214	427.41	428.93	200.00
11.215	427.41	428.93	200.00
11.216	427.41	428.93	200.00
11.217	427.41	428.93	200.00
11.218	427.41	428.93	200.00
11.219	427.41	428.93	200.00
11.220	427.41	428.93	200.00

SPHERE RADIUS COORDINATES

STATION	UTM X	UTM Y	UTM Z
11.208	522113.40	5035433.50	4689120.00
11.209	522113.40	5035433.50	4689120.00
11.210	522113.40	5035433.50	4689120.00
11.211	522113.40	5035433.50	4689120.00
11.212	522113.40	5035433.50	4689120.00
11.213	522113.40	5035433.50	4689120.00
11.214	522113.40	5035433.50	4689120.00
11.215	522113.40	5035433.50	4689120.00
11.216	522113.40	5035433.50	4689120.00
11.217	522113.40	5035433.50	4689120.00
11.218	522113.40	5035433.50	4689120.00
11.219	522113.40	5035433.50	4689120.00
11.220	522113.40	5035433.50	4689120.00

RECORD

DATE	BY	DESCRIPTION
11/15/2019	AK	PLAN PREPARED
11/15/2019	AK	PLAN CHECKED
11/15/2019	AK	PLAN APPROVED

PLAN 49R - 2019
 REVISED AND EXTENDED
 DATE: 15/11/2019
 DRAWN BY: *Adam Kasprzak*
 CHECKED BY: *Adam Kasprzak*
 APPROVED BY: *Adam Kasprzak*

PLAN OF SURVEY
CONCESSION 14
GEOGRAPHIC TOWNSHIP OF SEBASTOPOL
TOWNSHIP OF BOMBERHE VALLEY
COUNTY OF RENFREW
 SCALE: 1:500
ADAM KASPRZAK SURVEYING LTD.

BEARING NOTE:
 BEARINGS ARE GIVEN IN DEGREES, MINUTES AND SECONDS.
 BEARINGS ARE MEASURED FROM THE FORE SIGHT POINT TO THE BACK SIGHT POINT.
 THE BEARING OF A LINE IS THE ANGLE MEASURED IN THE HORIZONTAL PLANE FROM THE FORE SIGHT POINT TO THE BACK SIGHT POINT.

DISTANCE NOTE:
 DISTANCES ARE GIVEN IN METERS.
 DISTANCES ARE MEASURED ALONG THE LINE.
 DISTANCES ARE MEASURED TO THE CENTRE OF GRADE.

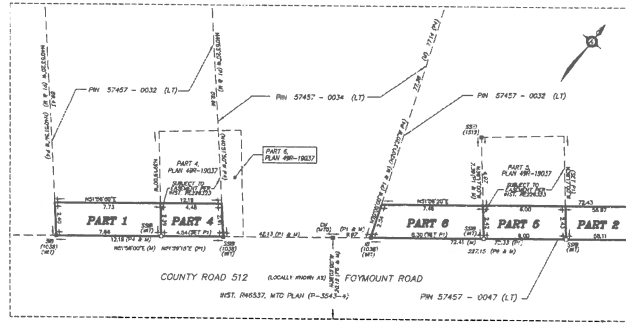
ADJUSTMENT NOTE:
 THE PLAN IS ADJUSTED BY THE METHOD OF LEAST SQUARES.

INFORMATION DATA:
 THE PLAN IS PREPARED BY ADAM KASPRZAK SURVEYING LTD.
 THE PLAN IS PREPARED BY ADAM KASPRZAK SURVEYING LTD.
 THE PLAN IS PREPARED BY ADAM KASPRZAK SURVEYING LTD.
 THE PLAN IS PREPARED BY ADAM KASPRZAK SURVEYING LTD.
 THE PLAN IS PREPARED BY ADAM KASPRZAK SURVEYING LTD.

LEGEND:
 1. Dotted line: Survey boundary
 2. Solid line: Survey boundary
 3. Dashed line: Survey boundary
 4. Dash-dot line: Survey boundary
 5. Long-dash line: Survey boundary
 6. Short-dash line: Survey boundary
 7. Dotted line: Survey boundary
 8. Solid line: Survey boundary
 9. Dashed line: Survey boundary
 10. Dash-dot line: Survey boundary
 11. Long-dash line: Survey boundary
 12. Short-dash line: Survey boundary

SURVEYOR'S CERTIFICATE:
 I, the undersigned, being a duly qualified and licensed surveyor, do hereby certify that the above is a true and correct copy of the original plan as approved by me on the 15th day of November, 2019.
 ADAM KASPRZAK SURVEYING LTD.
 REG. NO. 11-000-01-10048

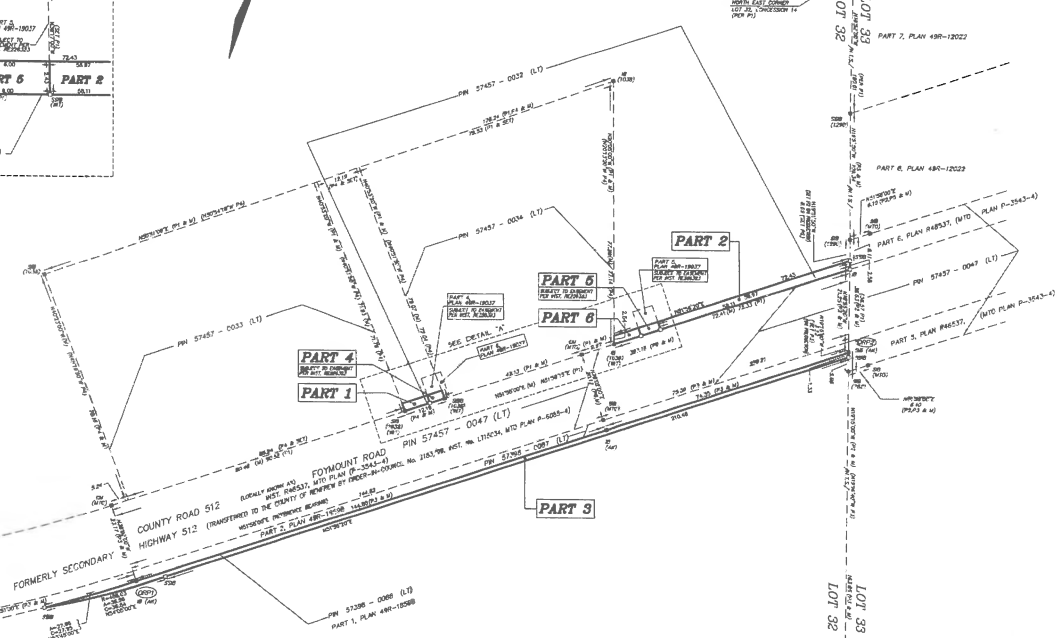
DETAIL 'A' - NOT TO SCALE



CONCESSION 1
GEOGRAPHIC TOWNSHIP OF SOUTH ALGONA

ROAD ALLOWANCE BETWEEN TOWNSHIPS OF
SOUTH ALGONA AND SEBASTOPOL
(NOT TRAVELLED)

GEOGRAPHIC TOWNSHIP OF SEBASTOPOL
CONCESSION 14



SCHEDULE				
PART	LOT	CONCESSION	AREA (HECTARES)	AREA (ACRES)
1			0.00	0.00
2			0.00	0.00
3			0.00	0.00
4			0.00	0.00
5			0.00	0.00
6			0.00	0.00
7			0.00	0.00
8			0.00	0.00
9			0.00	0.00
10			0.00	0.00
11			0.00	0.00
12			0.00	0.00
13			0.00	0.00
14			0.00	0.00
15			0.00	0.00
16			0.00	0.00
17			0.00	0.00
18			0.00	0.00
19			0.00	0.00
20			0.00	0.00
21			0.00	0.00
22			0.00	0.00
23			0.00	0.00
24			0.00	0.00
25			0.00	0.00
26			0.00	0.00
27			0.00	0.00
28			0.00	0.00
29			0.00	0.00
30			0.00	0.00
31			0.00	0.00
32			0.00	0.00
33			0.00	0.00
34			0.00	0.00
35			0.00	0.00
36			0.00	0.00
37			0.00	0.00
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40			0.00	0.00
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93			0.00	0.00
94			0.00	0.00
95			0.00	0.00
96			0.00	0.00
97			0.00	0.00
98			0.00	0.00
99			0.00	0.00
100			0.00	0.00

PLAN 49R - 20199
RECEIVED AND DEPOSITED
October 17, 2022
Linda Trench
PROFESSIONAL SURVEYOR FOR THE LAND TITLES
DIVISION OF RENFREW (VAL-49)

I HEREBY THIS PLAN TO BE DEPOSITED UNDER THE
LAND TITLES ACT
DATE: OCTOBER 11, 2022
Simon Kasprzak
SIMON KASPRZAK

PLAN OF SURVEY
OF PART OF
LOT 32
CONCESSION 14
GEOGRAPHIC TOWNSHIP OF SEBASTOPOL,
TOWNSHIP OF BONNECHERE VALLEY
COUNTY OF RENFREW
SCALE 1 : 500

ADAM KASPRZAK SURVEYING LTD.
BEARING NOTE:
BEARINGS AND DISTANCES FROM INTERSECTION POINTS
TO THE CORNERS OF THIS PLAN ARE GIVEN IN METERS
AND A TRUE BEARING OF 0°00'00" IS ASSUMED TO BE
THE BEARING OF THE MERIDIAN THROUGH THE INTERSECTION
POINTS. THE BEARINGS SHOWN ON THE PLAN ARE
UNADJUSTED BEARINGS.

METRIC NOTE:
DISTANCES AND COORDINATE POINTS ON THIS PLAN ARE IN METERS
AND CAN BE CONVERTED TO FEET BY DIVIDING BY 3.048.
DISTANCE NOTE:
DISTANCES SHOWN ON THIS PLAN ARE UNADJUSTED BEARINGS
AND CAN BE CONVERTED TO FEET BY DIVIDING BY 3.048.
MONUMENT NOTE:
SEE PLANS DUE TO INSUFFICIENT OVERLAP OR SUBSURFACE
MONUMENTS.

INTEGRATION DATA:

ORDERED REFERENCE POINTS (ORIP) CORNER POINTS	PLAN 49R-15007 (VAL-15007)	PLAN 49R-15008 (VAL-15008)	PLAN 49R-15009 (VAL-15009)
ORIP 1	NORTHING	EASTING	
ORIP 2	5 039 216.68	330 045.68	
ORIP 3	5 040 011.74	330 216.67	

NOTE: THE PLAN IS SUBJECT TO THE SURVEYING ACT AND REGULATIONS THEREUNDER. THE PLAN IS NOT TO BE USED TO RE-ESTABLISH CORNERS OR MONUMENTS UNLESS SO INDICATED ON THE PLAN.

- LEGEND:
- 1 - ROAD BOUNDARY
 - 2 - ROAD CENTERLINE
 - 3 - ROAD RIGHT-OF-WAY BOUNDARY
 - 4 - ROAD RIGHT-OF-WAY CENTERLINE
 - 5 - ROAD RIGHT-OF-WAY BOUNDARY
 - 6 - ROAD CENTERLINE
 - 7 - ROAD BOUNDARY
 - 8 - ROAD CENTERLINE
 - 9 - ROAD BOUNDARY
 - 10 - ROAD CENTERLINE
 - 11 - ROAD BOUNDARY
 - 12 - ROAD CENTERLINE
 - 13 - ROAD BOUNDARY
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 - 90 - ROAD CENTERLINE
 - 91 - ROAD BOUNDARY
 - 92 - ROAD CENTERLINE
 - 93 - ROAD BOUNDARY
 - 94 - ROAD CENTERLINE
 - 95 - ROAD BOUNDARY
 - 96 - ROAD CENTERLINE
 - 97 - ROAD BOUNDARY
 - 98 - ROAD CENTERLINE
 - 99 - ROAD BOUNDARY
 - 100 - ROAD CENTERLINE

SURVEYOR'S CERTIFICATE
I CERTIFY THAT:
1. THE PLAN AND THE PLAN ARE CORRECT AND ACCURATE;
2. THE PLAN IS SUBJECT TO THE SURVEYING ACT AND REGULATIONS THEREUNDER;
3. THE SURVEY WAS COMPLETED ON THE 14th DAY OF JULY, 2022.
DATE: OCTOBER 11, 2022
Simon Kasprzak
SIMON KASPRZAK
REGISTERED SURVEYOR

THE PLAN OF SURVEY RELATES TO THE PLAN SUBMISSION FORM NUMBER
V - 20199
ADAM KASPRZAK SURVEYING LTD.
100 PROSPERITY DR. W. PO BOX 888
PRINCE GEORGE BC V2L 6K7
PHONE 866 738-0944

SCALE: 1 : 500
FILE: 22-0026-1-18
REF: 22-0026-1-18

PLAN OF SURVEY OF PART OF LOTS 9, 10, 24, 26 AND 41 REGISTERED PLAN 49M-XXX GEOGRAPHIC TOWNSHIP OF McNAB

SURVEYOR'S CERTIFICATE

I CERTIFY THAT WITH RESPECT TO PARTS 1 TO 13, BOTH INCLUSIVE... THE SURVEY WAS COMPLETED ON THE 20th DAY OF JUNE, 2022.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT WITH RESPECT TO PARTS 14 TO 26, BOTH INCLUSIVE... THE SURVEY WAS COMPLETED ON THE 27th DAY OF JUNE, 2022.

THE PLAN OF SURVEY RELATES TO A3S PLAN SUBMISSION FORM P-24260.

LEGEND AND NOTES

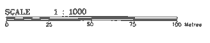
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LEGEND AND NOTES

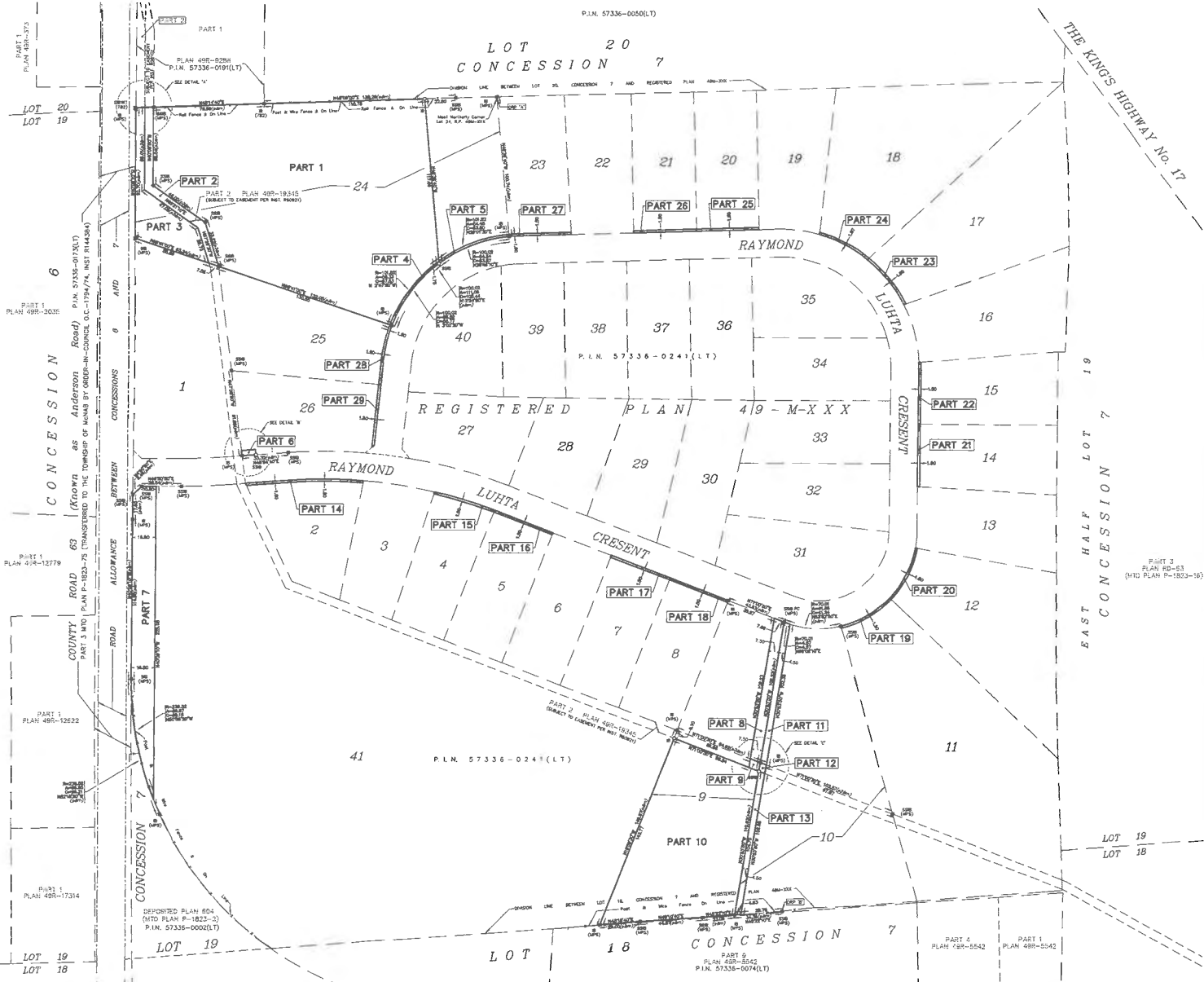
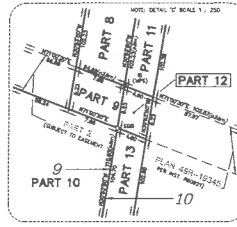
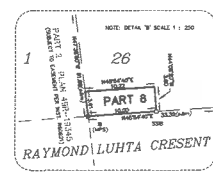
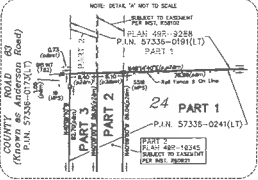
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Job No. 22-1054, Surveyed 2022-10-04. Includes contact information for McIntosh Perry Surveying Inc.

January 25, 2023

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

Home Outbreak Status

Bonnechere Manor: On November 28, 2022, the Renfrew County and District Health Unit (RCDHU) placed Bonnechere Manor in a facility wide outbreak status: Respiratory Syncytial Virus (RSV) and Influenza A. The RCDHU lifted the outbreak status December 9, 2022.

On January 3, 2023, RCDHU placed Bonnechere Manor in a facility wide Influenza A outbreak with three of six Resident Home Areas (RHAs) affected, and unfortunately it was revised to a dual outbreak on January 9, 2023 with confirmed COVID cases.

Miramichi Lodge: On November 21, 2022, the RCDHU placed two of the six RHAs 1B and 3B in COVID-19 outbreak and unfortunately on November 26, 2022, RHA 3A and on November 27, 2022, RHA 2B also went into outbreak status. The RCDHU lifted the outbreak status December 16, 2022.

2. Eastern Ontario Wardens' Caucus Concerns Impacting Municipal Long-Term Care Facilities and Health Care

The January 4, 2023, letter attached as Appendix I, as authored by Eastern Ontario Wardens' Caucus (EOWC) Chair, 2022, Debbie Robinson asserts a number of concerns detrimental to long-term care home operations among Eastern Ontario Municipal Long-Term Care Homes. Key areas of concern include the opportunistic rise of staffing agency use and the deleterious effects on the ability to maintain and fund adequate staffing levels. The need for Capital program that is reflective of increased costs for new long-term care (LTC) home builds and challenges securing contractors in rural

environments is emphasized. Current annual repayment limits as set by the province are identified as a significant barrier to LTC redevelopment where there is potential to have interest costs alone for new builds exceed the annual repayment limit. The reliance on Case Mix Index (CMI) as a funding model is pointed out to be a poor use of much needed frontline resources. A per bed funding model is suggested given the increased care acuity province wide.

In concluding, Chair Robinson put forth to the Minister five key recommendations as presented in the January 2021 EOWC review of Eastern Ontario Municipal LTC homes identifying:

1. Increase direct care funding to achieve the Provincial benchmark of the four hours of care model;
2. Transition to a per bed funding model to increase clarity, efficiency, and transparency of the funding process;
3. Increase Provincial capital funding predictability and provide on-going support for capital maintenance;
4. Promote and support resource sharing between long-term care homes; and
5. Improvement in LTC processes to increase efficiency and effectiveness.

EOWC has secured an in person delegation with Minister Callandra at the upcoming ROMA conference in the spirit of collaboration to address the aforementioned concerns.

3. 2022-23 Funding Adjustment for Four Hours of Direct Care and Supporting Professional Growth Funding

The Ministry of Long-Term Care announced top-up funding for the remainder of the 2022-23 fiscal year ending March 31, 2023 for the following:

- Registered Nurses (RNs), Registered Practical Nurses (RPNs), Personal Support Workers (PSWs)
- Allied Health Professional
- Professional Support Growth Fund

The adjustment is made based on reserved funding identified from data on bed counts and ward bed occupancy that Ministry received in September

2022. The Ministry is providing the sector an additional \$33.3M to be used towards homes achieving four hours of direct care and a one-time \$1,316,600 for the Professional Support Growth Fund (PSGF).

Effective December 1, 2022, until the end of the fiscal year, March 31, 2023, every eligible licensee will receive the following top-up funding:

Funding Stream	Top-Up Per Bed Per Month
RNs, RPNs, PSWs	\$79.86
Allied Health Professionals	\$15.06
Professional Support Growth Fund	\$4.35

With less number of beds in the sector due to the phasing out of ward rooms (not applicable at Bonnechere Manor or Miramichi Lodge), and other capacity changes, the Ministry has been able to reallocate and increase the four hours of care funding to existing beds.

4. **Funding – Case Mix Index (CMI) for 2022-23**

The Ministry of Long-Term Care advised that the prior year CMI will continue to apply in the 2022-23 fiscal year for the purposes of funding provided in the Nursing and Personal Care (NPC) envelope. This represents a significant budget pressure for Bonnechere Manor as care acuity reflective of what would have been this years CMI is significantly higher.

Funding Envelope	2022/2023 Ministry Base	2022 Bonnechere Manor	2022 Miramichi Lodge
CMI	1.00	.984	1.0376

5. **Long-Term Care Webinar for Municipal Councillors**

AdvantAge Ontario (AO), is hosting a special one-hour free webinar entitled Long-Term Care in Ontario: Understanding the Current Environment from a Municipal Perspective on February 15, 2023 from noon until 1:00 pm, to provide an overview on the current long-term care environment for new

municipal councillors. AO recently shared their newly updated brief on the history, importance and strength of the municipal role in long-term care, entitled [Ontario's Municipalities: Proud Partners in Long-Term Care](#).

Registration is required and is available until February 14, 2023 at the [AO Webinar Registration portal](#).

6. **Accreditation Canada Survey**

Bonnechere Manor in 2019 and Miramichi Lodge in 2018 received the highest rating from Accreditation Canada during their review process: "Accredited with Exemplary Standing". The Homes application to have the next survey with Accreditation Canada as a joint review was granted and scheduled for June 2023. As part of this review process, Accreditation Canada has implemented a Governance component, and we are currently seeking clarification with Accreditation Canada regarding whether Committee or Council of Whole will constitute the Governance team. The Governance team would be required to participate in a survey taking approximately half a day. We anticipate the survey will be scheduled for February. Committee/Council will be advised of this appointment.

7. **Community Accountability Planning Submission**

To facilitate negotiation of the next Multi-Sector Accountability Agreement (M-SAA) between Ontario Health and the County of Renfrew, Bonnechere Manor Senior/Adult Day Program, Bonnechere Manor is required to submit a planning document known as the Community Accountability Planning Submission (CAPS) for 2023-24. The CAPS document encompasses the service planning, measurement and evaluation of health services as well as the organizational performance. The Bonnechere Manor Senior/Adult Day Program has been operating since 1997 in Renfrew and previously had satellite sites in varied communities over the years. The program accommodates 12-15 clients per day for a nominal fee of \$20.00 per day.

At the January 10, 2023 Health Committee meeting, Committee approved the submission of the Community Accountability Planning Submission (CAPS) for 2023-24 to Ontario Health for the continuation of 100% funding from the Ministry of Long-Term Care for the Bonnechere Manor Senior/Adult Day Program Services.

8. **County of Renfrew Community Paramedicine**

Commander Amber Hultink continues to raise the profile of the Community Paramedic – Palliative Care Program by accepting an invitation to sit on the Ontario Palliative Care Network (OPCN) and Regional Palliative Care Network/Program Structure & Planning Group and Stabilization Working Group.

There are 14 Regional Palliative Care Networks (RPCNs) across Ontario. Their structure, role, and level of human and financial resources available to support their work varies. Health system transformation, including the consolidation of 14 Local Health Integration Networks into five Ontario Health (OH) regions has impacted the regional structures, ongoing engagements with stakeholders confirmed the importance of continuing with 14 RPCNs in the immediate future.

Considering the variability among RPCNs, the OPCN Executive Oversight has provided approval to form a Working Group to develop stabilization plan(s) for the RPCNs. The RPCN Stabilization Working Group (the Working Group) is comprised of Vice President-level leadership from OH Regions, Regional Cancer Programs, Home, and Community Care Support Services and supported by the OPCN Secretariat has been formed to meet the identified objective. The working group will develop stabilization plan(s) for the RPCNs across the province, including recommendations for a future state model for RPCNs in alignment with the health system transformation and recommendations for implementing the plan.

9. **Emergency Management**

The County Emergency Management Control Group was convened and reviewed the County Continuity of Operations Plan, Hazard Identification and Risk Assessment and Emergency Management Plan. A mobilization exercise was completed by all members of the County Control Group and an opportunity was provided for feedback and changes to the County Emergency Management Plan. The Emergency Notification call-in and alternate lists were reviewed and revised as a direct result of this exercise.

10. Paramedic Service Food and Toy Drive

We are pleased to report that the Paramedic Service Food and Toy Drive, held December 3, 2022 in Renfrew and December 4, 2022 in Pembroke, raised a total of \$3,640.15 in cash, and collected 360 toys and 967 food items. These donations were in support of the Renfrew and District Food Bank, the Kiwanis Club of Pembroke Food and Toy Drive, St. Joseph's Food Bank, and the Petawawa Pantry Food Bank.

All of which is respectfully submitted.

Michael Donohue, Chair

And Committee Members: P. Emon, D. Grills, V. Jahn, J. Murphy, N. Nicholson, R. Weir, M. Willmer



c/o County of Renfrew, 9 International Drive, Pembroke ON K8A 6W5

January 4, 2023

The Honourable Paul Calandra
 Minister of Long-Term Care
 6th Floor, 400 University Ave,
 Toronto, ON, M5G 1S5
ltcminister@ontario.ca

Re: Eastern Ontario Wardens' Caucus Concerns Impacting Municipal Long-Term Care Facilities and Health Care

Dear Honourable Minister Calandra,

Since its inception, the Eastern Ontario Wardens' Caucus (EOWC) has worked to support and advocate on behalf of nearly 800,000 residents across rural eastern Ontario. Rural health care and long-term care have been longstanding priorities for the EOWC. The Caucus and its members are vital partners in the delivery of long-term care. EOWC's member municipalities currently own and operate 15 long-term care homes, representing 2,386 licensed beds with Northumberland County and the United Counties of Leeds and Grenville currently building more.

The EOWC appreciates your government's commitment to strengthening the long-term care sector, including the implementation of the four-hour model of care. We want to applaud your government for prioritizing long-term care during and post-pandemic. We look forward to continuing to work together to ensure a high standard of care across the region.

Given our member municipalities' involvement in long-term care, we want to bring to your attention escalating concerns facing municipal long-term care operators regarding staffing agencies, capital funding formulas including differences between rural and urban communities, the case mix index, and mitigation funding.

Staffing Agencies

The cost of staffing/nursing agencies to municipalities is of huge concern to the EOWC. Agencies are taking advantage of an arbitrary opportunity created by a lack of supply of health care workers.

Agencies pay their staff roughly the same amount as a municipality, but the agency charges the operator (municipality) a rate that includes staff wage, plus an additional fee including overhead and profit. As a result, the municipal employer is losing staff directly



to the agency employer, and paying more to get the same level of service. Agencies are therefore making high profits on the backs of taxpayers supporting the public health care system.

Agency workers work outside the collective bargaining agreements and therefore have more opportunities to 'pick and choose' shifts at multiple facilities. This exasperates the problems of filling less desirable evening and weekend shifts, peak vacation and holidays shifts. This results in deeper staff shortages as agencies can increase rates of pay to staff and entice workers to leave full-time positions within the sector. There is no ability for municipal homes to stop this. Consequently, as a result this increases expenses and staff shortages for municipalities, and subsequently our taxpayers.

The EOWC is asking your government to help end the staffing crisis across our region by eliminating the ability for temporary agencies to operate in the health care system. Currently, what is occurring is not financially or operationally sustainable and attraction and retention of staff will become impossible if no change is made.

Capital Funding Formula

A key priority for the Caucus is a review of provincial capital funding, as the EOWC believes it is important that municipalities have support that reflects the full cost of building new long-term care facilities. This will ensure seniors have safe, modern, and comfortable homes while protecting rural taxpayers.

Six EOWC long-term care homes are pending re-development and the cost of re-development ranges from \$60 million to \$100 million per facility. The pandemic has seen costs continue to escalate with both staff and material cost pressures. Re-development leaves municipalities with large principle and interest payments which impedes movement towards the four-hour model of care, and adds a significant debt burden on the tax levy to support.

The EOWC is aware that the capital funding formula differs between rural and urban long-term care facilities. The EOWC believes that this methodology is in need of reform as a rural long-term care homes must compete for contractors and trades from neighbouring urban areas, and often pay increased cost for labour, travel and accommodation.

While the recent enhanced funding will certainly be of assistance, the program needs to be formalized and extended in order to allow for municipalities to plan for new beds in a predictable and stable environment.

On January 6, 2022, the EOWC released the [Eastern Ontario Wardens' Caucus Long-Term Care Capital Construction](#) report. The EOWC strives to provide ground level insight and deliver well-researched solutions. As such, the EOWC engaged KPMG to assist in



the development of a financial model to test and validate the impacts of the current provincial capital funding formula and to calculate the cost of capital for the construction of a long-term care home. Northumberland County was used as a case study, as the remodel of the Golden Plough Lodge (GPL) long-term care home started in 2016 and is anticipated to be completed in 2023. This report informs and validates EOWC's above capital construction concerns and recommendations around the sector's long-term care facilities. We encourage Minister Calandra and his cabinet colleagues to review and use it as a resource.

Annual Repayment Limits

Municipalities are limited by their borrowing capacity as per Annual Repayment Limits (ARLs) established by the Province. Large capital investments such as expansion and replacement of long-term care homes erode borrowing capacity that could be used for other priority infrastructure projects such as roads, bridges, and affordable housing. For example, Northumberland County is in the process of redeveloping its long-term care home and it is anticipated that construction costs will be approximately \$91 million. Northumberland will receive approximately \$37 million over 25 years and \$4.5 million in up-front construction costs, totaling \$41.5 million in provincial funding. However, interest costs over the full-term of the project are estimated to be approximately \$43.2 million.

Interest costs for municipalities for borrowing, particularly smaller rural communities, place an extreme burden on local capital financing, limit new-bed expansion and are better reinvested back into long-term care capital and operational improvements.

Case Mix Index

The Ontario Government continues to require homes to collect data to support the Case Mix Index (CMI). While data collection is important, it diverts front line resources from bed side care, with many homes devoting one to two care staff to the exercise. In the face of the health human resources crisis, the EOWC questions the wisdom of this exercise. Additionally, the data is also only relevant at the time of collection and does not always reflect the real need of current residents. We also suggest that CMI as a meaningful funding formula has become irrelevant as care levels continue to increase.

Mitigation Funding

The EOWC members are extremely appreciative of the funding support received throughout the pandemic. At the same time, we are also still experiencing increased cost for PPE, cleaning and isolation that will need to be taken into account as we learn and grow from the pandemic experience.

EOWC's Review of Long-Term Care Facilities



In January 2021, the EOWC released a comprehensive two-part review of eastern Ontario's long-term care facilities, under the strategic priority of municipal long-term care.

- [Key Takeaways of the Review](#)
- [Phase 1 Report: Review of Eastern Ontario Long-Term Care Facilities](#)
- [Phase 2 Report: Review of Eastern Ontario Long-Term Care Facilities](#)

The Caucus had the opportunity to discuss the findings, impacts and recommendations of the review with the Honourable Merrilee Fullerton, former Minister of Long-Term Care, as part of the 2021 Rural Ontario Municipal Association (ROMA) Conference. The EOWC invites Minister Calandra to read the review as many of the details and recommendations are still, if not more, relevant today.

In order to be proactive and better positioned to inform provincial discussions, the EOWC engaged KPMG to develop an independent report that provides a current state analysis for the municipally operated long-term care sector in Eastern Ontario. The EOWC then leveraged this information to develop **five key recommendations** to improve the efficiency and effectiveness of long-term care service delivery including:

1. Increase direct care funding to achieve the Provincial benchmark of the four hours of care model;
2. Transition to a per bed funding model to increase clarity, efficiency, and transparency of the funding process;
3. Increase Provincial capital funding predictability and provide on-going support for capital maintenance;
4. Promote and support resource sharing between long-term care homes; and
5. Improvement in long-term care processes to increase efficiency and effectiveness.

As you are aware, the EOWC prides itself on bringing the region together and working effectively in partnership with government. We look forward to continuing to do so and meeting with you to discuss the above topics during our delegation meeting at the ROMA 2023 Conference.

Sincerely,

A handwritten signature in black ink that reads 'Debbie Robinson'.

Debbie Robinson
Chair, 2022, Eastern Ontario Wardens' Caucus



CC:

The Honourable Sylvia Jones, Minister of Health

The Honourable Jill Dunlop, Minister of Colleges and Universities

John Jordan, Parliamentary Assistant to the Minister of Long-Term Care

Dawn Gallagher Murphy, Parliamentary Assistant to the Minister of Health

Robin Martin, Parliamentary Assistant to the Minister of Health

Colin Best, AMO President

January 25, 2023

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. Homelessness Enumeration – Point in Time Count

The Community Services Department conducted a Point in Time Count on September 18, 2022, to measure and understand the circumstances of people within Renfrew County who are experiencing homelessness.

The scope of the Point-in-Time Count included people who were:

- Unsheltered
- Emergency sheltered, and
- Provisionally accommodated.

The method used for the Point-in-Time Count had two components:

1. Counting the number of people who were experiencing homelessness on a specified single night, and
2. Collecting information from people experiencing homelessness through a standard survey that included 17 required data-points.

Thank you to the many service providers who worked collaboratively with our staff to distribute surveys and connect people with our homelessness supports. As survey participation was voluntary and because it also relied on people attending service locations, the data only partially represents homelessness in Renfrew County. The number of people experiencing homelessness is not completely reflected with our survey results.

Attached as Appendix I is a Point in Time Homelessness Summary Poster.

2. **Ontario Municipal Social Services Association (OMSSA) Policy Conference 2022**

On December 7 and 8, 2022, the Community Services management team attended the OMSSA Policy Conference in Toronto. This conference was an opportunity to bring human services leaders and policy experts, together with provincial leaders, stakeholder organizations, and other subject matter experts with the goal of discussing policy priorities into 2023 and beyond. The sessions focussed on topics such as: economic recovery and public policy turmoil, mental health partnerships, affordable and supportive housing, decriminalization of illicit drugs, food insecurity, human services integration, child care workforce planning and data collection, anti-Indigenous racism, employment services transformation, encampment policies, and climate change and its impact on human services.

3. **Service System Manager Onboarding Session**

On November 30, 2022 a meeting was hosted jointly by the Ministry of Children, Community and Social Services (MCCSS) and the Ministry of Labour, Immigration and Skills Development (MLITSD) to introduce Serco Canada Ltd., the new Service System Manager (SSM) for the delivery of employment services in the Kingston-Pembroke Region. Attendees were leaders from Ontario Works (OW) and Ontario Disability Support Program (ODSP) offices within the catchment area. Each organization was given an opportunity to introduce themselves and discuss the challenges and opportunities experienced by job seekers in their area. The new SSM provided an overview of their company and the work they will be undertaking with social assistance offices to develop strategies for referral and management of mutual clients.

4. **The Grind's "Out of the Cold" Service Launch**

The Grind Pembroke has launched a new "Out of the Cold" initiative. They have extended their hours of operation between 10 p.m. to 8 a.m. seven days per week. This commenced on December 1, 2022 and will continue until March 31, 2023 to provide a warm, safe place for our community's homeless members to help them overcome the hardships of winter. While at The Grind, individuals can access supports including washrooms/shower facilities, hot meals, a food pantry, and a clothing bank. Community

Services staff attended the launch of this initiative on December 2, 2022 at the Grind's newly renovated Coffee House located at 273 Victoria Street in Pembroke.

5. **Youth Wellness Hub**

The Youth Wellness Hub in Pembroke provides services to help support a variety of needs related to mental health, substance abuse, primary care, education, and housing for individuals between 12-25 years of age.

6. **Introduction of Bill C-35 - An Act Respecting Early Learning and Child Care in Canada**

On December 8, 2022, Bill C-35 was introduced in the House of Commons. It is a proposed Act respecting early learning and child care in Canada. If passed, it will enshrine the principles of a Canada Wide Early Learning and Child Care System into federal law and ensure the high quality of learning and care going forward into future generations.

7. **Ontario Municipal Social Services Association (OMSSA) Letter to Ministry of Education**

Attached as Appendix II is a letter dated November 23, 2022, from the Ontario Municipal Social Services Association (OMSSA) to Holly Moran, Assistant Deputy Minister, Ministry of Education, Early Years and Child Care Division. The letter brings attention to issues that have been experienced across the province relating to the implementation of the Canada Wide Early Learning and Child Care System, including workforce challenges with recruitment and retention, accountability and transparency relating to funding and capacity concerns for increasing spaces.

The letter proposes solutions on how Service System Managers and the Ministry of Education can improve communication to focus on these challenges so that the continued implementation of the Canada Wide Early Learning Child Care System can be successful.

BY-LAWS

8. The County of Renfrew 2023 Child Care, EarlyON and Canada Wide Early Learning and Child Care (CWELCC) Transfer Payment Agreement

RESOLUTION NO. CS-CC-23-01-01

Moved by Chair

Seconded by Committee

THAT County Council adopt a by-law authorizing the Child Care and Early Years Division in the County of Renfrew to enter a 2023 Child Care, EarlyON and Canada Wide Early Learning and Child Care Transfer Payment Agreement with the Minister of Education.

Background

On December 13, 2022, the Ministry of Education provided the 2023-2027 Early Years and Child Care Funding & Transfer Payment Agreement. The Agreement reflects the funding allocations for the County of Renfrew for 2023.

The following chart outlines the total 2023 Child Care, EarlyON and CWELCC allocation:

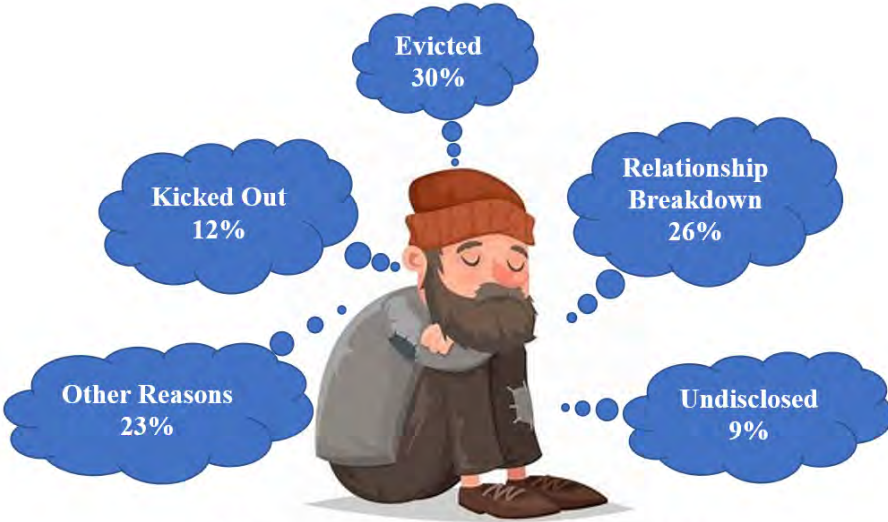
Allocation	Amount
Child Care Allocation	\$8,830,180
EarlyON Allocation	\$1,530,115
Child Care and Early Years Workforce Allocation	\$157,786
Canada Wide Early Learning and Child Care System Allocation	\$6,801,635
Indigenous-Led Child Care and Child and Family Programs Allocation	\$212,095
TOTAL	\$17,531,811

Attached as Appendix III is the 2023-2027 Child Care, EarlyON and CWELCC Transfer Payment Agreement.

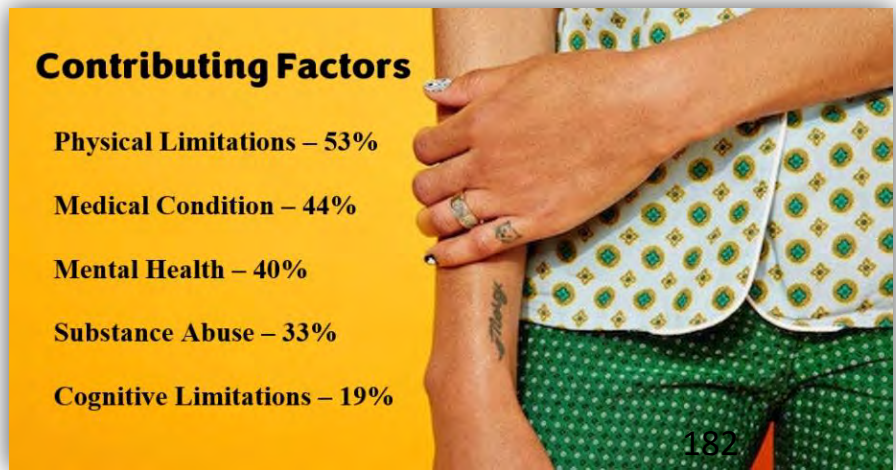
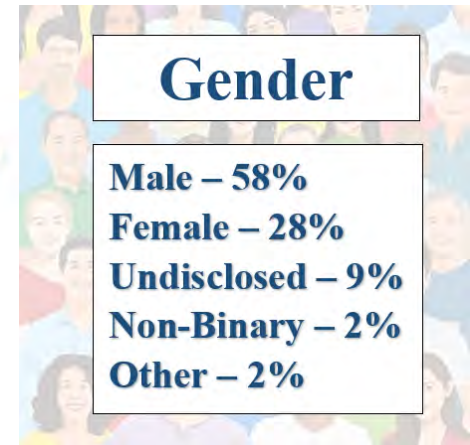
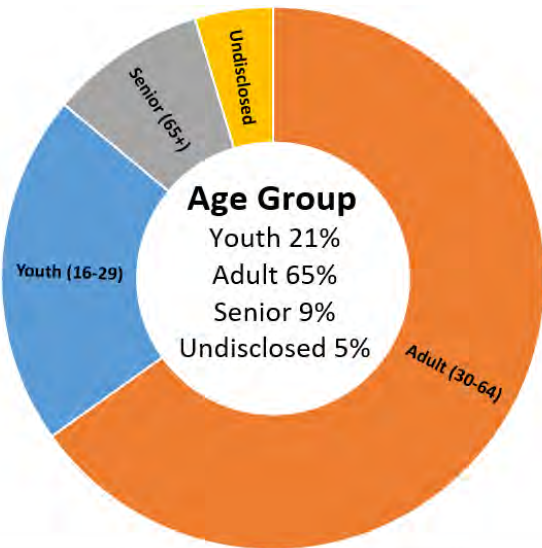
All of which is respectfully submitted.

