

Development AND Property Committee

**Tuesday, February 14, 2023**

A meeting of the Development and Property Committee was held on Tuesday, February 14, 2023, at 9:30 a.m., at the County of Renfrew Administration Building, Pembroke, Ontario.

Present were: Chair James Brose  
Warden Peter Emon  
Vice-Chair Robert Weir  
Councillor David Bennett  
Councillor Daniel Lynch  
Councillor Mark MacKenzie  
Councillor Gary Serviss  
Councillor Keith Watt

And Others: Councillor Glenn Doncaster

Staff Present: Craig Kelley, Chief Administrative Officer/Clerk  
Jason Davis, Director of Development and Property  
Jeffrey Foss, Director of Corporate Services  
Lee Perkins, Director of Public Works and Engineering  
Bruce Howarth, Manager of Planning Services  
Melissa Marquardt, Manager of Economic Development Services  
Kevin Raddatz, Manager of Real Estate  
Lacey Rose, County Forester  
Daniel Burke, Finance Manager  
Rosalyn Gruntz, Deputy Clerk  
Tina Peplinskie, Media Relations and Social Media Coordinator  
Evelyn VanStarkenburg, Administrative Assistant

Chair Brose called the meeting to order at 9:31 a.m. The land acknowledgement identifying that the meeting was being held on the traditional territory of the Algonquin People was recited. The roll was called, and no pecuniary interests were disclosed.

**RESOLUTION NO. DP-C-23-02-11**Moved by Councillor Lynch  
Seconded by Councillor Watt  
THAT the minutes of the January 9, 2023 meeting be approved. CARRIED.

Mr. Kelley recognized all current and past employees who were involved with the pre-planning of the Renfrew County 2023 Ontario Winter Games “the Games”. He noted that planning for hosting the Games within the County of Renfrew started in late 2018 with a conversation between Jim Hemlin, Chief Operating Officer at Calabogie Peaks, retired Manager of Economic Development, Alastair Baird and himself. Recognition was also given to Carmen Goold, Regional Advisor with Ministry of Heritage, Sport, Tourism and Culture Industries, who played an integral role directing staff with submitting a bid to host the Ontario Winter Games; and to Cindy Burwell, Games Manager, for the planning and leadership she provided to all the staff and volunteers who came forward to assist with the Games.

Mr. Kelley advised that the Ontario Winter Games Ad Hoc Committee, which was formed on December 15, 2020 following an announcement from Minister Lisa MacLeod, Minister of Heritage, Sport, Tourism and Culture Industries that the County of Renfrew was awarded the Games, consisted of former Warden Debbie Robinson, Councillors Robert Sweet, Brian Hunt and Peter Emon. He thanked them for their leadership and for providing direction on moving the Games forward to become a reality. Congratulations to Warden Emon for contributing his time and leadership during the planning process, coordination of the sponsorship partnerships, and throughout the Games.

**Development and Property**

Mr. Davis overviewed the Development and Property Department Report, which is attached as Appendix A.

**Economic Development**

Ms. Marquardt overviewed the Economic Development Division Report, which is part of the Development and Property Department Report.

**Ottawa Valley Tourist Association**

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

**Enterprise Renfrew County**

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

**RESOLUTION NO. DP-C-23-02-12**Moved by Councillor Bennett  
Seconded by Councillor MacKenzie  
THAT the Development and Property Committee recommends that County Council send a letter under the Warden’s signature to MPP John Yakabuski, Renfrew-Nipissing-Pembroke in support of the request for increased core funding to all Small Business Enterprise Centres across Ontario, including Enterprise Renfrew County. CARRIED.

**Forestry and GIS**

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

**RESOLUTION NO. DP-C-23-02-13**Moved by Councillor Serviss  
Seconded by Councillor Weir  
THAT the Development and Property Committee directs staff to send a letter to the Honourable Graydon Smith, Minister of Natural Resources and Forestry requesting the Province take action to support ongoing efforts to address the threat of Hemlock Wooly Adelgid. CARRIED.

**Real Estate**

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

**Planning**

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

**RESOLUTION NO. DP-C-23-02-14**Moved by Councillor Lynch  
Seconded by Councillor Bennett  
THAT the Development and Property Committee recommends that County Council provide staff direction to discontinue holding a public meeting for plans of subdivision. CARRIED.

Committee was advised that members of the community would continue to have opportunities to provide comments to severance applications through Zencity Engage, an online all-in-one community engagement platform the County of Renfrew purchased.

**RESOLUTION NO. DP-C-23-02-15**Moved by Councillor Watt  
Seconded by Councillor Weir  
THAT Development and Property Committee recommends that County Council provide staff direction to amend the Consent Delegation Approval By-law to delegate to staff the decision on “contested” applications. CARRIED.

**RESOLUTION NO. DP-C-23-02-16**Moved by Councillor Lynch  
Seconded by Councillor Weir  
THAT the Development and Property Committee recommends that County Council pass a By-law to adopt and approve Official Plan Amendment No. 37. CARRIED.

**RESOLUTION NO. DP-C-23-02-17**Moved by Warden Emon  
Seconded by Councillor MacKenzie  
THAT the Development and Property Committee recommends that County Council pass a By-law to adopt and approve Official Plan Amendment No. 38. CARRIED.

**RESOLUTION NO. DP-C-23-02-18**Moved by Councillor Watt  
Seconded by Councillor Weir  
THAT the Development and Property Committee recommends that County Council pass a By-law to adopt and approve Official Plan Amendment No. 39. CARRIED.