Anne Giardini, Chair

And Committee Members: P. Emon, D. Grills, D. Mayville, N. Nicholson, G. Serviss



Reason for Homelessness





November 23, 2022

Holly Moran
 Assistant Deputy Minister,
 Ministry of Education
 11th Floor, 315 Front St W,
 Toronto, ON M7A 0B8

Re: Canada-Wide Early Learning & Child Care (CWELCC) Implementation

Dear Assistant Deputy Minister Moran,

The Ontario Municipal Social Services Association (OMSSA) is a non-profit association whose members are Ontario's Consolidated Municipal Service Managers (CMSMs) and District Social Services Administration Boards (DSSABs). In Ontario, Service System Managers play a central role in the planning, funding, administration and operation of early years and licensed childcare services.

On October 20, OMSSA held an in-person meeting with the 47 Leadership Table made up of Commissioners of Human Services at CMSMs and CAOs at DSSABs. During the policy discussion, issues came up related to the implementation of the CWELCC agreement in Ontario, these include:

- Workforce challenges was the focus for most of the discussion around early years and childcare. Programs are having difficulty with recruiting and retaining staff. The lack of staffing is leading to room closures, especially in before and after school programs where the working hours are split, making the working conditions less desirable.
- The focus has been on encouraging operators to opt-in to the system this year rather than being transparent about the accountability that will be required for taxpayer money provided through CWELCC so that this program is successful in the long term.
- Capacity concerns and the need to create new spaces to address expected demand from \$10 per day early years and childcare within Ontario.

OMSSA and its members have an interest in working with the Ministry of Education to find solutions to these issues and work together to ensure successful implementation of CWELCC in Ontario. During our discussion at the 47 Leadership Table meeting, several potential solutions were proposed for the Ministry of Education to consider, they include:

Improved Communication

- Increased regular communication between the Ministry of Education, OMSSA Children's Services Leads, and OMSSA's 47 Leadership Table.
- Increased meetings and communication at the Provincial Municipal Early Years and Child Care technical table.
- Avoid communication with operators and service managers at the same time as this can cause confusion. Where possible please provide more notice to service managers on guidelines, policies, and funding allocations.

CWELCC Program

- Profit caps should be considered to ensure taxpayer money goes to fee reductions and not enhancing profits.
- A balanced approach is needed between non-profit and for-profit to avoid them competing.
- Funding for 2023 was recently released (cost recovery model will continue for operators (CMSMs will provide funding to cover fee reductions), but the Ministry has advised of a funding formula change for 2024. Additional notice of funding changes and clarification for 2024 and beyond will provide more confidence for service managers and operators about the sustainability of the program.
- Reconciliation for 2022 and 2023 needs to be defined for CMSMs and DSSABs so that there is an understanding of how to allocate and recover funding not used as part of CWELCC.

Prioritizing the Recruitment and Retention of Child Care Workforce

- A Province wide recruitment strategy is required to address RECE and workforce shortages. A recruitment approach modelled after the health sector with nurses and PSWs should be considered.
- The wage floor is insufficient to recruit and retain Registered Early Childhood Educators (RECEs) in the current labour market. The province should provide funding so that wages are on par with those offered at school boards within their ministry. This also has an impact on quality.
- Continue the one-time funding meant to assist municipalities with recruitment, retention, and professional development.
- Before and after school programs need to be looked at to find ways to make the positions more attractive; consider partnerships with school boards, EarlyON operators, etc., to try and address split shifts.
- Consult with CMSMs and DSSABs on how the province can design a RECE recruitment and retention strategy for the Province of Ontario. This could include greater provincial recognition of the importance of RECEs and collaboration with key partners.

Child Care Expansion and Growth Plan

- Capital funding is required to support childcare expansion. This funding should be balanced between school-based and community-based locations to meet local needs and reduce risks.
- A provincial capital strategy to ensure capacity meets expected demand.
- Local quality programs should be supported by the ministry to ensure that new childcare centres are providing high quality experiences for children. Municipalities should have the discretion to make local quality programs a requirement of operators participating in funding agreements.
- The Ministry of Education should consult with municipalities prior to developing childcare expansion plans to ensure that the plans address local needs, including the needs of diverse communities and families.

OMSSA members appreciate our relationship with the Ministry of Education and look forward to a continued government to government partnership on finding solutions to challenges with implementing CWELCC.

Service Managers want to partner with the province, work towards a clear vision for \$10 per day early years and childcare while ensuring a smooth transition and implementation within local communities.



OMSSA appreciates the Ministry of Education listening to Service Manager concerns and look forward to working collaboratively to find solutions that would improve quality, affordability, equity, and access for children's services within the Province of Ontario.

Sincerely,

Cathy Cousins
President

Doug Ball
Executive Director

**COUNTY OF RENFREW
BY-LAW NUMBER 17-23**

**A BY-LAW TO AUTHORIZE THE WARDEN AND CLERK TO EXECUTE THE ONTARIO TRANSFER
PAYMENT AGREEMENT WITH THE MINISTRY OF EDUCATION FOR THE 2023-2027 CHILD CARE,
EARLYON AND CWELCC SERVICE AGREEMENT**

WHEREAS Sections 8, 9 and 11 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, authorizes Council to enter into agreements;

AND WHEREAS the County of Renfrew is the Consolidated Municipal Service Manager for Community Service Programs and responsible for Child Care and Early Years Services in the County of Renfrew;

AND WHEREAS the County of Renfrew wishes to enter into an agreement with the Ministry of Education to receive funding for the years 2023-2027 respecting the provision of child and family programs provided by County of Renfrew Child Care and Early Years Division;

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

1. That the Warden and Clerk are hereby empowered to do and execute all things, papers, and documents necessary to the execution of this by-law.
2. The agreement marked as Schedule "1" attached to and made part of this by-law shall constitute an agreement between the Corporation of the County of Renfrew and the Minister of Education.
3. That this by-law shall come into force and take effect upon the passing thereof.

READ a first time this 25th day of January, 2023.

READ a second time this 25th day of January, 2023.

READ a third time and finally passed this 25th day of January, 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK

ONTARIO TRANSFER PAYMENT AGREEMENT

THE AGREEMENT is effective as of the 1st day of January, 2023.

BETWEEN :

**His Majesty the King in right of Ontario
as represented by the Minister of Education**

(the "Province")

- and -

The County of Renfrew

(the "Recipient")

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" - Program Specific Information

Schedule "C" - Program

Schedule "D" - Budget

Schedule "E" - Payment Plan

Schedule "F" - Reports, and

any amending agreement entered into as provided for in section 4.1,

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 Except as otherwise provided for in the Agreement, the Agreement may only be amended by a written agreement duly executed by the Parties.

4.0 REVISED SCHEDULES

4.1 **Revised Schedules.** The Province may, at any time, upon consultation with the Recipient, provide any or all of the following:

- (a) a new Schedule "B" (Program Specific Information)
- (b) a new Schedule "C" (Program);
- (c) a new Schedule "D" (Budget);
- (d) a new Schedule "E" (Payment Plan); and
- (e) a new Schedule "F" (Reports).

4.2 **Deemed to be Replaced.** If the Province provides a new schedule in accordance with section 4.1, the new schedule shall be deemed to be either Schedule "B" (Program Specific Information), Schedule "C" (Program), Schedule "C" (Budget), Schedule "D" (Payment Plan) or Schedule "D" (Reports), as the case may be, (collectively referred to as "**New Schedules**"), for the period of time to which it relates.

4.3 **Termination by Recipient.** If the Recipient does not agree with all or any New Schedules, the Recipient may terminate the Agreement immediately by giving Notice to the Province within 30 days of the Province providing the New Schedules.

4.4 **Consequences of Termination by Recipient.** If the Recipient terminates the Agreement pursuant to section 4.3 the Province may take one or more of the actions listed in section A11.2.

5.0 ACKNOWLEDGEMENT

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

- SIGNATURE PAGE FOLLOWS -

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

**HIS MAJESTY THE KING IN RIGHT OF ONTARIO
as represented by the Minister of Education**

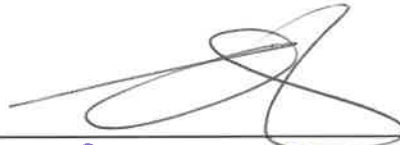
December 15, 2022
Date



Name: Peter Emon
Title: Warden

The County of Renfrew

December 15, 2022
Date



Name: Craig Kelly
Title: CAO / Clerk

I have authority to bind the Recipient.

Date

Name:
Title:

I 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 4.1.

"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.

"Effective Date" means the date set out at the top 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 His Majesty the King in right of Ontario, Her ministers, agents, appointees, and employees.

“Maximum Funds” means the maximum Funds set out in Schedule “B”.

“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.

“Program” means the undertaking described in Schedule “C”.

“Reports” means the reports described in Schedule “F”.

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 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 Program, the Funds, or both; and
- (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.

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.

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 Program successfully;
- (f) procedures to enable the Recipient to identify risks to the completion of the 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 section 4.3, Article A11.0, Article A12.0, or Article A13.0.

A4.0 FUNDS AND CARRYING OUT THE PROGRAM

A4.1 Funds Provided. The Province will:

- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying out the Program;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as 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 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; or
- (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 Program; or
 - (ii) terminate the Agreement pursuant to section A12.1.

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

- (a) carry out the Program in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Program;
- (c) spend the Funds only in accordance with the Budget;
- (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 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.

- A4.5 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.
- A4.6 Rebates, Credits, and Refunds.** The Ministry will calculate Funds based on the actual costs to the Recipient to carry out the Program, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.
- 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 as provided for 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 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 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 as provided for 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 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 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 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 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 of the *Auditor General Act* (Ontario).

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 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 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 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 Program similar to the 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 provided for 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 or the Recipient may terminate the Agreement at any time without liability, penalty, or costs upon giving at least 30 days' Notice to the other Party.

A11.2 Consequences of Termination on Notice. If either the Province or the Recipient 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 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(d), 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 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 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 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 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 A13.0 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 Article 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 as provided for 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, His Majesty the King in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by His Majesty the King 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, personal delivery, or fax, and will be addressed to the Province and the Recipient respectively as provided for Schedule "B", or as either Party later designates to the other by Notice.

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

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of email, personal delivery, or fax, one 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 given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, or fax.

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 His Majesty the King 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 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.2(d), A4.5, 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 -

ONTARIO TRANSFER PAYMENT AGREEMENT

SCHEDULE "B" AGREEMENT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maximum Funds (2023-2027)	\$17,531,811.00
Effective Date	January 1, 2023
Expiry Date	December 31, 2027
Amount for the purposes of section A5.2 (Disposal) of Schedule "A"	\$1,500,000
Insurance	\$2,000,000
Contact information for the purposes of Notice to the Province	<p>Position: Director Early Years Child Care Programs and Service Integration Branch, Early Years and Child Care Division, Ministry of Education</p> <p>Address: 11th floor, 315 Front Street West, Toronto, ON M7A 0B8</p> <p>Fax: 416-314-7836</p> <p>Email: Maureen.Ennis@ontario.ca</p>
Contact information for the purposes of Notice to the Recipient	<p>Position: Director of Social Services</p> <p>Address: 7 International Drive Pembroke, ON K8A 6W5</p> <p>Fax: 613-735-2081</p> <p>Email: llepine@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: Chief Administrative Officer</p> <p>Address: 7 International Drive Pembroke, ON K8A 6W5</p> <p>Fax: 613-735-2081</p> <p>Email: pmoreau@countyofrenfrew.on.ca</p>
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Additional Provisions:

The Recipient will provide services in accordance with the policies, guidelines and requirements of the Province, as communicated to it.

SCHEDULE "C" PROGRAM DESCRIPTION

Definitions

In Schedule "C", the following terms will have the following meanings:

"CWELCC System" means the Canada-Wide Early Learning and Child Care System for early years and child care funding provided for in an agreement entered into by the Province of Ontario and the Government of Canada.

"Guideline" means the Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline for Consolidated Municipal Service Managers and District Social Services Administration Boards 2023 published by the Province in December 2022.

"CWELCC Guideline" means the Canada-Wide Early Learning and Child Care System Funding Guideline, published by the Province in December 2022.

"Licensee" means the operator of a home child care agency or child care centre that holds a license issued under the *Child Care and Early Years Act, 2014*.

"Ontario Works" means the financial and employment assistance programs administered by the Ministry of Children, Community and Social Services that are governed by the *Ontario Works Act, 1997*.

Background

The Province will provide Funds to the Recipient to support the provision of services related to child care programs licensed under the *Child Care and Early Years Act, 2014* as well as EarlyON Child and Family Centres. The Guideline and the CWELCC Guideline contain more information about the Program and, in some cases where the Agreement provides, elaborates on the Recipient's requirements in connection with the Funds. Nothing in this Agreement detracts from the Recipient's obligations under the *Child Care and Early Years Act, 2014* or any other legislation and to the extent of a conflict the legislative requirement will govern. The Program is made up of the following parts:

Part C1: Child Care - Core Service Delivery

Part C2: Child Care – Special Purpose

Part C3: Wage Enhancement and Home Child Care Enhancement Grants

Part C4: Child Care Expansion Plan

Part C5: The Canada-Ontario Early Learning and Child Care Agreement (ELCC)

Part C6: One-Time Transitional Grant

Part C7: EarlyON Child and Family Centres

Part C8: Child Care and Early Years Workforce Funding

Part C9: Canada-Wide Early Learning and Child Care (CWELCC) System

Part C10: Indigenous-Led Child Care and Child and Family Programs

Service Targets

There are service targets tied to each part of the Child Care Program to support accountability and facilitate the recovery of Funds where required. There are three service targets associated with the general allocation made up of data elements from three expense categories - Fee Subsidy, Ontario Works and Special Needs Resourcing. There is also a target associated with the Canada-Ontario Early Learning and Child Care Agreement.

The Province will continue to monitor the post COVID-19 pandemic recovery and may make changes to contractual service targets as necessary.

French Language Services – Not at Full Capacity

- The Recipient shall, in areas designated under the French Language Services Act, R.S.O. 1990, c. F.32, (“French Language Services Act”), have the capacity to provide services in French to Francophone parents applying for fee subsidy and have the capacity to provide child and family program services in French to Francophone children, parents and caregivers.
- The Recipient shall take appropriate measures, including providing signs, notices and other information on services and initiating communication with the public, to make known to members of the public that the service is available in French at the choice of any member of the public.
- Additionally, the Recipient shall:
 - o have the capacity to provide services in French to Francophone organizations with agreements for child and family programs, fee subsidy and/or general operating;
 - o ensure that special needs resourcing services are available in French to Francophone organizations, as well as Francophone parents/guardians and their children; and
 - o plan for a range of coordinated early years and care services that respond to the unique needs of Francophone children, their families, and the communities where they live.
- Where the Recipient does not have full capacity to provide services in French, the Recipient shall annually submit to the Province a plan to build capacity with the above objectives.

C1: CHILD CARE - CORE SERVICE DELIVERY

C1.1 CHILD CARE FEE SUBSIDY

Purpose

The Recipient will use child care fee subsidy Funds to pay fee subsidies to families. A fee subsidy is financial assistance provided by the Recipient to families towards the cost of licensed child care services, licensed home child care services, camps and children's recreation programs, third party and school board-operated before and after school and non-instructional day programs.

Fee subsidies for eligible families are subject to the availability of subsidy Funds within the Budget of the Recipient and space availability within an eligible program.

Requirements

1. The Recipient will provide fee subsidies for children whose parents are:
 - (a) Eligible for income support under the *Ontario Disability Support Program Act, 1997*;
 - (b) Eligible for income assistance under the *Ontario Works Act, 1997* and employed or participating in employment assistance activities under the *Ontario Works Act, 1997* or both; or
 - (c) Eligible for assistance on the basis of their adjusted income as prescribed by O. Reg. 138/15 made under the *Child Care and Early Years Act, 2014*.
2. The Recipient will provide fee subsidies to families for children younger than 13 years of age.
3. Children with special needs who entered the child care system prior to August 31, 2017 are eligible to receive financial assistance from the Recipient until they reach 18 years of age, provided that they meet other eligibility criteria that are unrelated to age (see Ontario Regulation 138/15 under the *Child Care and Early Years Act, 2014*).
4. The Recipient will provide fee subsidies for children enrolled in an extended day program as defined in the *Education Act* or licensed child care under the *Child Care and Early Years Act, 2014* with a qualifying ongoing agreement with a school board to provide before and/or after school child care at school sites.
5. The Recipient will determine the amount of the fee subsidy for each family in accordance with the policy statement attached as Appendix C to the Guideline. This requirement also applies to Ontario Works Child Care – Formal and Informal subsidies as well as parental contribution reductions for families enrolled in a CWELCC System child care program.

The Recipient must comply with the eligibility requirements for camps and children's recreation programs as set out in section 4 of the Guideline. This requirement also applies to Ontario Works Child Care – Formal and Informal subsidies.

C1.1A ONTARIO WORKS CHILD CARE – FORMAL FEE SUBSIDY

Purpose

The Recipient will use Ontario Works child care subsidy Funds to enable Ontario Works participants to work, or engage in employment assistance activities while their children are being cared for in child care, camps or children's recreation programs and third party-operated and school board-operated before and after school and non- instructional day programs.

Requirements

1. The Recipient will provide Ontario Works child care subsidies to eligible families to cover the cost of licensed child care or licensed home child care services, camps or children's recreation programs, before and/or after school programs including third party-operated and school board operated, and non-instructional day programs for children of Ontario Works participants.
2. The Recipient will provide Ontario Works child care subsidy for children whose parents are eligible for income assistance under the *Ontario Works Act, 1997*, who are employed or participating in employment assistance activities under Ontario Works or both.
3. The Recipient will provide Ontario Works child care subsidy for children younger than 13 years of age.
4. Children with special needs who entered the child care system prior to or on August 31, 2017 are eligible to receive financial assistance until they reach 18 years of age, provided that they meet other eligibility criteria that are unrelated to age (see Ontario Regulation 138/15).

C1.1B ONTARIO WORKS CHILD CARE – INFORMAL FEE SUBSIDY

Purpose

The Recipient will use Ontario Works child care subsidy Funds to enable Ontario Works participants to work or engage in employment assistance activities. Informal child care provides an option for parents when a licensed child care arrangement is not possible due to the client's needs and the availability of service (e.g. need for weekend or overnight care) to meet Ontario Works participation requirements.

Requirements

1. The Recipient will provide Ontario Works child care subsidies to eligible families to cover the cost of informal (unlicensed) child care provided to children of Ontario Works participants. Maximum payment levels are specified under the *Ontario Works Act, 1997* and in the Ontario Works directives.
2. The Recipient will provide Ontario Works child care subsidy to families for children whose parents are eligible for income assistance under the *Ontario Works Act, 1997*, who are employed or participating in employment assistance activities under Ontario Works or both.
3. The Recipient will only provide the Ontario Works child care subsidy for unlicensed child care where a licensed child care arrangement is not possible.
4. The Recipient will provide Ontario Works child care subsidy for children younger than 13 years of age.
5. Children with special needs who entered the child care system prior to or on August 31, 2017 are eligible to receive financial assistance until they reach 18 years of age, provided that they meet other eligibility criteria that are unrelated to age (see Ontario Regulation 138/15).
6. The Recipient will establish a formal policy, or include language in its existing policy, on the prioritization of licensed child care options and the use of unlicensed child care options for Ontario Works participants effective January 1, 2016. Components of the policies are set out in section 4 of the Guideline.

C1.2 CHILD CARE GENERAL OPERATING

Purpose

The Recipient will use general operating expense Funds to support the costs of operating licensed child care programs in order to reduce wait times and fees for services, stabilize service levels, and (where funds allow), improve access to high quality affordable early learning and child care services for children and their families. The Recipient may operate child care centres and home child care agencies directly or provide Funds to eligible licensed child care centre operators and home child care agencies.

Requirements

1. The Recipient will spend the Funds allocated for general operating expenses to:
 - (a) Fund licensed child care centre operators and home child care agencies to support the cost of providing licensed child care services.
 - (b) Support the costs of operating licensed child care programs in order to reduce wait times and maintain affordability for services.

- (c) Stabilize service levels and improve access to high quality affordable early learning and child care services for children and their families.
- 2. The Recipient will prioritize operating Funds based on the principles in section 4 of the Guideline.
- 3. The Recipient will enter into an agreement with a licensed child care centre operator and/or home child care agency only if the licensee is able to demonstrate that it is able to meet minimum wage and mandatory benefits requirements without operating funding in order to qualify for funding.

C1.2A CHILD CARE GENERAL OPERATING – LICENSED HOME CHILD CARE (LHCC) BASE FUNDING

Purpose

The Recipient will use general operating expense Funds to support a base funding model for licensed home child care agencies. The intent of licensed home child care base funding (LHCC base funding) is to support the provision of stable, predictable funding to assist agencies with forecasting, planning, and actively recruiting more providers.

Requirements

1. The Recipient will spend the Funds allocated for LHCC in general operating expenses to:
 - (a) Work with licensed home child care agencies to reduce fees and/or avoid per diem increases and demonstrate that this benefits both:
 - Providers, in the form of increased compensation; and
 - Parents, in the form of reduced fees or additional fee subsidies.
 - (b) Support the costs of operating licensed child care programs in order to reduce wait times and maintain affordability for services.
 - (c) Stabilize service levels and improve access to high quality affordable early learning and child care services for children and their families.
2. The Recipient will collaborate with other CMSMs and DSSABs to fund agencies that cross municipal boundaries.
3. The Recipient will have a policy and approach in place for the equitable allocation of general operating Funds to licensees in their communities. The policy will be shared with the community and may be requested by the Province.
4. The Recipient will prioritize general operating Funds based on the principles in section 4 of the Guideline.
5. The Recipient will not be required to enter into new purchase of service agreements with LHCC agencies where it does not meet community needs.

C1.3 PAY EQUITY MEMORANDUM OF SETTLEMENT

Purpose

The Recipient will transfer pay equity Funds to eligible organizations for the purpose of assisting with the cost of implementing proxy pay equity. The *Pay Equity Act* requires employers to make annual adjustments of a minimum of 1 per cent of the previous year's payroll toward proxy pay equity targets until pay equity has been achieved.

Requirements

1. The Recipient will distribute Funds to licensed child care providers and will require the licensees to use the Funds to meet their pay equity obligations. In order to be eligible for Funds under this part, child care programs are required to:
 - (a) Have a proxy order from the Pay Equity Commission;
 - (b) Have posted pay equity plan(s) based on proxy comparisons;
 - (c) Have current and/or outstanding proxy obligations; and
 - (d) Receive funding through CMSMs or DSSABs to provide child care.

C1.4 SPECIAL NEEDS RESOURCING

Purpose

The Recipient will use special needs resourcing Funds to support the inclusion of children with special needs in licensed child care settings, including home child care, camps and children's recreation programs at no additional cost to parents or guardians. Under the Ontario Regulation 138/15, a "child with special needs" means a child whose cognitive, physical, social, emotional or communicative needs, or whose needs relating to overall development, are of such a nature that additional supports are required for the child.

Requirements

1. The Recipient will provide special needs resourcing Funds to eligible programs to support the inclusion of children with special needs younger than 13 years of age.
2. Children with special needs who entered the child care system prior to or on August 31, 2017 will be eligible to receive funding and financial assistance until they reach 18 years of age, provided that they meet other eligibility criteria that

- are unrelated to age (see Ontario Regulation 138/15).
3. The Recipient will support the inclusion of children with special needs in licensed child care settings or in places where a camp or children's recreation program is provided with services that are:
 - (a) Reflective and responsive to individual, family and community strengths and needs;
 - (b) Accountable to the individual, family and community;
 - (c) Sensitive to the social, linguistic and cultural diversity of families;
 - (d) Staffed by individuals with the appropriate range of skills and abilities necessary to respond effectively to the needs of adults, children and their families;
 - (e) Supported based on the individual's assessed needs, preferences and available individual, agency, community and contracted Provincial resources.
 4. The Recipient will support planning and collaboration among community partners to improve seamlessness for families, support transitions between settings and improve service levels.
 5. The Recipient may use special needs resourcing Funds to acquire the services of resource teacher/consultants and/or supplemental staff, for professional development opportunities to support staff working with children with special needs, and for the provision of equipment, supplies or services for children with special needs.
 6. The Recipient will prepare or obtain a current plan of care for each child receiving ongoing special needs resourcing supports that reflects an assessment of needs and program and service preferences.

C1.5 CHILD CARE ADMINISTRATION

Purpose

The Recipient will use child care administration Funds to support administrative costs associated with all types of child care funding.

Requirements

1. The Recipient may spend Funds on allowable expenses as set out in section 4 of the Guideline. The Recipient will ensure that administration expenses represent actual expenses incurred for program administration and are not expressed solely in terms of a percentage of program expenditures. Eligible expenses, as further detailed in the Guideline are:
 - (a) Staffing
 - (b) Benefits
 - (c) Purchased professional services

- (d) Accommodation
- (e) Travel
- (f) Education and staff training
- (g) Technology
- (h) General office expenses

C2: CHILD CARE - SPECIAL PURPOSE

C2.1 CAPACITY BUILDING

Purpose

The Recipient will use capacity building Funds to support professional learning and development opportunities for child care licensees, supervisors, staff and caregivers, home child care visitors, home child care providers and non-profit volunteer board members to support the provision of high-quality programs for children under 13 years of age.

Requirements

1. The Recipient will spend the Funds allocated for capacity building on professional learning opportunities that support:
 - (a) professional learning and development opportunities that align with the *Child Care and Early Years Act, 2014* and regulations and the Province's policy;
 - (b) program-related professional learning opportunities that align with the views and approaches outlined in *How Does Learning Happen? Ontario's Pedagogy for the Early Years*, available on the Ministry of Education website;
 - (c) high-quality child care programs for children younger than 13 years of age that are child-centered in dynamic learning environments;
 - (d) diverse learning experiences that engage children in active, creative and meaningful exploration, play and inquiry;
 - (e) the health, safety and well-being of children; and
 - (f) capacity in child care program business administration.
2. The Recipient may support professional learning and development opportunities directly or may provide capacity building Funds to other organizations in accordance with section 5 of the Guideline.
3. The Recipient will only spend capacity building Funds on allowable expenses as set out in section 5 of the Guideline.

C2.2 TRANSFORMATION

Purpose

The Recipient will use transformation Funds to support viability and facilitate the transformation of licensed child care programs. The Recipient may spend transformation funding to support one-time business transformation costs for eligible child care licensees that are involved in business transformation activities

or require business transformation supports.

Requirements

1. The Recipient will spend the Funds allocated for transformation on business transformation activities meaning:
 - (a) the amalgamation of two or more child care centres in a school or community setting;
 - (b) the relocation of a child care centre to a school or within the community; or,
 - (c) the retrofitting of an existing child care centre to serve younger age groups.
2. The Recipient will only spend transformation Funds on eligible expenditures as set out in section 5 of the Guideline.

C2.3 SMALL WATER WORKS

Purpose

The Recipient will use small water works Funds to assist child care licensees with costs associated with small water systems (including testing and system maintenance).

Requirements

1. The Recipient will spend the Funds allocated for small water works on the following expenses for regular ongoing water testing and maintenance: laboratory testing, chemicals, supplies/filters, courier costs, and maintenance of water treatment equipment including replacement UV bulbs and training.
2. The Recipient will only spend small water works Funds on eligible expenditures as set out in section 5 of the Guideline.

C2.4 PLAY-BASED MATERIAL AND EQUIPMENT

Purpose

The Recipient will use play-based material and equipment Funds to support the provision of high-quality programs for children younger than 13 years of age. The Recipient will support licensed child care centres and home child care agencies to purchase or replace play-based material and equipment.

Requirements

1. The Recipient will spend the Funds allocated for play-based material and equipment on licensed child care centres and home child care agencies.
2. The Recipient will prioritize Funds for licensees who will use it to support children's active exploration and learning through play.

C2.5 REPAIRS AND MAINTENANCE

Purpose

The Recipient will use repairs and maintenance Funds to assist child care licensees in complying with licensing requirements under the *Child Care and Early Years Act, 2014*, as well as health and safety practices, the upkeep of equipment, property repairs and maintenance.

Requirements

1. The Recipient will spend the Funds allocated for repairs and maintenance on licensed child care centres and home child care agencies that have one-time repairs and maintenance expenses related to repairs, minor renovations, furnishings and equipment.
2. The Recipient will pay Funds allocated for repairs and maintenance to licensees on a claims-basis only.
3. The Recipient will not pay Funds allocated for repairs and maintenance to licensees for the purpose of program expansion.
4. The Recipient will only spend repairs and maintenance Funds on eligible repairs and maintenance outlined in section 5 of the Guideline.

C3: WAGE ENHANCEMENT AND HOME CHILD CARE ENHANCEMENT GRANTS

C3.1 WAGE ENHANCEMENT AND HOME CHILD CARE ENHANCEMENT GRANTS

Purpose

The Recipient will use child care wage enhancement and home child care enhancement Funds to close the wage gap between Registered Early Childhood Educators (“RECEs”) working in the publicly funded education system and those in the licensed child care sector. The Recipient will also use the Funds to help to stabilize operations by supporting licensed child care operators’ ability to retain RECEs and non-RECE program staff.

Requirements

1. The Recipient will spend the Funds allocated for wage enhancement on increasing salaries and benefits of eligible program staff working in licensed child care centres and home visitors employed by a home child care agency.
2. The Recipient will spend the Funds allocated for the home child care enhancement grant on increasing the daily rate payments made to licensed home child care providers.
3. To be eligible for wage enhancement funding, child care positions must be categorized as a child care supervisor, RECE, home child care visitor, or otherwise counted toward adult to child ratios under the *Child Care Early Years Act, 2014* and must meet any other eligibility criteria in section 9 of the Guideline.
4. To be eligible for home child care enhancement grant, home child care providers must have an active agreement with a licensed home child care agency and must meet any other eligibility criteria in section 9 of the Guideline.
5. The Recipient will only spend Funds allocated for wage enhancement and home child care enhancement on allowable expenses as defined in section 9 of the Guideline.
6. The Recipient will have the flexibility to use any excess Funds from their notional wage enhancement/HCCEG funding to support expenditures related to children aged 0-12 including for General Operating, Fee Subsidy, Ontario Works (formal and informal), Repairs and Maintenance, Play Based Material and Equipment, Special Needs Resourcing, Transformation, Pay Equity Memorandum of Settlement, Camps and Children’s Recreation and Capacity Building. Prior to exercising this flexibility, the Recipient must be able to fully satisfy the WEG/HCCEG funding needs within their respective jurisdictions (including accounting for WEG applications for eligible RECE staff accessing

CWELCC System workforce compensation funding) in accordance with the eligibility criteria as set out in the Service Agreement, section 9 of the Guideline, and section 6 of the CWELCC Guideline.

C3.2 WAGE ENHANCEMENT/ HOME CHILD CARE ENHANCEMENT GRANT – ADMINISTRATION

Purpose

The Recipient will use wage enhancement and home child care enhancement grant administration Funds to support the Recipient and licensed child care operators administration costs associated with implementing the wage enhancement/home child care enhancement grant.

Requirements

1. The Recipient will spend the Funds allocated for wage enhancement and home child care enhancement grant administration on providing a minimum of 10% of the administration funding to licensed child care operators to support the implementation of the wage enhancement/home child care enhancement grant.
2. The Recipient will develop an approach to determine funding entitlements within its region.
3. The Recipient will only spend Funds on allowable expenses as defined in section 9 of the Guideline.

C4: CHILD CARE EXPANSION PLAN

Purpose

The Recipient will use child care expansion plan (the “expansion plan”) Funds to support child care programs and services with child care fee subsidies, expanding access to affordable licensed child care spaces and reducing fee subsidy waitlists to help families access quality child care. In alignment with this, expansion plan Funds may be used to support the provision of child care programs and services in accordance with the requirements outlined in section 4 – Child Care Core Service Delivery, section 5 – Special Purpose, and section 6 – Child Care Expansion Plan of the Guideline.

Requirements

1. The Recipient will use expansion plan Funds to support the provision of child care programs and services as referred to in section 4 – Child Care Core Service Delivery, section 5 – Special Purpose, and section 6 – Child Care Expansion Plan of the Guideline, and in accordance with the requirements set out in those sections.

C5: THE CANADA-ONTARIO EARLY LEARNING AND CHILD CARE (ELCC) AGREEMENT

Purpose

The Recipient will use Canada-Ontario Early Learning and Child Care Agreement (ELCC) Funds in accordance with section 7 of the Guidelines for the purpose of supporting the Province's commitments under the ELCC.

Background

On June 12, 2017, the ELCC was announced in order to support parents, families and communities across Canada in their efforts to ensure the best possible future for their children. The Province's action plan under the ELCC supports a shared commitment by the Province and the government of Canada to provide investments in early learning and child care to increase quality, accessibility, affordability, flexibility, and inclusivity, with prioritization for children aged 0-6 years old. The current ELCC agreement was renewed for four additional years and ends on March 31, 2025. Under the renewed agreement, it is anticipated that Ontario will receive a total of \$764.5 million in federal funding over four years and it includes terms and conditions that are generally consistent with the previous agreement.

The ELCC aligns with the plan to create access to licensed child care for children aged 0-4 years old. It also aligns with the expanded duty for district school boards for the provision of before-and-after school programs.

Requirements

1. The Recipient will spend the Funds allocated for the ELCC on:
 - (a) Additional fee subsidies for children aged 0-12;
 - (b) Increased access to licensed child care for children aged 0-12;
and/or
 - (c) The creation and support of new community-based capital retrofit projects for child care programs for children aged 0-6.
2. If the Recipient cannot meet these priorities due to local considerations, the Recipient may use the Funds to broadly increase affordability. The Recipient will demonstrate to the Province that it has attempted to meet the priorities before exploring this option.
3. The Province will recover any Funds not spent on the expenditures prescribed in section 7 of the Guideline (recovery would occur upon the Province's review of the 2023 Financial Statements Report, which is the last financial reporting cycle of the year).

C6: ONE -TIME TRANSITIONAL GRANT

Purpose

The Recipient will use the One-Time Transitional Grant Funds to help offset and assist with the required cost share for provincial child care administration introduced in 2021, as well as administration expenditures above the new 5% threshold for provincial administration that was introduced in January , 2022.

The Funds may also be used to support the provision of child care programs and services based on the requirements set out in section 4 and 5 of the Guideline.

Requirements

1. The Recipient will spend the Funds on allowable child care administration expenses as set out in section 4 and section 9 of the Guideline to help offset and assist with the required cost share for provincial child care administration introduced in 2021, as well as administration expenditures above the new 5% threshold for provincial administration that was introduced in January 2022.
2. The Recipient may use the Funds on eligible expenditures for the provision of child care programs and services as well as other child care operating costs based on the requirements set out in section 4 and 5 of the Guideline.

C7: EARLYON CHILD AND FAMILY CENTRES

C7.1 EARLYON MANDATORY CORE SERVICES AND CUSTOMIZED COMMUNITY CONNECTIONS

Purpose

The Recipient will use mandatory core services and customized community connection Funds to make available the suite of mandatory core services identified by the Ministry in the Guideline. The Recipient will use the mandatory core services and customized community connections Funds to the deliver EarlyON Child and Family Centre programs and services, stabilize new and existing sites, and increase access to EarlyON programs and services.

Requirements

1. The Recipient will use mandatory core services and customized community connection Funds to provide funding to EarlyON Child and Family Centre providers to support the cost of providing mandatory core services related to:
 - o Supporting early learning and development;
 - o Engaging parents and caregivers; and,
 - o Making connections for families.
2. The Recipient will use mandatory core services and customized community connection Funds to provide centre-based core services at least five days per week, including either Saturday or Sunday, at physical program sites where children, parents and caregivers can participate in programs and services in-person and may use these Funds to further integrate EarlyON Child and Family Centres with broader community services using optional service delivery methods outlined in the Guideline.
3. The Recipient will prioritize mandatory core service Funds to ensure the provision of consistent, high-quality core services at no fee to participants.
4. The Recipient will use mental health support Funds to leverage local expertise and community resources that provide mental health services for children and families in Ontario, to enhance existing mental health resources and capacity building strategies to support children, families and the workforce in early years settings based on community needs
5. The Recipient will use core services and customized community connections Funds on customized community connections only once the EarlyON Child and Family Centre core service expectations are being met on a regular and consistent basis.
6. The Recipient will only spend mandatory core services and customized community connections Funds on eligible expenses as set out in section 13 of the Guideline.

C7.2 EARLYON PROFESSIONAL LEARNING AND CAPACITY BUILDING

Purpose

The Recipient will use professional learning and capacity building Funds to provide professional learning and development opportunities that build the capacity of staff and non-profit volunteer board members to provide high-quality, inclusive EarlyON Child and Family Centre programs and services.

Requirements

1. The Recipient will use professional learning and capacity building Funds to fund EarlyON service providers to engage in professional learning or development and to fund non-profit organizations and/or post-secondary institutions to develop and/or deliver early years professional learning and development for EarlyON Child and Family Centre staff.
2. The Recipient will prioritize professional learning and capacity building Funds for service providers that meet the criteria set out in section 15 of the Guideline.
3. The Recipient will only spend professional learning and capacity building Funds on eligible expenses as set out in section 15 of the Guideline.

C7.3 EARLYON ADMINISTRATION

Purpose

The Recipient will use the administration Funds to support the Recipient's cost of administering EarlyON Child and Family Centre programs and services.

Requirements

1. The Recipient will use administration Funds to support administrative costs for the management of EarlyON Child and Family Centre programs and services.
2. The Recipient will only spend administration Funds on eligible expenses as set out in section 14 of the Guideline.
3. CMSMs and DSSABs will have the flexibility to use EarlyON administration funding to support child care general administration expenditures. This flexibility is available where EarlyON administration funding (up to 10% of the EarlyON allocation as noted in the budget schedule), has not been fully utilized for EarlyON expenditures, including for EarlyON administration or EarlyON program services, as set out in section 15 of the Guideline.

C7.4 CHILD CARE AND EARLY YEARS PLANNING AND DATA ANALYSIS SERVICES

Purpose

The Recipient will use Funds for service system planning and data analysis to support meaningful community planning processes that inform service system planning decisions. This planning includes engaging and consulting with children and families, service providers, school boards, and community agencies in order to deliver and implement a child care and early years service system plan.

Requirements

1. The Recipient will spend the minimum amount set out in the Budget as detailed in Part D2 on child care and early years planning and data analysis services.
2. The Recipient will engage Indigenous partners on an ongoing basis as part of local planning for the early years.
3. The Recipient will only spend child care and early years planning and data analysis services Funds on eligible expenses as set out in section 15 of the Guideline.

C8: CHILD CARE AND EARLY YEARS WORKFORCE FUNDING

Purpose

The Recipient will use the child care and early years workforce Funds to support the retention and recruitment of a high-quality child care and early years workforce. The Recipient must use the Funds in accordance with the requirements set out below.

Requirements

1. The Recipient will use the Funds to support the child care and early years workforce through the following initiatives:
 - The development of a Professional Learning Strategy that includes two (2) professional learning days for eligible program staff, supervisors and home child care providers contracted with licensed agencies as well as mentorship opportunities; and
 - The Workforce Capacity and Innovation Fund to support innovative recruitment and retention strategies.
2. The Recipient will prioritize use of the Funds to implement the Professional Learning Strategy requirements prior to implementing and supporting strategies under the Workforce Capacity and Innovation Fund.
3. The Recipient may spend up to 10% of the Funds on administration, provided that the administration costs are related to planning, implementation and administration of the child care and early years workforce investment.
4. The Recipient will support equitable access for all eligible staff, providers and supervisors in licensed child care programs and EarlyON Child and Family Centres.
5. The Recipient will not use the Funds to increase compensation entitlements including but not limited to: wage and salary rates, increases to benefits (including vacation) or to introduce new compensation entitlements such as one-time payments (e.g., bonuses).

C9: THE CANADA-WIDE EARLY LEARNING AND CHILD CARE (CWELCC) SYSTEM

The Recipient will use CWELCC System Funds in support of implementing Ontario's Action Plan under the Canada-Wide Early Learning and Child Care Agreement as directed by the Province in the CWELCC Guideline. The Recipient must use the Funds in accordance with the requirements set out below.

C9.1: CWELCC SYSTEM IMPLEMENTATION

Purpose

The Recipient will use CWELCC System Funds to implement and administer the CWELCC System.

Requirements

1. The Recipient will use CWELCC System Funds in accordance with the CWELCC Guideline.
2. Funding to support the objectives of the CWELCC System will be provided as operating grants from CMSMs and DSSABs to Licensees.
3. CMSMs and DSSABs will not use CWELCC Funds to displace municipal spending on child care and early years programs and services that are already approved and in place for that year.
4. The Recipient must ensure that Licensees complete the Licensed Child Care Operator Survey as required under section 77 of O. Reg. 137/15. The Recipient is required to withhold CWELCC System Funds from a Licensee until the Recipient has received confirmation from the Province that the Licensee has submitted the survey.

C9.2: FEE REDUCTION

Purpose

The Recipient will use CWELCC System Funds to support parents, families and communities by reducing base fees for eligible children in licensed child care. All Ontario families with eligible children in licensed child care enrolled in the CWELCC System will have base fees reduced by up to 25% (to a minimum of \$12 per day), retroactive to April 1, 2022, depending on a Licensee's enrollment date, and effective December 31, 2022, further reduce base fees to the greater of \$12 per day or an additional 37% on top of the 25% previous reduction to base fee.

Requirements

1. The Recipient will use CWELCC System Funds in accordance with the CWELCC

Guideline.

2. The Recipient will use the CWELCC System Funds to achieve a reduction in base fees for eligible children as defined under O. Reg. 137/15 made under the *Child Care and Early Years Act, 2014*, through:
 - i. A fee reduction of up to 25% (to a minimum of \$12 per day) for eligible children retroactive to April 1, 2022, depending on a licensee's enrollment date
 - ii. A further base fee reduction effective December 31, 2022 of the greater of:
 - \$12 per day; and,
 - an additional 37% on top of the 25% previous reduction to base fees.

C9.3: WORKFORCE COMPENSATION

Purpose

The Recipient use CWELCC System Funds to support improved compensation for low wage earners by introducing a wage floor, and an annual wage increase for eligible RECEs, and to offset wage increases for non-RECE staff associated with the increased minimum wage that came into effect October 1, 2022.

Requirements

1. The Recipient will use CWELCC System Funds in accordance with the CWELCC Guideline.
2. The Recipient will use the CWELCC System Funds to strengthen the child care and early years workforce through enhanced compensation, training and professional learning opportunities for eligible staff by:
 - i. Increasing workforce compensation for the Licensees' eligible Registered Early Childhood Educator (RECE) staff in receipt of Wage Enhancement Grant.
 - a) Licensees will bring the wage of all eligible RECE staff in 2023 up to the wage floor of \$19 for all RECE Program Staff and \$21 for all RECE Child Care Supervisors or RECE Home Child Care Visitors, plus benefits
 - b) Licensees will increase the hourly wage of eligible staff by \$1 per hour, plus benefits, each year from 2023 to 2026, inclusive, up to a \$25 per hour wage cap.
 - ii. Increasing workforce compensation for Licensees' eligible non-RECE staff with a minimum wage offset for staff earning less than \$15 per hour (not including Wage Enhancement Grant) on March 31, 2021 or were hired after March 31, 2021 and before January 1, 2022 and had wages below \$15 per hour (not including Wage Enhancement Grant).

- iii. Ensuring equitable access to compensation increases for eligible RECE staff employed by Licensees enrolled in the CWELCC System;

C9.4: CWELCC ADMINISTRATION

Purpose

In their role as service system managers, Recipients will be required to work with Licensees where they meet eligibility requirements and wish to enroll in the CWELCC System, which includes amending or entering into new purchase of service agreements and working with Licensees to implement the goals of the CWELCC System.

Requirements

1. The Recipient will use the CWELCC System Funds to support administrative costs associated with the implementation of the CWELCC System.
2. The Recipient may use CWELCC System Funds to support costs related to, implementation, in accordance with the CWELCC Guideline including transition and IT costs associated with supporting the CWELCC System.
3. There will be no administration cost sharing requirements on the CWELCC System administration allocation.

C10: INDIGENOUS-LED CHILD CARE AND CHILD AND FAMILY PROGRAMS

Purpose

The Recipient will use Funds for Indigenous-led child care and child and family programs to increase access to Indigenous-led licensed child care and child and family programs in urban and rural areas.

Requirements

1. The Recipient will use the Funds allocated for Indigenous-led child care and child and family programs on expenses for projects approved by the Province, as outlined in Schedule D.
2. The Recipient will use the Funds to increase access to Indigenous-led licensed child care and EarlyON child and family programs, including programming delivered by Indigenous-led organizations working with the Recipient.

TABLE 1: GENERAL ALLOCATION TARGETS

Service Targets	2023 Total*
Fee Subsidy	518
Special Needs Resourcing	124
Ontario Works Total – Formal and Informal	6

*The Province will continue to monitor the post COVID-19 recovery situation and may make changes to contractual service targets as necessary.

Requirements

1. Should the CMSM or DSSAB not meet each of the general allocation targets in the above table by 10% or more and 10 children or more in the aggregate, the Recipient's entitlement to Funds will be reduced by 1% to reflect the underachievement. The Province will process this one-time funding adjustment upon its review of the 2023 Financial Statement Report.

TABLE 2: CANADA-ONTARIO EARLY LEARNING AND CHILD CARE AGREEMENT TARGETS

	2023*
Minimum ELCC Target to be achieved	169

* The Province will continue to monitor the post COVID-19 recovery situation and may make changes to contractual service targets as necessary.

Requirements

1. Should the Recipient not meet the ELCC target by 10% or more and 10 children or more in the aggregate, the Recipient's ELCC entitlement will be reduced by 1% to reflect the underachievement of ELCC targets. The Province will process this one-time funding adjustment upon its review of the 2023 Financial Statement submission Report.

SCHEDULE "D"
BUDGET

2023 Allocation Summary
The County of Renfrew

2023 Allocation Summary	2023 Allocation (\$)
Part D1: Child Care Allocation	8,830,180
Part D2: EarlyON Allocation	1,530,115
Part D3: Child Care and Early Years Workforce Allocation	157,786
Part D4: Canada-Wide Early Learning and Child Care System Allocation	6,801,635
Part D5: Indigenous-Led Child Care and Child and Family Programs Allocation	212,095
Total Allocation	\$ 17,531,811

**The purpose of this Allocation Summary table is to provide a summary of the allocations that are further set out in the detailed budget schedule provided. The amounts set out here are for summary purposes only and are not in addition to the amounts in the detailed budget schedule that follow.*

**SCHEDULE "D"
BUDGET**

PART D1: CHILD CARE

**2023 Calendar Year Allocation for Child Care
The County of Renfrew**

2023 Child Care Allocation Summary	2023 Allocation (\$)
Core Services Delivery Operating Allocation	
Core Services Delivery	4,277,304
Special Purpose Operating Allocation	
Rural	755,486
Cost of Living	209,463
Language	156,541
Indigenous	106,418
Capacity Building	48,832
Repairs and Maintenance	18,109
Utilization Adjustment	717
Capping Adjustment	-
Total Special Purpose	1,295,566
Total Operating Allocation	5,572,870
Other Allocations	
Small Water Works	-
Territory Without Municipal Organization (TWOMO) - Child Care	-
Wage Enhancement/Home Child Care Enhancement Grant (HCCEG) ¹	946,049
Wage Enhancement/HCCEG Administration ²	20,157
Base Funding for Licensed Home Child Care (LHCC)	110,400
Expansion Plan	1,367,625
ELCC	792,923
Administration Cost Share Adjustment - General/Expansion Plan Allocation ³	(235,642)
Administration Threshold Adjustment - General/Expansion Plan Allocation ⁴	(193,156)
One-Time Transitional Grant	448,954
Total Other Allocations	3,257,310
Total Child Care Allocation	\$ 8,830,180

2023 Early Learning and Child Care Agreement (ELCC) Details	ELCC
ELCC Allocation for children aged 0-6 years old - can be spent on operating and capital	634,557
ELCC Allocation for children aged 0-12 years old - can be spent on	158,366
Total	\$ 792,923

¹ Notional allocation pending submission in the Interim Report.

² Wage Enhancement/HCCEG Administration Allocation is net of the 2021 cost share adjustment.

³ This adjustment relates to the 50/50 cost share requirement for provincial administrative funding which began on January 1, 2021.

⁴ This adjustment relates to the child care administration threshold change from 10% to 5% which began on January 1, 2022.

**SCHEDULE "D"
BUDGET**

Expenditure Benchmarks	General & Expansion Plan Allocation	ELCC
Child Care Administration for General and Expansion Plan - Maximum Allowable Expenditure		
5% maximum (For total general allocation and expansion plan: less TWOMO, Wage Enhancement/HCCEG, Wage Enhancement/HCCEG Admin, and One-Time Transitional Grant)	\$ 331,105	N/A
Child Care Administration for ELCC - Maximum Allowable Expenditure		
10% maximum	N/A	\$ 79,292
Wage Enhancement/HCCEG Administration - Minimum Required Allocation To Be Provided to Operators		
(10% of total Wage Enhancement/HCCEG Administration)	\$ 2,016	N/A
Special Needs Resourcing - Minimum Required Expenditure		
4.1% minimum (For total general allocation and expansion plan: less TWOMO, Wage Enhancement/HCCEG, Wage Enhancement/HCCEG Admin, and One-Time Transitional Grant)	\$ 271,506	\$ 32,510

CMSM/DSSAB General & Expansion Plan Allocation Cost Sharing Components	Provincial Contribution	CMSM/DSSAB Contribution
Cost Share Requirement (for Core Services) - 80/20	1,816,752	454,188
Expansion Plan Recommended Cost Share - 80/20	1,230,863	307,716
Cost Share Requirement (for General & Expansion Plan Administration) - 50/50	165,553	165,553
2023 Respective Contributions	\$ 3,213,168	\$ 927,457

CMSM/DSSAB Wage Enhancement/HCCEG Administration Allocation Cost Sharing Component	Provincial Contribution	CMSM/DSSAB Contribution
Cost Share Requirement (Administration) - 50/50	20,157	20,157
2023 Respective Contributions	\$ 20,157	\$ 20,157

**Totals may not add due to rounding.*

***For the purpose of section A4.2(c) and Article A14, the Funds allocated for a Funding Year are the Funds allocated in the Budget in the Calendar Year Allocation prorated monthly for the months that fall within the Funding Year.*

SCHEDULE "D"
BUDGET

PART D2: EARLYON

2023 Calendar Year Allocation for EarlyON

The County of Renfrew

2023 EarlyON Allocation Summary	2023 Allocation (\$)
EarlyON Child and Family Centres - Provincial Allocation	957,858
EarlyON Child and Family Centres - ELCC	545,954
EarlyON Child and Family Centres - Mental Health Allocation	26,303
Total EarlyON Allocation	\$ 1,530,115

Expenditure Benchmarks	
EarlyON Administration – Maximum Allowable Expenditure 10% of (Total EarlyON allocation)	\$ 153,012
Child Care and Early Years Planning and Data Analysis Services – Minimum Allowable Expenditure	\$ 120,232

**Totals may not add due to rounding.*

***For the purpose of section A4.2(c) and Article A14, the Funds allocated for a Funding Year are the Funds allocated in the Budget in the Calendar Year Allocation prorated monthly for the months that fall within the Funding Year.*

SCHEDULE "D"
BUDGET

PART D3: CHILD CARE AND EARLY YEARS WORKFORCE

2023 Calendar Year Allocation for Child Care and Early Years Workforce
The County of Renfrew

2023 Child Care and Early Years Workforce Allocation Summary	2023 Allocation (\$)
Child Care and Early Years Workforce	157,786
Total Child Care and Early Years Workforce Allocation	\$ 157,786

Expenditure Benchmark	
Administration – Maximum Allowable Expenditure (10% of Total Child Care and Early Years Workforce Allocation)	\$ 15,779

SCHEDULE "D" BUDGET

PART D4: CANADA-WIDE EARLY LEARNING AND CHILD CARE (CWELCC) SYSTEM

2023 Calendar Year Allocation for Canada-Wide Early Learning and Child Care (CWELCC) System The County of Renfrew

Canada-Wide Early Learning and Child Care (CWELCC) System Allocation	2023 Allocation (\$)
Fee Reduction and Workforce Compensation Allocation ¹	6,637,008
Administration Allocation	164,627
Total Canada-Wide Early Learning and Child Care Allocation	\$ 6,801,635

¹ The Province reserves the right to adjust funding allocations for Fee Reduction and Workforce Compensation provided to CMSMs and DSSABs based on opt-out rates.

Note: Payments of CWELCC System Funds will be provided one month in advance. CMSMs/DSSABs are expected to work with Licensees as part of their budgeting and forecasting process to ensure that adequate funding will be provided to licensees to allow them to implement the requirements of CWELCC. Payments will be equal from January to November 2023. The December 2023 payment will be scheduled but may be adjusted once the 2024 funding model is finalized.

**SCHEDULE “D”
BUDGET**

PART D5: INDIGENOUS-LED CHILD CARE AND CHILD AND FAMILY PROGRAMS

2023 Calendar Year Allocation for Indigenous-led Child Care and Child and Family Programs

The County of Renfrew

Funding provided for Indigenous-led Child Care and Child and Family Programs must only be used for the project and expenses specified in the approved applications.

Project Type: CHILD AND FAMILY PROGRAM(S)	
Project: Off-Reserve Childcare Facility/Program	2023 Allocation
Total Operating	\$ 212,095
Expenditure Benchmarks - Administration - Maximum Allowable Expenditure (10% maximum operating only)	\$21,210
Total Allocation	\$ 212,095
<p><i>*Totals may not add due to rounding.</i> <i>** Operating includes administration.</i> Funding provided by the ministry must only be used for the project identified in the approved applications.</p>	

SCHEDULE "E" PAYMENT PLAN

Part E1: As identified in the Guideline, monthly cash flow percentages of Child Care, EarlyON Child and Family Centres, Child Care and Early Years Workforce, CWELCC, and Indigenous-Led Funds (if applicable) to the Recipient as indicated in the table below may initially be based upon the prior year's Interim Report submissions or budget schedule. Monthly cash flow will be based on the new budget schedule after:

1. The time period to which the new budget schedule relates commences, and;
2. The 30 day time period from when the schedule was made available within which the CMSM or DSSAB has the right to terminate the Agreement has passed.

Payment Month*	Percentage**
January	8.3%
February	8.3%
March	8.4%
April	8.3%
May	8.3%
June	8.4%
July	8.3%
August	8.3%
September	8.4%
October	8.3%
November	8.3%
December	8.4%

*The ministry is introducing a 5 per cent holdback on the 2023 Child Care and Early Years allocations. The holdback will be subsequently released upon ministry review as part of the regular 2023 Financial Statements reporting and reconciliation process. For clarity, if upon review and approval of 2023 Financial Statements, the ministry finds that the 2023 eligible expenditures are higher than the amounts paid, the ministry will issue a payment equal to the eligible expenditures minus the amounts paid but not higher than the amount held back, and if the 2023 eligible expenditures are lower than the amounts paid, the ministry will recover the funds paid in excess. Also, the Province will adjust the amount of Funds it will pay each month to reflect forecasted or actual under-spending that is reported in the current year Interim Report (where applicable) and upon completion of the Financial Statement review.

**This payment schedule applies to allocations that are provided for the entire calendar year. Percentages in the table will be applied to the 95 per cent of the allocations (as per 5 per cent hold back above). For allocations with specific time periods noted, payment will flow in accordance with the noted allocation timeframes in Schedule D.

Note: The EarlyON Mental Health and Child Care and Early Years Workforce funding are being provided for the 2023 calendar year. However, it will be paid out to CMSMs and DSSABs from January to March in equal payments.

SCHEDULE "F" REPORTS

Part F1: Reports

As referenced in the Guideline, the Recipient must provide the following Reports, related to Child Care, EarlyON Child and Family Centres, Child Care and Early Years Workforce, CWELCC and Indigenous-Led Child Care and Child and Family Programs to the Province as per the following cycle:

Submission Type	Due Date
Interim Report	August 31, 2023
Financial Statements	May 31, 2024

Policy for Late Filing

- Policy for late filing of financial submissions, including:
 - Financial reporting (Interim Report, Financial Statements)
 - Queries related to financial reporting and financial statements review
 - Financial documentation (Audited Financial Statements, Post-Audit Management Letter, Review Engagement Reports)
- Where the Recipient files its submission after the filing deadline, the Province will inform the Recipient that the submission is overdue and reduce cash flow by 50 per cent of the monthly payment (unless an extension has been granted).
- Upon submission of Provincial requirements, the Province will revert back to the normal monthly payment process and will include in the monthly payment the total amount withheld up to that point.
- The Ministry reserves the right to suspend funding (in year or in the subsequent year(s)). Should the Recipient have any outstanding submissions the Province may exercise its discretion by not providing funding in the subsequent calendar year until the submissions have been received.

January 25, 2023

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. Zencity Public Engagement

On May 25, 2022 County Council approved the use of funding received from the Municipal Modernization Program (Intake 2 and Intake 3) on projects that were identified by the Perry Group Consulting Ltd. and recommended by the Senior Leadership Team for staff to make every effort possible to utilize this funding by the Provincial Program deadlines of September 30, 2022 and February 28, 2023 and to utilize the Provision for Unallocated Funds for our 35% share of the total project cost. Land and Property/Project Management was selected by the Senior Leadership Team as one of the Information Technology projects to be implemented.

Currently, the County has a variety of solutions to engage the public and to keep track of County projects and initiatives. The lack of consistency creates a barrier to the public and elected. A consistent and transparent process that is provided by Zencity Engage will create a one stop program for all County departments and local municipalities.

The web-based program will be available to all County departments and local municipalities for public engagement through the sharing of information and data and provide transparency to the public for County projects and initiatives. Attached as Appendix I is a proposed outline from Zencity Engage.

The County will roll out the application and training to staff and local municipalities throughout the year. The contract followed the provisions of the County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services.

2. **Rural Economic Development (RED) Funding Announcement**

Attached as Appendix II is correspondence received from the Honourable Lisa M. Thompson, Ontario Minister of Agriculture, Food and Rural Affairs (OMAFRA) advising that the provincial government is committed to supporting job creation and the economic development of rural Ontario through the Rural Economic Development (RED) program. This funding opportunity opened on January 23, 2023.

The Economic Development Division is planning to submit an application to create a new economic development strategic plan and host an economic development summit.

3. **Selling Food Workshop**

Staff are working with OMAFRA to host a Selling Food to Ontario workshop in late March 2023.

The Selling Food to Ontario workshop caters to the learning needs of local farmers and food entrepreneurs and provides a “one-stop-shop” for information that is often challenging for food entrepreneurs to navigate. Workshop topics include:

- Market Channel Opportunities
- Understanding the Basics of Food Regulation
- Costing and Pricing for Profit
- Getting Your Product Listed/On the Shelf
- Food Labelling Requirements
- Food Trends
- Commercial Kitchens and Food Hubs/Processing Facilities

Registration details, including date and location, will be announced soon.

4. **Economic Development Municipal Road Show**

Economic Development staff will be reaching out to municipalities across Renfrew County with a request to be a delegation at a future Council meeting. The purpose of the delegation is to share information about the Economic Development Division, including Enterprise Renfrew County and the Ottawa Valley Tourist Association, and the services and support we provide. The delegation will be comprised of the Director of Development

and Property, Jason Davis and Manager of Economic Development, Melissa Marquardt.

5. **State of the Ontario Tourism Industry Report 2022**

Attached as Appendix III is the [2022 State of the Ontario Tourism Industry Report](#) released by the Tourism Industry Association of Ontario (TIAO) and the Ontario Chamber of Commerce. The report outlines the obstacles that the tourism industry still faces on the road to economic recovery, anticipated opportunities for the future and a comprehensive multi-pronged strategy, involving all three levels of government. The key issues and recommendations are grouped under four broad sections: Economy, Labour, Infrastructure, and the Future of Tourism in Ontario.

Highlights of some of the recommendations include:

- Develop a strategy for business events including support for destination marketing organizations to promote event destinations.
- Introduce amendments to the Municipal Accommodation Tax (MAT) legislation to optimize its revenue generation capacity to benefit local tourism marketing and product development and explore alternate revenue tools to support local tourism promotion in northern, rural, and remote areas where a MAT cannot be applied.
- Freeze the federal excise tax on beer, wine, and spirits. Eliminate or at least defer the automatic provincial beer tax increase to take effect on March 1, 2023.
- Develop a destination marketing opportunity fund to amplify tourism marketing and product development in rural and northern tourism economies, with the objective of cultivating stronger domestic markets for more sustainable visitation.
- Collaborate between ministries, levels of government and industry to ensure better transit and transportation integration across Ontario, with an emphasis on enabling infrastructure in rural destinations for tourism.
- Support efforts by municipal governments to install wayfinding signs and amenities such as public washrooms to make travel in Ontario convenient and accessible.
- Leverage Ontario's recent investments in projects such as Route Champlain to create new business opportunities for Franco-Ontarian communities to benefit from the visitor economy's growth and socioeconomic spinoffs.

- Work with the private sector and municipalities to incentivize the development of affordable housing, particularly tailored to rural municipalities.
- Work with private developers and municipalities to ensure appropriate, available residential lands move to the market for development.
- Require municipalities to intensify development and approve more multi-unit residential buildings as part of their official plans.

6. **Campaign to Extend the Ontario Staycation Tax Credit**

Attached as Appendix IV is a letter received from TIAO to Ontario Minister of Finance Peter Bethlenfalvy supporting the extension of the Ontario Staycation Tax Credit through 2023. The Staycation Tax Credit allows Ontario residents to claim up to \$1,000 as an individual or \$2,000 for families in eligible accommodation expenses when filing 2022 tax returns.

The Ottawa Valley Tourist Association (OVTA) supports the extension of this tax credit in an effort to encourage domestic travel within Ontario.

7. **Renewal of OVTA/County of Renfrew/City of Pembroke Agreement**

The five-year partnership agreement between the OVTA, County of Renfrew and City of Pembroke for tourism marketing and product development support expired on December 31, 2022. Staff has reached out to the City of Pembroke to discuss renewal of the agreement and any required changes/updates prior to presentation to City Council and County Council for approval. The 2023 draft budget will also be submitted to the City for approval before being presented to County Council for final approval. The OVTA Board of Directors approved the draft budget on December 15, 2022.

8. **2023 Ottawa Valley Road Map**

The 2023 Ottawa Valley Road Map is ready for distribution. 85,000 copies were printed with 50,000 copies distributed via Canada Post to all residential addresses in Renfrew County, City of Pembroke and South Algonquin Township and 5,000 copies inserted in athlete, volunteer and sponsor bags for the Ontario Winter Games and host hotels. The remaining quantities will be distributed to OVTA member and area businesses, regional and provincial visitor information centres, festivals, events and via other promotional opportunities throughout the year. The road map is a

revenue generating marketing program supported by the OVTA membership.

9. **2022 Ontario Tourism Award Winners**

Staff attended the Ontario Tourism Summit in Deerhurst in October 2022, which included presentation of the annual Ontario Tourism Awards whereby a number of winners from across the region were recognized including:

- Joe Kowalski, owner of Wilderness Tours – Lifetime Achievement Award
- Somewhere Inn Calabogie – Sustainable Tourism Award
- Ontario’s Highlands Tourism Organization – Marketing Campaign Award for the Connection Series Campaign

10. **Enterprise Renfrew County Workshop Series**

The Enterprise Renfrew County scheduled a three-part workshop series “Taxes for Small Business” with two of the workshops still to be hosted:

- HST Remittance for Small Business - February 1, 2023 from 10:30 a.m. - 12:00 p.m.
- Tax Filing - March 8, 2023 from 10:00 a.m. - 11:30 a.m.

To register for a workshop, visit <https://ovta.typeform.com/to/an3lp9XN>.

11. **French Language Services Grant Approved**

Enterprise Renfrew County has been approved for a \$10,000 French Language Services Grant from the Ministry of Economic Development, Job Creation and Trade (MEDJCT). The funding is to provide entrepreneurship services in the French language to local Francophone businesses, including translation of resources, virtual workshops and an in-person networking event. All grant deliverables are due March 31, 2023.

12. **County Forest Harvest Tenders**

Harvest tenders for 2023 were advertised for a period of five weeks and closed on December 1, 2022. The results are as follows:

2023 RCF Harvest Tender	Bid Submission Amount DPF #			
	DPF 01-23 Crow's Nest	DPF 02-23 Centennial Lake	DPF 03-23 Pershick	DPF 04-23 Ruby
Bruce G. Jones Forest Products				\$7,750
Lavern Heideman & Sons Limited	\$17,880	\$101,800	\$17,200	
A.J. Nagora Logging Ltd.				\$25,030
Risto Logging Ltd.				\$17,250

Lavern Heideman & Sons Limited has been awarded the tenders for Crow's Nest, Centennial Lake and Pershick Tracts. The total estimated revenue based on volume estimates included in the tender for 2023 is \$136,880; however, some 2022 operations and revenue will carry over into 2023 and projected revenue should surpass \$230,000. Actual revenue is calculated based on weighed actual volume harvested.

Tender DPF 04-23 for Ruby Tract was not awarded as the bids received were significantly below market value according to prices received for similar forest types on Renfrew County Forests (RCF) over the last five years.

13. **Integrated Community Housing**

In November 2022, County staff issued a Request for Tender for the construction of a multi-residential facility, including site services, site work, landscaping, parking, and fit-up within the City of Pembroke at the intersection of Lea and Douglas Street which resulted in no bids being submitted.

County staff has re-issued the Request for Tender with some modifications to the Tender on December 22, 2022 and closing on February 7, 2023 at 2:00 p.m. Staff remain confident that with allowing a longer response time there will be an increase of interest.

14. **Planning Orientations**

At the request of several local municipalities, planning staff have been attending and providing a Planning Orientation or a "Planning 101" workshop at Council meetings. The presentation includes information on the legislated responsibilities of a decision-making planning authority, County approvals, local approvals, Provincial role in planning, staff and

council roles, and an update on the recent changes to the Planning Act and anticipated impacts.

15. **Bill 23 – More Homes Built Faster Act, 2022**

On November 28, 2022, Royal Assent was given to Bill 23, the More Homes Built Faster Act, 2022. The Act was introduced on October 25 and staff have not received any formal information/training or time to fully understand how this legislation will impact the County of Renfrew. County staff support the Province’s goal to increase housing supply and to reduce the time and cost it takes to build new homes. A few of the highlights of the Bill that will impact Renfrew County and local municipalities include:

Development Charges: The Bill exempts affordable housing from Development Charges. As a provider of affordable housing, any units developed by the County would be exempt from local Development Charges. The Bill also introduces a category of “attainable housing” which will be further defined in future regulations that would be exempt from Development Charges. The Bill also changes the eligibility of certain services and components for which a Development Charge by-law can be applied. There is also now a cap on increases and phase in of Development Charges. In addition, municipalities with Development Charges will be required to spend at least 60% of Development Charge reserves. At this time the County does not have Development Charges so there is no impact to the County of Renfrew. Local municipalities that do have Development Charges will have a financial impact and an impact on spending/reporting that local finance will need to be understood.

Third-Party Appeals: No one other than the applicant, the municipality, certain public bodies, and the Minister will be allowed to appeal minor variance or consent decisions.

Third-Residential Units: The Bill introduces “as of right” zoning to permit up to three residential units per lot, with no minimum unit sizes, in all areas that are serviced by municipal water/sewer. New units built under this permission would be exempt from Development Charges and parkland requirements, and no more than one additional parking space can be required.

Subdivision Approvals: Public meetings will no longer be required for applications for approval of a draft plan of subdivision. Third-party appeals

of plans of subdivisions have already been restricted under previous amendments to the Planning Act.

Ontario Land Tribunal (OLT): The Tribunal will have increased powers to order costs against a party which loses a hearing at the Tribunal. The Tribunal is being given increased power to dismiss appeals for undue delay.

Site Plan Control: Developments of up to 10 residential units are exempted from site plan control. Architectural details and landscape design aesthetics are removed from the scope of site plan control. This change will have a significant impact to Renfrew County municipalities and rural municipalities across Ontario. Site plan control is the preferred “tool” to ensure that development along waterfront in particular is implementing best practices regarding septic systems, lot grading/drainage, erosion and sediment control, and vegetative buffers. Both the Provincial Policy Statement and the Official Plan contain policies for the protection of the water quality of the lakes and rivers in the County. Without the ability to use site plan control, municipalities will need to use combinations of alternative methods to achieve these goals such as: site alteration by-laws, tree cutting by-laws, development agreements, or looking at implementing a Community Development Permit System.

Parkland Dedication: Several changes were made to the way municipalities can calculate the parkland dedication rate. Most of these changes were geared towards the “alternative rate” provisions what are applied to high density developments that would be experienced in a City of Ottawa or Greater Toronto Area (GTA). Municipalities in Renfrew County just utilize the standard parkland rate and therefore many of these changes do not have an impact on us. One change that will affect local municipalities is that no developer can identify land that they intend to provide for parkland, and if there is a disagreement, the municipality would need to appeal to the OLT. In addition, encumbered (i.e. subject to easements) parkland can be included as land to be dedicated to the municipality. These two changes are contrary to the policies in the County Official Plan and most local official plans. In addition, municipalities will be required to spend or allocate 60% of parkland reserve funds at the start of each year. This may be challenging for some municipalities to implement depending on the level of development and capital budget planning.

Conservation Authorities: Clear limits are proposed on what Authorities are permitted to comment on as part of the planning approvals process, which will keep their focus on natural hazards and flooding. There is not a Conservation Authority in Renfrew County therefore these impacts will be minimal.

Municipalities from across Ontario have been providing responses to the Minister with concerns regarding the impacts of this Bill. Attached as Appendix V is correspondence received from the City of Toronto and the Corporation of the City of Cambridge with regards Bill 23 – More Homes Built Faster Act, 2022. Attached as Appendix VI is the Association of Municipalities Ontario (AMO) submission on Bill 23.

16. **Ontario’s Housing Supply Crisis**

Attached as Appendix VII is correspondence received from the Ministry of Municipal Affairs and Housing providing an update on Bill 109, the More Homes for Everyone Act, 2022; Bill 23, More Homes Build Faster, 2022, Bill 3, the Strong Mayors, Building Homes Act, 2022 and Bill 39, the Better Municipal Governance Act, 2022.

New legislation will be brought forward under Bill 109, proposing that the effective date of the fee refund be changed from January 1, 2023 to July 1, 2023.

RESOLUTIONS

17. **Official Plan Amendment No. 35**

RESOLUTION NO. DP-CC-23-01-04

Moved by Chair

Seconded by Committee

THAT County Council accepts the revisions to Official Plan Amendment No. 35 and directs the Development and Property Department Planning Division to further consult with the established Bill 109, More Homes for Everyone Act, 2022 working group and the Ministry of Municipal Affairs and Housing ahead of scheduling another public meeting.

Background

Official Plan Amendment No. 35 (OPA 35) was drafted as a result of provincial amendments to the Planning Act under Bill 109 More Homes for Everyone Act, 2022. Among other matters, Bill 109 would implement

financial penalties on municipalities in the form of application refunds if applications under the Planning Act were not processed within specific time periods. Volunteers made up of local municipal staff and some local planning consultants formed a working group to discuss the impacts of Bill 109 and come up with solutions.

A public meeting was held on December 21, 2022 to hear and consider public input regarding the proposed amendment to the County of Renfrew Official Plan that would implement the Planning Act changes resulting from Bill 109. At the time of writing this report the following comments/concerns with the proposed Official Plan amendment have been provided:

Comment/Concern	Planning Staff Response
<p>The attempt to “front-end” the technical review process instead of during formal application is inconsistent with the purposes of Bill 109.</p>	<p>Staff partially agree with this comment. The purposes of Bill 109 is to improve the speed at which planning applications are considered and approved. Bill 109 implements financial penalties on municipalities for not processing complete applications in a timely manner. The proposed approach will not likely achieve “time savings” for the overall review of certain development application(s) – but it will speed up the review time of a “complete” planning application. The approach proposed in OPA 35 is consistent with municipalities across Ontario.</p>
<p>The requirement for technical sign-off or approval as part of the pre-consultation processes place applicants at the will of review agencies and peer reviewers outside of a formal application process, with no statutory timelines for review and no proper appeal rights. We are concerned that OPA 35 fundamentally changes the well-established process.</p>	<p>OPA 35 does fundamentally change the well-established process – that is the main purpose of Bill 109, Bill 23, and ultimately OPA 35. The changes are necessitated as a response to amendments to the Planning Act under Bill 109. If the applicant believes that the mandatory pre-consultation process, or technical sign-off, is taking too long, or the Approval Authority is taking an unnecessarily long time, the applicant has the right to submit the formal application and appeal to the Ontario Land Tribunal (OLT) in accordance with the requirements of the Planning Act.</p>

Comment/Concern	Planning Staff Response
<p>There is little clarity regarding the requirement for the approval authority to provide a letter confirming completion of the pre-consultation review process. What objective measures are in place for this proposed requirement and how long should an applicant expect to receive this. This seems arbitrary and will only slow down the process.</p>	<p>This letter is not intended to slow down the process, but to provide clarity that the peer review process has been completed and that a formal application can be submitted. It is intended that this letter be a “form-letter” standardized to indicate that pre-consultation has been completed so that there are no misunderstandings about the completion of a pre-consultation process.</p>
<p>We assume the County and the local municipalities would work cooperatively and transparently with applicants, what happens if applicants can’t reasonably obtain comments from review agencies or peer reviewers as part of the pre-consultation process? The statutory right to appeal a completeness review is not the same as appealing the merits of an application.</p>	<p>The Planning Act has a process for the appeal of a “complete application” – The OLT would hear the reason why the approval authority is not deeming the application complete, or the issue holding up the “pre-consultation” review.</p>
<p>The requirement for public engagement – how will this be applied, how would it differ from formal consultation, and is this duplicating public consultation?</p>	<p>Formal applications are required to follow the legislated process under the Planning Act, for some applications a public meeting is mandatory (Bill 23 is considering changes regarding when a public meeting is required). The proposed policy under OPA 35 would allow a municipality (typically for complex or known applications that will be controversial) to require the applicant to hold a public information session as part of the pre-application process. This would be applicant led – and separate from any legislated planning act public meeting.</p>

Comment/Concern	Planning Staff Response
	<p>Under Bill 109, municipalities are now penalized if formal applications (site plan, zoning and zoning/OP) are not processed within a specific time period. If there are public concerns that need to be addressed, ideally these concerns would be identified and addressed ahead of the submission of a formal application. Under the new timelines imposed by Bill 109, the approval authority does not have the time to ensure public comments are addressed without being penalized for complex applications. This will potentially result in either:</p> <ol style="list-style-type: none"> 1) Approval authority refunding monies; 2) Applications being denied; 3) More appeals to the OLT. <p>The proposed “enhanced pre-consultation” process under OPA 35 is intended to identify all concerns/issues and have those items satisfactorily addressed before the formal application is submitted to the approval authority.</p>
<p>It is not always possible to obtain Ministerial or outside agency approval through pre-consultation given that some of these approvals cannot be obtained until zoning is in place (e.g. ECA’s, ARA licenses, etc...) we are concerned that this may become a chicken-and-egg scenario.</p>	<p>There are different “tools” available to municipalities. In addition, for the different application types there are opportunities to use these tools to require ministerial or agency sign-off at different stages of the approval process. Examples include: For the plan of subdivision, consent, and site plan process, an approval authority may require ministerial sign-off/agency approval as a condition of approval. For zoning amendments, an option for an approval authority may recommend the use of a holding zone.</p>

Comment/Concern	Planning Staff Response
	<p>In some instances, where these “tools” are not available to the approval authority, the sign-off would be required ahead of a formal application.</p>
<p>The “frontloading” of significant components of the application process before starting the review ‘clock’ is contrary to the Planning Act and not in keeping with the spirit of the legislation.</p>	<p>Planning staff agree and acknowledge that the proposal to frontload the review is not in keeping with the spirit of the legislation which is to speed up and improve the timelines for processing applications. In implementing these new timelines and penalties on the County and local municipalities, Bill 109 did not change any of the review or work a municipality is required to undertake. The County and most local municipalities do not have the staff expertise, or the resources to meet the new timelines. Without amending the process to take the “supporting material” review out of the timelines, approval authorities will struggle to meet the target timelines.</p> <p>Planning staff disagree that the amendment is contrary to the Planning Act. The Planning Act allows and encourages mandatory pre-consultation. The Planning Act requires the Official Plan to include policies on how that pre-consultation process will work. The “frontloading” of the review is a process many municipalities across Ontario already employ, and many others are now moving towards to meet Bill 109 timelines.</p>
<p>The inclusion of pre-consultation with review agencies, members of the public or other bodies is contrary to the Planning Act. Applicants have a statutory right to submit an application. The exercise of deeming</p>	<p>Bill 109 and OPA 35 do not limit any persons ability to submit a planning application. The proposed changes provide new criteria for what is considered a “complete application”.</p>

Comment/Concern	Planning Staff Response
<p>an application complete occurs after the application has been formally submitted and is not part of the pre-consultation process.</p>	<p>The Planning Act does not limit what a municipality can require as part of a complete application review provided that the Official Plan includes the criteria for when an application is complete.</p>
<p>Pre-consultation is for municipalities to provide preliminary direction and advice in advance of submission, it is not an exercise in the review and determination of the appropriateness of the submission materials.</p>	<p>Renfrew County and local municipalities had been using pre-consultation to provide preliminary direction and advice in advance of submission. OPA 35 proposes to allow an approval authority (with the passing of a by-law) to provide greater emphasis on review up-front to ensure the quality of submissions.</p> <p>The alternative is that municipalities will either:</p> <ol style="list-style-type: none"> 1) Be penalized for not processing applications in accordance with new timeframes; 2) Municipalities will need to up-staff, including hire experts to review the range of submissions; 3) Repetitively deem applications “incomplete”; 4) Refuse applications as the “deadline” for a decision approaches (likely result in more OLT hearings). <p>OPA 35 proposes to implement a pre-consultation process already used in other municipalities across Ontario and many additional municipalities are changing their policies to match.</p>
<p>The inclusion of plans of subdivision, condominium and consents is an unnecessary overreach.</p>	<p>The County of Renfrew Official Plan applies to approvals at both the local level (i.e. zoning and site plan) and County Approvals (i.e. subdivision/consent). The financial penalties</p>

Comment/Concern	Planning Staff Response
	<p data-bbox="843 259 1581 394">potentially imposed on municipalities are not applicable to plans of subdivision, condominium or consent (County approvals).</p> <p data-bbox="843 454 1590 1066">The changes proposed under OPA 35 are enabling policies that allow an approval authority consider the use of these tools should they be determined to be desirable – it does not mean that every local municipality is obligate and will use this tool. Likewise for County approvals, these changes do not mean that the County will require enhanced pre-consultation for consent/subdivision. Staff will bring to committee/council separate recommendation for future consideration regarding the use of these policies related to consent and subdivision.</p> <p data-bbox="843 1126 1581 1648">The Planning Act already allowed the County to identify in the Official Plan any information that it considers necessary for processing subdivisions, condominiums and consents. OPA 35 provides the municipality and the County the ability to employ a “Stage 2” or enhanced pre-consultation review if/when it has been determined to be necessary. The County would need to pass a by-law to make pre-consultation mandatory or use the enhanced Stage 2.</p> <p data-bbox="843 1709 1590 1843">As previously indicated, the Planning Act does not limit what a municipality can require during a pre-consultation review.</p> <p data-bbox="843 1904 1581 2078">It is likely that for consents and plans of subdivisions, the County will not require a full “enhanced review” or require technical agency sign-off ahead of a complete</p>

Comment/Concern	Planning Staff Response
	<p>application because these matters can be addressed as conditions of approval.</p> <p>Ultimately the proposed policy provides the approval authority with the ability to determine application specific requirements for pre-consultation. If the County at some point determines that there is benefit to utilize the “enhanced review” as part of the approval process for consents and plans of subdivisions, a by-law would need to be approved by County Council. The inclusion of consents, plans of subdivision and condominium in the OPA at this time will allow the County to consider using “enhanced review” without the need to replicate this OPA process in the future.</p>
<p>Additional layers of pre-consultation development review process will serve to make the process longer and discourage prospective applicants from participating in the process which is opposite of the intentions of Bill 109.</p>	<p>It is agreed that OPA 35 will not likely improve the overall time it takes to review a planning application. Bill 109 did not change the municipalities’ responsibilities for the review of planning applications, but did change the timeframe that municipalities have to make a decision on a complete application. It is not possible under the current review process with current staffing levels to meet these new timelines. The proposed revised process is already implemented in many municipalities across Ontario and will likely become “industry standard” moving forward. We understand that OPA 35 is a change, but in County Planning staff’s opinion it is the best option to address the Planning Act revisions. The changes were recommended by the “Bill 109 working group” and are similar to the responses by municipalities across Ontario.</p>

Comment/Concern	Planning Staff Response
	The draft amendment was circulated and provided to the Ministry of Municipal Affairs and Housing for comment. The Ministry did not have issue or concerns with the enhanced or “front-ended” pre-consultation review proposed in OPA 35.

As indicated at the public meeting and the information item above, since the passing of Bill 109 and the drafting of OPA 35, the Province has passed Bill 23 – the More Homes Built Faster Act. The passing of Bill 23 requires several amendments to the proposed OPA 35.

A draft revised OPA 35 is attached as Appendix VIII. In addition a bold/strikethrough format of OPA 35 is included as Appendix IX and the bold/strikethrough version of the proposed Official Plan text is attached as Appendix X. As a result of these amendments, it is recommended that County staff be directed to further consult with the working group ahead of scheduling a second public meeting to consider the proposed revisions to OPA 35.

BY-LAWS

18. Permanent Public Transit Program – Active Transportation Fund

RESOLUTION NO. DP-CC-23-01-01

Moved by Chair

Seconded by Committee

THAT County Council pass a By-law to enter into an Active Transportation Fund (ATF) Contribution Agreement for Algonquin Trail Active Transportation Enhancements with the Minister of Intergovernmental Affairs, Infrastructure and Communities confirming that it meets all the requirements of the Active Transportation Fund Agreement; AND FURTHER THAT the Warden and Clerk be authorized to execute the Agreement on behalf of the County of Renfrew.

Background

The County of Renfrew applied and was approved for a grant under the Minister of Intergovernmental Affairs, Infrastructure and Communities Active Transportation Fund (ATF) Contribution Agreement for Algonquin Trail Active Transportation Enhancements for transportation enhancements

to the Algonquin Trail from Laurentian Hills westerly for approximately 52 kms of improvements.

Outputs:

- 52 kms of a level, durable and smooth Algonquin Trail corridor to improve this Active Transportation, tourism and recreation asset.
- Installation of 62 directional, safety, geographic information system (GIS) signs.

19. **Summer Company Plus/Starter Company Funding**

RESOLUTION NO. DP-CC-23-01-02

Moved by Chair

Seconded by Committee

THAT County Council pass a By-law to transfer \$3,300 of unspent Summer Company program funding to the Starter Company Plus program under the terms of the Transfer Payment Agreement referenced in By-law 62-22, being a By-law to Execute a Transfer Payment Agreement for the Provision of Financial Support for Enterprise Renfrew County from the Province of Ontario.

Background

On May 25, 2022, By-law 62-22, being a By-law to Execute a Transfer Payment Agreement for the Provision of Financial Support for Enterprise Renfrew County from the Province of Ontario was passed to enter into a Transfer Payment Agreement for Enterprise Renfrew County with the Province of Ontario, Ministry of Economic Development, Job Creation and Trade from April 1, 2022 to March 31, 2024 to provide funding to Starter Company Plus and Summer Company. Under the terms of the Transfer Payment Agreement, \$3,300 is remaining unspent for the 2022 Summer Company program and the Ministry has advised that with the passing of a By-law that this amount can be transferred to the Starter Company Plus program.