Mr. Kelley acknowledged the hard work preparing the budget and advised that staff were challenged to meet all the deliverables with the targets set in the Fall of 2022 and that the Senior Leadership Team has put forward a reasonable approach to the 2023 budget.  He noted that staff will be proposing some alternative service delivery methods and innovative approaches to meet the targeted levy, some with significant impact to the operational model, and if necessary, he noted that Committee may be required to enter into a closed meeting to address items of a sensitive nature.

Mr. Davis provided an overview on the proposed 2023 Budget for the Development and Property Department, which is attached as Appendix B.

Councillor Doncaster entered the meeting at 10:45 a.m.

Mr. Kelley advised that two pressures within the Development and Property Department that came mid-year in 2022 were the result of recommendations approved by County Council to hire an additional County Planner in April 2022 and the recommendations from the Gallagher Report that were approved in August 2022.

Mr. Foss advised that each Committee will bring forward their respective budgets to the Budget Workshop on February 22, 2023 where County Council will review the entire budget in detail and make decisions on the recommendations brought forward. He noted that staff will demonstrate at the Budget Workshop how through a $3 million reduction in budget expenditures a 2.5% levy was achieved.

**RESOLUTION NO. DP-C-23-02-19**Moved by Councillor Serviss  
Seconded by Councillor Lynch  
THAT the Development and Property Committee recommends that the Draft 2023 Development and Property Department Budget be forwarded to the February 22, 2023 County Council Budget Workshop for approval. CARRIED.

Mr. Davis overviewed the proposed restructuring of the Forestry and GIS Division within the Development and Property Department, which is attached as Appendix C.

**RESOLUTION NO. DP-C-23-02-20**Moved by Councillor MacKenzie  
Seconded by Councillor Watt  
THAT the Development and Property Committee approves the proposed restructuring to the Development and Property Department as follows:

1. The removal of the Manager, Forestry and GIS in Group 9 of the Staff Salary Grid (1,820 hours);
2. The reallocation of the existing GIS Technician position to a new GIS Coordinator position in Group 6 of the Staff Salary Grid (1,820 hours) within the GIS Division;
3. The addition of one full-time GIS Technician/Planning Technician in Group 6 of the Staff Salary Grid (1,820 hours) within the GIS Division; and
4. The reallocation of the existing one full-time Forestry/Trails Technician within the Forestry Division to a new Trails Coordinator position in Group 6 of the Staff Salary Grid (1,820 hours);
5. The addition of one full-time Forestry Technician in Group 5 of the Staff Salary Grid (1,820 hours) within the Forestry Division; and
6. The Trails Division will report to the Public Works and Engineering Department;

AND FURTHER THAT this be brought forward to the February 22, 2023 County Council Budget Workshop for approval. CARRIED.

**RESOLUTION NO. DP-C-23-02-21**Moved by Councillor Weir  
Seconded by Councillor Serviss  
THAT the Development and Property Committee supports re-instating a Senior Planner position (Group 8) and removing one County Planner position (Group 7) within the Development and Property Department; AND FURTHER THAT this be forwarded to the February 23, 2023 County Council Budget Workshop for approval. CARRIED.

**RESOLUTION NO. DP-C-23-02-22**Moved by Councillor MacKenzie  
Seconded by Councillor Lynch  
THAT the Development and Property Department Report, which is attached as Appendix A be approved. CARRIED.

**New Business**

Renfrew County 2022 Ontario Winter Games  
Warden Emon thanked the Games Organizing Committee, the many volunteers, municipal partners, venue staff and County of Renfrew staff who worked behind the scenes for making the Ontario Winter Games a success. A special thank you was given to all the sponsors who provided funds, whether monetary or in-kind. It is anticipated that approximately $400,000 was received in sponsorship funds. Warden Emon also thanked the athletes, coaches and officials for helping to make this event a success.

Committee recessed at 11:40 a.m. and reconvened at 11:49 a.m. with the same persons present.

**RESOLUTION NO. DP-C-23-02-23**Moved by Councillor Watt  
Seconded by Councillor Bennett  
BE IT RESOLVED THAT the Development and Property Committee move into a closed meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Algonquin Land Claim, Cell Tower and Property Purchase). Time: 11:49 a.m. CARRIED.

**RESOLUTION NO. DP-C-23-02-27**Moved by Councillor Serviss  
Seconded by Councillor Weir  
THAT this meeting resume as an open meeting. Time: 12:32 p.m. CARRIED.

**RESOLUTION NO. DP-C-23-02-28**Moved by Councillor Weir  
Seconded by Councillor MacKenzie  
THAT the Development and Property Committee recommends that County Councils direct staff and the Warden as recommended in the Closed Forestry and GIS Report Item 1. CARRIED.

**RESOLUTION NO. DP-C-23-02-29**Moved by Councillor Serviss  
Seconded by Councillor Watt  
THAT the Development and Property Committee recommends that County Council pass a By-law to execute an agreement with Rogers Telecommunications Inc. to erect a 90-metre wireless radio communication tower on the County of Renfrew owned property, the Little Ireland Tract, located at Highway 28 and Little Ireland Road in the Township of Brudenell, Lyndoch and Raglan. CARRIED.

**RESOLUTION NO. DP-C-23-02-30**Moved by Councillor Weir  
Seconded by Councillor Lynch  
THAT this meeting adjourn and the next regular meeting be held on March 7, 2023. Time: 11:35 a.m. CARRIED.