20. **Rogers Communications Inc. Cell Tower**

RESOLUTION NO. DP-CC-23-01-03

Moved by Chair

Seconded by Committee

THAT County Council pass a By-law authorizing the Warden and the Clerk to execute a self-to-self Transfer/Deed of Land for Part Lot 3 and 4, Concession 3, geographic Township of Raglan in the Township of Brudenell, Lyndoch and Raglan.

Background

In 2022 Rogers Communications Inc. approached the County of Renfrew to install a 90-metre telecommunication tower on County of Renfrew owned forest property, the Ireland South Tract, at Lalande Road and Little Ireland Road in the Township of Brudenell, Lyndoch and Raglan to provide wireless voice and data for the surrounding area.

Following a review of the proposed property, McNab, Stewart & Prince of Renfrew advised that the County requires a self-to-self transfer/deed to clean up an administrative error in the title report which indicates the Corporation of the Township of Raglan as the registered owner of the land. This likely resulted from the transfer of a small parcel associated with a cemetery in 1997 to the Township. Rogers Communications Inc. indicated that they require a clear title to work toward building the cell tower on the land composed of Part Lot 3 and 4, Concession 3 in the geographic Township of Raglan in the Township of Brudenell, Lyndoch and Raglan. There was a legal review in 1963 of the ownership and deed but the correct ownership is not reflected in the Ontario Land Registry.

21. **Repeal of Official Plan Amendment No. 29 (OPA 29)**

RESOLUTION NO. DP-CC-23-01-05

Moved by Chair

Seconded by Committee

THAT County Council pass a By-law to repeal By-law 102-18 being a By-law to Adopt Amendment No. 29 to the Official Plan of the County of Renfrew.

Background

County Council adopted By-law 102-18, attached as Appendix XI, known as OPA 29 that proposed an expansion of the Selle Quarry in the Township of Bonnechere Valley. The adopted By-law was forwarded to the Ministry of

Municipal Affairs and Housing (MMAH) for approval. The Ministry did not approve the application due to an incomplete application. Attached as Appendix XII is a request to repeal By-law 102-18 from the property owner which would rescind OPA 29.

The owner has resubmitted an application for an official plan amendment (File No.: OPA 38), zoning by-law amendment, and an application for a quarry license which are now currently being process and considered in accordance with the requirements of the Planning Act and the Aggregate Resources Act.

22. **Natural Resources Canada (NRCan) Flood Hazard Identification and Mapping Program (FHIMP) – Funding Application**

RESOLUTION NO. DP-CC-23-01-09

Moved by Chair

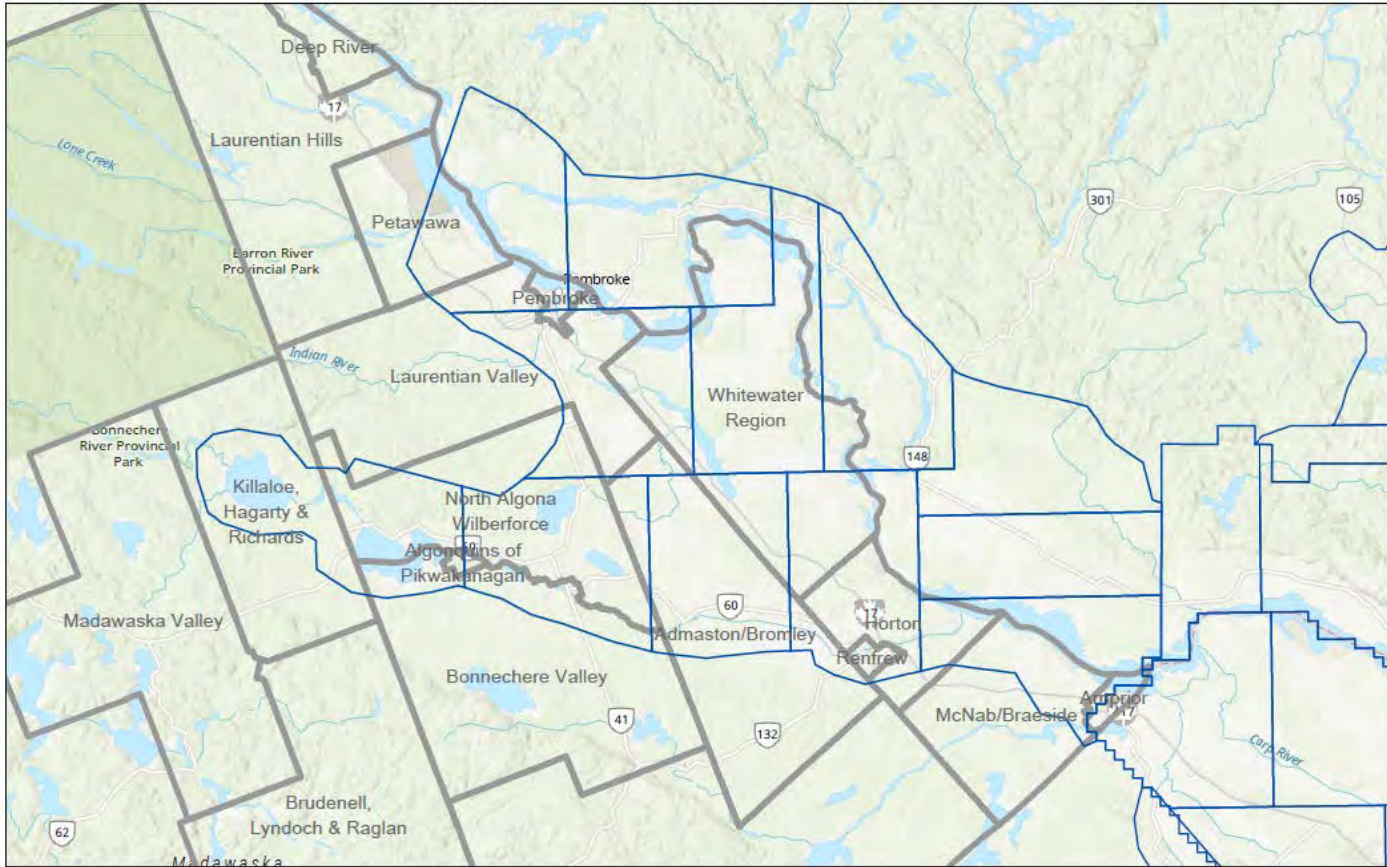
Seconded by Committee

THAT County Council pass a By-law authorizing the Warden and the Clerk to enter into an agreement with the Province of Ontario Ministry of Natural Resources and Forestry through the Natural Resources (NRCan) for the Flood Hazard Identification and Mapping Program (FHIMP).

Background

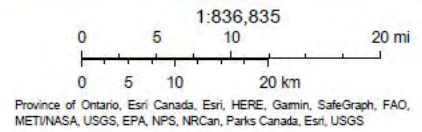
In September 2022 an application to the Ministry of Natural Resources and Forestry through the Natural Resources (NRCan) Flood Hazard Identification and Mapping Program (FHIMP) to flow federal funding up to 50% for eligible activities for flood mapping projects through March 2024 was submitted. The application grant was for areas in the County that are captured by the LiDAR data (see image below).

Area Covered by Lidar Capture



8/24/2022

- Ontario Digital Surface Model (Lidar-Derived) Package Index
- Municipalities
- World Hillshade



All of which is respectfully submitted.

James Brose, Chair

And Committee Members: D. Bennett, P. Emon, D. Lynch, M. MacKenzie,
G. Serviss, K. Watt, R. Weir

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Parks and Recs 2023 Budget

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Midtown Bike Lane Extension

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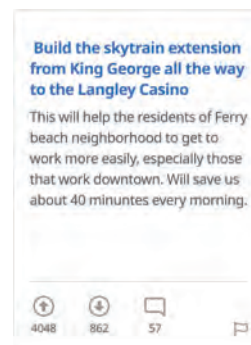
"Working at the city level, we often work on multiple projects and need to gather and publish feedback to move decisions forward... Zencity Engage is a user-friendly way to gain input."



Rebekah Ladd

Public Information Officer, Casper Police Department, WY

Collaborative digital engagement

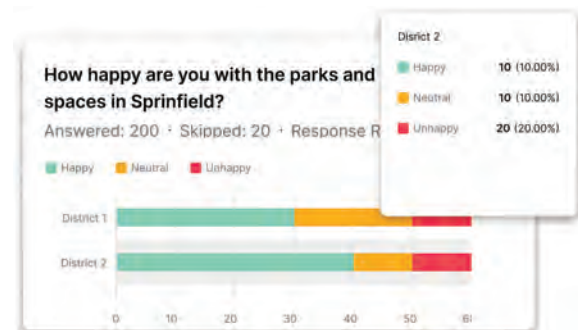
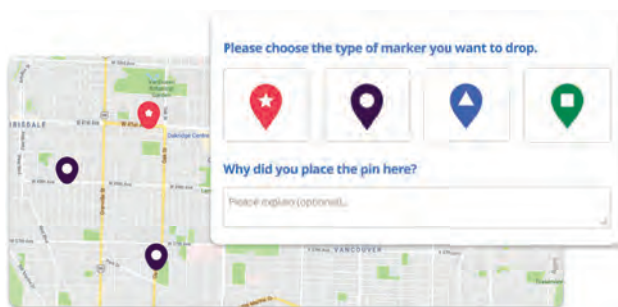


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Set up interactive and informative pages for each of your new initiatives to make it easy for residents to get the background and give their input

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Ministry of Agriculture,
Food and Rural Affairs

Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales

Office of the Minister

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December 6, 2022

Craig Kelley
CAO/Clerk
County of Renfrew
ckelley@countyofrenfrew.on.ca

Dear Mr. Kelley:

Our government is committed to supporting job creation and the economic development of rural Ontario, and the Rural Economic Development (RED) program is an important tool to enable municipalities, Indigenous communities, and not-for-profits to succeed. I am pleased to share with you that the next intake for the RED program will open on January 23rd, 2023. A formal announcement of the new intake will be made in late January. In addition to launching a new intake, we are updating the guidelines to clearly identify program objectives and clarify eligibility criteria to help make the application process easier for applicants.

You can find all program information as it becomes available, including how to apply, on my ministry's website at ontario.ca/REDprogram.

The RED program provides cost-share funding to rural municipalities, Indigenous communities, and not-for-profit entities that will have tangible impacts in rural Ontario, measurable by one or more of the following outcomes:

- Jobs retained or created
- Investments attracted or retained
- Businesses attracted, retained and/or expanded
- Enhanced strategic economic infrastructure
- Regional partnerships that drive growth

These outcomes align with our government's priorities to remove barriers to investment, open doors to rural economic development and create good jobs across the province. Our government is committed to supporting economic growth in rural communities and ensuring Ontario is open for business.

.../2

I encourage you to take advantage of this funding opportunity and submit an application for your economic development project. Together, we can ensure Ontario's communities thrive.

Please accept my best wishes, I look forward to seeing many of you at the 2023 Rural Ontario Municipal Association Conference.

Sincerely,



Lisa M. Thompson

Minister of Agriculture, Food and Rural Affairs

Did you know about the Farmers' Wellness Initiative?

- Your mental health is important! If you're a farmer or a member of a farm family and in need of mental health support, please call 1-866-267-6255 and arrange to speak with a professional today.
- For additional resources visit: <https://farmerwellnessinitiative.ca/>.

2022 STATE OF THE ONTARIO TOURISM INDUSTRY REPORT



ontario
chamber of
commerce



About Ontario Chamber of Commerce

For more than a century, the Ontario Chamber of Commerce (OCC) has been the independent, non-partisan, indispensable partner of Ontario business. Together with over 157 member chambers of commerce and boards of trade and our network's diverse 60,000 members, the OCC's mission is to support economic growth in Ontario by defending business priorities at Queen's Park. The OCC undertakes important research on Ontario's most pressing policy issues, advocating for solutions that will foster the growth of Ontario businesses and lead to the creation of jobs in the province. Our mission is to convene, align, and advance the interests of our members through principled policy work, value-added business services, and broad engagement to build prosperity for all Ontarians.

About Tourism Industry Association of Ontario

The Tourism Industry Association of Ontario (TIAO) works on behalf of its membership, collectively representing businesses and employees across the province to take on pressing policy issues that impact Ontario's tourism industry. TIAO leads the way in government relations on behalf of tourism businesses and operators, destination marketing organizations, regional tourism organizations, and educators. We provide evidence-based policy recommendations to ensure all levels of government understand and address the multifaceted needs of the tourism industry.

Contributors

Dr. Jessica Ng, Director, Policy & Government Affairs, TIAO
Caitlyn Drexler, Policy & Research Officer, TIAO
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Christopher Bloore, President & CEO, TIAO

Design

Şimal Görmüş, Communications & Content Coordinator, TIAO



THE STATE OF THE ONTARIO TOURISM INDUSTRY REPORT

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THE STATE OF THE ONTARIO TOURISM INDUSTRY REPORT

INTRODUCTION

Tourism and hospitality play a significant role in creating vibrant communities to work and live in. Tourism is therefore not only a key economic driver as an industry, it is an indispensable component of broader economic development.

In 2018, Ontario was home to 200,000 tourism businesses. The sector directly employed 400,000 Ontarians across a range of sub-sectors, including culture and heritage, recreation, entertainment, food and beverage, attractions, transportation, and accommodation, and travel services. The sector contributed over \$5 billion in annual tax revenues for the province and benefits numerous adjacent industries.

With the onset of the COVID-19 pandemic, Ontario's tourism industry was one of the hardest hit—and it will be one of the last to fully recover and rebuild. The crisis continues to have a severe and enduring impact on the tourism industry in Ontario. Border closures, capacity restrictions and lockdowns exacerbated structural issues that have left the industry far from recovery.

In need of a path forward, the Tourism Industry Association of Ontario (TIAO) and Ontario Chamber of Commerce (OCC) worked closely with the sector over the last year to inform and develop: The State of the Ontario Tourism Industry Report. The report offers a blueprint for recovery through practical recommendations to confront both immediate and long-term challenges.

The insights and recommendations in this report are informed by two policy roundtables held in the Summer and Fall of 2022, bringing together tourism operators, industry experts, associations, chambers of commerce, and boards of trade from across the province.

We thank the Honourable Monte McNaughton, Minister of Labour, Immigration, Training and Skills Development and the Honourable Neil Lumsden, Minister of Tourism, Culture and Sport for their attendance and insights at these roundtables.



THE STATE OF THE ONTARIO TOURISM INDUSTRY REPORT

KEY HIGHLIGHTS

This report explores the obstacles that the tourism industry still faces on the road to economic recovery, and anticipated opportunities for the future of tourism in Ontario. It outlines a comprehensive multi-pronged strategy to make Ontario the best destination in the world to visit, operate a tourism business, and invest in premier visitor experiences. The key issues have been grouped under four broad sections: Economy, Labour, Infrastructure, and the Future of Tourism in Ontario. Below are some key highlights:

- After two unprecedented years, Ontario's tourism industry is rebuilding its economic impact, but several barriers still hinder its recovery.
- 4 in 10 tourism operators forecast profitability in 2024 and beyond.
- Tourism businesses have accumulated soaring debt to remain financially viable during the pandemic.
- Not all tourism markets and regions are rebuilding at the same pace, with Northern Ontario still hard-hit.
- Business travel—including transient travel and meetings and conventions—has been far slower to return. This has a disproportionate effect on major urban centres, but most consumers are also unaware of the range of Ontario destinations outside of urban centres that benefit from meeting and convention options.
- International gateway cities like Greater Toronto and Ottawa play an important role in attracting high volumes of visitors, many of whom travel to other regions of the province.
- Provincial and federal taxes present barriers for growth (e.g., provincial beer tax, federal excise tax). While other taxes are geared toward growth (e.g., Municipal Accommodation Tax), these could be retooled to maximize their benefits.
- Tourism faces ongoing workforce challenges and a multi-faceted labour crisis, which warrant a targeted strategy. This includes:
 - Re-conceptualizing how people view tourism careers
 - Optimizing work placement opportunities for post-secondary students
 - Reforming immigration to retain international students and reliably attract international workers that meet the needs of the industry
 - Consistently promoting job-ready skills in the high school curriculum
 - Ensuring that decision-making is data-driven and specific to each locality and region
- The lack of comprehensive and affordable public transportation within and between Ontario destinations limits travel and commuting options, precludes opportunities for multi-destination travel, and impacts business recruitment and retention.
- Limited availability of affordable housing impacts workforce recruitment, retention, and dispersion to rural tourism economies.

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KEY HIGHLIGHTS

- Access to reliable, high-speed broadband is critical to participating in an increasingly digital economy. Some areas of Ontario remain underserved, placing rural and Indigenous tourism economies at a disadvantage.
- Current and future disruptions to the reliable flow of international visitors—e.g., climate change events, global pandemics, global conflicts—highlight the importance of building sustainable domestic visitor markets.
- Consumer interest in cultural tourism presents opportunities to create innovative, sustainable tourism offerings that engage in intercultural exchange. Indigenous and Francophone tourism sectors are prime examples.
- Prior to COVID-19, Indigenous tourism was the fastest growing tourism sector in Ontario, with 1 in 3 international visitors to Canada expressing an interest in Indigenous tourism experiences.
- Pandemic conditions and current lifestyle trends have laid the groundwork for the growth of wellness tourism, where destination or operators appeal to visitor health and wellbeing.
- Canadians dominate nature-based tourism and Ontario attracts more nature-based tourists than any other province.
- Sustainable tourism is a growing preference among travelers but it is also becoming increasingly important to the viability of tourism experiences. Agritourism is an industry ripe for growth, offering Ontario farmers diversified income.
- Cannabis, sports, and film also present several promising opportunities for the future of tourism and hospitality.

This report builds upon the recommendations outlined in the [2021 Tourism Economic Recovery Ministerial Task Force report](#). It is intended to be a living document and outlines comprehensive recommendations for recovery, growth, investment, and stability that will make Ontario the best destination in the world to visit, start a tourism business, and invest in unique visitor experiences.

RECOMMENDATIONS

ECONOMY

Government		
Provincial	Federal	Municipal

1. Providing Debt and Insurance Relief

A) Increase the Canada Emergency Business Account (CEBA) and the Regional Relief and Recovery Fund (RRRF) maximum loan forgiveness amount by up to \$10,000 if the remaining loan balance is repaid by the end of the qualifying period for partial loan forgiveness.		CA	
B) Extend the interest-free repayment period (i.e., the qualifying period for partial loan forgiveness) for CEBA loans and RRRF loans to December 31, 2024.		CA	
C) Work with the insurance industry to explore solutions to rising commercial insurance premiums and reduced liability coverage.	ON	CA	

2. Supporting the Return of Meetings, Conventions, and Business Travel

A) Develop a strategy for business events, including support for destination marketing organizations to effectively promote Ontario's business event destinations.	ON		MU
B) Increase the maximum tax-deductible amount for business-related food and beverage expenses from 50% to 100%.		CA	
C) Develop an opportunity fund to support the delivery of high-quality hybrid events for small and medium-sized enterprises (SMEs) that have limited resources and capacity to do so.	ON		
D) Create an enhancement fund for cities to boost competitive bids for major meetings, conventions, and events.	ON	CA	
E) Review additional airport locations for offering customs pre-clearance in Ontario for ease of business travel.	ON	CA	

RECOMMENDATIONS

ECONOMY

	Government		
	Provincial	Federal	Municipal
3. Reducing Red Tape and Tax Burdens			
A) Pledge to fully eliminate or at least defer the automatic provincial beer tax increase to take effect on March 1, 2023.	ON		
B) Freeze the federal excise tax on beer, wine, and spirits.		CA	
C) Introduce amendments to the Municipal Accommodation Tax (MAT) legislation to optimize its revenue generation capacity to benefit local tourism marketing and product development.	ON		
D) Explore alternate revenue tools to support local tourism promotion in northern, rural, and remote areas where a MAT cannot be applied	ON		

LABOUR

	Government		
	Provincial	Federal	Municipal
4. Promoting Tourism as a Career			
A) Confer with TIAO and industry stakeholders to develop marketing communications and jobseeker resources that convey the range of careers in tourism and hospitality.	ON		
B) Continue to support job-matching initiatives like <i>A Three Fires Collaborative Quest</i> .	ON		
C) Support the development and expansion of work-integrated learning programs, such as Be Our Guest, a partnership among the Toronto District School Board (TDSB), George Brown College, and hospitality centres.	ON		MU
D) Continue to support targeted, industry-led workforce programs that boost recruitment and retention from underrepresented groups.	ON		
E) Continue to support micro-credential programming targeted towards jobseekers looking to pursue careers in tourism and hospitality and workers looking to upskill within the tourism industry.	ON		
F) Implement a Career Exploration Program in elementary schools that introduces children, parents, and educators to a wide range of career options based on the types of careers that are most likely to be needed by the time children in the program graduate high-school.	ON		
G) Implement a Career Mentorship Program and co-op vocational training at the high-school level with particular focus on sectors of the economy where job vacancy rates are expected to be the highest.	ON		

RECOMMENDATIONS

LABOUR

	Government		
	Provincial	Federal	Municipal
5. Optimizing Work Placement Opportunities			
A) Revisit post-secondary co-op term dates for the tourism and hospitality industry to ensure that tourism businesses can offer a professionally rewarding placement experience.	ON		
B) Offer incentives to employers working with young job seekers, including those in work integrated learning placements.	ON		
6. Recruiting and Retaining International Talent			
A) Address the immigration backlog of 151,000 international students and develop processes to prevent future backlogs.		CA	
B) Amend the Canadian Experience Class (Express Entry) to include TEER 4 in qualifying job offers and work experience.		CA	
C) In consultation with industry, launch a 2-year 'Introduction to Canada' visa targeted at entry-level skillsets, with a pathway to permanent residency.		CA	
D) In consultation with industry, amend the Ontario Immigrant Nominee Program (OINP): <ul style="list-style-type: none"> • Include TEER 4 and TEER 5 occupations for qualifying job offers and work experience given that in-demand frontline positions in tourism and hospitality are heavily represented in those skills categories. • Increase the number of newcomers allowed to enter under the OINP from 9,000 to 18,000. • Allow OINP work permit applicants to qualify for two-week processing timelines offered for Global Skills Strategy applications. 	ON	CA	
E) Ensure that newcomer settlement programs are prioritizing employment and training opportunities for Ontario's most high-demand occupations.	ON		

RECOMMENDATIONS

LABOUR

	Government		
	Provincial	Federal	Municipal
7. Securing Essential Workers in Resort and Hospitality Sectors			
A) Revisit the LMIA requirements under the TFWP to remove unnecessary cost and burdensome regulation and to ensure the TFWP meets the needs of the tourism and hospitality industry.		CA	
B) Improve the efficiency in processing times for the Temporary Foreign Worker Program (TFWP).		CA	
C) Fund a pilot program, to produce a pool of candidates with Restricted Area Identity Card (RAIC) by establishing a process to pre-qualify workers for airport jobs. Specifically, allow applicants to begin or obtain their Transportation Security Clearance in advance of receiving an offer of employment		CA	
D) Establish a process to pre-qualify workers for jobs at airports, by allowing them to begin or obtain their Transportation Security Clearance in advance.		CA	
E) Extend the temporary 30% hiring cap for accommodation and food and beverage sectors under the TFWP.		CA	
8. Investing in Future Talent			
A) Integrate service excellence training and certification consistently across the Ontario high school careers curriculum.	ON		
B) Elevate the Hospitality and Tourism Specialist High Skills Major (SHSM) to an industry-recognized accreditation to recognize the skills and knowledge gained through the program and its value to tourism and hospitality employers.	ON		
9. Data-Driven, Locally and Regionally Specific Decision-Making			
A) Work with industry to establish a common tourism labour market data and forecasting strategy that supports evidence-based recovery planning.	ON		
B) Support Tourism SkillsNet Ontario's efforts to coordinate consistent, evidence-based regional labour market planning in member destinations across the province.	ON		
C) Support workplace-based training and consulting services specifically designed for SMEs' unique needs as they struggle to recover.	ON		

RECOMMENDATIONS

INFRASTRUCTURE

	Government		
	Provincial	Federal	Municipal
10. Transportation			
A) Collaborate between ministries, levels of government, and industry to ensure better transit and transportation integration across Ontario, with an emphasis on enabling infrastructure in rural destinations for tourism.	ON	CA	MU
B) Establish the necessary infrastructure and/or funding that make it feasible for municipalities and regions to identify transit gaps and extend existing transit service across municipal boundaries.	ON		
C) Invest in cross-regional transit plans.	ON		
D) Improve regional transit connectivity to Toronto Pearson, Canada's biggest airport.	ON		MU
E) Investing in more electric vehicle charging stations, especially in rural regions where they are in short supply.	ON		
F) Support efforts by municipal governments to install wayfinding signs and amenities such as public washrooms to make travel in Ontario convenient and accessible.	ON		
G) Expand the Community Transportation Grant Program to encourage and specifically support municipal collaboration.	ON		
H) Work with the motor coach sector to provide a carve-out of federal public transit investments that support private motor coach operators in delivering vital rural bus transportation options.	ON		
I) Collaborate with the private motor coach sector to deliver more bus transportation routes across the province	ON		
J) Invest in efforts to support electricity infrastructure for boat marinas, particularly in Northern communities, to promote the transition to sustainable transportation.	ON		
K) Work with Ontario's major airport hubs to address infrastructure gaps that curtail capacity to handle growing visitor volumes.	ON		
L) Work with all levels of government and the private sector to develop high speed rail services in Ontario.	ON	CA	MU
M) Work with the aviation sector to reliably deliver a robust network of aviation routes that supports regional tourism economies.	ON	CA	
N) Re-invest the rent collected by the Government of Canada from the twenty-one airport authorities that form the National Airport System into transformational airport infrastructure projects.		CA	
O) Fund active transportation infrastructure (e.g., biking and walking infrastructure) across Ontario to allow ease of movement and attract active visitors.	ON		

RECOMMENDATIONS

INFRASTRUCTURE

	Government		
	Provincial	Federal	Municipal
11. Affordable Housing			
A) Consult with TIAO, industry stakeholders, and workers to develop effective affordable housing strategies across Ontario.	ON		
B) Incentivize the development of purpose-built rentals in Ontario.	ON		
C) Work with the federal government to expand the Canada Housing Benefit to help more Ontarians access affordable rental and homeownership options.	ON	CA	
D) Work with the private sector and municipalities to incentivize the development of affordable housing, particularly tailored to rural municipalities.	ON		MU
E) Work with private developers and municipalities to ensure appropriate, available residential lands move to the market for development.	ON		MU
F) Expedite the planning process for developers to start and complete projects, eliminating any excessive regulatory costs and exploring opportunities for streamlining.	ON		
G) Amend the Ontario Building Code Act to allow municipal discretion over the use of existing Building Permit Reserve funds to offset costs associated with future affordable housing developments.	ON		
H) Require municipalities to intensify development and approve more multi-unit residential buildings as part of their official plans.	ON		MU
12. Broadband			
A) Sustain and roll out investments in the delivery of reliable, high-speed broadband to northern, rural and remote regions.	ON		
B) Coordinate with Ontario Municipalities, in partnership with telecommunications companies, utilities, and Internet Service Providers (ISPs), to develop a Dig Once strategy.	ON		
C) Create regulations that make the laying of conduit/fibre assets mandatory for public infrastructure builds.	ON	CA	

RECOMMENDATIONS

THE FUTURE OF TOURISM

Future Challenges

	Government		
	Provincial	Federal	Municipal
13. Building Sustainable Visitation			
A) Promote Ontario as a premier travel destination for local, domestic, and international visitors.	ON		
B) Make the Ontario Staycation Tax Credit an annual offering and broaden the program to include transient boating.	ON		
C) Develop a destination marketing opportunity fund to amplify tourism marketing and product development in rural and northern tourism economies, with the objective of cultivating stronger domestic markets for more sustainable visitation.	ON		
14. Ensuring Seamless Travel			
A) Work with the tourism industry and government partners to create strategies to ensure seamless inbound and outbound travel for US visitors in the event of future border disruptions.	ON	CA	
B) Work with US authorities to return to pre-pandemic capacity levels and hours of operation at preclearance airports and to re-open Canadian NEXUS enrollment centres, closed as a result of the COVID-19 pandemic, or quickly find alternative ways to process applications.	ON	CA	
C) Invest in a modern digital border and effective screening procedures. Explore a domestic trusted traveler program to facilitate smoother travel and ensure border services resources are focused most effectively.	ON	CA	
E) Digitize and streamline processes to reduce the backlog in Canadian passport and visa applications so that Canada can welcome more visitors and international students.	ON	CA	
F) Establish globally competitive processing standards for CATSA and CBSA, including at peak hours at all CATSA checkpoints.		CA	
15. Addressing Rising Visible Homelessness and Precarity			
A) Increase investments for municipalities and non-profits to expand access and availability of addiction and mental health services, shelters, transitional housing, and other emergency and long-term supports and services.	ON		

RECOMMENDATIONS

THE FUTURE OF TOURISM

Future Opportunities

Government		
Provincial	Federal	Municipal

16. Cultural Tourism

A) Leverage Ontario's recent investments in projects such as Route Champlain to create new business opportunities for Franco-Ontarian communities to benefit from the visitor economy's growth and socioeconomic spinoffs.	ON		
B) Implement a tax credit program (similar to the Ontario Film and Television Tax Credit and the Canadian Film or Video Production Tax Credit) providing a 20-25% tax credit/rebate on labour and production capital expenses for live productions (e.g., theatre, music, dance) produced, co-produced, or presented by Canadian-based companies.	ON		

17. Indigenous Tourism

A) Provide sustainable funding for the Indigenous tourism sector to support continued development and growth	ON	CA	
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18. Cannabis Tourism

A) Advance licensing for cannabis consumption inside public venues.	ON	CA	
B) Allow public events such as concerts, conventions, and sports games to offer gated pop-up cannabis retail and consumption zones for adults.	ON	CA	

19. Outdoor and Nature-Based Tourism

A) Promote Ontario as a prime destination for agritourism and other forms of nature-based tourism.	ON		
B) Leverage Ontario's natural beauty and greenspaces to attract visitors and reinforce Ontario's tourism brand.	ON		
C) Ensure government programs and initiatives for agritourism consider the time restraints and seasonal pressures associated with growing agriculture by timing funding application deadlines appropriately.	ON		

RECOMMENDATIONS

THE FUTURE OF TOURISM

Future Opportunities

Government		
Provincial	Federal	Municipal

20. Sustainable Tourism

A) Offer targeted investments to support tourism operators seeking to implement green infrastructure and practices.	ON		
B) Provide supports to prevent and mitigate climate change impacts for resource-based tourism operators and tourism businesses located in regions at high risk of extreme weather events.	ON		
C) Increase climate resilience from erosion, flooding, and extreme weather events by preserving and enhancing natural infrastructure. This includes investments in afforestation and the expansion of greenspace.	ON		

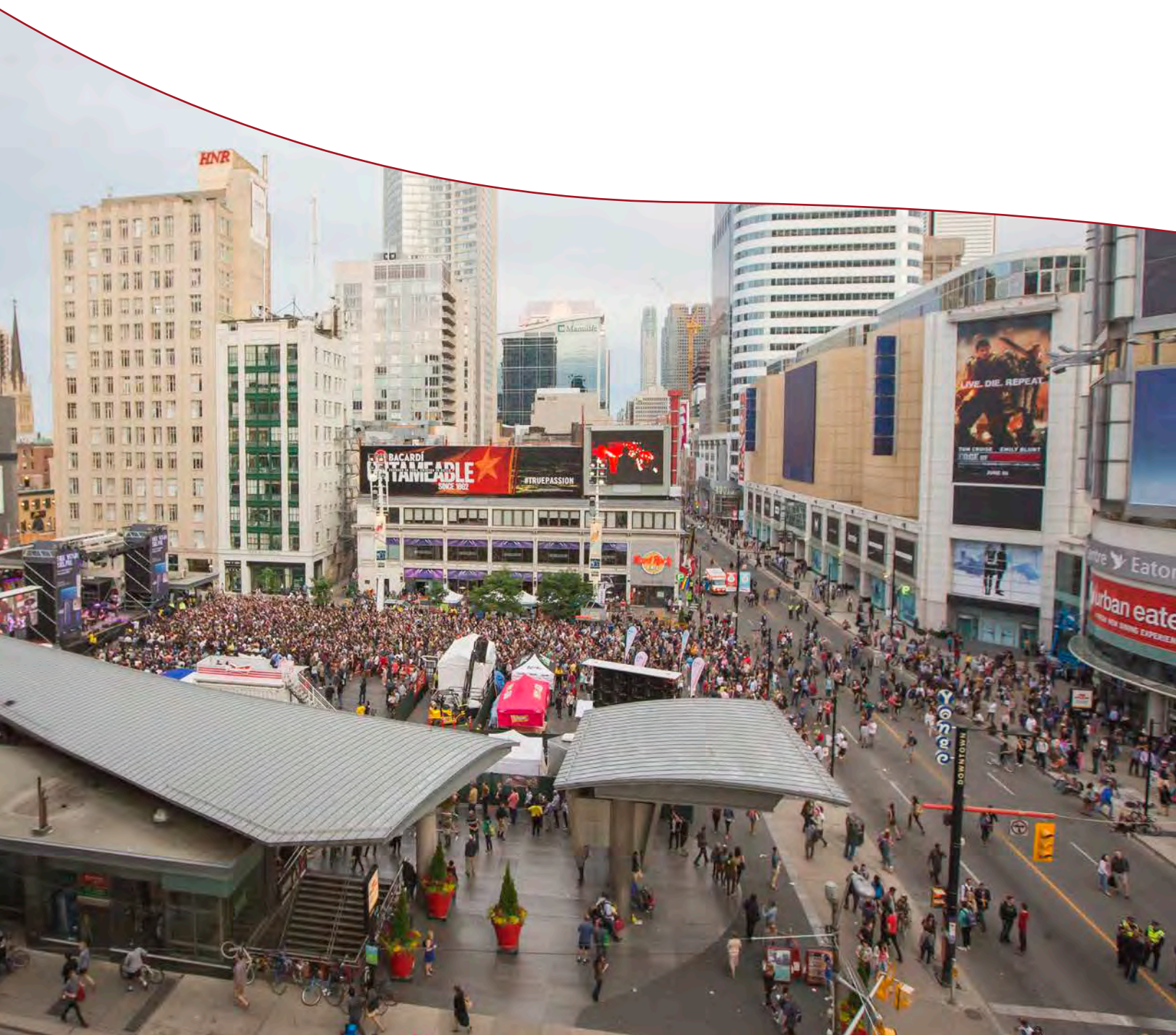
21. Implementing the Recommendations of the Tourism Economic Recovery Ministerial Task Force

A) Continue to foster collaboration between public health officials and tourism sectors.	ON		
B) Emphasize local pride of place and Ontario as a diverse, inclusive, and multicultural "world in one province" through destination marketing.	ON		
C) Provide travel incentives to encourage more people to make local travel and hospitality plans.	ON		
D) Leverage transportation infrastructure (e.g., airports, visitor information centres, highway signage) to attract visitors, reinforce Ontario's tourism brand and direct visitors to destinations and cultural interest areas.	ON		
E) Highlight Ontario's talent and creative industries by supporting the creation of music cities and film destinations to highlight filming locations.	ON		
F) Cross-promote Ontario's tourism offerings as contributors to physical and mental health, through partners such as Ontario Parks and Parks Canada, as well as private operators.	ON	CA	

SECTION 1

Economy

To facilitate the tourism industry's recovery, immediate action is required to address operators' soaring debt while simultaneously supporting their capacity to remain competitive through long-term strategic investments.



SECTION 1

Economy

1.1. Providing Debt and Insurance Relief

The COVID-19 pandemic has put significant financial strain on businesses across Ontario. Province-wide lockdowns, capacity restrictions, indoor closures, revenue losses, and ongoing expenses have left many businesses struggling with an unsustainable amount of debt. As of April 2022, 7 in 10 businesses have taken on debt to remain afloat, with 20% accruing over \$100,000 in debt.ⁱ At least 7 in 10 businesses have taken on federal CEBA (Canada Emergency Business Account) and/or RRRF (Regional Relief and Recovery Fund) loans.ⁱⁱ Added to these pressures, recent data shows that tourism businesses are generating on average just 64% of 2019 revenues, with 4 in 10 businesses forecasting profitability in 2024 and beyond.

ⁱⁱⁱ Moreover, 78% of tourism operators reported increased commercial insurance rates, with many citing issues with reduced coverage.^{iv}

Sole proprietors have been unable to access (or fully access) critical funding opportunities due to business type. This includes several key COVID-19 relief programs such as the Tourism Relief Fund and the Ontario Tourism Recovery Program, as well as the Canada Emergency Wage Subsidy and Canada Emergency Rent Subsidy. As a result, Ontario's small tourism operators are beginning their recovery at a significant financial disadvantage.

Debt in Northern Ontario's Resource-Based Tourism Sector

In Northern Ontario, where up to 60% of the resource-based tourism sector is unincorporated,^v the debt situation is magnified. Evolving border restrictions have severely curtailed tourism operations since 2020, as operators are dependent on American tourists for between 60% and 100% of clientele—and the US market has yet to return to pre-pandemic levels.^{vi} Moreover, efforts to attract the domestic market have been ineffective, especially for remote locations and the northwest, as the US market is geographically closer and therefore the dominant clientele.^{vii} These factors have put northern operators at a financial disadvantage, with debt skyrocketing; resource-based tourism operators have accumulated on average \$187,000 in debt.^{viii}



Debt directly impacts the capacity for tourism businesses to hire necessary staff, pay competitive wages, resume full capacity operations, maintain cash flow, cover rising expenses, undergo necessary upgrades, and recover. One-third of tourism operators point to debt as hampering the recovery of their business.^{ix}

Although the Government of Canada's extension of the interest-free repayment period for CEBA and RRRF loans from December 2022 to December 2023 provided some welcomed relief, it will not be enough given the slow pace of recovery across Ontario. Further debt relief is needed to support the viability of SME tourism businesses.

SECTION 1

Economy

1.1. Providing Debt and Insurance Relief

We recommend:

- Increase both Canada Emergency Business Account (CEBA) and the Regional Relief and Recovery Fund (RRRF) maximum loan forgiveness amount by up to \$10,000 if the remaining balance of the loan is repaid by the end of qualifying period for partial loan forgiveness.
- Extend the interest-free repayment period (i.e., the qualifying period for partial loan forgiveness) for CEBA loans and RRRF loans to December 31, 2024.
- Work with the insurance industry to explore solutions to rising commercial insurance premiums and reduced liability coverage.

1.2. Supporting the Return of Meetings, Conventions, and Business Travel

Meetings and conventions generate disproportionate visitor spending that benefits a wide range of businesses beyond the hotel sector, including event planners and designers, food and beverage providers, transport operators, and other event suppliers. The impact of business travel is multi-fold: business travel occurs during off-peak periods, with business travellers often extending their trip for leisure travel and spending more on average than leisure travellers.^x Major meetings also introduce the local destination and Ontario as a whole to future investors and talent. The benefit of meetings and conventions extends widely to the local tourism economy.

Business travel has yet to return to pre-COVID numbers. Attracting international and domestic business travellers to Ontario is crucial to rebuilding the sector. It is imper-

ative that the Province promotes an array of destinations including gateway cities and those beyond Ontario's major urban centres.

A comprehensive provincial strategy to grow the impact of business events would focus on both large-scale meetings that are best executed in Toronto and Ottawa, drawing the largest volume and most internationally diverse delegates, and smaller and mid-size events that can be done in a broader range of destinations including cities such as Niagara, Hamilton, Kitchener-Waterloo, Windsor, London, Cornwall, Kingston, and Collingwood. As business travel returns to in-person formats, considering additional airports to offer pre-clearance security checks may improve ease of travel. Currently, only two airports in Ontario offer pre-clearance security.^{xi}

SECTION 1

Economy

The Slow Return of Business Travel

In Toronto, business event bookings are behind pre-pandemic levels, with local/regional visitation insufficient to reach 2019 business travel numbers.^{xii} In Ottawa, the slow return of business travel—particularly the long lag in return of government travel—means greater reliance on other meetings, conventions, and events to fill the gap—and, resultantly, greater investments needed in sales and marketing.^{xiii} In Kitchener-Waterloo, the region's largest meeting, convention, and events operator has reported that 2022 year-to-date revenues are only at 64% of 2019 revenues for business event catering; while future business events are being booked, the number of visitors for these events has decreased, as have bookings from out-of-region groups.^{xiv} With almost 40% of regular business yet to return, this operator forecasts profitability in 2024.^{xv}



Greater Toronto and Ottawa are home to the province's major international airports and are the starting and ending point for most trips to Ontario, as well as home to major convention centres and other key drivers of inbound visitation. Visitors to Toronto and Ottawa alone spent \$12.9 billion in 2019, generating almost \$2 billion in tax revenue for the province.^{xvi} Gateway regions disperse visitors to other destinations in the province, with international visitors frequently exploring communities beyond Toronto and Ottawa. In 2019, visitors to Toronto spent \$2 billion in other communities.^{xvii}

Greater Toronto and Ottawa compete against other global hubs and gateway regions to attract major events. However,

COVID-19 has impacted destination marketing budgets, with the drop in visitor accommodation stays reducing municipal accommodation tax revenue, which comprises a sizeable proportion of many destination marketing budgets. The cost of marketing and submitting competitive event bids has risen enormously.

Further, with hybrid events here to stay post-pandemic, the cost of hosting events has dramatically increased, particularly for SMEs. Government should work with industry to enable gateway regions and cities to successfully bring back major business events, trade shows, and conventions to generate revenue, tax dollars, and good jobs.

SECTION 1

Economy

1.2. Supporting the Return of Meetings, Conventions, and Business Travel

We recommend:

- Develop a strategy for business events, including support for destination marketing organizations to effectively promote Ontario's business event destinations.
- Increase the maximum tax-deductible amount for business-related food and beverage expenses from 50% to 100%.
- Develop an opportunity fund to support the delivery of high-quality hybrid events for SMEs that have limited resources and capacity to do so.
- Create an enhancement fund for cities to boost competitive bids for major meetings, conventions, and events
- Review additional airport locations for offering customs pre-clearance in Ontario for ease of business travel.

1.3. Reducing Red Tape and Tax Burdens

Regulatory barriers and rising taxes create added operational costs for tourism businesses – costs which limit the economic potential of the industry. One in four tourism operators report that red tape is their biggest challenge to recovery.^{xviii} After two years of restrictions, closures, and rising costs, businesses need more freedom to focus on operating and innovating.

In addition, food and beverage operators in the tourism and hospitality industry face added losses stemming from taxes on beer, wine, and spirits. Current regulations will automatically increase the Ontario basic beer tax by inflation on March 1, 2023, unless the Government of Ontario commits to repealing or deferring the tax. The federal excise tax is also due to increase in Spring

2023. Deemed the 'escalator tax,' the federal excise tax on beer, wine, and spirits automatically increases annually, producing added operating costs for businesses.

At a time when tourism and hospitality businesses are already struggling to rebuild, the tax increases further exacerbate this by reducing revenues, cash flow, and limiting opportunities for commercial growth. Ontario has among the highest beer taxes in the world with approximately 45% of the price of beer due to federal and provincial commodity taxes.^{xix} If the government allows the scheduled beer tax increase to proceed in 2023, it will add an additional \$27 million tax burden to Ontario consumers and the hospitality sector.^{xx}

SECTION 1

Economy

Municipal Accommodation Tax (MAT)

A significant aspect of tourism-related tax and regulatory issues is the Municipal Accommodation Tax (MAT). Levied on visitor accommodation stays under thirty days, the MAT is a tax revenue tool that municipalities can choose to adopt. A portion of MAT revenues must go towards a tourism entity to support tourism promotion and development, with the remaining amount to go to the municipal budget. The MAT is intended to enhance investments in tourism marketing, sales, and product development by putting visitor dollars back into the local visitor economy; in doing so, it provides local tourism with a diversified and reliable source of income that builds the economic resiliency of local destinations.

The tax has been implemented across many regions of the province. However, destination marketing organizations, tourism entities, and municipalities have reported practical challenges, including seeking appropriate guidance to structure MAT collection arrangements, accessing revenues generated by the MAT from short-term rental accommodations, and remitting HST (which diverts limited municipal and organizational resources that could otherwise benefit tourism). Moreover, accommodation providers accrue added business costs by absorbing the additional credit card processing fee charged on the MAT amount by credit card companies.

Possible amendments include mandating MAT collection and remittance from operators that fall under a MAT bylaw, implementing an official rate change process to prevent municipalities from increasing or decreasing the MAT at their own discretion, providing municipalities with a toolkit to advise on possible models of MAT implementation and on HST remittance, and requiring municipalities to have a local tourism strategy in place prior to implementing the MAT.

To help support the competitiveness of remote destinations, alternative revenue tools that similarly benefit tourism marketing and development should be explored in areas that stand to benefit from a MAT but where a MAT is not applicable. These areas include those situated beyond municipal boundaries, unorganized townships, or Crown land.



We recommend:

- Pledge to fully eliminate or defer the automatic provincial beer tax increase to take effect on March 1, 2023.
- Freeze the federal excise tax on beer, wine, and spirits.
- Introduce amendments to the Municipal Accommodation Tax (MAT) legislation to optimize its revenue generation capacity to benefit local tourism marketing and product development.
- Explore alternate revenue tools to support local tourism promotion in Northern, rural, and remote areas where a Municipal Accommodation Tax cannot be applied.

SECTION 2

Labour

The COVID-19 pandemic exacerbated an already tight labour market. Many Ontarians who formerly worked in the tourism and hospitality industry moved to other industries and occupations. As a result, there has been an 81% increase in Ontario tourism and hospitality job postings in Spring 2022 compared to Spring 2019.^{xxi}

With tourism businesses unable to hire the staff they need, and existing staff capacity strained by COVID-related worker absences and burnout, the labour crisis is affecting the ability of businesses to meet visitor demand. The majority of tourism operators cite staffing challenges as the greatest barrier to recovery.^{xxii} In fact, 69% of tourism businesses in Ontario are concerned about how recruitment and retention challenges will affect the future of the industry.^{xxiii} Between 2020 and 2025, Ontario is projected to lose \$34.7 billion in direct and indirect tax revenue from tourism and hospitality.^{xxiv}

To rebuild, Ontario needs an industry-specific workforce strategy addressing the unique and systemic barriers to workforce development.



SECTION 2

Labour

2.1. Promoting Tourism as a Career

General public awareness of tourism and hospitality careers is limited. For instance, student exposure to tourism and hospitality careers tends to be limited to accommodations, food and beverage, and front of house or kitchen staff positions. Sixty-four percent of tourism operators think that government does not effectively promote tourism as a possible career.^{xxv} A career in tourism can include areas such as: marketing, communications, management, finance, human resources, office administration, lobbying/government relations, guest services/customer service and event planning/designing. Further, temporary jobs exist alongside long-term careers, and the array of sectors under one umbrella offer the unique benefit of job-mobility while staying within the industry.

Work-integrated learning opportunities are beneficial to expand students' perceptions. For example, the Toronto District School Board (TDSB) offers the [Be Our Guest](#) pro-

gram for high school students. Programs like *A Three Fires Collaborative Quest* bring awareness and offer work opportunities to Indigenous peoples in the tourism space. Showcasing the benefits of working in hospitality will position the sector as both attractive and diverse.

Approaching students with opportunities to discover in-demand career paths within tourism and hospitality can start as early as Grade 1. Where applicable, such programs should bring in special guests that combat gender stereotypes associated with the profession. Moreover, sharing diverse career paths with parents, educators, and guidance counsellors can contribute to these efforts.

Micro-credential courses in skills relevant to tourism and hospitality, including customer service and management, serve as a convenient and affordable means of upskilling workers for jobs in the sector.

We recommend:

- Confer with TIAO and industry stakeholders to develop marketing communications and jobseeker resources that convey the range of career opportunities available in tourism and hospitality.
- Continue to support job-matching initiatives like *A Three Fires Collaborative Quest*.
- Support the development and expansion of work integrated learning programs, such as *Be Our Guest*, a partnership among the TDSB, George Brown College, and hospitality centres.
- Continue to support targeted, industry-led workforce programs that boost recruitment and retention from underrepresented groups.
- Continue to support micro-credential programming targeted towards jobseekers looking for a career in tourism and hospitality and workers looking to upskill within the industry.
- Implement a Career Exploration Program in elementary schools that introduces children, parents, and educators to a wide range of in-demand career options.
- Implement a Career Mentorship Program and co-op vocational training at the high-school level with particular focus on sectors of the economy where job vacancy rates are expected to be the highest.

SECTION 2 Labour

2.2. Optimizing Work Placement Opportunities

Post-secondary education co-op terms are aligned with the school calendar year rather than industry needs. As such, students do not experience a business's peak commercial season, particularly in attractions, resorts, and seasonal tourism businesses. This deprives students of valuable work experience in the industry they are pursuing while also leaving businesses in need of support during periods of peak commercial activity. Additionally, by incentivizing employers, government can expand the pool of placements.

We recommend:

- ➔ Revisit post-secondary co-op term dates for the tourism and hospitality industry to ensure tourism businesses can offer a professionally rewarding placement.
- ➔ Offer incentives to employers working with young jobseekers, including those in work-integrated learning placements.

2.3. Recruiting and Retaining International Talent

In Ontario, domestic student enrolment in tourism and hospitality post-secondary education programs is far outpaced by international enrolment. Strong international uptake creates an opportunity to recruit global talent to bolster our workforce.

International Student Demand for Tourism and Hospitality Education and Jobs

According to Statistics Canada, 29.9% of Ontario college students are international,^{xxvi} making up substantial portion of tourism and hospitality programs. For instance, at Centennial College, a major player in Ontario's tourism and hospitality postsecondary education:

- *2-Year Tourism Program*: 92% international enrollment
- *3-Year Advanced Diploma in Hospitality and Tourism Administration*: 55% international enrollment
- *86% of Centennial College international students* reported that they planned to apply for a post-graduate work permit



Unfortunately, as of September 2022, there remain significant backlogs within Immigration, Refugees and Citizenship Canada for international student permits.^{xxvii}

Moreover, available immigration streams through federal and provincial routes are targeted at TEER 0 (management jobs), TEER 1 (professional jobs), and TEER 2 and 3 (tech-

nical and skilled trades) in qualifying work experience and job offers.^{xxviii} This includes the federal Express Entry pathway and the Ontario Immigrant Nominee Program (OINP), a joint government program that allows immigrants to apply for permanent residence, should they have the skills and experience needed in Ontario's economy.^{xxix}

SECTION 2 Labour

2.3. Recruiting and Retaining International Talent

These programs could be improved to serve the tourism industry and the economy better. Not only are the requirements out of reach for many recent graduates in tourism and hospitality, but by disqualifying most tourism and hospitality jobs from eligibility (as they tend to be in TEER 4), it actively encourages international students to leave the industry they trained for to remain in Ontario—or leave Ontario altogether if they want to pursue a career in tourism and hospitality.^{xxix} Express Entry (Canadian Experience Class) and the OINP overlook the labour market needs of tourism and hospitality businesses, which tend to have diffi-

culty filling lower-skilled frontline positions on a permanent and reliable basis. Consequently, Ontario's tourism industry loses out annually on a promising pipeline of international talent, exacerbating longstanding challenges in attracting and retaining talent.

With over 80,000 jobs projected to go unfilled in the industry by 2025, the need is urgent to reliably secure labour over the long-term.^{xxx} Allowing the tourism industry to permanently and reliably access external non-specialized workers would also help fill chronic labour shortages.

Immigration Program	Current Eligibility	Proposed Additional Eligibility
Canadian Experience Class (Express Entry)	Managerial jobs (TEER 0)	Jobs requiring a high school diploma or several weeks of on-the-job training (TEER 4)
	Professional jobs (TEER 1)	
	Technical jobs and skilled trades (TEER 2 and 3)	
Ontario Immigrant Nominee Program (ONIP) (International Student Stream)	Managerial jobs (TEER 0)	Jobs requiring a high school diploma or several weeks of on-the-job training (TEER 4)
	Professional jobs (TEER 1)	
	Technical jobs and skilled trades (TEER 2 and 3)	

SECTION 2

Labour

2.3. Recruiting and Retaining International Talent

We recommend:

- ➔ Address the immigration backlog of 151,000 international students and develop processes to prevent future backlogs.
- ➔ Amend the Canadian Experience Class (Express Entry) to include TEER 4 in qualifying job offers and work experience.
- ➔ In consultation with industry, launch a 2-year 'Introduction to Canada' visa targeted at entry-level skillsets, with a pathway to permanent residency.
- ➔ In consultation with industry, amend the Ontario Immigrant Nominee Program (OINP):
 - Include TEER 4 and TEER 5 occupations for qualifying job offers and work experience given that in-demand frontline positions in tourism and hospitality are heavily represented in those categories.
 - Increase the number of newcomers allowed to enter under the OINP from 9,000 to 18,000.
 - Allow OINP work permit applicants to qualify for two-week processing timelines offered for Global Skills Strategy applications.
 - Ensure that newcomer settlement programs are prioritizing employment and training opportunities for Ontario's most high-demand occupations.

2.4. Securing Essential Workers in Resort and Hospitality Sectors

Resort and hospitality sectors are highly service-dependent, relying on frontline workers. However, frontline workers can be difficult to recruit – particularly for housekeeping, cleaning, and groundskeeping staff. This longstanding issue deteriorated

further during the pandemic when many workers dispersed to other industries. Resorts also suffer from the decreased availability of working students, due to the shift to online learning.

COVID-19 and Demographic Changes Among Resort Employees

Even for resorts with primarily domestic housekeeping staff pre-COVID, the aforementioned labour pressures have meant increasing wages and relying more on temporary foreign workers to fill staffing needs. One resort showed that between 2017 and 2021, their housekeeping staff decreased by 55% despite hourly wages increasing by 70% in an effort to attract and retain staff.^{xxx} By 2021, temporary foreign workers comprised 59% of their staff (up from 0% in 2017), with local residents comprising just 25% of domestic staff (down from 85% of domestic staff in 2017).^{xxxii}



SECTION 2

Labour

2.4. Securing Essential Workers in Resort and Hospitality Sectors

The Temporary Foreign Worker Program (TFWP) has been a critical pathway for essential workers. However, barriers limit the extent to which resort and hospitality sectors can leverage the TFWP. While recent federal changes to the program have enabled accommodation and food and beverage businesses to hire up to 30% of full-time equivalent staff through the TFWP, this change is temporary. Tourism and hospitality businesses in high unemployment regions will be able to use the TFWP to fill persistently vacant essential positions; however, the process to do so is costly, as businesses are required to submit a Labour Market Impact Assessment (LMIA) to demonstrate that there are no Canadian candidates available to fill the job. Currently there are 130,070 vacancies within Canada's accommoda-

tion and food services sectors.^{xxxiv}

Efforts to address staffing at airports have been another area of focus in the wake of the pandemic. Between April and August of 2022, over 1,700 Canadian Air Transport Security Authority (CATSA) screening officers were hired across Canada.^{xxxiii} To support staffing at airports, pre-qualifying workers for airport positions is advised. Allowing potential workers to begin or obtain their Transportation Security Clearance in advance of an offer of employment would enable employers to access a ready pool of qualified candidates. Transportation Security Clearance is required for a Restricted Area Identity Card (RAIC), which allows an employee to work in the restricted areas of the airport.

We recommend:

- ➔ Revisit the LMIA requirements under the TFWP to remove unnecessary costs and burdensome regulation and to ensure the TFWP meets the needs of the tourism and hospitality industry.
- ➔ Improve the efficiency in processing times for the Temporary Foreign Worker Program.
- ➔ Fund a pilot program, to produce a pool of candidates with Restricted Area Identity Card by establishing a process to pre-qualify workers for jobs at airports. Specifically, allow applicants to begin or obtain their Transportation Security Clearance in advance of receiving an offer of employment.
- ➔ Establish a process to pre-qualify workers for jobs at airports, by allowing them to begin or obtain their Transportation Security Clearance in advance.
- ➔ Extend the temporary 30% hiring cap for accommodation and food and beverage sectors under the TFWP.

SECTION 2

Labour

2.6. Investing in Future Talent

Tourism and hospitality play a critical role in providing first jobs and foundational skills for many of Ontario's youth. Customer service training prepares students for the workplace, with service skills transferable to all sectors. As work environments evolve, social and emotional skills such as

problem-solving, decision-making, communication, teamwork, and adaptability are becoming more important to success and retention in all industries, including in service-intensive industries like tourism and hospitality.

To further develop these social and emotional competencies into job-ready skills, we recommend:

- Integrate Service Excellence training and certification consistently across the Ontario high school careers curriculum.

Furthermore, to cultivate early career interest, high school co-op programs offer a way to combine course-based learning with experiential on-the-job learning, enabling students to gain both knowledge and practical experience in a focused discipline. Ontario's Ministry of Education has invested \$39.6M

over three years to expand its Specialist High Skills Major (SHSM) program, which includes a Hospitality and Tourism stream. Continued support for such programs is increasingly important as the industry works to reverse a declining talent pipeline.

To increase recognition of the professional knowledge and experience gained through the Tourism and Hospitality SHSM, we recommend:

- Elevate the Hospitality and Tourism SHSM to an industry-recognized accreditation to recognize the skills and knowledge gained through the program and its value to tourism and hospitality employers.

SECTION 2

Labour

2.7. Data-Driven, and Locally-Specific Decision-Making

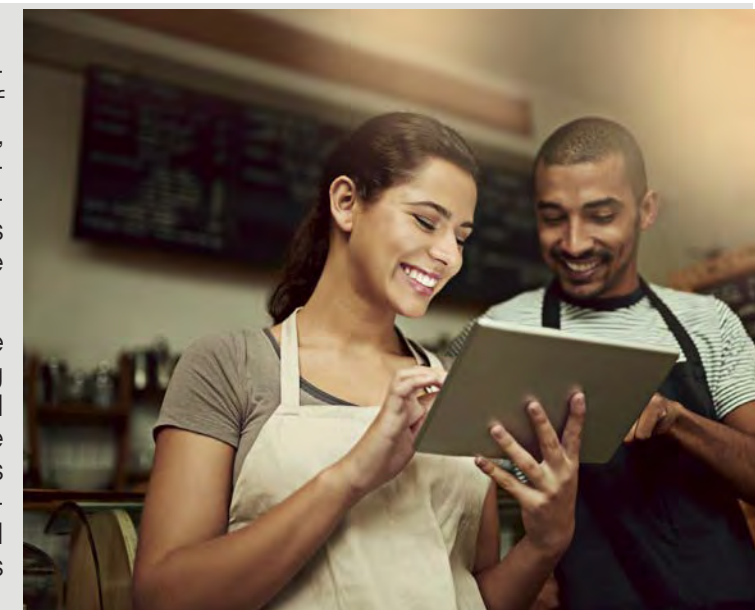
Across Ontario, regional differences exist in economic opportunities, workforce dynamics, and post-pandemic recovery. It is imperative to ensure workforce development decisions and policies reflect real-time, and regionally specific economic needs.

Tourism SkillsNet Ontario (TSNO) is an example of data-driven decision-making in tourism. Led by the Ontario Tourism Education Corporation (OTEC), the initiative enables stakeholders to develop strategies for local recruitment and training models, based on industry needs.

Tourism SkillsNet Ontario

Tourism SkillsNet Ontario is a provincial, industry-driven workforce development initiative comprised of over 300 organizations and 19 tourism destinations, including tourism organizations, employers and trainers, training/educational institutions, industry associations, regional tourism organizations, Indigenous organizations, and community employment service providers.

TSNO helps the tourism and hospitality industry solve provincial labour market challenges by increasing the capacity of members to anticipate, plan for, and adapt to fluctuations and shocks, creating a more resilient industry. TSNO accomplishes this through its proprietary Provincial Framework model, which enables stakeholders to develop collaborative local strategies that align recruitment and training models with the skills needed by businesses.



We recommend:

- Work with industry to establish a common tourism labour market data and forecasting strategy that supports evidence-based recovery planning.
- Support Tourism SkillsNet Ontario's efforts to coordinate consistent, evidence-based regional labour market planning in member destinations across the province.
- Support workplace-based training and consulting services specifically designed for SMEs' unique needs as they struggle to recover.

SECTION 3

Infrastructure

Local and regional infrastructure are a critical component of destination development. Investments in transportation, affordable housing, and broadband infrastructure enable visitor movement and improve tourism offerings, while also facilitating worker movement, retention, and labour dispersion to rural areas.



SECTION 3

Infrastructure

3.1. Transportation

Transportation links facilitate visitor and worker movement to, from, and within destinations across the province, directly impacting the tourism sector's ability to attract and retain talent and grow, particularly in rural and remote destinations.

Where there is a lack of comprehensive, affordable public transportation, workers and visitors predominantly rely on cars to get from place to place. On the labour side, this affects recruitment and retention, especially in rural destinations. Similarly, the mobility of visitors from urban to rural destinations is impeded, with multi-destination travel

el beyond urban cores being inconvenient or expensive without a car. Consequently, multi-destination travel in Ontario cannot compete with Europe on factors of cost and relative ease. While these challenges are to some degree inherent to a geographically expansive province, the global competitiveness of Ontario's tourism product is seriously hampered without affordable public transportation links. The Community Transportation Grant Program provides funding for transportation services in unserved and underserved regions across Ontario.^{xxxv}

Ontario's Private Sector Transit Service

Ontario's private sector transit service, specifically motor coach providers, do not receive support through federal or provincial transportation transfers, nor do they benefit from GST or HST fuel rebates. Yet, they play a vital role in connecting our communities. They offer thousands of kilometres in non-subsidized transportation routes, are often the only mode of transportation into rural and Indigenous tourism destinations and communities, and contributed \$333 million dollars in tourism spending in 2019 alone.^{xxxvi}



A robust network of transportation routes is necessary to support regional tourism economies; this includes aviation routes. Ensuring Ontario's major airports can keep up with rising visitor demand is important to the competitiveness of Ontario's tourism offerings. Coming out of the pandemic, where airport capital projects were deferred because of revenue declines, Ontario's major airports need infrastructure upgrades to ef-

ficiently process growing volumes of leisure and business travelers.

Currently, the 21 airport authorities that form the National Airport System pay rent to the federal government for grounds leased.^{xxxvii} These rents could be re-invested into transformational airport infrastructure projects to further improve our critical gateways.

SECTION 3 Infrastructure

3.1. Transportation

Toronto Pearson International Airport

Toronto Pearson, Canada's largest airport, is the anchor business in Canada's second largest economic zone, the Airport Economic Zone. Pre-pandemic, 50,000 people worked at over 400 companies operating at Toronto Pearson; Toronto Pearson generated more than 330,000 jobs through direct and indirect employment, spending by tourists, and catalytic jobs generated by international connectivity.

Toronto Pearson facilitates tourism across the country; historically, of all the visitors that arrived in Canada by air, more than 40% were welcomed through Toronto Pearson.

While Toronto Pearson continues to recover from the impact of the pandemic, the airport has dropped to the 19th most connected airport in the world, a drop from its 6th place ranking pre-pandemic. Toronto Pearson's direct global connectivity—enabling trade, tourism, immigration, and investment in Ontario—must be invested in and preserved.



As the transportation sector transitions to net-zero greenhouse gas emissions, considerations regarding how travellers get around are necessary. For one, ensuring leisure marine vessels have appropriate battery charging infrastructure at marinas across Ontario is important. Secondly, providing safe, active transportation infra-

structure will serve travellers and communities alike. Providing way-finding signage and public washrooms for those engaging in active transportation will improve accessibility. Finally, better access to charging infrastructure across all of Ontario is needed as electric vehicles usage becomes more widespread.

SECTION 3 Infrastructure

We recommend:

- Collaborate between levels of government, across ministries, and with industry to ensure better transit and transportation integration across Ontario, with an emphasis on enabling infrastructure in rural destinations for tourism.
- Establish the necessary infrastructure and/or funding to make it feasible for municipalities and regions to identify transit gaps and extend existing transit service across municipal boundaries.
- Invest in cross-regional transit plans.
- Improve regional transit connectivity to Toronto Pearson, Canada's biggest airport.
- Investing in more electric vehicle charging stations, especially in rural regions where they are in short supply.
- Support efforts by municipal governments to install wayfinding signs and amenities such as public washrooms to make travel in Ontario convenient and accessible.
- Expand the Community Transportation Grant Program to encourage and specifically support municipal collaboration.
- Work with the motor coach sector to provide a carve-out of federal public transit investments that support private motor coach operators in delivering vital rural bus transportation options.
- Collaborate with the private motor coach sector to deliver more bus transportation routes across the province.
- Invest in efforts to support electricity infrastructure for boat marinas, particularly in Northern communities, to promote the transition to sustainable transportation.
- Work with all levels of government and the private sector to develop high speed rail services in Ontario.
- Work with Ontario's major airport hubs to address infrastructure gaps that curtail capacity to handle growing visitor volumes.
- Work with the aviation sector to reliably deliver a robust network of aviation routes that supports regional tourism economies
- Re-invest the rent collected by the Government of Canada from the twenty-one airport authorities that form the National Airport System into transformational airport infrastructure projects.
- Fund active transportation infrastructure (e.g., biking and walking infrastructure) across Ontario to allow ease of movement and attract active visitors.

SECTION 3 Infrastructure

3.2. Affordable Housing

For housing to be deemed affordable, a general rule of thumb is that housing costs must represent no more than 30% of pre-tax household income.^{xxxviii} In Ontario, 46% of renters spend more than 30% of their income on housing, underscoring the increasingly limited availability of affordable housing.^{xxxix}

Limited availability of affordable housing impedes the ability of workers to live close to where they work, impacting local and regional workforce recruitment, retention, and labour dispersion to rural tourism economies. Lack of affordable housing therefore limits the sustainability and growth of tourism activity in high traffic tourism destinations.

Ontario's Affordable Housing Crisis in Numbers

According to the Canada Mortgage and Housing Corporation (CMHC), in 2003/2004, a household on an average income would have had to devote close to 40% of their disposable income to buy an average house in Ontario. By 2021, the average household would have had to devote close to 60% of their disposable income to buy the average house.^{xl}

In 2022, the situation has steadily worsened with home sale and rental prices surging amidst a cost-of-living crisis. As of September 2022:

The average rent for all property types in Ontario was \$2,451, representing an 18.4% increase over the previous year^{xli}

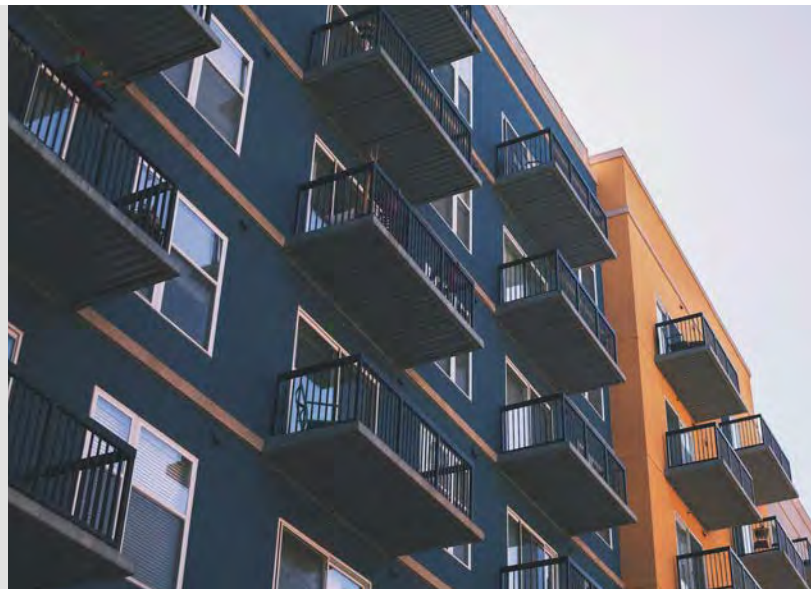
In Toronto:

The average monthly asking price for a 1-bedroom rental is \$2,474, representing a 27.5% year-over-year increase^{xlii}

The average monthly asking price for a 2-bedroom rental is \$3,361, representing a 27.7% year-over-year increase^{xliii}

In the Greater Toronto Area, the average home price rose 453% in the last twenty-five years.^{xliiv}

To restore affordability, the CMHC estimates that over 22 million housing units are needed by 2030 in Canada.^{xliv}



SECTION 3 Infrastructure

Short-Term Accommodations, COVID-19, and the Housing Supply

In Ontario and across Canada, the growth of short-term rental accommodations (STAs) has expanded travel experience options, but it has also worsened an already tight housing supply—exacerbating the affordable housing crisis. Almost 50% of all Airbnb revenue in 2018 was generated by commercial operators who manage multiple listings, contrary to the rhetoric of 'home sharing.'^{xlvi} In the same year, 31,000 entire homes in Canada were rented frequently enough that they were unlikely to house a permanent resident.^{xlvii} STA activity was found to be concentrated in major cities but growing at substantially higher rates in rural areas in Ontario, where STAs may be the primary source of visitor accommodation.^{xlviii}

However, in some regions, the role of second home buyers is eclipsing STAs in contributing to the tight housing supply, leading to rising rental and home sale prices. This is the case in Prince Edward County, where the average home sale price has almost doubled in the span of a few years with the total number of home sales doubling and even tripling.^{xlix}



We recommend:

- ➔ Consult with TIAO, industry stakeholders, and workers to develop effective affordable housing strategies across Ontario.
- ➔ Incentivize the development of purpose-built rentals in Ontario.
- ➔ Work with the federal government to expand the Canada Housing Benefit to help more Ontarians access affordable rental and homeownership options.
- ➔ Work with the private sector and municipalities to incentivize the development of affordable housing, particularly tailored to rural municipalities.
- ➔ Work with private developers and municipalities to ensure appropriate, available residential lands move to the market for development.
- ➔ Expedite the planning process for developers to start and complete projects, eliminating any excessive regulatory costs and exploring opportunities for streamlining.
- ➔ Amend the Ontario Building Code Act, that would allow municipal discretion over the use of existing Building Permit Reserve funds to offset costs associated with future affordable housing developments.
- ➔ Require municipalities to intensify development and approve more multi-unit residential buildings as part of their official plans.

SECTION 3

Infrastructure

3.3. Broadband

Access to reliable high-speed broadband is critical for tourism businesses' capacity to operate, grow, and meet rising visitor demand. It is also important to ensuring that the visitor experience aligns with consumer expectation for broadband access. In underserved areas, this is especially important given the growing demand for visitor experiences in rural and Indigenous destinations. According to the CRTC, 98.6% of Canadians living in urban communities have access to high-speed internet.ⁱ In ru-

ral regions, this number is 45.6%, and 34.8% of households on First Nations reserves.ⁱⁱ

The provincial government has committed to bringing high-speed internet access to all households in Ontario by the end of 2025 and has passed legislation to make it easier to build broadband infrastructure. Building upon this, sustained investment and timely delivery is necessary, especially for Indigenous communities.

Broadband Access and Indigenous Tourism

Ontario has the largest Indigenous population in Canada: in Ontario, 78% of First Nations communities are located in the north and 1 in 4 First Nations communities is located in a remote area.ⁱⁱⁱ Given that 60% of Ontario's Indigenous tourism operators are located in northern Ontarioⁱⁱⁱⁱ with many located in remote areas that are underserved by reliable broadband connections, continued progress in this area would support the competitive commercial capacity of Indigenous tourism economies and northern tourism economies more broadly.



As road infrastructure projects take place, a 'Dig Once' policy could facilitate easier, faster, and cheaper broadband installation. This policy involves placing conduits to hold fibre-optic cable in the ground during road construction. Later, the cable can be pulled through the conduit without any excavation.

We recommend:

- ➔ Sustain and roll out investments in the delivery of reliable, high-speed broadband to northern, rural and remote regions.
- ➔ Coordinate with Ontario Municipalities, in partnership with telecommunications companies, utilities, and Internet Service Providers (ISPs), to develop a Dig Once strategy.
- ➔ Create regulations that make the laying of conduit/fibre assets mandatory for public infrastructure builds.

SECTION 4

The Future of Tourism in Ontario

Several key challenges and opportunities lay ahead for Ontario's tourism industry. A high-level forecast of the next five years is presented below.



SECTION 4.1 Future Challenges

The Future of Tourism in Ontario

4.1.I. Sustainable Visitation

Ontario faces increasingly complex challenges that may impact the reliable flow of international visitors. This requires engaging in long-term planning that builds a culture of domestic travel and encourages more seamless travel for inbound US visitors.

The COVID-19 pandemic has shown just how prone Ontario's tourism industry is to international visitor disruptions. In northern Ontario and border-adjacent regions dependent on US tourism, border restrictions meant a virtual shutdown of local tourism economies. Moreover, due to the long-standing dependence on US visitors, oper-

ators had difficulty pivoting to the domestic market.^{liv} Building a tourism industry that is more resilient to such disruptions begins with developing a consumer culture of domestic travel.

The Ontario Staycation Tax Credit was established in 2022, to encourage locals to explore Ontario.^{lv} In its initial form, the program did not include transient boating, wherein boaters travel from town to town, docking in a local marina and staying overnight. Continuing this government tax credit, with the inclusion of transient boating, would incentivize domestic travel over the long term.

We recommend:

- ➔ Promote Ontario as a premier travel destination for local, domestic, and international visitors.
- ➔ Make the Ontario Staycation Tax Credit an annual offering and broaden the program to include transient boating.
- ➔ Develop a destination marketing opportunity fund to amplify tourism marketing and product development in rural and northern tourism economies, with the objective of cultivating stronger domestic markets for more sustainable visitation.

4.1.II. Seamless Travel

Disruptions at the border during the pandemic impacted visitation at land, air, and marine borders. Minimizing barriers to travel is a critical component of sustaining reliable streams of visitors. Land border crossings are still at only 50.8% of normal travel volumes,^{lvi} illustrating the extent to which border restrictions have stymied US travel to Ontario. For border-adjacent destinations dependent on the 'rubber tire' tourism market, the financial impact is staggering.

SECTION 4.1 Future Challenges

The Future of Tourism in Ontario

4.1.II. Seamless Travel

Niagara and the Loss of US Visitors

Americans make up about 35% of visitors to Niagara Falls and about 50% of tourism revenue.^{lvii} With American and long-haul international visitors (e.g., from Asia, Europe) likelier to visit and spend at multiple sites, these visitors have higher per capita spending than domestic visitors.^{lviii} However, US visitation is currently at less than half of 2019 numbers and long-haul international markets have barely returned at all.^{lix}



Northern Ontario and the Loss of US Visitors

As a result of border restrictions and reduced visitors, the recovery of northern Ontario tourism sectors is taking place at a much slower rate than the rest of the province. As of summer 2022, US arrivals were at only 25-33% of what they were pre-pandemic.^{lx} In 2022, international land border crossings into Canada as a percentage of 2019 numbers have reduced in: Fort Frances (-70.4%), Rainy River (-74.9%), Pigeon River (-57.7%), Sault St. Marie (-70.4%), and Ontario overall (-66.1%).^{lxi}

Given the importance of the US market to northern resource-based tourism operators, Nature and Outdoor Tourism Ontario (NOTO) estimates resultant 2022 revenue losses to date at almost \$100M.^{lxii}



For travelers wishing to travel between the United States and Canada, enrollment and renewal of NEXUS status has been made difficult as a result of the COVID-19 pandemic. NEXUS is a bi-national, Canada-US program that plays a key role in facilitating frequent travel between Ontario and the US. NEXUS enrollments were closed during the pandemic and have yet to reopen in Canada, and more than 500,000 applicants are on a waitlist. This creates a significant barrier for travelers.

Given the importance of the US market to Canadian tourism, it is critical to ensure that inbound and outbound travel is as seamless as possible for US visitors now and in the future to cultivate long-term economic growth.

SECTION 4.1 Future Challenges

The Future of Tourism in Ontario

4.1.II. Seamless Travel

We recommend:

- Work with the tourism industry and government partners to create strategies that ensure seamless inbound and outbound travel for US visitors in the event of future border disruptions.
- Work with US authorities to return to pre-pandemic capacity levels and hours of operation at pre-clearance airports and to re-open Canadian NEXUS enrolment centres, closed as a result of the COVID-19 pandemic, or quickly find alternative ways to process applications
- Invest in a modern digital border and effective, efficient screening procedures. This includes implementing biometrics and the digital processing of travellers at our border similar to what travellers experience in Europe. We also recommend exploring a domestic trusted traveler program to facilitate smoother travel and ensure border services resources are focused most effectively.
- Digitize and streamline processes to reduce the backlog in Canadian passport and visa applications, so that Canada can welcome more visitors and international students. For example, this could include expanding the Electronic Travel Authorizations (ETA) program to more low-risk visa-requiring countries.
- Establish globally competitive processing standards for CATSA and CBSA, including at peak hours at all CATSA checkpoints.

4.1.III. Addressing Rising Homelessness and Housing Precarity

Over the course of the COVID-19 pandemic, communities across Ontario have seen a rise in homeless and vulnerable populations, a phenomenon driven by multiple factors including: the closure of emergency homeless shelters, municipal reductions in mental health and addictions services, limited supply of supportive housing for those with long histories of homelessness and complex challenges, rising poverty, and the pandemic-related reduction in the affordable housing supply especially in suburban and rural regions.

Recent provincial investments to provide more supportive housing in Ontario are promising, including investing an additional \$25M into the Homelessness Prevention Program. However, more can be done.

Building upon these investments to address homelessness in the short-term and long-term, we recommend:

- Increase investments for municipalities and non-profits to expand access and availability of addiction and mental health services, shelters, transitional housing, and other emergency and long-term supports and services.

SECTION 4.2 Future Opportunities

The Future of Tourism in Ontario

4.2.I. Cultural Tourism

Cultural tourism is defined by the UN World Tourism Organization as tourism centered on cultural attractions and products, including heritage and religious sites, crafts, performing arts, food, and festivals and special events. Cultural tourism is one of the fastest growing segments of the tourism industry, accounting for about 40% of tourism worldwide.^{lxiii} The global heritage tourism market was valued at over \$550 billion (USD) in 2021 and is expected to expand at a compound annual growth rate of 3.8% from 2022 to 2030.^{lxiv}

The growth of cultural tourism reflects an increased desire by travelers to seek out tangible and intangible cultures while on vacation, particularly in international travel.^{lxv} Cultural tourism presents opportunities to create innovative, sustainable tourism products that engage in intercultural exchange.

It also creates valuable opportunities for workforce development. For instance, Francophone and bilingual tourism play an important role in attracting highly skilled workers to Ontario's tourism industry, strengthening Ontario's bilingual workforce.

Global Reach of Francophone Tourism

Francophone and bilingual tourism in Ontario targets niche markets to attract visitors, appealing to a domestic and global Francophone market of 300 million people worldwide. It highlights the unique culture of Francophone communities, offering Francophone visitors services in the language of their choice. 81% of Quebecers say it is very important and important to have a minimum of service in French when they travel.^{lxvi}

Eighty-seven percent of Canadian tourism operators offering francophone and bilingual services are interested in attracting more francophone markets.^{lxvii} The benefits of appealing to this visitor market include enhancing high yield spending, supporting shoulder season visitation, mitigating the risks of relying on more traditional markets, and fostering cultural-linguistic ties that create opportunities for inter-provincial and global investment in Franco-Ontarian tourism products.



Culture plays an important role in attracting both visitors and residents to main streets and urban cores. However, in addition to the rising cost of marketing and submitting competitive event bids, major cultural events and entertainment productions are bypassing Ontario cities for North American locations with more favourable tax incentives. Government should work with industry to enable cities and destinations to successfully attract major cultural events and productions.

SECTION 4.2 Future Opportunities

The Future of Tourism in Ontario

4.2.I. Cultural Tourism

We recommend:

- Leverage Ontario's recent investments in projects such as Route Champlain to create new business opportunities for Franco-Ontarian communities to benefit from the visitor economy's growth and socio-economic spinoffs.
- Implement a tax credit program (similar to the Ontario Film and Television Tax Credit and the Canadian Film or Video Production Tax Credit) providing a 20-25% tax credit/rebate on labour and production capital expenses for live productions (e.g., theatre, music, dance) produced, co-produced, or presented by Canadian-based companies

4.2.II. Indigenous Tourism

Prior to the COVID-19 pandemic, Indigenous tourism was the fastest growing sector in Ontario's tourism industry, experiencing annual exponential growth and drawing significant foreign investment. In fact, 1 in 3 international visitors to Canada express interest in an Indigenous tourism experience.^{lxviii} Between 2014 and 2017, Indigenous tourism grew 23%, surpassing Canada's overall tourism activity growth by 8.7%.^{lxix} Indigenous tourism contributes over half a billion dollars (\$622.1 million) to Ontario's GDP.^{lxx} Moreover, Ontario is home to Canada's largest Indigenous tourism sector.

As a cultural tourism market, Indigenous tourism is leading the development of unique offerings that engage in intercultural exchange. For instance, some Indigenous operators are developing Indigenous food tourism as a means for meaningful cultural exchange with visitors, cultural revitalization, and community empowerment with valuable implications towards reconciliation.^{lxxi} Other Indigenous operators are using augmented virtual reality to create

experiences for visitors unable to visit sites physically, creating a unique tourism product while broadening their reach to distant consumer markets.

Moreover, as the fastest growing demographic outside of new immigrants, Indigenous people can be part of the solution to the industry's ongoing labour crisis. With Indigenous people comprising one-third of northern Ontario's population, increased participation in the tourism industry supports northern tourism growth and the economic development of Indigenous and northern communities.

COVID-19 resulted in a 47% loss in real GDP for the Indigenous tourism sector, with employment falling by 28% in 2020.^{lxxii} However, Indigenous tourism businesses may recover faster than the rest of the overall industry. Indigenous Tourism Ontario estimates that the Indigenous tourism sector will return to 2019 levels of economic activity as early as 2023.^{lxxiii}

We recommend:

- Provide sustainable funding for the Indigenous tourism sector which supports the continued development and growth of Indigenous tourism in Ontario.

SECTION 4.2 Future Opportunities

The Future of Tourism in Ontario

4.2.III. Wellness Tourism

Wellness tourism involves promoting health and personal well-being through physical, psychological, and spiritual activities, as well as through services, including lodging, transport, food and beverage, and shopping. Current lifestyle trends such as visiting wellness spas, fitness centres, wellness resorts, healthy eating, and self-care have enabled the growth of wellness tourism globally. According to the Global Wellness Institute, wellness tourism is worth \$639 billion in yearly visitor expenditure.^{lxxiv} The global wellness tourism market is projected to reach \$1,592 billion by 2030, a compound annual growth rate of 7.2% from 2021 to 2030.^{lxxv}

During the COVID-19 pandemic, consumer and business interest in wellness tourism increased with the rise of at-home fitness and renewed interest in self-care. As people looked to travel locally, destinations and operators that appealed to themes of health and wellbeing in their travel offerings were viewed favourably by visitors, with health being synonymous with feeling secure.^{lxxvi}

The growth of wellness tourism will continue to be driven by current lifestyle trends combined with the expansion of cultural tourism: visitors are not only more interested in learning about the culture and nature of a destination, but they are doing so to help maintain a healthy lifestyle, reduce stress, prevent disease, and enhance their wellbeing.^{lxxvii}

Wellness Travel

According to a 2019 survey conducted by the Global Wellness Institute's Wellness Tourism Initiative^{lxxviii}:

- Canada was the second-most popular destination North Americans wanted to visit for wellness travel.
- The top three most important things to travellers on a wellness trip were: location connected to nature, quality fresh local cuisine, and quality accommodation.
- The vast majority of travellers book direct with the brand via the website.
- Travellers will pay a premium for accommodations that meet their wellness needs, with 8 in 10 respondents willing to pay up to 20% more.



SECTION 4.2 Future Challenges

The Future of Tourism in Ontario

4.2.IV. Film Tourism

Film tourism generates visitation through portrayals of destinations in film, video, and television.^{lxxxix} It is a growing sector globally, driven by the growth of the entertainment industry and the increase in international travel.^{lxxx} Blockbuster films can bring a significant influx in tourism to the locations where they are filmed. For instance, the Harry Potter film franchise caused visitation to increase by at least 50% to every UK location where the movies were filmed.^{lxxxi} Film tourism can boost shoulder season visitation and offer destinations additional sources for revenue generation.

Film tourism is a promising sector for growth, as more productions choose Ontario locations for varied and scenic backdrops and cheaper production costs. Recent locally filmed TV productions include 'The Handmaid's Tale' and 'The Queen's Gambit,' both filmed in Cambridge, and the 'Umbrella Academy,' filmed in Hamilton and Toronto.

4.2.V. Sport Tourism

In Ontario, sport tourism generates significant economic activity and is a catalyst for visitor attraction. In 2019, sport tourism in Ontario generated \$2.5 billion in spending from domestic and international visitors.^{lxxxii} This includes both spectator (e.g., Pan Am Games, Special Olympics, Grey Cup, all star games, and Canadian and world championships) and participatory (e.g., marathons, tournaments) sport tourism, which appeal differently to different destinations. Ontario attracts 33% of all sport visitors to Canada.^{lxxxiii}

The sport tourism sector contributes millions of dollars annually to the province, supports thousands of jobs throughout the province, and spurs infrastructure investments and upgrades that benefit the wider community. The 108th Grey cup, hosted in Hamilton, is estimated to have brought in \$29.8 million in Hamilton alone and nearly \$35 million in overall economic activity for the province.^{lxxxiv} Moreover, the total GDP generated by the 2019 Special Olympics Ontario Invitational Youth Games was \$2.4 million for Toronto and \$3.7 million for Ontario.^{lxxxv}

4.2.VI. Cannabis Tourism

Cannabis presents several promising opportunities for the future of tourism and hospitality. If permitted, cannabis experiences in public culinary and hospitality settings could offer consumers and tourists a new way to appreciate cuisine. Moreover, public events such as concerts, conventions, and sport games could offer gated pop-up cannabis retail and consumption zones for adults.

We recommend:

- Advance licensing for cannabis consumption inside public venues.
- Allow public events such as concerts, conventions, and sport games to offer gated pop-up cannabis retail and consumption zones for adults.

SECTION 4.2 Future Challenges

The Future of Tourism in Ontario

4.2.VII. Outdoor and Nature-Based Tourism

Outdoor and nature-based tourism involves fishing, hunting, rafting, hiking, cycling, caving, and other outdoor activities. When included within the broader adventure tourism market, outdoor and nature-based tourism was valued at \$282 billion USD in 2021 and is expected to grow at a compound annual growth rate of 15.2% from 2022 to 2030.^{lxxxvi}

In 2016, nearly 7 in 10 Canadians participated in outdoor or nature-based activities, with hiking being the most popular activity.^{lxxxvii} As such, this sector offers opportunities to grow the domestic tourism market, especially given that Ontario attracts more nature-based tourists than any other province.^{lxxxviii}

Canadians and Outdoor Activities

According to the 2016 General Social Survey,^{lxxxix} the most popular outdoor activities among Canadians were:

- Hiking or backpacking (44%)
- Wildlife viewing or photography (32%)
- Tent camping (24%)
- Fishing (22%)
- Canoeing or kayaking (22%)
- Motor boating or jet skiing (20%)
- Snowmobiling or other off-road vehicle use (17%)
- Foraging for food (16%)
- Mountain biking (13%)
- Snowshoeing or cross-country skiing (13%)



Agritourism is a form of nature-based tourism that allows visitors to learn about, explore, and taste Ontario's vast agricultural offerings. Agritourism is an industry ripe for growth and economic opportunity. By enabling farm businesses to expand their business offerings and enhance their revenue streams, local and provincial governments stimulate the economy while providing the public with an opportunity to experience local, healthy food and reconnect with the natural environment.

Ontario farmers are increasingly turning to agritourism for diversified income. The Ontario Federation of Agriculture (OFA) conducted a survey of its members,^{xc} where they found the following opportunities most promising for agritourism:

- Teaching/educational workshops
- Farm tours
- On-farm retail stores/markets
- Farm stays/bed and breakfasts
- Weddings/special events

SECTION 4.2 Future Challenges

The Future of Tourism in Ontario

4.2.VII. Outdoor and Nature-Based Tourism

We recommend:

- Promote Ontario as a prime destination for agritourism and other forms of nature-based tourism.
- Leverage Ontario's natural beauty and greenspaces to attract visitors and reinforce Ontario's tourism brand.
- Ensure government programs and initiatives for agritourism consider the time restraints and seasonal pressures associated with growing agriculture by timing funding application deadlines appropriately.

4.2.VIII. Sustainable Tourism

Sustainability is one of the biggest consumer trends in tourism, with growing interest and demand from travelers.

Consumer Attitudes Toward Sustainable Travel

Recent consumer research shows:

- Consumers are making more mindful decisions when travelling, such as visiting local cultural or historical sites (46%), using more environmentally friendly transportation options (43%), and traveling to smaller, lesser-known destinations (41%)^{xcvi}
- 9 in 10 consumers said they look for sustainable options when travelling^{xcvii}
- Half of consumers expressed willingness to pay more for sustainable transportation, activity, and lodging options^{xcviii}
- Nearly 70% of consumers expressed willingness to sacrifice convenience to be a more sustainable traveller^{xcix}
- 86% of respondents agreed sustainability is important to travellers and 56% stated that global warming has prompted their desire to travel sustainably.^{xcv}



Apart from consumer demand, sustainability is becoming increasingly important to the viability of tourism experiences and commercial livelihoods. All visitor experiences in Ontario are impacted by more frequent and extreme climate events.

SECTION 4.2 Future Challenges

The Future of Tourism in Ontario

4.2.VIII. Sustainable Tourism

We recommend:

- Offer targeted investments to support tourism operators seeking to implement green infrastructure and practices.
- Provide supports to prevent and mitigate climate change impacts for resource-based tourism operators and tourism businesses located in regions at high risk of extreme weather events.
- Increase climate resilience from erosion, flooding, and extreme weather events by preserving and enhancing natural infrastructure. This includes investments in afforestation and the expansion of greenspace.

4.2.IX. Implementing the Recommendations of the Tourism Economic Recovery Ministerial Task Force

The recommendations outlined in the [2021 Tourism Economic Recovery Ministerial Task Force](#) report^{xcvi} provide a path for tourism recovery, in addition to continued growth and sustainability as the industry, visitors, and global contexts evolve.

Recommendations include:

- Continue to foster collaboration between public health officials and tourism sectors.
- Emphasize local pride of place and Ontario as a diverse, inclusive, and multicultural “world in one province” in destination by marketing.
- Provide travel incentives to encourage more people to make local travel and hospitality plans.
- Leverage transportation infrastructure (e.g., airports, visitor information centres, highway signage) to attract visitors and reinforce Ontario's tourism brand and attracting visitors to destinations and cultural interest areas.
- Highlight Ontario's talent and creative industries by supporting the creation of music cities and film destinations to highlight filming locations.
- Cross-promote Ontario's tourism offerings as contributors to physical and mental health, through partners such as Ontario Parks and Parks Canada, as well as private operators.

4.2.X. Tourism as a Component of Economic Development

As we grapple with how to mitigate the labour crisis across the local and global economy, the value of tourism and hospitality should not be overlooked. Culture is a major factor workers consider when deciding where to live. Tourism and hospitality enable culture through dining, gathering, leisure, entertainment, and celebration experiences. Local tourism economies are therefore hugely responsible for attracting, retaining, and dispersing domestic and international workers. Simply put, tourism is not only a key economic driver as an industry, it is an indispensable component of broader economic development. The tourism industry's recovery, growth, and long-term sustainability should therefore be part of any local, regional, provincial, and national economic development strategy.

CONCLUSION

In order for Ontario's tourism industry to grow, attract investment, and remain resilient, we must address the economic, labour, and infrastructure barriers impeding the full potential of the industry.

This report covered four major areas: economy, labour, infrastructure, and the future of tourism in Ontario. The key issues and recommendations discussed speak to themes of labour gaps and instability, the uneven pace of economic recovery, red tape, the housing crisis, connectivity, transportation networks, investment attraction, destination development, economic growth, and sustainability.

The report also lists opportunities for the future of tourism in Ontario to create world-leading innovative tourism products and experiences that can unleash industry growth. Through our recommendations, we outlined a comprehensive multi-pronged strategy to make Ontario the best destination in the world to visit, start a tourism business, and invest in world-renowned visitor experiences.

While the industry is still recovering from the economic impacts of the COVID-19 pandemic, the future of tourism in Ontario is a promising one. We look forward to continued collaboration between industry and government partners to help make this future possible.



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Skill type or level	NEW* TEER category
Skill type 0	TEER 0
Skill level A	TEER 1
Skill level B	TEER 2 and TEER 3
Skill level C	TEER 4
Skill level D	TEER 5

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Skill level D	TEER 5

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Hon. Peter Bethlenfalvy, MPP
Minister of Finance
7th Floor, Frost Bldg S.,
Queen's Park Cres,
Toronto, ON
M7A 1Y7

November 10, 2022

Re: Extending the Ontario Staycation Tax Credit

Dear Minister Bethlenfalvy,

We are writing on behalf of Ontario's tourism and hospitality industry, representing over 200,000 businesses in sectors including visitor accommodations, resorts, food and beverage, live events, attractions, recreation, transport operators, and culture and heritage.

With the support of your government, our industry is moving forward with rebuilding its \$36 billion economic impact: our businesses are ramping up, regaining and creating new visitor markets, and developing innovative offerings to appeal to growing volumes of visitors.

We thank the Government of Ontario for implementing the Ontario Staycation Tax Credit for 2022, which is helping Ontarians rediscover the unique visitor experiences that we have to offer. By incentivizing stays at eligible accommodations, the Tax Credit is encouraging domestic visitor spending in Ontario destinations, thus supporting local visitor economies as a whole.

In our conversations with local visitors, we have heard how the Tax Credit encouraged them to stay in Ontario, book a trip where they had never visited before, and spend more on their visit than they normally would. The full benefit remains to be seen, as many Ontarians are just beginning to resume travel and many have yet to take advantage of the Staycation Tax Credit.

Yet, we are hearing about the positive impact of the Staycation Tax Credit from our members, with destinations creating competitive offerings around it to showcase the breadth of local tourism experiences and incentivize visitor spending. For instance, Ottawa Tourism's '3rd Night on Us' campaign encouraged visitors to choose Ottawa for their next staycation and to explore the city for longer, with the third night on Ottawa Tourism. Mississauga Tourism's 'It Pays to Stay' campaign enticed staycation-goers with a VISA gift card and attractions pass to explore more of the city while maximizing savings. Tourism businesses have additionally expressed support for extending the Staycation Tax Credit in a recent TIAO survey.

Building a consumer habit of domestic spending that supports our industry year over year and helps insulate it from global disruptions begins with encouraging Ontarians to rediscover local—putting Ontario dollars back into Ontario. **As such, we support the extension of the Ontario Staycation Tax Credit through 2023.**

To encourage Ontarians to visit the province's many waterfront destinations, we also support expanding the Tax Credit to include transient boating—an activity fulfilling the intent of the Staycation Tax Credit while generating about \$2.3 billion annually in local spending. We welcome the opportunity to discuss this recommendation further.



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Thank you again for your support throughout the COVID-19 pandemic to help tourism businesses. Now more than ever, it's vital to continue to provide businesses with the tools they need to recover, prosper, and remain resilient.

Thank you for considering the contents of this letter. Please do not hesitate to contact us for further information. We look forward to hearing from you.

Sincerely,

Christopher Bloore
President & CEO
Tourism Industry Association of Ontario (TIAO)



John D. Elvidge
City Clerk

City Clerk's Office

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**In reply please quote:
Ref.: 22-CC1.2**

November 25, 2022

MUNICIPALITIES IN ONTARIO

**Subject: New Business Item 1.2
Update on Bill 23 - More Homes Built Faster Act, 2022 (Ward All)**

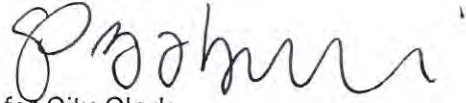
City Council on November 23 and 24, 2022, adopted this Item, as amended, and in so doing has:

1. Requested the Province of Ontario to extend the commenting period on Bill 23, More Homes Built Faster Act, 2022 to at least January 31, 2023 to enable time for consultation, consideration of alternative options and thorough analysis of both short and long-term impacts.
2. Requested the Province of Ontario to:
 - a. not proceed with any changes that reduce municipal development charges, community benefit charges or parkland dedication, including:
 - i. removing housing services from development charges;
 - ii. retroactively phasing in development charges over a 5 year period on top of City Council's previously adopted two-year phase-in that was mutually agreed upon with the development industry;
 - iii. discounting rates for purpose built rental units;
 - iv. adding new exemptions;
 - v. introducing caps to the development charges determined date and instalments interest rates;
 - vi. extending the development charges historic service level caps from 10 to 15 years;
 - v. removing growth studies and land acquisition costs from development charges recovery; and
 - vi. reducing caps to parkland dedication by-laws;
 - b. instead of the above-noted changes, create a provincial incentive program provided directly to developers or homeowners through targeted grants, rebate and other financial incentive programs; and

c. alternatively, create a municipal compensation fund to compensate municipalities for the impacts of Bill 23 on municipal growth funding revenues.

3. Requested the Province of Ontario to amend Bill 23 to preserve the City's Green standard, Rental Replacement Policy, parkland provisions, community benefits charges and Development Charges to facilitate responsible growth.
4. Requested the Province of Ontario to amend Bill 23 to preserve Toronto's ability to require a green development standards checklist (Toronto Green Standard) for a complete planning application.
5. Requested the Province of Ontario to amend the Planning Act to enable the implementation of Inclusionary Zoning across the City and incorporate definitions of affordable housing that respond to low and moderate household income.
6. Requested the Province of Ontario to amend the definition of "Affordable Housing" to follow the City of Toronto's "Official Plan Amendment 558 - Updating the Definitions of Affordable Rental and Ownership Housing", as approved by City Council on November 9, 2021.
7. Requested the Province of Ontario to enact a Regulation to permit the use of conditional zoning, pursuant to Section 113 of the City of Toronto Act, 2006.
8. Requested the Province of Ontario to delay the implementation of refunds for development applications in light of the significant changes to the Planning regulations and internal City processes regarding development.
9. Requested the Provincial government to provide funding and funding tools to the City, matching the amount of revenue lost through development charges, community benefits charges, and Section 42 of the Planning Act in Bill 23 to ensure the services needed to facilitate responsible growth continue to be delivered.
10. Requested the Province of Ontario to rescind the proposed changes to the Greenbelt to protect environmental features that support biodiversity, natural spaces, recreation trails, agricultural land, and watersheds that sustain all residents of the Greater Toronto and Hamilton Area.
11. Requested the Province of Ontario to retain the existing roles and responsibilities of the regional conservation authorities.
12. Requested the Minister of Municipal Affairs and Housing to change the effective date of the Refund of Fees for official plan amendments, zoning by-laws and site plan control applications contained in Bill 109, from January 1, 2023 to July 1, 2023.
13. Requested the Minister of Municipal Affairs and Housing to postpone enacting regulations under Schedule 4 of Bill 23, which would grant the Minister authority to impose limits and conditions on municipalities' regulation of demolition or conversion of rental units, until such time as there has been focused consultations with municipalities as part of the development of Minister's regulations to ensure municipalities can continue to require replacement rental housing and support impacted tenants.
14. Requested the Legislative Assembly of Ontario, through a majority vote, to withdraw Bill 23.

Yours truly,



for City Clerk

S. Przedziecki/mm

Attachment

Sent to: Premier, Province of Ontario
Minister of Municipal Affairs and Housing, Province of Ontario
Leader of the Official Opposition, Province of Ontario
President, Association of Municipalities of Ontario
Executive Director, Association of Municipalities of Ontario
Ontario MPPs
Ontario Municipalities

c. City Manager

3. City Council request the Province of Ontario to amend Bill 23 to preserve the City's Green standard, Rental Replacement Policy, parkland provisions, community benefits charges and Development Charges to facilitate responsible growth.
4. City Council request the Province of Ontario to amend Bill 23 to preserve Toronto's ability to require a green development standards checklist (Toronto Green Standard) for a complete planning application.
5. City Council request the Province of Ontario to amend the Planning Act to enable the implementation of Inclusionary Zoning across the City and incorporate definitions of affordable housing that respond to low and moderate household income.
6. City Council request the Province of Ontario to amend the definition of "Affordable Housing" to follow the City of Toronto's "Official Plan Amendment 558 - Updating the Definitions of Affordable Rental and Ownership Housing", as approved by City Council on November 9, 2021.
7. City Council request the Province of Ontario to enact a Regulation to permit the use of conditional zoning, pursuant to Section 113 of the City of Toronto Act, 2006.
8. City Council request the Province of Ontario to delay the implementation of refunds for development applications in light of the significant changes to the Planning regulations and internal City processes regarding development.
9. City Council request the Provincial government to provide funding and funding tools to the City, matching the amount of revenue lost through development charges, community benefits charges, and Section 42 of the Planning Act in Bill 23 to ensure the services needed to facilitate responsible growth continue to be delivered.
10. City Council request the Province of Ontario to rescind the proposed changes to the Greenbelt to protect environmental features that support biodiversity, natural spaces, recreation trails, agricultural land, and watersheds that sustain all residents of the Greater Toronto and Hamilton Area.
11. City Council request the Province of Ontario to retain the existing roles and responsibilities of the regional conservation authorities.
12. City Council request the Minister of Municipal Affairs and Housing to change the effective date of the Refund of Fees for official plan amendments, zoning by-laws and site plan control applications contained in Bill 109, from January 1, 2023 to July 1, 2023.
13. City Council request the Minister of Municipal Affairs and Housing to postpone enacting regulations under Schedule 4 of Bill 23, which would grant the Minister authority to impose limits and conditions on municipalities' regulation of demolition or conversion of rental units, until such time as there has been focused consultations with municipalities as part of the development of Minister's regulations to ensure municipalities can continue to require replacement rental housing and support impacted tenants.
14. City Council request the Legislative Assembly of Ontario, through a majority vote, to withdraw Bill 23.
15. City Council direct the City Manager make public the impacts of Bill 23 on specific capital projects which will not proceed in each Provincial and Federal Riding.

16. City Council direct the City Solicitor and the Chief Planner and Executive Director, City Planning to report to the Planning and Housing Committee on guiding policies to assist City Council in gauging planning importance when considering requests that City Council initiate a Toronto Local Appeal Body appeal.

17. City Council request the City Solicitor and the Chief Planner and Executive Director, City Planning to report to the Planning and Housing Committee with a legal strategy to challenge the Province of Ontario's potential removal of Section 111 of the City of Toronto Act, and explore alternate means to protect rental units from demolition and conversion.

18. City Council direct the Chief Planner and Executive Director, City Planning to commence a public information campaign to inform all City residents of the impacts of Bill 23 and the changes to neighbourhoods, prevailing built forms, housing, civic engagement, the greenbelt, climate change, affordable housing, rental protection, community infrastructure, parks, heritage and cost of living that it may bring about.

19. City Council forward this item to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Official Opposition, all Ontario Members of Provincial Parliament, the Association of Municipalities of Ontario, and all Ontario municipalities for their consideration.

Summary

On October 25, 2022 the Honourable Steve Clark, Minister of Municipal Affairs and Housing, introduced Bill 23, More Homes Built Faster Act, 2022 in the Ontario Legislature.

Bill 23 proposes extensive changes to the policy-led planning and development system under which municipalities in Ontario work. Details and preliminary analysis of the implications of Bill 23 were shared with the Mayor and City Councillors on November 3, 2022 (see Attachment 1).

Bill 23 passed 2nd Reading on October 31, 2022 and was referred to the Standing Committee on Heritage, Infrastructure and Cultural Policy (Standing Committee) for review. The Standing Committee has held two days of public hearings to date (November 8, 2022 in Markham and November 9, 2022 in Brampton), and is scheduled to hear two more on November 16 and 17, 2022 in Toronto.

The Chief Planner, along with supporting staff, is scheduled to depute to the Standing Committee at 1:00 pm on Thursday, November 17, 2022. A livestream of the public hearing will be made available on the Ontario Legislative Assembly website at this link:

<https://www.ola.org/en/legislative-business/video/committees-room-no-1>.

Staff are also preparing written comments for submission to the Standing Committee.

The Standing Committee is scheduled to conduct a clause-by-clause review of Bill 23 on Monday, November 21, 2022, during which amendments to the bill may be proposed, considered and voted upon.

Staff will provide a supplementary report outlining City staff's submission to the Standing Committee and the Environmental Registry of Ontario posting regarding Bill 23 and the results from the Standing Committee's consideration of the bill in advance of the November 24, 2022 meeting of City Council.

Background Information (City Council)

(November 16, 2022) Report from the City Manager and the Chief Planner and Executive Director, City Planning on Update on Bill 23, More Homes Built Faster Act, 2022 (CC1.2)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/bgrd/backgroundfile-230055.pdf>)

(November 3, 2022) Attachment 1 - Interim City Manager's FYI Briefing Note to Mayor and Members of Council - Bill 23, More Homes Built Faster Act, 2022

(<https://www.toronto.ca/legdocs/mmis/2023/cc/bgrd/backgroundfile-230056.pdf>)

(November 22, 2022) Supplementary report from the Interim City Manager, the Chief Financial Officer and Treasurer, and the Chief Planner and Executive Director, City Planning on City Staff Comments on Proposed Bill 23 - More Homes Built Faster Act, 2022 (CC1.2a)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/bgrd/backgroundfile-230130.pdf>)

Attachment 1 - City of Toronto Comments on Proposed Bill 23 (submitted to the Environmental Registry of Ontario and Ontario Regulatory Registry November 22, 2022)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/bgrd/backgroundfile-230131.pdf>)

Attachment 2 - Chief Planner Presentation Notes to the Standing Committee on Heritage, Infrastructure and Cultural Policy (November 17, 2022)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/bgrd/backgroundfile-230132.pdf>)

Communications (City Council)

(November 21, 2022) Letter from Geoff Kettel and Cathie Macdonald, Co-Chairs, Federation of North Toronto Residents' Associations (FoNTRA) (CC.Supp)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/comm/communicationfile-156534.pdf>)

(November 22, 2022) Letter from Andria Babbington, President, Toronto and York Region Labour Council (CC.New)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/comm/communicationfile-156573.pdf>)

(November 23, 2022) Letter from Jason Ash, Chair, Leaside Towers Tenants Association (CC.New)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/comm/communicationfile-156570.pdf>)

(November 22, 2022) Letter from Les Veszlenyi and Angela Barnes, Co-Chairs, Mimico Lakeshore Community Network (CC.New)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/comm/communicationfile-156571.pdf>)

(November 22, 2022) Letter from Maureen Kapral, President, Lytton Park Residents' Organization (CC.New)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/comm/communicationfile-156572.pdf>)

(November 24, 2022) Letter from Walied Khogali, Regent Park Neighbourhood Association (CC.New)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/comm/communicationfile-156578.pdf>)

(November 24, 2022) Letter from Henry Wiercinski, Vice President, Annex Residents' Association and Sue Dexter, Board, Harbord Village Resident's Association (CC.New)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/comm/communicationfile-156579.pdf>)

(November 24, 2022) Letter from Jin Huh, Executive Director, Social Planning Toronto (CC.New)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/comm/communicationfile-156581.pdf>)

(November 24, 2022) Letter from Mike Mattos, President, Judith Hayes, Vice President, and Rick Ciccarelli, Executive Board Associate, Mount Dennis Community Association (CC.New)

(<https://www.toronto.ca/legdocs/mmis/2023/cc/comm/communicationfile-156542.pdf>)

**The Corporation of the City of Cambridge
Corporate Services Department
Clerk's Division
The City of Cambridge
50 Dickson Street, P.O. Box 669
Cambridge ON N1R 5W8
Tel: (519) 740-4680 ext. 4585
mantond@cambridge.ca**

December 21, 2022

Re: City of Cambridge - Opposition to Bill 23, More Homes Built Faster Act

Municipalities of Ontario,

At the Special Council Meeting of December 15, 2022, the Council of the Corporation of the City of Cambridge passed the following Motion:

Moved By: Councillor Roberts

Seconded By: Councillor Hamilton

Whereas the More Homes Built Faster Act received Royal Assent on November 28, 2022; and

Whereas these changes that will have significant impacts on several provincial Acts and in turn, significant and longstanding impacts on Ontario municipalities; and

Whereas the Act defines affordable housing as 80% of the market rate; and

Whereas a definition of affordability which is tied to a percentage of market rates remains largely unaffordable for many; and

Whereas the province has restricted the use of inclusionary zoning by limiting it to 5% of dwellings within a development, thereby limiting affordable housing opportunities; and

Whereas the province has restricted the use of inclusionary zoning by capping the time to remain affordable at 25 years, thereby limiting the longevity of housing affordability; and

Therefore, be it resolved that the Cambridge City Council requests that the provincial definition of affordable be based on income and not market rates, and

Be it further resolved that the Cambridge City Council requests that the provincial limitation of 5% of the use of inclusionary zoning within a development be increased; and

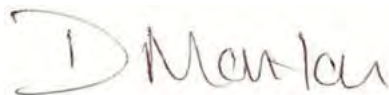
Be it further resolved that the Cambridge City Council requests that the provincial timelines regarding the use of inclusionary zoning affordable housing be increased beyond 25 years;

Be it further resolved that the Cambridge City Council requests that the Province reconsider how the More Homes Built Faster Act, 2022, will negatively impact environmental protection, heritage preservation, public participation, and loss of farmland; and

Be it further resolved that Cambridge City Council also supports the resolution passed on December 8, 2022 by the Ontario Big City Mayors regarding the More Homes Built Faster Act.

Should you have any questions related to the approved resolution, please contact me.

Yours Truly,



Danielle Manton
City Clerk

Cc: (via email)
Hon. Premier Ford
Ministry of Municipal Affairs and Housing
Ontario MP's and MPP's
Association of Municipalities of Ontario
All Ontario Municipalities
City of Cambridge Council

Office of the President

Sent via email to: schicp@ola.org

November 16, 2022

Laurie Scott, MPP, Haliburton—Kawartha Lakes—Brock
Chair, Standing Committee on Heritage, Infrastructure and Cultural Policy
c/o Isaiah Thorning, Committee Clerk
Whitney Block, Room 1405
99 Wellesley Street W
Toronto, ON
M7A 1A2

Re: AMO Submission on Bill 23, *More Homes Built Faster Act, 2022*

Dear Committee Chair Scott and Members of the Committee,

Attached is AMO's submission to the Committee on Bill 23.

The submission reiterates the municipal commitment to working with the Government to increase the supply of housing and to improve housing affordability in Ontario. It acknowledges positive aspects of the Bill and plan. It also outlines serious concerns about the Bill, which will have the effect of undermining the financial capacity of municipalities to support growth and diminishing essential environmental protections.

Preliminary analysis of the Bill indicates the transfer of up to \$1 billion a year in costs from private sector developers to property taxpayers without any likelihood of improved housing affordability. Similarly, the bill's provisions designed to reduce environmental protection will benefit developers in the short term, with costs to the public and homeowners that cannot be calculated.

Members of the Committee and all Members of the Provincial Parliament will need to consider in whose interest they govern. Bill 23, as drafted, benefits private interests at the expense of public interests – at the expense of property taxpayers and Ontario's natural environment.

The submission recommends that certain provisions be removed or deferred pending focused consultation.

AMO's submission concludes with an appeal to the Government, noting that solutions to the housing crisis can be found in collaboration, cooperation, and innovation. It is time for Ontario to work with all of its housing partners toward advances in land use planning and an integrated approach to environmental, social and economic policy that allows Ontario to take its place ahead of competing jurisdictions.

Yours truly,



Colin Best
AMO President
Halton Regional Councillor

- c. Ontario MPPs
AMO Board of Directors

Bill 23, *More Homes Built Faster Act*, 2022 and plan

AMO Submission to the Standing Committee on Heritage,
Infrastructure and Cultural Policy

November 16, 2022

Summary

The Association of Municipalities of Ontario (AMO) commends the government for recognizing it has a role to play in addressing the national housing crisis.

AMO and its member municipal governments have been sounding the alarm on housing affordability for years. That's why AMO released the ["Blueprint for Action: An Integrated Approach to Address the Ontario Housing Crisis"](#) in February 2022. It contains 55 recommendations for provincial action to address housing supply and housing affordability along with many other recommendations for the federal and municipal governments, and the development industry.

Municipalities are eager to increase the supply of housing, especially housing options that have been historically ignored by the development industry.

Bill 23 includes several important provisions that will advance provincial and municipal housing supply goals including gentle density and increased capacity at the Ontario Land Tribunal. AMO supports those elements of the Bill as they reflect current municipal planning practice innovations and ideas advanced by the municipal sector and others committed to improving housing supply and affordability.

AMO also supports elements of the Plan that address much needed provincial action to address the gaps in provincial services that limit growth, such as access to schools.

AMO looks forward to working with the government's new Housing Supply Action Plan Implementation Team on measures intended to improve housing supply and affordability.

Provisions of the bill that advance and modernize Ontario's land use planning framework are supported. Those that turn back the clock on planning, access to affordable housing, environmental protection, green building practices, and sustainable infrastructure financing are not supported and should be removed from the Bill or deferred pending focused consultation.

Current residents and businesses, the next generation of homeowners and renters, and the hundreds of thousands of newcomers who will make Ontario home will demand livable and safe communities with adequate amenities and a healthy and sustainable environment in which to thrive and prosper. That is not the future that Bill 23 will provide.

The province has offered no evidence that the radical elements of the bill will improve housing affordability. It is more likely that the bill will enhance the profitability of the development industry at the expense of taxpayers and the natural environment.

This submission outlines key areas of concern and recommends that a number of provisions should be removed, including those that shift the costs of growth to property taxpayers; those that undermine good planning practices and community livability; and those that increase risks to human and environmental health.

Key Areas of Concern

Many of the proposed changes under Bill 23 create more problems than they solve, and will negatively impact housing affordability across Ontario for three reasons:

1. The bill proposes changes to infrastructure financing that would shift costs from developers to municipalities based on a faulty assumption that savings will be passed on to new homeowners and renters, (i.e., that house prices are determined by the cost of inputs rather than market forces). Unless fully offset with a new source of municipal infrastructure funding, this departure from the principle that growth pays for growth will result in property tax increases and service reductions. Preliminary analysis indicates that Bill 23, if enacted, would reduce the municipal resources available to service new developments by more than \$5.1 billion over the next 9 years. This estimate includes a reduction of over \$400 million for community housing during the same period.
2. By making changes to municipal governance and municipal planning approvals, the legislative proposals strip municipalities of the tools required to manage growth deliberately and responsibly, with potentially negative impacts for the liveability of Ontario's communities.
3. The legislation will create serious risks to the environment and human health at a time when the impacts of climate change are evident and urgent. The proposed changes to how municipalities approve development and manage where and how growth occurs signal a move away from environmental protection when it is needed most.

1. Shifting the Cost Burden of Growth

DEVELOPMENT CHARGES

Development charges are designed to help municipalities pay for a portion of the capital infrastructure required to support new growth. Premised on the widely accepted principle that growth should pay for growth, development charges help to ensure that existing taxpayers are not required to subsidize costs of the infrastructure or services needed to support new residents and businesses.

Bill 23 proposes a suite of changes to the *Development Charges Act*, that will shift the cost of growth onto municipalities and property taxpayers including, but not limited to:

- Removing housing services from the list of eligible development charge services
- Excluding the cost of studies and cost to acquire land for specific services from eligible costs that can be recouped by development charges
- Reducing development charges on rental housing, based on the number of bedrooms
- Requiring a mandatory 5-year phase in of development charge rates for by-laws approved after June 1, 2022
- Exempting development charges for affordable housing, attainable residential units, non-profit housing developments and inclusionary zoning residential units
- Increasing the historic service level standard period from 10 to 15 years.

The Housing Supply Action Plan sets the ambitious target of building 1.5 million homes by 2031, with 1.23 million in Ontario's 29 largest communities. If Bill 23 passes, AMO estimates that development charges in these communities will drop by at least \$5.1 billion – or \$569 million per year in today's dollars. This includes revenue losses from the following sources:

- Ineligibility of the cost of studies: \$117 million
- Ineligibility of the cost of housing services: \$426 million
- Discounts for rental units: \$1,189 million
- Exemptions for affordable units: \$3,385 million

This preliminary estimate only partially accounts for the impact of Bill 23, as tight timelines have meant AMO is unable to estimate revenue losses resulting from significant elements such as the mandatory phase-in of development charges, the ineligibility of the value of land, or the extension of the service level standard period from 10 to 15 years. When taken together, these factors could put the cost of Bill 23 for municipal taxpayers at closer to \$1 billion annually.

While AMO supports the province's stated housing objectives, changes that shift the burden of cost from developers to taxpayers, including low-income taxpayers, cannot be supported. The proposed changes will significantly impact how municipal governments fund growth, resulting either in significant increases to property taxes or cuts to existing services and a loss of frontline workers.

Without evidence that the province will fully offset the cost of Bill 23 provisions that shift costs from the development industry to municipalities, these radical changes should be deleted from the Bill including the entirety of Schedule 3.

AMO has [called upon the province](#) to provide major infrastructure funding to support the government's housing supply goals as set out in Bill 23. If the government wants to increase the supply of housing in Ontario, it will need to make a major investment in municipal infrastructure and it has the means to do so.

PARKLAND DEDICATION

Parkland dedication levies exist to ensure that municipal park systems grow alongside other community developments. Increasing the supply and mix of housing is an important goal that we all share, however, sufficient access to parks and greenspace cannot be overlooked as we try to create meaningful alternatives to single-family dwellings.

Bill 23 proposes changes that will reduce a municipality's ability to provide for local parks, negatively impacting the function and enjoyment of our communities with a number of changes, including but not limited to:

- Capping the amount of land or equivalent value at 10% or 15% for sites under or over 5 ha, respectively
- Reducing the maximum alternative dedication rate (high density development) to 1 ha/600 units for land and 1 ha/1000 units for cash in lieu
- Allowing encumbered land and privately owned publicly accessible spaces to be eligible for parkland credits.

Bill 23, as proposed, will reduce the amount of quality, safe, accessible parkland available to these growing communities and cost municipalities even more money. These provisions should be removed from the bill.

IMPACT ON HOUSING SERVICES

Changes in Bill 23 also limit the tools available to municipalities to support homeless and underhoused people and families, some of the most vulnerable people in our communities. Currently, municipal governments can include housing services in their development charge fees, which are then used to improve and increase the community housing facilities municipalities operate.

According to provincial Financial Information Return data, from 2015 to 2019, municipalities collected nearly \$150 million for housing services. Should this Bill pass unamended, that funding will no longer be available to support housing services for vulnerable populations. Unless fully offset with new provincial funding, these provisions contradict the government's goal of improving housing and addressing homelessness.

2. Undermining Planning and Community Livability

Provincial statutes and policies are implemented locally through municipal official plans and land use control instruments. Lower and upper-tier municipalities collaborate extensively on managing local planning policy matters, with upper-tier municipalities often responsible for coordinating and managing infrastructure servicing and planning.

Bill 23 fundamentally alters the municipal role and responsibilities in planning by proposing a suite of changes to the *Municipal Act*, *Planning Act*, *Heritage Act*, *Ontario Land Tribunal Act*, and *Conservation Authorities Act* that limit municipalities' ability to manage growth in a holistic and efficient way that reflects local realities. These include, but are not limited to:

- Reducing or eliminating the planning roles of some upper-tier municipalities
- Limiting local powers regarding the demolition and conversion of residential rental properties
- Proposing new rules around heritage properties
- Limiting third-party appeals to the OLT of official plans and amendments, zoning by-laws and amendments, consents, and minor variances
- Changing existing zoning by-laws to allow up to 3 residential units per lot "as of right," with no local ability to regulate minimum dwelling size or parking requirements beyond 1 space/unit
- Exempting developments under 10 units from the site plan control process
- Repealing certain provisions respecting public meetings for draft plan of subdivision.

REGIONAL/COUNTY PLANNING

The significant restrictions to the roles of some upper-tier municipalities breaks the logical link between planning for development and servicing development. These changes may lead to uncoordinated and inefficient growth with the potential for higher infrastructure costs. It also risks building housing without access to coordinated services, amenities and essential infrastructure.

Supporting rapid growth efficiently requires a high degree of coordination. This coordination ensures that investments made today can leverage future growth and that assets can be managed for maximum performance. Upper-tier municipalities do this currently by coordinating local plan alignment and managing servicing for maximum effect. Breaking this link is counterintuitive and will lead to inefficiency, confusion and potential gaps in the infrastructure required to support local growth.

Bill 23 should be amended to restore the growth management planning function for the seven named upper-tier municipalities. Consideration must be given to how lower-tier municipalities will be able to pay for the costs and build capacity associated with bringing upper-tier municipality and conservation authority expertise in-house.

DEVELOPMENT APPROVALS PROCESS

The elimination of public meetings for approval of a draft plan of a subdivision and the exemption of site plan control requirements for projects with fewer than 10 residential units will impact the ability for municipalities and the public to bring up substantial issues with planning proposals. Small, rural and remote communities will be particularly impacted by the restrictions on projects with fewer than 10 residential units given the typical scale of development in these communities.

When considered in isolation, these changes may seem to improve the process, but the cumulative impact of less public consultation, limiting third-party appeal rights, and the steep reduction of regional coordination and service planning will significantly and negatively impact how municipal governments conduct land use planning. The government should refer these provisions of the Bill to its Housing Supply Action Plan Implementation Team before they are passed into law.

3. Exacerbating Risks to the Environment and Human Health

Across the province, municipalities work closely with 36 Conservation Authorities (CAs). Those that are covered by CAs rely on their expertise to undertake watershed-based programs to protect people and property from flooding and other natural hazards, and to conserve and protect natural resources for their economic, social, and environmental benefits.

Healthy, well-connected ecosystems serve as valuable green infrastructure that provide essential services to residents (e.g., stormwater retention) and can be difficult and costly to replicate with traditional built infrastructure. Ontario's natural environment does not recognize municipal boundaries and municipalities are not well suited to monitor and evaluate ecological functions. Municipalities do not have a watershed-scale perspective that spans political boundaries and considers the impacts of changes in land use and climate change on the natural environment. As our communities grow, the demand for parkland and connected natural spaces will grow as well.

The proposed changes to the *Conservation Authorities Act* and the *Planning Act* under Bill 23 severely impact the ability of Conservation Authorities to work with municipalities to understand and mitigate environmental, human health and natural heritage risks by:

- Exempting some development from permits under the *Planning Act* where certain conditions are met
- Requiring CAs to issue permits for projects subject to a Community Infrastructure and Housing Accelerator and allowing the Minister to review/amend any conditions attached to those permits
- Prohibiting CAs and municipalities from entering Memorandums of Understanding for any program or service outside of matters relating to Mandatory Programs and Services
- Imposing limits on CA appeals of land use planning decisions to only matters with respect to natural hazard policies in provincial policy statements
- Enabling the Minister to direct a CA to maintain its fees charged for programs and services at current levels
- Eliminating the ability for municipalities to integrate their environmental green standards through site plan control.

AMO shares the concerns expressed by Conservation Ontario that the changes proposed in Bill 23 will not meet the goals for increasing housing supply and will instead increase the risks to life and property for Ontario residents. The diminished role of CAs could also lead to more development being located in natural hazards, higher costs as a result of property damage due to flooding or other climate change events, increased burden on municipal partners, and the decline of the ecosystem approach currently applied through the established integrated watershed management lens.

Municipalities have successfully relied on the benefits of a long-standing conservation authority partnership which has used local watershed science to guide decision-making. Bill 23 places new responsibilities on municipalities related to natural hazards and natural resources that they are unprepared for and under-resourced to take on.

As proposed, Bill 23 removes the ability for municipalities to shape the amount, location and type of green space in their communities through site plan control. Combined with the prohibition for municipalities to enter into a Memorandum of Understanding for CAs to deliver Category 2 and 3 municipal programs and services on behalf of the municipality will adversely impact municipal budgets and could increase the potential for delay and poorer environmental outcomes. If so, this will undo the significant recent progress to improve how CAs and municipalities work together.

AMO recommends that Schedule 2 of this bill be removed and that the productive Ministry-led Conservation Authority Working Group be re-established to consider appropriate changes to support the Housing Supply Action Plan without sacrificing the environment.

Conclusion

The assertion that the nationwide housing affordability crisis is the product of Ontario's land use planning and environmental protection framework, and municipalities slow to approve planning applications is objectively false.

For decades, Ontario's housing supply in high growth regions has been determined by developers and land speculators managing supply to optimize price, and those who view housing units as solely an investment. No one anticipated the massive shift in demand resulting from COVID-19.

Ontario's goal of an additional 1.5 million homes is laudable and probably achievable. Schemes designed to incentivize developers at the expense of property taxpayers and the natural environment will not get the job done. Previous governments have downloaded costs to municipalities and cut environmental protections to disastrous effect. At some point the bill will come due, and there will be a heavy price to pay.

Instead, the solutions can be found in collaboration, cooperation, and innovation. It is time for Ontario to work with all of its housing partners toward advances in land use planning and an integrated approach to environmental, social and economic policy that allows Ontario to take its place ahead of competing jurisdictions and to allow Ontario to maintain its status as a favoured destination for people and investment.

**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 (Ontario) M7A 2J3
Tél. : 416 585-7000

Ontario

234-2022-6136

December 22, 2022

Dear Head of Council:

Ontario's housing supply crisis is a problem which has been decades in the making. It will take both short-term strategies and long-term commitment from all levels of government, the private sector, and not-for-profits to drive change. Each entity will have to do their part to be part of the solution.

To help support this important priority, I am pleased to provide you with an update on recent legislative and regulatory changes our government has made to help get 1.5 million homes built over the next 10 years.

Bill 109, the *More Homes for Everyone Act, 2022*

Bill 109, the More Homes for Everyone Act, 2022, was introduced on March 30, 2022 and received Royal Assent on April 14, 2022.

As part of the government's More Homes for Everyone Plan, Schedule 5 of Bill 109 made changes to the Planning Act. Consequential changes were also made to the City of Toronto Act, 2006.

Most of the Planning Act changes are now in effect except for the zoning and site plan control fee refund provisions, which are due to come into force on January 1, 2023. However, I am committed to bringing forward legislation to delay the effective date of the fee refund changes from January 1, 2023 to July 1, 2023. These legislative changes would be introduced in the new year.

In the event that any fee refunds become due to applicants before these legislative changes are made, municipalities might consider not issuing refunds in the interim given my express commitment to introduce legislation that, if passed, would retroactively cancel the requirement.

You can find more information about Bill 109 on the Environmental Registry of Ontario ([019-5284](#)), and the Ontario Legislative Assembly [website](#).

.../2

Bill 23, More Homes Built Faster, 2022

Bill 23, the More Homes Built Faster Act, 2022, was introduced on October 25, 2022, and received Royal Assent on November 28, 2022.

To support More Homes Built Faster: Ontario's Housing Supply Action Plan: 2022–2023, Schedule 9 of Bill 23 made changes to the Planning Act. Schedule 1 of Bill 23 also made similar changes to the City of Toronto Act, 2006 related to site plan provisions. Schedule 3 of Bill 23 made changes to the Development Charges Act.

The planning-related and municipal development-related charges changes came into force on November 28, 2022, except for provisions related to removal of planning responsibilities from certain upper-tier municipalities, certain provisions related to parkland dedication, and exemptions from municipal development-related charges for affordable and attainable housing, which will come into force on a day in the future to be named by proclamation. Provisions related to Conservation Authorities will take effect January 1, 2023.

Bill 23 also made changes to legislation led by other ministries. Please see Appendix A for an overview of the effective dates of the Bill 23 changes by schedule.

You can find more information about Bill 23 on the Environmental Registry of Ontario ([019-6163](tel:019-6163)), and the Ontario Legislative Assembly [website](#).

Bill 3, the Strong Mayors, Building Homes Act, 2022 and Bill 39, the Better Municipal Governance Act, 2022

Bill 3, the Strong Mayors, Building Homes Act, 2022, was introduced on August 10, 2022, and received Royal Assent on September 8, 2022. Bill 3 and associated regulations ([O. Reg. 529/22](#) and [O. Reg. 530/22](#)) came into force on November 23, 2022.

Bill 39, the Better Municipal Governance Act, 2022, was introduced on November 16, 2022, and received Royal Assent on December 8, 2022. Bill 39, amendments to associated regulations ([O. Reg. 581/22](#) and [O. Reg. 583/22](#)), and additional regulations to prescribe provincial priorities ([O. Reg. 580/22](#) and [O. Reg. 582/22](#)) came into force on December 20, 2022. Additional details can be found in Appendix B and on the Ontario Legislative Assembly's website ([Bill 3](#) and [Bill 39](#)).

Sincerely,



Steve Clark
Minister

c: Chief Administrative Officer

Appendix A

Effective Dates for Bill 23, the More Homes Built Faster Act, 2022

Schedule	Effective Date
Schedule 1: City of Toronto Act, 2006	<p>All of the changes in Schedule 1 (City of Toronto Act) came into force on the day the bill received Royal Assent.</p> <p>Note: The legislative changes to the City of Toronto Act include amendments that give the Minister of Municipal Affairs and Housing authority to make regulations imposing limits and conditions on how municipalities can regulate the demolition and conversion of residential rental properties of six units or more. No regulations have been made at this time.</p>
Schedule 2: Conservation Authorities Act	<p>Changes in Schedule 2 (Conservation Authorities Act) came into force the day the bill received Royal Assent, except for:</p> <ul style="list-style-type: none"> On January 1, sections related to streamlining disposition of lands for CAs comes into force which would allow CAs to sell or lease land without Minister's approval provided they follow rules around public consultation and notifications. Also on January 1, sections that enable the Minister's ability to issue direction to freeze fees and ability to scope CA commenting on development applications and land use planning policies through regulation, would come into force but only have effect when the Minister issues direction on fees or if a regulation prescribing Act under which CA commenting roles is restricted is made. Changes related to CA permitting (including removal of "conservation of land" and "pollution", adding "unstable soil and bedrock", regulation making powers to exempt development from a CA permit where it has been authorized under the Planning Act, etc.) take effect on a later date (upon proclamation) once a new regulation under Section 28 of the CA Act is in effect. MNRF continues to consult on that regulation through the Environmental Registry (#019-2927).
Schedule 3: Development Charges Act, 1997	<p>All of the changes in Schedule 3 (Development Charges Act) came into force on the day the bill received Royal Assent, with the exception of provisions relating to development charge exemptions for affordable and attainable housing units, which would take effect upon proclamation.</p>
Schedule 4: Municipal Act, 2001	<p>All of the changes in Schedule 4 (Municipal Act) came into force on the day the bill received Royal Assent.</p> <p>Note: The legislative changes to the Municipal Act give the Minister of Municipal Affairs and Housing authority to make regulations imposing limits and conditions on how municipalities can regulate the demolition and conversion of residential rental properties of six units or more. No regulations have been made at this time.</p>
Schedule 5: New Home Construction Licensing Act, 2017	<p>Many of the amendments in Schedule 5 (New Home Construction Licensing Act) came into force on the day the bill received Royal Assent.</p> <p>The amendments regarding the maximum fine that a court may impose for a subsequent conviction, as well as most of the amendments related</p>

Schedule	Effective Date
<p>Schedule 6: Ontario Heritage Act</p>	<p>to administrative penalties, will come into force on February 1, 2023.</p> <p>Most of the amendments to the Ontario Heritage Act (OHA) made through the bill will be proclaimed into force on January 1, 2023. These include:</p> <ul style="list-style-type: none"> • The new authorities under Part III.1 of the Act that relate to the Standards and Guidelines for Conservation of Provincial Heritage Properties. • Most of the changes to procedures related to municipal registers, including the process and requirements around inclusion of non-designated properties on the municipal registers. However, the requirement for municipalities to make their municipal registers available on a publicly accessible website will not come into force until July 1, 2023 to provide municipalities with time to ensure compliance. • Limiting the ability to issue a Notice of Intention to Designate a property subject to a prescribed event to only those properties included on a municipal register. • The authority to prescribe criteria for determining cultural heritage value or interest for the purposes of including non-designated properties on the municipal register and designating a Heritage Conservation District (HCD). • The authority to set out processes to amend and repeal HCD bylaw in regulation. Note, the Ministry of Citizenship and Multiculturalism will consult on the development of these processes to be set out in regulation in 2023. <p>Regulatory amendments to O.Reg. 9/06: Criteria for Determining Cultural Heritage Value or Interest will also come into force on January 1, 2023. These changes establish that non-designated properties included on a register must meet one or more of the criteria outlined in the regulation, and that individual properties and HCDs must meet two or more of the criteria included in the regulation in order to be designated. The regulation also includes transitional provisions to address matters underway at the time of the changes coming into force.</p> <p>The outstanding amendments to the OHA made through Bill 108, the More Homes, More Choice Act, 2019, will also be proclaimed into force on January 1, 2023. The amendments speak specifically to the demolition or removal of an attribute that is not a building or structure within an HCD.</p> <p>Regulatory amendments to O.Reg. 358/21: General will come into force on January 1, 2023. These amendments include consequential housekeeping amendments and transition provisions related to the above legislative amendments coming into force.</p> <p>Bill 23 included some minor housekeeping amendments to the OHA that came into force upon Royal Assent. These included repealing the alternative definition of “alter”.</p>
<p>Schedule 7: Ontario Land Tribunal Act, 2001</p>	<p>The changes in Schedule 7 (More Homes Built Faster Act, 2022) will come into force on proclamation.</p>

Schedule	Effective Date
Schedule 8: Ontario Underground Infrastructure Notification System Act, 2012	The changes in Schedule 8 (Ontario Underground Infrastructure Notification System Act, 2012) came into force on the day the bill received Royal Assent.
Schedule 9: Planning Act	<p>The changes in Schedule 9 (Planning Act) all came into force on the day the bill received Royal Assent, with the following exceptions:</p> <ul style="list-style-type: none"> • provisions related to removal of planning responsibilities from certain upper-tier municipalities, which would come into force on a day to be named by proclamation. • provisions related to the exemption of community benefits charge and parkland dedication requirements for affordable and attainable housing units • provisions related encumbered land to be conveyed to municipalities by developers for park or other recreational purposes • provisions related to Conservation Authorities (linked to the changes in Schedule 2) will take effect January 1, 2023
Schedule 10: Supporting Growth and Housing in York and Durham Regions Act, 2022	<p>Except as otherwise provided, the Act set out in Schedule 10 came into force on the day bill received Royal Assent.</p> <ul style="list-style-type: none"> • Sections 7 to 10, subsection 11 (5) and section 14 come into force on a day to be named by proclamation of the Lieutenant Governor. Once in force, these sections will require a prescribed municipality to develop, construct, and operate the Lake Simcoe phosphorus reduction project and allow the Ontario Clean Water Agency to undertake some or all of that project if ordered to do so by the Lieutenant Governor in Council. The project will also be exempt from the Environmental Assessment Act. • Subsection 85 (1) comes into force on the later of the day subsection 44 (1) of this Act comes into force and the day section 2 of Schedule 5 to the Accelerating Access to Justice Act, 2021 comes into force. Subsection 85 (1) makes consequential changes to the Act arising out of changes to the Expropriations Act in respect of alternative hearings processes. • Subsection 85 (2) comes into force on the later of the day section 61 of this Act comes into force and the day section 42 of Schedule 4 to the Comprehensive Ontario Police Services Act, 2019 comes into force. Subsection 85 (2) makes consequential changes to the Act arising out of the Comprehensive Ontario Police Services Act, 2019 consistent with other Ministry of the Environment, Conservation and Parks legislation. The change would allow a person undertaking an inspection to obtain the assistance of the local police force rather than the Ontario Provincial Police Force.

Appendix B

Bill 3, the Strong Mayors, Building Homes Act, 2022 and Bill 39, the Better Municipal Governance Act, 2022

As a result of Bills 3 and 39, changes were made to the Municipal Act, 2001, City of Toronto Act, 2006 and the Municipal Conflict of Interest Act, and regulations were established to give the mayors in Toronto and Ottawa strong mayor powers to help advance shared provincial-municipal priorities, including building new homes. These powers include:

- Choosing to appoint the municipality's chief administrative officer,
- Hiring certain municipal department heads, and establish and re-organize departments,
- Creating committees of council, assigning their functions and appointing the Chairs and Vice-Chairs of committees of council, and
- Proposing the municipal budget, subject to council amendments and a head of council veto and council override process.

The mayors of Toronto and Ottawa can also use strong mayor powers related to provincial priorities. These include:

- Vetoing certain by-laws if the mayor is of the opinion that all or part of the by-law could potentially interfere with a provincial priority,
- Bringing forward matters for council consideration if the mayor is of the opinion that considering the matter could potentially advance a provincial priority, and
- Proposing certain municipal by-laws if the mayor is of the opinion that the proposed by-law could potentially advance a provincial priority. Council can pass these by-laws if more than one-third of council members vote in favour.

The provincial priorities for the purposes of strong mayor powers are prescribed in O. Reg. 580/22 and O. Reg. 582/22 and they are:

1. Building 1.5 million new residential units by December 31, 2031.
2. Constructing and maintaining infrastructure to support housing, including, transit, roads, utilities, and servicing.

**AMENDMENT NO. 35
TO THE
OFFICIAL PLAN
OF THE
COUNTY OF RENFREW**

Prepared For: The Corporation of
the County of Renfrew

Prepared By: Development & Property
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(Planning Division)
County of Renfrew
9 International Drive
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January 9, 2023

AMENDMENT NO. 35 TO THE OFFICIAL PLAN FOR
THE COUNTY OF RENFREW

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THE CONSTITUTIONAL STATEMENT

PART A - THE PREAMBLE does not constitute part of this amendment.

PART B - THE AMENDMENT consisting of the following text and Schedule "A" constitutes Amendment No. 35 to the Official Plan for the County of Renfrew.

PART A - THE PREAMBLE

Purpose

The purpose and effect of the proposed amendments to the County of Renfrew Official Plan is to update some of the Implementation and Interpretation policies set out in Section 17. These updates are in accordance with provincial planning direction and changes to the Planning Act, put forth through Bill 109, the More Homes For Everyone Act, 2022 and Bill 23, the More Homes Built Faster Act, 2022.

Location

The Official Plan amendment affects lands throughout the entire County, therefore a key map or description of the affected lands is not provided.

Basis

The Official Plan for the County of Renfrew was adopted by the Council of the County of Renfrew on March 27, 2002, and approved by the Minister of Municipal Affairs and Housing on June 16, 2003. The Official Plan was recently updated by Official Plan No. 31, under Section 26 of the Planning Act, and approved by the Minister of Municipal Affairs and Housing on August 19, 2021. This amendment represents the thirty-fifth amendment to the Official Plan.

In addition, the Official Plan Amendment includes enabling policies to allow municipalities to delegate the approval of zoning amendments which are minor in nature which include the removal of holding zones and temporary use by-laws.

Summary of Key Changes to the Official Plan

The proposed changes will help differentiate between the general inquiry process and a new, pre-application review process, enhance the requirements for a complete application, adds complete application requirements for site plan applications, and provides fee options for municipalities to consider when implementing a tariff of fee by-law. New policies were added to enable municipalities to delegate the approval of minor zoning amendments.

PART B - THE AMENDMENT

All of this part of the document entitled Part B - The amendment, consisting of the following text constitutes Amendment No. 35 to the Official Plan.

Details of the Amendment

The Official Plan is amended as follows:

a) Sub-section 2.2(11)(g) is amended by deleting the words “site plan control” and replacing them with “site alteration by-law”.

b) Sub-section 4.3(3) is deleted in its entirety and replaced with the following:

“Small-scale new residential development shall be permitted by the severance process as infilling or minor rounding out within the village area. Infilling is defined as the creation of a lot between two existing dwellings which are separated by not more than 40 metres (133 feet) or between an existing dwelling and a street which are separated by not more than 40 metres (133 feet).”

c) Sub-section 2.2(24) is renamed from “Secondary Dwelling Units” to “Additional Dwelling Units” and the subsection is deleted in its entirety and replaced with the following:

Additional dwelling units are considered a self-contained residential use with kitchen and bathroom facilities that are within or accessory to a permitted single detached, semi-detached, or row house dwelling. Additional dwellings are also permitted as separate, detached dwellings. Additional dwelling units must comply with any applicable laws and standards including the building code, the fire code, and property standards by-laws. Examples of additional dwellings include what are commonly known as in-law flats, basement apartments, granny suites, and coach houses. Additional dwelling units are allowed on a property provided the following criteria are satisfied:

(1) In urban areas serviced by municipal water and sewer:

- a. two residential units in a detached house, semi-detached house or rowhouse on a parcel of urban residential land are permitted, if all buildings and structures ancillary to the detached house, semi-detached house or rowhouse cumulatively contain no more than one residential unit;

- b. three residential units in a detached house, semi-detached house or rowhouse on a parcel of urban residential land is permitted, if no building or structure ancillary to the detached house, semi-detached house or rowhouse contains any residential units; or
- c. one residential unit in a building or structure ancillary to a detached house, semi-detached house or rowhouse on a parcel of urban residential land is permitted, if the detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the detached house, semi-detached house or rowhouse contains any residential units.

(2) In areas that are serviced by private septic system and/or a private well:

- a. One additional (a secondary dwelling) unit may be considered per lot.
- b. The local Zoning By-law may include minimum standards for secondary dwelling units including (but not limited to): dwelling unit area, minimum lot area, parking, and servicing.
- c. A secondary dwelling unit shall be permitted on lots greater than 0.8 Ha in area. The secondary dwelling is required to share the same water and septic/sewer services as the primary dwelling unit. Secondary dwelling units on properties that are greater than 2 Ha are not required to share the same water and septic systems.
- d. For lots less than 0.8 Ha in area, but greater than 0.4 Ha, a secondary dwelling unit may be considered on a case-by-case basis through the submission of a minor variance application. The proponent of the application will be required to demonstrate that the site is suitable for the proposed secondary unit including matters such as (but not limited to): dwelling unit area, minimum lot area, surrounding land uses, parking, and servicing. An engineering report prepared by a qualified professional shall be submitted with the minor variance application that demonstrates that the additional effluent output can be satisfactorily managed and that there is a potable source of water (quantity and quality) for the secondary unit.
- e. A secondary dwelling unit may not be severed from the lot with the primary dwelling.

- f. Mobile homes and Recreational Vehicles will not be considered as a secondary dwelling.
 - g. A secondary dwelling shall not be permitted on ‘at capacity lakes’ or ‘lakes near capacity’.
 - h. A secondary dwelling may be permitted on waterfront properties by minor variance provided a study is submitted demonstrating no negative impacts on the water body, the availability of potable drinking water (quantity and quality), and that addresses septic effluent.
 - i. On lands designated Agriculture, a secondary dwelling may be permitted by the local municipality through the requirements of the local zoning by-law. The secondary dwelling is to be located in close proximity to the primary dwelling. The secondary dwelling location should not sterilize agriculturally productive land or create conflict for adjacent farms.
- d) Sub-section 9.3(2)(a) (ii) and (iii) are amended by replacing the words “site plan control” and replacing them with “development agreements”
 - e) Sub-section 17.5(3)(a) is deleted and replaced with the following:
“residential development of 10 or less residential units”
 - f) In the first sentence of Sub-Section 17.5(4), the words “the Council of” are deleted.
 - g) Section 17.5(6) is deleted and replaced with the following:
“Proposals subject to the provisions of this section may require the approval of plans and drawings (including elevations and cross-section views) which illustrate the location of all buildings and structures to be erected and showing the location of all facilities and works to be provided. In accordance with the provisions of the Planning Act, as amended from time to time, the owner of land may be required to enter into a Site Plan Control Agreement and provide to the satisfaction of the approval authority such matters as:

- (a) road widenings of highways that abut the land, to provide the minimum road right-of-way widths that would conform to the Ministry of Transportation Permit Requirement Area requirements;
 - (b) access to and from the land;
 - (c) on-site vehicular loading and parking facilities;
 - (d) lighting facilities of the land or any buildings or structures thereon;
 - (e) all means of pedestrian access;
 - (f) matters related to building construction required under a by-law referred to in Section 97.1 of the Municipal Act, 2001; ;
 - (g) matters relating to exterior access to each building that will contain affordable housing units or to any part of such building, but only to the extent that it is a matter of exterior design;
 - (h) the sustainable design elements on any adjoining highway under a municipality's jurisdiction, including without limitation trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities;
 - (i) facilities designed to have regard for accessibility for persons with disabilities;
 - (j) facilities for the storage of garbage and other waste material;
 - (k) required Municipal easements; and
 - (l) grading or alteration in elevation or contour of the land and disposal of storm, surface and waste water from the land.
 - (m) The appearance of the elements, facilities and works on the land or any adjoining highway under a municipalities jurisdiction is not subject to site plan control, except to the extent that the appearance impact matter of health, safety accessibility, sustainable design, or the protection of adjoining lands.”
- h) Section 17.5(9) is deleted and replaced with the following:

- (a) In addition to consideration being given to the need for the enlargement or improvement of road allowances, in any site plan review the application will be circulated to an adjacent road authority (local road and/or County Road). It is the intent of the road authority to acquire suitable road widenings where necessary to ensure safe traffic flows on roads.
 - (b) An owner may not be required by a municipality to provide a highway widening unless the highway to be widened is shown on or described in an official plan as a highway to be widened and the extent of the proposed widening is likewise shown or described.
- i) In the first sentence of Sub-Section 17.5(8), the words “The Council of the local municipality and/or County Council” are deleted and replaced with “The approval authority”.
 - j) By adding the following new subsection (6) to “Section 17.6 – Holding Provisions” immediately following Subsection 17.6(5):

“(6) An approval authority may by by-law delegate the authority to pass a by-law to remove a holding zone to a committee of council or an individual who is an officer, employee or agent of the municipality.”
 - k) By adding the following new subsection (2) to “Section 17.8 – Temporary Uses” immediately following Subsection 17.8(1):

“(2) An approval authority may by by-law delegate the authority to pass a by-law to authorize the temporary use of land buildings or structures in accordance with subsection 39(1) of the Planning Act to a committee of council or an individual who is an officer, employee or agent of the municipality.”
 - l) By adding the following text to the end of Section “17.14 – Zoning By-laws” immediately following the last sentence:

“An approval authority may by by-law delegate the authority to pass a by-law which is minor in nature to a committee of council, or an individual who is an officer, employee or agent of the municipality.”
 - m) The text in Section 17.16 is deleted and replaced with the following:

Municipalities may, by by-law, establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the Municipality or to the Committee of Adjustment in respect of the processing of each type of application provided for in the tariff. Fees for applications may vary based on complexity of the application processing and review requirements. In addition to application fees, municipalities may implement fees for other matters such as pre-consultations, incomplete applications, and peer review.

n) Section 17.17 is deleted and replaced with the following:

17.17 Pre-consultation Review, and Complete Application

The specific submission requirement for any given application will be based on the scale of the proposal, its location, and its location in relation to other land uses and where described by the policies of the plan as determined by the approval authority. The County and/or Local municipalities may develop guidelines, Terms of References (TOR) and/or general descriptions of the studies, reports and information that may be required as part of a complete application. These guidelines/TOR may be included as an appendix to this plan, and may be revised, in both instances without the need for an Official Plan Amendment. Applicants are encouraged to submit a pre-consultation request ahead of submitting any applications for development. Where required by by-law by an approval authority, applicants are required to undertake a pre-consultation review with the approval authority before submitting an application.

(1) Pre-consultation - Stage 1

Prior to the submission of an application under the Planning Act, an applicant is encouraged to submit a pre-consultation - stage 1 with the approval authority. The purpose of the stage 1 pre-consultation is to determine and identify issues or policies affecting a proposed planning application. The stage 1 pre-consultation would identify any required information or material required at the time of application submission or for the pre-consultation - stage 2 review. At the stage 1 review, the need to proceed with a stage 2 will be identified.

(2) Pre-consultation - Stage 2

a) Depending on the scope, issues, and scale of a proposed planning application, an approval authority may determine that a stage 2 pre-

consultation is necessary. The need to undertake a pre-consultation - stage 2 will be identified during the stage 1 review. The purpose of the stage 2 is to review the proposed application and the relevant studies and/or information outlined in Section 17.3, prior to the submission of an application. This may include a meeting held with the approval authority and any other external agency as deemed appropriate by the approval authority.

- b) The stage 2 pre-consultation review may require peer review, technical sign-off or acceptance, and/or external agency sign-off of technical studies as part of the review process. The stage 2 review may also incorporate public engagement as part of the review process (See Section 17.18). This engagement may include the hosting of public information sessions, open houses, public meetings, or other strategies.
- c) The approval authority undertaking the pre-consultation review process will provide written confirmation to an applicant upon completion of the pre-consultation review process.

(3) Complete Application

Applications for official plan amendment, zoning by-law amendment, plan of subdivision, plan of condominium, site plan, and consent shall be supported by a complete application. The purpose of requiring a complete application is to ensure that the approval authority has the necessary information to make informed decisions and/or comments on the aforementioned applications and to initiate the time frames for processing applications under the Planning Act.

The applications noted above must be accompanied by the information prescribed under the Planning Act (including the fee) and any or all information outlined below:

- (a) Confirmation of completion of pre-consultation review
- (b) Air Emissions Study
- (c) Aggregate Impact Study
- (d) Archaeological/Heritage Assessment
- (e) Blasting Impact Study
- (f) Environmental/Biological Survey
- (g) Environmental Impact Study (EIS)
- (h) Environmental Site Assessment (Phase I and II)
- (i) Geological/Geotechnical Study

- (j) Housing Study
- (k) Hydrogeological Study
- (l) Landscaping Plan
- (m) Land Use Compatibility Assessment
- (n) Lot grading and drainage
- (o) Market Impact Study
- (p) Noise Impact Study
- (q) Planning Rationale Report
- (r) Public Consultation Strategy
- (s) Servicing Study
- (t) Stormwater Management Plan
- (u) Survey
- (v) Traffic Impact Study
- (w) Tree Preservation Plan/Study
- (x) Urban Design Study
- (y) Vibration Study
- (z) Financial life cycle or asset management analysis
- (aa) Visual Impact Assessment
- (bb) Karst analysis as per Section 2.2.9(c)
- (cc) Elevation survey
- (dd) Minimum Distance Separation Forms
- (ee) Septic Report
- (ff) Architectural Drawings (Elevations/Design Details)
- (gg) Photometric/lighting plan
- (hh) Sun/shade analysis
- (ii) Ministerial approval where applicable (i.e., MTO permits, ECA's, archaeological submissions, record of site condition)
- (jj) Outside agency approval where applicable (i.e., Hydro One, Enbridge, TSSA, Bell, Rogers, School Boards)

This list of information is not intended to be exhaustive. Other information may be required by the approval authority in consultation with other agencies in response to a particular development proposal to deem an application complete. In addition, other studies may be required to address issues that arise during the processing of applications. Qualified professional consultants retained by and at the expense of the proponent shall carry out the studies. The approval authority may require peer review of the studies at the proponent's expense.

Without limiting the generality thereof, reports submitted in support of a planning application are to include the following information/sections: A description of the proposal; methodology of the study; a summary of all recommendations (including conditions of approval or mitigative measures); and a conclusion statement.

- o) In the first sentence of the second paragraph of Section 17.18, the words “by Council” are deleted. In the second sentence of the second paragraph of Section 17.18, immediately following the words “requested to”, the words “conduct public engagement pre-application and/or” are added.

Implementation and Interpretation

The implementation and interpretation of this Amendment shall be in accordance with the respective policies of the Official Plan for the County of Renfrew.

**AMENDMENT NO. 35
TO THE
OFFICIAL PLAN
OF THE
COUNTY OF RENFREW**

Prepared For: The Corporation of
the County of Renfrew

Prepared By: Development & Property
Department
(Planning Division)
County of Renfrew
9 International Drive
Pembroke, Ont.
K8A 6W5

~~September 12~~ January 9,
~~2022~~ 2023

AMENDMENT NO. 35 TO THE OFFICIAL PLAN FOR
THE COUNTY OF RENFREW

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THE CONSTITUTIONAL STATEMENT

PART A - THE PREAMBLE does not constitute part of this amendment.

PART B - THE AMENDMENT consisting of the following text and Schedule "A" constitutes Amendment No. 35 to the Official Plan for the County of Renfrew.

PART A - THE PREAMBLE

Purpose

The purpose and effect of the proposed amendments to the County of Renfrew Official Plan is to update some of the Implementation and Interpretation policies set out in Section 17. These updates are in accordance with provincial planning direction and changes to the Planning Act, put forth through Bill 109, the More Homes For Everyone Act, 2022 [and Bill 23, the More Homes Built Faster Act, 2022](#).

Location

The Official Plan amendment affects lands throughout the entire County, therefore a key map or description of the affected lands is not provided.

Basis

The Official Plan for the County of Renfrew was adopted by the Council of the County of Renfrew on March 27, 2002, and approved by the Minister of Municipal Affairs and Housing on June 16, 2003. The Official Plan was recently updated by Official Plan No. 31, under Section 26 of the Planning Act, and approved by the Minister of Municipal Affairs and Housing on August 19, 2021. This amendment represents the thirty-fifth amendment to the Official Plan.

In addition, the Official Plan Amendment includes enabling policies to allow municipalities to delegate the approval of zoning amendments which are minor in nature which include the removal of holding zones and temporary use by-laws.

Summary of Key Changes to the Official Plan

The proposed changes will help differentiate between the general inquiry process and a new, pre-application review process, enhance the requirements for a complete application, adds complete application requirements for site plan applications, and provides fee options for municipalities to consider when implementing a tariff of fee by-law. New policies were added to enable municipalities to delegate the approval of minor zoning amendments.

PART B - THE AMENDMENT

All of this part of the document entitled Part B - The amendment, consisting of the following text constitutes Amendment No. 35 to the Official Plan.

Details of the Amendment

The Official Plan is amended as follows:

a) Sub-section 2.2(11)(g) is amended by deleting the words “site plan control” and replacing them with “site alteration by-law”.

b) Sub-section 4.3(3) is deleted in its entirety and replaced with the following:

“Small-scale new residential development shall be permitted by the severance process as infilling or minor rounding out within the village area. Infilling is defined as the creation of a lot between two existing dwellings which are separated by not more than 40 metres (133 feet) or between an existing dwelling and a street which are separated by not more than 40 metres (133 feet).”

c) Sub-section 2.2(24) is renamed from “Secondary Dwelling Units” to “Additional Dwelling Units” and the subsection is deleted in its entirety and replaced with the following:

Additional dwelling units are considered a self-contained residential use with kitchen and bathroom facilities that are within or accessory to a permitted single detached, semi-detached, or row house dwelling. Additional dwellings are also permitted as separate, detached dwellings. Additional dwelling units must comply with any applicable laws and standards including the building code, the fire code, and property standards by-laws. Examples of additional dwellings include what are commonly known as in-law flats, basement apartments, granny suites, and coach houses. Additional dwelling units are allowed on a property provided the following criteria are satisfied:

(1) In urban areas serviced by municipal water and sewer:

- a. two residential units in a detached house, semi-detached house or rowhouse on a parcel of urban residential land are permitted, if all buildings and structures ancillary to the detached house, semi-detached house or rowhouse cumulatively contain no more than one residential unit;

- b. three residential units in a detached house, semi-detached house or rowhouse on a parcel of urban residential land is permitted, if no building or structure ancillary to the detached house, semi-detached house or rowhouse contains any residential units; or
- c. one residential unit in a building or structure ancillary to a detached house, semi-detached house or rowhouse on a parcel of urban residential land is permitted, if the detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the detached house, semi-detached house or rowhouse contains any residential units.

(2) In areas that are serviced by private septic system and/or a private well:

- a. One additional (a secondary dwelling) unit may be considered per lot.
- b. The local Zoning By-law may include minimum standards for secondary dwelling units including (but not limited to): dwelling unit area, minimum lot area, parking, and servicing.
- c. A secondary dwelling unit shall be permitted on lots greater than 0.8 Ha in area. The secondary dwelling is required to share the same water and septic/sewer services as the primary dwelling unit. Secondary dwelling units on properties that are greater than 2 Ha are not required to share the same water and septic systems.
- d. For lots less than 0.8 Ha in area, but greater than 0.4 Ha, a secondary dwelling unit may be considered on a case-by-case basis through the submission of a minor variance application. The proponent of the application will be required to demonstrate that the site is suitable for the proposed secondary unit including matters such as (but not limited to): dwelling unit area, minimum lot area, surrounding land uses, parking, and servicing. An engineering report prepared by a qualified professional shall be submitted with the minor variance application that demonstrates that the additional effluent output can be satisfactorily managed and that there is a potable source of water (quantity and quality) for the secondary unit.
- e. A secondary dwelling unit may not be severed from the lot with the primary dwelling.

f. Mobile homes and Recreational Vehicles will not be considered as a secondary dwelling.

g. A secondary dwelling shall not be permitted on 'at capacity lakes' or 'lakes near capacity'.

h. A secondary dwelling may be permitted on waterfront properties by minor variance provided a study is submitted demonstrating no negative impacts on the water body, the availability of potable drinking water (quantity and quality), and that addresses septic effluent.

i. On lands designated Agriculture, a secondary dwelling may be permitted by the local municipality through the requirements of the local zoning by-law. The secondary dwelling is to be located in close proximity to the primary dwelling. The secondary dwelling location should not sterilize agriculturally productive land or create conflict for adjacent farms.

d) Sub-section 9.3(2)(a) (ii) and (iii) are amended by replacing the words "site plan control" and replacing them with "development agreements"

e) Sub-section 17.5(3)(a) is deleted and replaced with the following:

"residential development of 10 or less residential units"

a)f) In the first sentence of Sub-Section 17.5(4), the words "the Council of" are deleted.

b)g) Section 17.5(6) is deleted and replaced with the following:

"Proposals subject to the provisions of this section may require the approval of plans and drawings (including elevations and cross-section views) which illustrate the location of all buildings and structures to be erected and showing the location of all facilities and works to be provided. In accordance with the provisions of the Planning Act, as amended from time to time, the owner of land may be required to enter into a Site Plan Control Agreement and provide to the satisfaction of the approval authority such matters as:

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- (a) road widenings of highways that abut the land, to provide the minimum road right-of-way widths that would conform to the Ministry of Transportation Permit Requirement Area requirements;
- (b) access to and from the land;
- (c) on-site vehicular loading and parking facilities;
- (d) lighting facilities of the land or any buildings or structures thereon;
- (e) all means of pedestrian access;
- (f) matters related to building construction required under a by-law referred to in Section 97.1 of the Municipal Act, 2001; landscaping of the land;
- ~~(g) Matters relating to exterior design, including without limitation the character, scale, appearance and design features of buildings, and their sustainable design, but only to the extent that it is a matter of exterior design;~~
- ~~(h)~~(g) matters relating to exterior access to each building that will contain affordable housing units or to any part of such building, but only to the extent that it is a matter of exterior design;
- ~~(h)~~(h) the sustainable design elements on any adjoining highway under a municipality's jurisdiction, including without limitation trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities;
- (i) facilities designed to have regard for accessibility for persons with disabilities;
- (j) facilities for the storage of garbage and other waste material;
- (k) required Municipal easements; and
- ~~(l)~~ grading or alteration in elevation or contour of the land and disposal of storm, surface and waste water from the land.
- ~~(m)~~(m) The appearance of the elements, facilities and works on the land or any adjoining highway under a municipalities jurisdiction is not subject to site plan control, except to the extent that the

appearance impact matter of health, safety accessibility, sustainable design, or the protection of adjoining lands.”

h) Section 17.5(9) is deleted and replaced with the following:

(a) In addition to consideration being given to the need for the enlargement or improvement of road allowances, in any site plan review the application will be circulated to an adjacent road authority (local road and/or County Road). It is the intent of the road authority to acquire suitable road widenings where necessary to ensure safe traffic flows on roads.

(b) An owner may not be required by a municipality to provide a highway widening unless the highway to be widened is shown on or described in an official plan as a highway to be widened and the extent of the proposed widening is likewise shown or described.

e)j) In the first sentence of Sub-Section 17.5(8), the words “The Council of the local municipality and/or County Council” are deleted and replaced with “The approval authority”.

e)j) By adding the following new subsection (6) to “Section 17.6 – Holding Provisions” immediately following Subsection 17.6(5):

“(6) An approval authority may by by-law delegate the authority to pass a by-law to remove a holding zone to a committee of council or an individual who is an officer, employee or agent of the municipality.”

e)k) By adding the following new subsection (2) to “Section 17.8 – Temporary Uses” immediately following Subsection 17.8(1):

“(2) An approval authority may by by-law delegate the authority to pass a by-law to authorize the temporary use of land buildings or structures in accordance with subsection 39(1) of the Planning Act to a committee of council or an individual who is an officer, employee or agent of the municipality.”

f)l) By adding the following text to the end of Section “17.14 – Zoning By-laws” immediately following the last sentence:

“An approval authority may by by-law delegate the authority to pass a by-law which is minor in nature to a committee of council, or an individual who is an officer, employee or agent of the municipality.”

g)m) The text in Section 17.16 is deleted and replaced with the following:

Municipalities may, by by-law, establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the Municipality or to the Committee of Adjustment in respect of the processing of each type of application provided for in the tariff. Fees for applications may vary based on complexity of the application processing and review requirements. In addition to application fees, municipalities may implement fees for other matters such as ~~general inquiries~~, pre-consultations, incomplete applications, and peer review.

h)n) Section 17.17 is deleted and replaced with the following:

17.17 ~~General Inquiry~~, Pre-consultation Review, and Complete Application

The specific submission requirement for any given application will be based on the scale of the proposal, its location, and its location in relation to other land uses and where described by the policies of the plan as determined by the approval authority. The County and/or Local municipalities may develop guidelines, Terms of References (TOR) and/or general descriptions of the studies, reports and information that may be required as part of a complete application. These guidelines/TOR may be included as an appendix to this plan, and may be revised, in both instances without the need for an Official Plan Amendment. Applicants are encouraged to submit a ~~general inquiry~~pre-consultation request ahead of submitting any applications for development. Where required by by-law by an approval authority, applicants are required to undertake a pre-consultation review with the approval authority before submitting an application.

(1) ~~General Inquiry~~Pre-consultation - Stage 1

Prior to the submission of an application under the Planning Act, an applicant is encouraged to submit a ~~general inquiry~~pre-consultation - stage 1 with the approval authority. The purpose of the ~~general inquiry~~stage 1 pre-consultation is to determine ~~the scale and scope of~~and identify issues or policies affecting a proposed planning application. The stage 1 pre-consultation would identify any required information or material required at

the time of application submission or for the pre-consultation - stage 2 review. At the stage 1 review, the need to proceed with a stage 2 will be identified.

(2) Pre-consultation Review- Stage 2

- a) ~~Prior to the submission of an application for an official plan amendment, zoning by-law amendment, consent, plan of subdivision or condominium, and/or site plan, municipalities may, by by-law, require a mandatory pre-consultation review. This may include a meeting held with the Municipality and any other external agency as deemed appropriate by the Municipality.~~ Depending on the scope, issues, and scale of a proposed planning application, an approval authority may determine that a stage 2 pre-consultation is necessary. The need to undertake a pre-consultation - stage 2 will be identified during the stage 1 review. The purpose of ~~this the stage 2 pre-consultation~~ is to review the proposed application and the relevant studies and/or information outlined in Section 17.3, prior to the submission of an application. This may include a meeting held with the Municipality approval authority and any other external agency as deemed appropriate by the Municipality approval authority.
- b) The stage 2 pre-consultation -review may require peer review, technical sign-off or acceptance, and/or external agency sign-off of technical studies as part of the review process. The ~~pre-consultation-stage 2~~ review may also incorporate public engagement as part of the review process (See Section 17.18). This engagement may include the hosting of public information sessions, open houses, public meetings, or other strategies.
- c) The approval authority undertaking the pre-consultation review process will provide a letter written confirmation to an applicant ~~confirming the~~ upon completion of the pre-consultation review process.

(3) Complete Application

Applications for official plan amendment, zoning by-law amendment, plan of subdivision, plan of condominium, site plan, and consent shall be supported by a complete application. The purpose of requiring a complete application is to ensure that the approval authority has the necessary information to make informed decisions and/or comments on the aforementioned applications and to initiate the time frames for processing applications under the Planning Act.

The applications noted above must be accompanied by the information prescribed under the Planning Act (including the fee) and any or all information outlined below:

- (a) Confirmation of completion of pre-consultation review
- (b) Air Emissions Study
- (c) Aggregate Impact Study
- (d) Archaeological/Heritage Assessment
- (e) Blasting Impact Study
- (f) Environmental/Biological Survey
- (g) Environmental Impact Study (EIS)
- (h) Environmental Site Assessment (Phase I and II)
- (i) Geological/Geotechnical Study
- (j) Housing Study
- (k) Hydrogeological Study
- (l) Landscaping Plan
- (m) Land Use Compatibility Assessment
- (n) Lot grading and drainage
- (o) Market Impact Study
- (p) Noise Impact Study
- (q) Planning Rationale Report
- (r) Public Consultation Strategy
- (s) Servicing Study
- (t) Stormwater Management Plan
- (u) Survey
- (v) Traffic Impact Study
- (w) Tree Preservation Plan/Study
- (x) Urban Design Study
- (y) Vibration Study
- (z) Financial life cycle or asset management analysis
- (aa) Visual Impact Assessment
- (bb) Karst analysis as per Section 2.2.9(c)
- (cc) Elevation survey
- (dd) Minimum Distance Separation Forms
- (ee) Septic Report
- (ff) Architectural Drawings (Elevations/Design Details)
- (gg) Photometric/lighting plan
- (hh) Sun/shade analysis
- (ii) Ministerial approval where applicable (i.e., MTO permits, ECA's, ~~archeological~~archaeological submissions, record of site condition)

- (jj) Outside agency approval where applicable (i.e., Hydro One, Enbridge, TSSA, Bell, Rogers, School Boards)

This list of information is not intended to be exhaustive. Other information may be required by the approval authority in consultation with other agencies in response to a particular development proposal to deem an application complete. In addition, other studies may be required to address issues that arise during the processing of applications. Qualified professional consultants retained by and at the expense of the proponent shall carry out the studies. The approval authority may require peer review of the studies at the proponent's expense.

Without limiting the generality thereof, reports submitted in support of a planning application are to include the following information/sections: A description of the proposal; methodology of the study; a summary of all recommendations (including conditions of approval or mitigative measures); and a conclusion statement.

h) In the first sentence of the second paragraph of Section 17.18, the words "by Council" are deleted. In the second sentence of the second paragraph of Section 17.18, immediately following the words "requested to", the words "conduct public engagement pre-application and/or" are added.

Implementation and Interpretation

The implementation and interpretation of this Amendment shall be in accordance with the respective policies of the Official Plan for the County of Renfrew.

Bold and Strikethrough of Changes as Proposed by OPA 35

2.2(11)(g) - The local municipality may use agreements, **site alteration by-law** ~~site plan control~~, or other measures to ensure the protection of a natural shoreline.

2.2(24) – ~~Secondary Dwelling Units~~ **Additional Dwelling Units**

Additional dwelling units are considered a self-contained residential use with kitchen and bathroom facilities that are within or accessory to a permitted single detached, semi-detached, or row house dwelling. Additional dwellings are also permitted as separate, detached dwellings. Additional dwelling units must comply with any applicable laws and standards including the building code, the fire code, and property standards by-laws. Examples of additional dwellings include what are commonly known as in-law flats, basement apartments, granny suites, and coach houses. Additional dwelling units are allowed on a property provided the following criteria are satisfied:

(1) In urban areas serviced by municipal water and sewer:

- a. two residential units in a detached house, semi-detached house or rowhouse on a parcel of urban residential land are permitted, if all buildings and structures ancillary to the detached house, semi-detached house or rowhouse cumulatively contain no more than one residential unit;**
- b. three residential units in a detached house, semi-detached house or rowhouse on a parcel of urban residential land is permitted, if no building or structure ancillary to the detached house, semi-detached house or rowhouse contains any residential units; or**
- c. one residential unit in a building or structure ancillary to a detached house, semi-detached house or rowhouse on a parcel of urban residential land is permitted, if the detached house, semi-detached house or rowhouse contains no more than two**

residential units and no other building or structure ancillary to the detached house, semi-detached house or rowhouse contains any residential units.

(2) In areas that are serviced by private septic system and/or a private well:

- a. One additional (a secondary dwelling) unit may be considered per lot.**
- b. The local Zoning By-law may include minimum standards for secondary dwelling units including (but not limited to): dwelling unit area, minimum lot area, parking, and servicing.**
- c. A secondary dwelling unit shall be permitted on lots greater than 0.8 Ha in area. The secondary dwelling is required to share the same water and septic/sewer services as the primary dwelling unit. Secondary dwelling units on properties that are greater than 2 Ha are not required to share the same water and septic systems.**
- d. For lots less than 0.8 Ha in area, but greater than 0.4 Ha, a secondary dwelling unit may be considered on a case-by-case basis through the submission of a minor variance application. The proponent of the application will be required to demonstrate that the site is suitable for the proposed secondary unit including matters such as (but not limited to): dwelling unit area, minimum lot area, surrounding land uses, parking, and servicing. An engineering report prepared by a qualified professional shall be submitted with the minor variance application that demonstrates that the additional effluent output can be satisfactorily managed and that there is a potable source of water (quantity and quality) for the secondary unit.**
- e. A secondary dwelling unit may not be severed from the lot with the primary dwelling.**

- f. Mobile homes and Recreational Vehicles will not be considered as a secondary dwelling.**
- g. A secondary dwelling shall not be permitted on 'at capacity lakes' or 'lakes near capacity'.**
- h. A secondary dwelling may be permitted on waterfront properties by minor variance provided a study is submitted demonstrating no negative impacts on the water body, the availability of potable drinking water (quantity and quality), and that addresses septic effluent.**
- i. On lands designated Agriculture, a secondary dwelling may be permitted by the local municipality through the requirements of the local zoning by-law. The secondary dwelling is to be located in close proximity to the primary dwelling. The secondary dwelling location should not sterilize agriculturally productive land or create conflict for adjacent farms.**

~~Also known as accessory or basement apartments, secondary suites and in-law flats, a secondary dwelling unit is a self-contained residential unit with kitchen and bathroom facilities. A secondary dwelling unit is permitted within a single detached, semi-detached, or row house dwelling, or within structures accessory to dwellings (such as above garages). Secondary dwelling units are also permitted as separate, detached dwellings. Secondary dwelling units must comply with any applicable laws and standards. This includes the Building Code, the Fire Code and property standards bylaws.~~

- ~~(1) For properties on full municipal services, the local Zoning By-law may include minimum standards for secondary dwelling units including (but not limited to): dwelling unit area, minimum lot area, parking, and servicing.~~
- ~~(2) For properties that are serviced by private septic system and well, a secondary dwelling unit shall be permitted on lots greater than 0.8 Ha in area. The secondary dwelling is required to share the same water and septic/sewer services as the primary dwelling unit. Secondary dwelling units on properties that are greater than 2 ha are not required to share the same water and septic systems.~~

- ~~(3) For lots less than 0.8 Ha in area, but greater than 0.4 Ha, a secondary dwelling unit may be considered on a case-by-case basis through the submission of a minor variance application. The proponent of the application will be required to demonstrate that the site is suitable for the proposed secondary unit including matters such as (but not limited to): dwelling unit area, minimum lot area, surrounding land uses, parking, and servicing. An engineering report prepared by a qualified professional shall be submitted with the minor variance application that demonstrates that the additional effluent output can be satisfactorily managed and that there is a potable source of water (quantity and quality) for the secondary unit. Municipalities may require a site plan prior to approval of a secondary dwelling unit.~~
- ~~(4) A secondary dwelling unit may not be severed from the lot with the primary dwelling.~~
- ~~(5) Mobile homes and Recreational Vehicles will not be considered as a secondary dwelling.~~
- ~~(6) A secondary dwelling shall not be permitted on 'at capacity lakes' or 'lakes near capacity'.~~
- ~~(7) A secondary dwelling may be permitted on waterfront properties by minor variance provided a study is submitted demonstrating no negative impacts on the water body, the availability of potable drinking water (quantity and quality), and that addresses septic effluent. Municipalities may require a site plan prior to approval of a secondary dwelling unit.~~
- ~~(8) On lands designated Agriculture, a secondary dwelling may be permitted by the local municipality through the requirements of the local zoning by-law. The secondary dwelling is to be located in close proximity to the primary dwelling. The secondary dwelling location should not sterilize agriculturally productive land or create conflict for adjacent farms.~~

4.3(3) - Small-scale new residential development shall be permitted by the severance process as infilling or minor rounding out within the village area. Infilling is defined as the creation of a lot between two existing dwellings which are separated by not more than 40 metres (133 feet) or between an existing dwelling and a street which are separated by not more than 40 metres (133 feet). Generally, new residential development shall occur in the form of single-detached lots created by the severance process as infilling or minor rounding out within the village area. Infilling is defined as the creation of a lot between two existing dwellings which are separated by not more than 40 metres (133 feet) or between an existing dwelling and a street which are separated by not more than 40 metres (133 feet).

9.3(2)(a) – Policies related to development adjacent to an At Capacity Lake

- ii. All new tile fields are setback at least 300 metres from the shoreline of lakes and it can be demonstrated that there will be no impacts on lake water quality from either the septic system or other land uses (dwelling, accessory buildings, site alteration). Development must be supported by a report prepared by a qualified professional that demonstrates the lake and the related hydrologic functions will be protected, improved or restored. Mitigation measures and/or alternative development approaches may be required. ~~Site-plan-control~~ **Development agreements** may be utilized by the local municipality to implement any recommended mitigation measures; or
- iii. A site-specific soils investigation prepared by a qualified professional demonstrates that phosphorus can be retained in deep, native, acidic soils on-site. A report, prepared by a qualified professional, is required to demonstrate that there will be no negative impact on the lake water quality as a result of any development. ~~Site-plan-control~~ **Development agreements** may be utilized by the local municipality to implement any recommended mitigation measures.

17.5 Site Plan Control

Site plan control is a mechanism used to control design features of residential, commercial, industrial and institutional developments. Provisions for such features as off-street parking and loading, walkways, lighting, buffering, garbage storage, grading, stormwater facilities, outdoor storage, landscaping, exterior façade, and other features can be addressed.

- (1) County Council shall encourage the use of the site plan control provisions of the Planning Act to implement the policies and provisions of this Plan and the local Official Plans, and to coordinate and enhance the built environment of the local community.
- (2) Pursuant to the Site Plan Control provisions of the Planning Act, the whole of the County is designated as a proposed Site Plan Control Area.
- (3) A local Council may, by by-law, designate the whole or any part of its municipality as a Site Plan Control Area. The following uses, however, will be excluded from site plan control unless otherwise indicated in the local Official Plan:
 - (a) **residential development of 10 or less residential units**~~residential development of one or two dwelling units per lot, unless the associated lands exhibit physical constraints to development, or are considered environmentally sensitive, or have water frontage;~~

- (b) agricultural buildings and structures associated with farming operations typical to the area; and
 - (c) buildings and structures for flood control or conservation purposes.
- (4) Within a Site Plan Control Area ~~the Council of~~ a municipality may require site plans, drawings and/or agreements to ensure the provisions of all or any of the matters described in Section 41 of the Planning Act, including matters relating to exterior design, and facilities for accessibility for people with disabilities. With respect to exterior design, site plan control may address the character, scale, appearance and design features of buildings and their sustainable designs as well as sustainable design elements on the adjoining street (landscaping, permeable pavement materials, street furniture, curb ramp, waste and recycling containers and bicycle parking facilities.)
- (5) The basic criteria to be used for reviewing development proposals are contained in the relevant policies of this Plan or local Official Plan. Through the application of these policies, the municipalities will seek to provide for development which, among other things will:
- (a) be functional for the intended use;
 - (b) be properly designed for on-site services and facilities;
 - (c) be safe for vehicular and pedestrian movements;
 - (d) provide compatibility of conceptual design amongst uses;
 - (e) minimize adverse effects on adjacent properties; and
 - (f) be designed to encourage active transportation strategies.
- (6) Proposals subject to the provisions of this section may require the approval of plans and drawings **(including elevations and cross-section views)** which illustrate the location of all buildings and structures to be erected and showing the location of all facilities and works to be provided. In accordance with the provisions of the Planning Act, as amended from time to time, the owner of land may be required to enter into a Site Plan Control Agreement and provide to the satisfaction of the ~~Municipality~~ **approval authority** such matters as:
- (a) road widenings of highways that abut the land, to provide the minimum road right-of-way widths that would conform to the Ministry of Transportation Permit Requirement Area requirements;
 - (b) access to and from the land;
 - (c) on-site vehicular loading and parking facilities;

- (d) lighting facilities of the land or any buildings or structures thereon;
 - (e) all means of pedestrian access;
 - (f) ~~landscaping of the land~~ matters related to building construction required under a by-law referred to in Section 97.1 of the Municipal Act, 2001;
 - (g) matters relating to exterior access to each building that will contain affordable housing units or to any part of such building, but only to the extent that it is a matter of exterior design;
 - (h) the sustainable design elements on any adjoining highway under a municipality's jurisdiction, including without limitation trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities;
 - (i) facilities designed to have regard for accessibility for persons with disabilities;
 - (j) facilities for the storage of garbage and other waste material;
 - (k) required Municipal easements; and
 - (l) grading or alteration in elevation or contour of the land and disposal of storm, surface and waste water from the land;
 - (m) **the appearance of the elements, facilities and works on the land or any adjoining highway under a municipalities jurisdiction is not subject to site plan control, except to the extent that the appearance impact matter of health, safety accessibility, sustainable design, or the protection of adjoining lands.**
- (7) It is intended that the Site Plan Control Policies established in this Plan may serve as the policies for all local municipalities covered by this Plan and that it will not be necessary to include specific Site Plan Policies in local Official Plans. Nothing in this Plan, however, shall prevent a local Official Plan from refining or elaborating upon the Site Plan Control Policies of this Plan or, broadening the range of application provided that there is no conflict with this Plan.
- (8) ~~The Council of the local municipality and/or County Council~~ **The approval authority** may require the owners of lands, proposed for development under site plan control, to enter into one or more agreements under the Planning Act, to address all the matters contained therein.
- (9) **(a) In addition to consideration being given to the need for the enlargement or improvement of road allowances, in any site plan review the application**

will be circulated to an adjacent road authority (local road and/or County Road). It is the intent of the road authority to acquire suitable road widenings where necessary to ensure safe traffic flows on roads.

(b) An owner may not be required by a municipality to provide a highway widening unless the highway to be widened is shown on or described in an official plan as a highway to be widened and the extent of the proposed widening is likewise shown or described.

~~In addition to consideration being given to the need for the enlargement or improvement of local road allowances, in any site plan review which abuts a County Road, it is the intent of the County of Renfrew to acquire suitable road widenings where necessary to ensure safe traffic flows on County Roads. Therefore, it is the policy of County Council that all site plan approvals adjacent to County Roads are circulated to the County for review prior to their approval.~~

- (10) Outdoor storage areas should be adequately screened and not be visible from the road to ensure these uses are not a distraction to the travelling public and to maintain the aesthetic character of the area.

17.6 Holding Provisions

- (1) Where the use of land for a particular purpose has been established but details related to design, servicing, phasing, environmental considerations and other matters have not been completely resolved, a Local Council may apply holding provisions within the zoning by-law as provided under Section 36 of the *Planning Act, 1990*. At the time of rezoning to the holding category, Local Council shall identify the criteria for development that are to be met at a later date. The criteria may include the phasing of development or the completion of any necessary agreements. Local Council may consider additional criteria beyond those specified in this Plan as deemed necessary for a particular development, provided they are specified at the time of rezoning by way of a Council Resolution, an explanatory note to the by-law amendment or other appropriate means.
- (2) The holding provision shall be applied by the use of a holding symbol “h” in conjunction with the appropriate zone symbol denoting the eventual use of the lands.
- (3) Prior to removing a holding symbol, Local Council shall be satisfied that all the necessary criteria have been met. Subdivision and development agreements may be used as a means of satisfying a Local Council that removal of the holding provisions is appropriate.
- (4) Under the holding provisions, interim or passive uses such as open space, conservation and existing uses will be permitted.

- (5) An amending By-law removing the holding symbol shall not require the full public participation process with mechanism for appeal as outlined in Sections 34(11) and 34(25.1) of the *Planning Act, 1990*. Local Council shall give notice of its intention to pass an amending By-law to persons and agencies prescribed by regulation made under the *Planning Act*. When the holding symbol “h” has been removed, the land use provisions of the appropriate zone shall apply.
- (6) **An approval authority may by by-law delegate the authority to pass a by-law to remove a holding zone to a committee of council or an individual who is an officer, employee or agent of the municipality.**

17.8 Temporary Uses

- (1) A Temporary Use By-law is a by-law passed by a local Council for the purpose of allowing a use that is otherwise prohibited by that municipality’s zoning by-law. The by-law must define the land or lands to which it applies and it shall prescribe the period of time during which it is in effect, in accordance with the *Planning Act*.

The following criteria shall apply where a Temporary Use By-law, pursuant to the authority of Section 39 of the *Planning Act*, is used by local municipalities in the implementation of the Official Plan.

- (a) Temporary Use By-laws shall not be passed for the purpose of permitting uses that are not in conformity with this Plan.
 - (b) The proposed use shall be compatible with the surrounding land uses.
 - (c) Required services shall be adequate for the proposed use.
 - (d) Access and parking shall be appropriate for the proposed use.
- (2) **An approval authority may by by-law delegate the authority to pass a by-law to authorize the temporary use of land buildings or structures in accordance with subsection 39(1) of the Planning Act to a committee of council or an individual who is an officer, employee or agent of the municipality.**

17.14 Zoning By-laws

The local Zoning By-law will be the primary means of implementing the policies of this Plan. **An approval authority may by by-law delegate the authority to pass a by-law which is minor in nature to a committee of council, or an individual who is an officer, employee or agent of the municipality.**

17.16 Tariff of Fees

~~Local municipalities~~ **Municipalities may**, by by-law, establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the Municipality or to the Committee of Adjustment in respect of the processing of each type of application provided for in the tariff. **Fees for applications may vary based on complexity of the application processing and review requirements. In addition to application fees, municipalities may implement fees for other matters such as pre-consultations, incomplete applications, and peer review of studies.**

17.17 Pre-consultation **Review**, and Complete Application

The specific submission requirement for any given application will be based on the scale of the proposal, its location, and its location in relation to other land uses and where described by the policies of the plan as determined by the approval authority. The County and/or Local municipalities may develop guidelines, Terms of References (TOR) and/or general descriptions of the studies, reports and information that may be required as part of a complete application. These guidelines/TOR may be included as an appendix to this plan, and may be revised, in both instances without the need for an Official Plan Amendment. Applicants are encouraged to submit a pre-consultation request ahead of submitting any applications for development. Where required by by-law by an approval authority, applicants are required to undertake a pre-consultation review with the approval authority before submitting an application.

(1) Pre-consultation – Stage 1

Prior to the submission of an application under the Planning Act an applicant is encouraged to ~~pre-consult~~ **submit a pre-consultation – stage 1** with the approval authority. The purpose of the ~~pre-consultation~~ **stage 1 pre-consultation** is to determine **and identify issues or policies affecting a proposed planning application. the scale and scope of** The stage 1 pre-consultation would identify any required information or material **required at the time of application submission or for the pre-consultation review – stage 2 review. At the stage 1 review, the need to proceed with a stage 2 will be identified. necessary to ensure the submission of a complete application.**

(2) Pre-consultation – Stage 2

- a) Depending on the scope, issues, and scale of a proposed planning application, an approval authority may determine that a stage 2 pre-consultation is necessary. The need to undertake a pre-consultation – stage 2 will be identified during the stage 1 review. The purpose of the stage 2 is to review the proposed application and the relevant studies and/or information outlined in Section 17.3, prior to the submission of an application. This may include a meeting held with the approval authority and any other external agency as deemed appropriate by the approval authority.
- b) The stage 2 pre-consultation review may require peer review, technical sign-off or acceptance, and/or external agency sign-off of technical studies as part of the review process. The stage 2 review may also incorporate public engagement as part of the review process (See Section 17.18). This engagement may include the hosting of public information sessions, open houses, public meetings, or other strategies.
- c) The approval authority undertaking the pre-consultation review process will provide written confirmation to an applicant upon completion of the pre-consultation review process.

(3) Complete Application

Applications for official plan amendment, zoning by-law amendment, plan of subdivision, **plan of condominium, site plan**, and consent shall be supported by a complete application. The purpose of requiring a complete application is to ensure that **Council the approval authority** has the necessary information to make informed decisions and/or comments on the aforementioned applications and to initiate the time frames for processing applications under the Planning Act.

The applications noted above must be accompanied by the information prescribed under the Planning Act (including the fee) and any or all information outlined below:

- (a) Confirmation of completion of pre-consultation review**
- (b) Air Emissions Study
- (c) Aggregate Impact Study
- (d) Archaeological/Heritage Assessment
- (e) Blasting Impact Study
- (f) Environmental/Biological Survey
- (g) Environmental Impact Study (EIS)
- (h) Environmental Site Assessment (Phase I and II)
- (i) Geological/Geotechnical Study
- (j) Housing Study
- (k) Hydrogeological Study
- (l) Landscaping Plan

- (m) Land Use Compatibility Assessment
- (n) Lot grading and drainage
- (o) Market Impact Study
- (p) Noise Impact Study
- (q) Planning Rationale Report
- (r) Public Consultation Strategy
- (s) Servicing Study
- (t) Stormwater Management Plan
- (u) Survey
- (v) Traffic Impact Study
- (w) Tree Preservation Plan/Study
- (x) Urban Design Study
- (y) Vibration Study
- (z) Financial life cycle **or asset management** analysis
- (aa) Visual Impact Assessment
- (bb) Karst analysis as per Section 2.2.9(c)
- (cc) Elevation survey**
- (dd) Minimum Distance Separation Forms**
- (ee) Septic Report**
- (ff) Architectural Drawings (Elevations/Design Details)**
- (gg) Photometric/lighting plan**
- (hh) Sun/shade analysis**
- (ii) Ministerial approval where applicable (i.e., MTO permits, ECA's, archaeological submissions, record of site condition)**
- (jj) Outside agency approval where applicable (i.e., Hydro One, Enbridge, TSSA, Bell, Rogers, School Boards)**

~~(3)~~—This list of information is not intended to be exhaustive. Other information may be required by the approval authority in consultation with other agencies in response to a particular development proposal to deem an application complete. In addition, other studies may be required to address issues that arise during the processing of applications. Qualified professional consultants retained by and at the expense of the proponent shall carry out the studies. The approval authority may require peer review of the studies at the proponent's expense.

Without limiting the generality thereof, reports submitted in support of a planning application are to include the following information/sections: A description of the proposal; methodology of the study; a summary of all recommendations (including conditions of approval or mitigative measures); and a conclusion statement.

~~(4)~~—~~The specific submission requirement for any given application will be based on the scale of the proposal, its location, and its location in relation to other land uses and where described by the policies of the plan.~~

17.18 Public Consultation

Applications for Plans of Subdivision, Consents, Minor Variances, Zoning By-law Amendments, and Official Plan Amendments will follow the public consultation processes for giving notice and holding meetings in accordance with the requirements of the Planning Act and associated regulations.

Alternatives to public consultation, beyond the minimum requirements of the Planning Act, may be considered for major and/or controversial planning applications where deemed appropriate ~~by Council~~. A developer may be requested to **conduct public engagement pre-application, and/or** prepare a “Public Consultation Strategy” as part of a complete application. The strategy should outline a specific process for notifying and engaging the public regarding the specific application.

Public notice and a public meeting shall not be required for technical Official Plan and Zoning By-law changes which, in the opinion of Council, do not affect the policies and intent of the document they are amending.

COUNTY OF RENFREW

BY-LAW NUMBER 10-23

A BY-LAW TO EXECUTE AN AGREEMENT BETWEEN THE COUNTY OF RENFREW AND THE MINISTER OF INTERGOVERNMENTAL AFFAIRS, INFRASTRUCTURE AND COMMUNITIES – ACTIVE TRANSPORTATION FUND (ATF)

WHEREAS Sections 8, 9 and 11 of the Municipal Act, 2001, S.O. 2001, as amended, authorizes Council to enter into agreements;

AND WHEREAS the County of Renfrew deems it desirable to enter into an agreement between the County of Renfrew and His Majesty the King in Right of Canada as represented by the Minister of Intergovernmental Affairs, Infrastructure and Communities under the Permanent Public Transit Program - Active Transportation Fund (ATF) Contribution Agreement for Algonquin Trail Active Transportation Enhancements confirming that it meets all the requirements of the Active Transportation Fund Agreement.

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

1. THAT the Contribution Agreement marked as Schedule “I” attached to and made part of this By-law shall constitute an agreement between the Municipal Corporation of the County of Renfrew and the Minister of Intergovernmental Affairs, Infrastructure and Communities.
2. THAT the Warden and Clerk for the Corporation of the County of Renfrew are hereby authorized to sign and seal all things, papers and documents necessary to the execution of this By-law.
3. THAT this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 25th day of January 2023.

READ a second time this 25th day of January 2023.

READ a third time and finally passed this 25th day of January 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK

COUNTY OF RENFREW

BY-LAW NUMBER 11-23

**A BY-LAW TO TRANSFER FUNDING FROM SUMMER COMPANY TO
STARTER PROGRAM PLUS UNDER THE TRANSFER PAYMENT AGREEMENT
REFERENCED IN BY-LAW 62-22**

WHEREAS the County of Renfrew entered into an agreement under By-law 62-22 being a By-law to Execute a Transfer Payment Agreement for the Provision of Financial Support for Enterprise Renfrew County the Province of Ontario as represented, in order to receive funding to support the entrepreneurship development activities of Enterprise Renfrew County for the fiscal period of April 1, 2022 to March 31, 2024;

AND WHEREAS the Transfer Payment Agreement (TPA) provided by the Province of Ontario specifies funding allocations for Summer Company and Starter Company Plus;

AND WHEREAS \$3,300 in grant funds within the Summer Company grant funding in 2022 remains unspent;

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 transfer of unspent grant funding in the amount of \$3,300 from Summer Company to the Starter Company Plus funding account as specified in the Transfer Payment Agreement.
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 original Transfer Payment Agreement.
3. THAT this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 25th day of January 2023.

READ a second time this 25th day of January 2023.

READ a third time and finally passed this 25th day of January 2023.

COUNTY OF RENFREW

BY-LAW NUMBER 12-23

**A BY-LAW TO TRANSFER REGISTERED OWNERSHIP
FROM THE TOWNSHIP OF BRUDENELL, LYNDOKH AND RAGLAN**

WHEREAS under Section 5(3) of the Municipal Act, S.O. 2001, c. 25, the Corporation of the County of Renfrew's capacity, rights, powers and privileges must be exercised by by-law;

AND WHEREAS certain lands in the geographic Township of Raglan in the Township of Brudenell, Lyndoch and Raglan described in Schedule "I" attached hereto have been wrongly identified in the Land Registry Office for the County of Renfrew as being owned by the geographic Township of Raglan, Township of Brudenell, Lyndoch and Raglan;

AND WHEREAS the lands described in Schedule "I" attached hereto are owned by the Corporation of the County of Renfrew;

AND WHEREAS it is deemed expedient that the geographic Township of Raglan, Township of Brudenell, Lyndoch and Raglan do transfer the lands described in Schedule "I" from its registered title to the registered title of the Corporation of the County of Renfrew.

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

1. THAT the lands described in Schedule "I" be transferred from the registered title of the geographic Township of Raglan, Township of Brudenell, Lyndoch and Raglan to the Corporation of the County of Renfrew.
2. THAT the Warden and Clerk be authorized to sign the transfer document.
3. THAT this By-law shall come into force and take effect immediately upon the passing thereof.

READ a first time this 25th day of January 2023.

READ a second time this 25th day of January 2023.

READ a third time and finally passed this 25th day of January 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK

FOR OFFICE USE ONLY

(1) Registry Land Titles (2) Page 1 of 5 pages

(3) Property Identifier(s) Block Part of 57608 - 0030(R) Property Additional: See Schedule

(4) Consideration ONE _____ Dollars \$ 1.00

(5) Description This is a: Property Division Property Consolidation
Part Lot 3 & 4, Concession 3, Raglan, Township of Brudenell, Lyndoch & Raglan as described in Schedule attached.

New Property Identifiers Additional: See Schedule

Executions Additional: See Schedule

(6) This Document Contains (a) Redescription New Easement Plan/Sketch (b) Schedule for: Description Additional Parties Other

(7) Interest/Estate Transferred Fee Simple

(8) Transferor(s) The transferor hereby transfers the land to the transferee and certifies that the transferor is at least eighteen years old and that

Name(s)	Signature(s)	Date of Signature Y M D
THE CORPORATION OF THE COUNTY OF RENFREW		2022 12
by their solicitor, David A. Stewart		

(9) Spouse(s) of Transferor(s) I hereby consent to this transaction

Name(s)	Signature(s)	Date of Signature Y M D

(10) Transferor(s) Address for Service **9 International Drive, Pembroke, ON K8A 6W5**

(11) Transferee(s)

Name(s)	Date of Birth Y M D
THE CORPORATION OF THE COUNTY OF RENFREW	

(12) Transferee(s) Address for Service **9 International Drive, Pembroke, ON K8A 6W5**

(13) Transferor(s) The transferor verifies that to the best of the transferor's knowledge and belief, this transfer does not contravene section 50 of the Planning Act.

Signature	Date of Signature Y M D	Signature	Date of Signature Y M D
Solicitor for Transferor(s) I have explained the effect of section 50 of the Planning Act to the transferor and I have made inquiries of the transferor to determine that this transfer does not contravene that section and based on the information supplied by the transferor, to the best of my knowledge and belief, this transfer does not contravene that section. I am an Ontario solicitor in good standing.			
Name and Address of Solicitor		Signature	Date of Signature Y M D

(14) Solicitor for Transferee(s) I have investigated the title to this land and to abutting land where relevant and I am satisfied that the title records reveal no contravention as set out in subclause 50 (22) (c) (ii) of the Planning Act and that to the best of my knowledge and belief this transfer does not contravene section 50 of the Planning Act. I act independently of the solicitor for the transferor(s) and I am an Ontario solicitor in good standing.

Name and Address of Solicitor	Signature	Date of Signature Y M D
-------------------------------	-----------	----------------------------

(15) Assessment Roll Number of Property

Cty.	Mun.	Map	Sub.	Par.
------	------	-----	------	------

(16) Municipal Address of Property

(17) Document Prepared by:
McNab, Stewart & Prince
117 Raglan St. South
Renfrew, Ontario
K7V 1P8

Fees and Tax	
Registration Fee	
Land Transfer Tax	
Total	365

Planning Act - OPTIONAL

FOR OFFICE USE ONLY

Additional Property Identifier(s) and/or Other Information

All and Singular that certain parcel of land and premises situate lying and being in the Township of Raglan in the County of Renfrew, containing by admeasurement one hundred and thirty-three and one half acres, being composed of lot number three and the west one third of lot number four in the third concession of the said Township of Raglan, except and reserving that part of lot number three being described as: COMMENCING at a point in the southerly limit of said lot, which point is distant eighty-nine feet westerly of the south easterly angle of said lot three, extending thence northerly parallel with the easterly limit one hundred and five feet; THENCE westerly parallel with the southerly limit one hundred and ninety-two feet; THENCE southerly parallel with the easterly limit one hundred and five feet to the southerly limit; THENCE easterly along the southerly limit one hundred and ninety-two feet to the place of commencement; SAVE and EXCEPT Part 1, Plan 49R12862, Township of Brudenell, Lyndoch & Raglan.

In the Matter of the Conveyance of (insert brief description of land) Part Lot 3 & 4, Concession 3, Raglan, Township of Brudenell, Lyndoch & Raglan

BY (print names of all transferors in full) The Corporation of the County of Renfrew

TO (print names of all transferees in full) The Corporation of the County of Renfrew

I David A. Stewart

have personal knowledge of the facts herein deposed to and Make Oath and Say that:

1. I am (place a clear mark within the square opposite the following paragraph(s) that describe(s) the capacity of the deponents):

- (a) the transferee named in the above-described conveyance;
- (b) the authorized agent or solicitor acting in this transaction for the transferee(s);
- (c) the President, Vice-President, Secretary, Treasurer, Director or Manager authorized to act for _____ (the transferee(s));
- (d) a transferee and am making this affidavit on my own behalf and on behalf of (insert name of spouse) _____ who is my spouse.
- (e) the transferor or an officer authorized to act on behalf of the transferor company and I am tendering this document for registration and no tax is payable on registration of this document.

2. The total consideration for this transaction is allocated as follows:

(a) Monies paid or to be paid in cash	\$	<u>1.00</u>	}	All blanks must be filled in. Insert Nil where applicable.
(b) Mortgages (i) Assumed (principal and interest)	\$	_____		
(b) Mortgages (ii) Given back to vendor	\$	_____		
(c) Property transferred in exchange (detail below in para. 5)	\$	_____		
(d) Other consideration subject to tax (detail below)	\$	_____		
(e) Fair market value of the lands (see Instruction 2(c))	\$	_____		
(f) Value of land, building, fixtures and goodwill subject to Land Transfer Tax (Total of (a) to (e))	\$	<u>1.00</u>	\$	<u>1.00</u>
(g) Value of all chattels - items of tangible personal property	\$	_____		
(h) Other consideration for transaction not included in (f) or (g) above	\$	_____		
(i) Total Consideration	\$	<u>1.00</u>		

3 (a). To be completed where the value of consideration for the conveyance exceeds \$400,000 and the agreement of purchase and sale was entered into on or before November 14, 2016.

I have read and considered the definition of "single family residence" set out in subsection 1(1) of the Act. The land conveyed in the above-described conveyance:

- does not contain a single family residence or contains more than two single family residences;
- contains at least one and not more than two single family residences; or
- contains at least one and not more than two single family residences and the lands are used for other than just residential purposes. The transferee has accordingly apportioned the value of consideration on the basis that the consideration for the single family residence is \$ _____ and the remainder of the lands are used for _____ purposes.
- Date on which the agreement of purchase and sale was entered into _____

Note: Subsection 2(1.1)(b) imposes an additional tax at the rate of one-half of one per cent upon the value of the consideration in excess of \$400,000.00 for agreements of purchase and sale that were entered into on or before November 14, 2016, where the conveyance contains at least one and not more than two single family residences and 2(2) allows an apportionment of the consideration where the lands are used for other than just residential purposes.

3 (b). To be completed where the value of consideration for the conveyance exceeds \$2,000,000 and the agreement of purchase and sale was entered into after November 14, 2016.

I have read and considered the definition of "single family residence" set out in subsection 1(1) of the Act. The land conveyed in the above-described conveyance:

- does not contain a single family residence or contains more than two single family residences;
- contains at least one and not more than two single family residences; or
- contains at least one and not more than two single family residences and the lands are used for other than just residential purposes. The transferee has accordingly apportioned the value of consideration on the basis that the consideration for the single family residence is \$ _____ and the remainder of the lands are used for _____ purposes.
- Date on which the agreement of purchase and sale was entered into _____

Note: Subsection 2(1)(b) imposes an additional tax at the rate of one-half of one per cent upon the value of consideration in excess of \$2,000,000 for agreements of purchase and sale that were entered into after November 14, 2016, where the conveyance contains at least one and not more than two single family residences and 2(2) allows an apportionment of the consideration where the lands are used for other than just residential purposes.

4. If consideration is nominal, is the land subject to any encumbrance? Yes No

5. Statements as to applicability of additional tax on foreign entities and taxable trustees (non resident speculation tax). Complete paragraph (a) or paragraph (b).

(a) The transferee(s) has considered the definitions of "designated land", "foreign corporation", "foreign entity", "foreign national", "Greater Golden Horseshoe Region", "specified region", "spouse", "taxable trustee" as set out in subsection 1(1) of the Land Transfer Tax Act and O.Reg 182/17, and declare one of the following statements:

- This conveyance is subject to additional tax as set out in subsection 2(2.1) of the Act and
- This is a conveyance of land located within the Greater Golden Horseshoe Region and is pursuant to an agreement of purchase and sale or an assignment of an agreement of purchase and sale that was entered into on or before March 29, 2022, and the land is not being conveyed to any foreign entity or taxable trustee other than a purchaser, or the spouse of a purchaser, under the agreement of purchase and sale, or a person or the spouse of a person, to whom the agreement of purchase and sale was assigned, or
- This is a conveyance of land pursuant to an agreement of purchase and sale or an assignment of an agreement of purchase and sale that was entered into on or before March 29, 2022, and the land is being conveyed to any foreign entity or taxable trustee other than a purchaser or the spouse of a purchaser under the agreement of purchase and sale, or a person or the spouse of a person to whom the agreement of purchase and sale was assigned, or

- This is a conveyance of land pursuant to an agreement of purchase and sale or an assignment of an agreement of purchase and sale that was entered into after March 29, 2022.
- This conveyance is subject to additional tax as set out in subsection 2(2.1) of the Act. This is a conveyance of a combination of "designated land" and land that is not designated land. The transferee(s) has accordingly apportioned the value of the consideration on the basis that the consideration attributable to the conveyance of the designated land is \$ _____ and the remainder of land is used for _____ purposes and
- This is a conveyance of land located within the Greater Golden Horseshoe Region and is pursuant to an agreement of purchase and sale or an assignment of an agreement of purchase and sale that was entered into on or before March 29, 2022, and the land is not being conveyed to any foreign entity or taxable trustee other than a purchaser, or the spouse of a purchaser, under the agreement of purchase and sale, or a person or the spouse of a person, to whom the agreement of purchase and sale was assigned, or
- This is a conveyance of land pursuant to an agreement of purchase and sale or an assignment of an agreement of purchase and sale that was entered into on or before March 29, 2022, and the land is being conveyed to any foreign entity or taxable trustee other than a purchaser or the spouse of a purchaser under the agreement of purchase and sale, or a person or the spouse of a person to whom the agreement of purchase and sale was assigned, or
- This is a conveyance of land pursuant to an agreement of purchase and sale or an assignment of an agreement of purchase and sale that was entered into after March 29, 2022.

(b) The transferee(s) has considered the definitions of "designated land", "foreign corporation", "foreign entity", "foreign national", "specified region", "taxable trustee" as set out in subsection 1(1) of the *Land Transfer Tax Act*. The transferee(s) declare that this conveyance is not subject to additional tax as set out in subsection 2(2.1) of the Act because:

- This is a conveyance of land located outside of the Greater Golden Horseshoe Region pursuant to an agreement of purchase and sale or an assignment of an agreement of purchase and sale that was entered into on or before March 29, 2022, and the land is not conveyed to any foreign entity or taxable trustee other than a purchaser or the spouse of a purchaser under the agreement of purchase and sale or a person or the spouse of a person to whom the agreement of purchase and sale was assigned.
- This is not a conveyance of "designated land".
- The transferee(s) is not a "foreign entity" or a "taxable trustee".
- Subsection 2.1(3) of the Act applies to this conveyance (the land has been conveyed pursuant to an agreement of purchase and sale entered into on or before April 20, 2017, and any assignment of the agreement of purchase and sale to any other person was entered into on or before April 20, 2017).
- Subsection 2.1 (4) of the Act applies to this conveyance in that the land is being conveyed to a "nominee" as defined in Ontario Regulation 182/17 and the conveyance satisfies the requirements of section 2 of the Regulation.
- Subsection 2.1 (4) of the Act applies to this conveyance in that the land is being conveyed to a "protected person" as defined in Ontario Regulation 182/17 and the conveyance satisfies the requirements of section 3 of the Regulation.
- Subsection 2.1 (4) of the Act applies to this conveyance in that the land is being conveyed to a "foreign national" and the foreign national's "spouse" as defined in subsection 1(1) of the Act, and the conveyance satisfies the requirements of section 4 of the Regulation.

_____ (provide reason)

6. Complete either paragraphs 6(a) and 6(c) or paragraphs 6(b) and 6(c)

- (a) The transferee(s) declare that they will keep at their place of residence in Ontario (or at their principal place of business in Ontario) such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the *Land Transfer Tax Act* for a period of at least seven years.
- (b) The transferee(s) declare that they have designated (Insert name, full mailing address, telephone number and email address of custodian name)

as custodian and the custodian will keep at the custodian's place of residence in Ontario or principal place of business in Ontario such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the *Land Transfer Tax Act* for a period of at least seven years. [NOTE: Where the transferee names their solicitor as the custodian, the transferee acknowledges that they have specifically instructed their solicitor to keep the documents, records and accounts that contain such information as will enable an accurate determination of the taxes payable under the *Land Transfer Tax Act* separate from other files that the solicitor may have concerning the transferee. The transferee also acknowledges that the solicitor has been instructed to provide such documents, records and accounts to the Ministry of Finance upon request. Taxpayers must advise the Ministry of Finance if there is a change in custodian]

- (c) The transferee(s) agree that they or the designated custodian will provide such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the *Land Transfer Tax Act*, to the Ministry of Finance upon request.

7. To be completed if this Affidavit is completed by a Solicitor:

- I have fulfilled my obligations as the solicitor of (print names of all transferees) The Corporation of the County of Renfrew for the conveyance, in relation to the Law Society of Ontario's Rules of Professional Conduct and its By-Laws, as well as the *Land Transfer Tax Act*, and have reviewed with the transferee(s) their obligations under the *Land Transfer Tax Act* that are material to the conveyance described in this document.

8. Check appropriate box:

- The information prescribed for purposes of section 5.0.1 is required to be provided for this conveyance. A Prescribed information for Purposes of Section 5.0.1 form will be submitted to the Ministry of Finance.
- The information prescribed for purposes of section 5.0.1 is not required to be provided for this conveyance.

9. Other remarks and explanations, if necessary. Transfer from self to self to amend description

Sworn/affirmed before me in the Town of Renfrew
 in the County of Renfrew
 this _____ day of December, 20 22

} _____
 Signature(s)

 A Commissioner for taking Affidavits, etc.

Property Information Record

A. Describe nature of instrument: Transfer/Deed

B. (i) Address of property being conveyed (if available) vacant land

(ii) Assessment Roll No. (if available) _____

C. Mailing address(es) for future Notices of Assessment under the *Assessment Act* for property being conveyed
9 International Drive, Pembroke, ON K8A 6W5

D. (i) Registration number for last conveyance of property being conveyed (if available) not available

(ii) Legal description of property conveyed: Same as in D (i) above. Yes No Not Known

E. Name(s) and address(es) of each transferee's solicitor: Sherri J. Beattie, McNab, Stewart & Prince
117 Raglan St. S., Renfrew, ON K7V 1P8

For Land Registry Office Use Only	
Registration No.	
Registration Date (Year/Month/Day)	
Land Registry Office No.	

School Support (Voluntary Election) (See reverse for explanation)

- | | Yes | No |
|---|--------------------------|--------------------------|
| (a) Are all individual transferees Roman Catholic? | <input type="checkbox"/> | <input type="checkbox"/> |
| (b) If Yes, do all individual transferees wish to be Roman Catholic Separate School Supporters? | <input type="checkbox"/> | <input type="checkbox"/> |
| (c) Do all individual transferees have French Language Education Rights? | <input type="checkbox"/> | <input type="checkbox"/> |
| (d) If Yes, do all individual transferees wish to support the French Language School Board (where established)? | <input type="checkbox"/> | <input type="checkbox"/> |

Note: As to (c) and (d) the land being transferred will receive French Public School Board Election unless otherwise directed in (a) and (b).

FORM 54
Land Titles Act

COVENANT TO INDEMNIFY THE LAND TITLES ASSURANCE FUND
(Section 55 of the Act)

This Agreement is made the day of January 25, 2023

BETWEEN:

THE CORPORATION OF THE COUNTY OF RENFREW

-and-

HER MAJESTY in right of Ontario

WHEREAS **The Corporation of the County of Renfrew** is the registered owner of the land registered as Lot 3 and the West One Third of Lot 4, Concession 3, Raglan; Township of Brudenell, Lyndoch & Raglan as described in schedule B attached.

WHEREAS The Corporation of the County of Renfrew is applying to have its title converted to land titles conversion qualified.

The said **The Corporation of the County of Renfrew, as owner** in consideration of the Land Registrar converting part of PIN 57608-0030 from Registry to LTCQ for the covenanter, the covenantor's administrators, executors and assigns, covenants with Her Majesty in right of Ontario, represented by the Director of Land Titles, that the said **The Corporation of the County of Renfrew** shall keep indemnified Her Majesty in right of Ontario, her successors and assigns, from and against all loss or diminution of the assurance fund under the *Land Titles Act*, or established or continued under any other Act of the Province of Ontario, in respect of any valid claim that may hereafter be made on account of the circumstances set out above and also against all costs in respect thereof and will pay such amount as anyone claiming as aforesaid may be judged to be entitled to recover in respect of the premises and costs.

IN WITNESS WHEREOF we have hereto set our hands and seals.

) The Corporation of the County of Renfrew
)
)
)
)
) _____

) Per:
Name: Peter Emon
Position: Warden
I have authority to bind the Corporation

Name: Craig Kelley
Position: CAO/Clerk
I have authority to bind the Corporation

COUNTY OF RENFREW

BY-LAW NUMBER 13-23

**A BY-LAW TO REPEAL BY-LAW 102-18 BEING A BY-LAW TO ADOPT
AMENDMENT NO. 29 TO THE OFFICIAL PLAN OF THE COUNTY OF RENFREW**

The Council of the Corporation of the County of Renfrew, in accordance with the provisions of Sections 17 and 22 of the Planning Act, hereby enacts as follows:

1. THAT Amendment No. 29 to the Official Plan of the County of Renfrew which was adopted by By-law on September 26, 2018 is hereby repealed.
2. THAT By-law 102-18 is hereby repealed.
3. THAT this By-law shall come into force and take effect on the day of final passing thereof.

READ a first time this 25th day of January 2023.

READ a second time this 25th day of January 2023.

READ a third time and finally passed this 25th day of January 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK

OCT 28 2022

Bruce Howarth
Manager – Planning Services
County of Renfrew
9 International Drive
Pembroke ON
K8A 6W5

Appendix XI

23 Sept 2022

**Re: OPA/ZBA for Part Lots 10 & 11 Concession 17 Geographic Township of Grattan,
Township of Bonnechere Valley, County of Renfrew**

Mr. Howarth:

As part of our ongoing attempt to rezone/redesignate our lands at the subject address, we have been advised that we need to rescind Official Plan Amendment 29 (OPA 29) that was adopted by County Council and supported by the Township of Bonnechere Valley in 2018.

Please accept this letter as a formal request to rescind OPA No. 29, so that we may proceed with the current Official Plan and Zoning By-Law Amendment applications under the new County Official Plan.

Should you require additional information regarding this request, please contact the undersigned.

Best regards,

Ralph Selle
Owner



R.J. Selle and Son Sand and Gravel
324 Fourth Chute Road
Douglas, ON
K0J 1S0
rjs@nrtco.net
P (613) 649-2688

COUNTY OF RENFREW

BY-LAW NUMBER 14-23

**A BY-LAW TO EXECUTE AN AGREEMENT BETWEEN THE COUNTY OF RENFREW
AND MINISTRY OF NATURAL RESOURCES AND FORESTRY THROUGH THE
NATURAL RESOURCES CANADA (NRCAN)**

WHEREAS Sections 8, 9 and 11 of the Municipal Act, 2001, S.O. 2001, as amended, authorizes Council to enter into agreements;

AND WHEREAS the County of Renfrew deems it desirable to enter into an agreement between the County of Renfrew and the Ministry of Natural Resources and Forestry through the Natural Resources Canada (NRCan) for the Flood Hazard Identification and Mapping Program (FHIMP).

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

1. THAT the contribution agreement marked as Schedule "I" attached to and made part of this By-law shall constitute an agreement between the Municipal Corporation of the County of Renfrew and the Ministry of Natural Resources and Forestry through the Natural Resources Canada (NRCan).
2. THAT the Warden and Clerk for the Corporation of the County of Renfrew are hereby authorized to sign and seal all things, papers and documents necessary to the execution of this By-law.
3. THAT this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 25th day of January 2023.

READ a second time this 25th day of January 2023.

READ a third time and finally passed this 25th day of January 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK

COUNTY OF RENFREW

BY-LAW NUMBER 18-23

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL
OF THE COUNTY OF RENFREW AT THE MEETING HELD
ON JANUARY 25, 2023**

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 January 2023.

READ a second time this 25th day of January 2023.

READ a third time and finally passed this 25th day of January 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK