

# COUNTY OF RENFREW



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

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- Ordinary Session -

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County Council  
Pembroke, Ontario  
August 30, 2023

### GENERAL SESSION

The General Session of the Council of the Corporation of the County of Renfrew met at 9:00 a.m. on Wednesday, August 30, 2023.

The Warden, Peter Emon, presided.

Warden Emon cited the Land Acknowledgement, identifying that the meeting was being held on the traditional territory of the Algonquin People. As we gather this morning, I would like to acknowledge on behalf of Council and our community that we are meeting on the traditional territory of the Algonquin People. We would like to thank the Algonquin people and express our respect and support for their rich history, and we are extremely grateful for their many and continued displays of friendship. We also thank all the generations of people who have taken care of this land for thousands of years.

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

The roll was called and all members were found to be present except, Councillor Bennett, Councillor Doncaster (attended by Zoom at 10:24 a.m.), Councillor Nicholson (arrived at 9:09 a.m.), Councillor Weir. No pecuniary interest was disclosed.

Moved by Councillor Murphy

Seconded by Councillor Mayville

THAT the minutes of June 28, 2023 be adopted. CARRIED.

Warden Emon addressed Council as follows:

Members of County Council:

During the month of July and August, I attended 24 meetings on County business.

From August 19- 22, I attended the AMO Annual Conference held in London along with many members of County Council and County staff. Over 1,500 members of AMO were present at the conference.

During the conference I attended the AMO Board of Directors Meeting, Topics of discussions included upcoming conference and conference key messages. It was noted that this was the largest AMO conference on record.

The County of Renfrew participated in 8 delegations during the conference.

On Monday morning, we met with the Jill Dunlop, Minister of Colleges and Universities, to discuss the shortage of paramedics in Ontario and to relay the ongoing recruitment fears, and to address the recent announcement that did not include Renfrew County in the areas that are receiving educational incentive programs.

In the afternoon we met Dough Downey, Minister of the Attorney General to address the ongoing shortage of Justices of the Peace and the physical availability of Justices of the Peace, as well as the funding shortfall caused by recent policy changes.

At our meeting with Ministry of Education parliamentary assistant Patrice Barnes, we brought our concerns regarding a lack of child care spaces in Renfrew County.

We met with Parliamentary Assistant Dawn Gallagher Murphy, Ministry of Health to address the County of Renfrew concerns with the funding formula for local health units. We were encouraged by the announcement by the Minister that funding would be restored to a 70/30 level, alleviating financial pressures to the obligated municipalities moving forward.

On Tuesday morning we met with Parliamentary Assistant Amarjot Sandu, Ministry of Infrastructure to discuss funding opportunities for County Road 51 (Petawawa Boulevard), and presented a progressive concept of matching our asset management plan with a provincial standard for pavement and bridge condition indexing.

We met with Minister Michael Parsa, Ministry of Children, Community and Social Services as the County of Renfrew is part of phase 2 of the Employment Services Transformation in October this year. The Reduction in funding for the Ontario Works program will have a significant impact on our services. We advocated for a funding review of social assistance programs that have a tremendous impact on our resources in 2024, and beyond.

Our meeting with Parliamentary Assistant John Jordan from the Ministry of Long-Term Care addressed the County of Renfrew's concerns with the Minimum Data Set – Case Mix Index Funding Model as Ontario long term care homes continue to gather data at significant health human resource expense toward determining a case mix index value to determine percentage

of per diem funding. We are hopeful to be part of a working group to examine the future of long term care policy changes in Ontario.

Our final delegation was Tuesday afternoon with Minister Graydon Smith, Ministry of Natural Resources and Forestry to address the issues of accurate and current flood mapping for the major rivers and tributaries in the region.

All of these meetings were incredibly beneficial and we have begun to receive feedback on our requests already. Staff will be contacting the appropriate ministries for follow up meetings in the very short term.

As the Chair of the Eastern Ontario Wardens' Caucus, I attended a number of delegations with various ministries, addressing the key priorities of housing, long term care and paramedic services. Once again, the Caucus was held in high regard and we will be working on next steps as we focus our efforts on a Queen's Park Day and a Parliament Hill Day, both scheduled for October.

I also attended the ROMA Board Meeting, Councillor Murphy will provide a report later on in today's meeting.

The 16th Annual Warden's Golf Tournament is being held on September 21, 2023 at the Dragonfly Gold Links with a shotgun start at 11:00 a.m.

On behalf of Council, I wish to express our sincere condolences to former Warden and Mayor of the Township of Whitewater Region Don Rathwell and his family on the passing of his sister Beatrice Wilson, who passed away on July 17, 2023.

On behalf of Council, I wish to express our sincere condolences to the family of former Councillor of the Township of Laurentian Valley George Hodgkinson who passed away on July 17, 2023.

County of Renfrew acknowledged and lowered the flags to mark the passing of the Honourable James K. Bartleman, who served as the 27th Lieutenant Governor of Ontario from 2002 to 2007.

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

This concludes my address for this session of County Council.

The CAO/Clerk noted that correspondence received was forwarded to Council.

Delegations were heard as follows:

- a) 9:15 a.m. Municipal Finance Manager, Watson & Associates, Economists Ltd. Byron Tan overviewed the background on Development Charges in Ontario and provided findings from the study and concluded his presentation at 10:17 a.m.

Council discussed several options and scenarios in regards to the scope of development charges and growth related projects. Council was encouraged to submit any further questions they had to the Finance and Administration Department prior to September 8, to be included in the September Finance and Administration Committee Meeting.

Council recessed at 10:50 a.m. and reconvened at 11:04 a.m.

Moved by Councillor Brose

Seconded by Councillor MacKenzie

BE IT RESOLVED THAT Council move into a closed meeting - pursuant to Section 239 of the Municipal Act, 2001, as amended for the purpose of:

- (a) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board;
- (b) a proposed or pending acquisition or disposition of land by the municipality or local board (Keys Public School, Deep River and Renfrew County Housing Corporation property sale, Arnprior); and
- (c) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Long-Term Care Homes Accreditation).

Time: 11:05 a.m. CARRIED.

THAT the Meeting resumed in Open Session at 11:50 a.m.

Councillor Jennifer Murphy introduced the Retirement of Rosalyn Gruntz, and presentations and speeches were provided acknowledging her dedication and service to the County during the past 25 years.

Council recessed for lunch at 12:27 p.m. Council reconvened at 1:28 p.m. with the same persons present.

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

August 30, 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. Retirement – Deputy Clerk/Executive Assistant – Rosalyn Gruntz**

Rosalyn Gruntz, Deputy Clerk/Executive Assistant provided notice of her retirement effective August 31, 2023. Rose joined the County of Renfrew on February 16, 1998 and has over 25 years of service. During her years of service Rose has worked with Chief Administrative Officer/Clerk Norm Lemke until his retirement and then successfully trained Jim Hutton and Paul Moreau. Her current work in progress, Craig Kelley, will now be in a position to train her replacement. We would like to extend our thanks to Rose for all her hard work and dedication over the years and we wish her health and happiness as she moves on to this next chapter in her life!

**2. New Deputy Clerk/Executive Assistant – Gwen Dombroski**

The County of Renfrew is pleased to announce that the hiring process to fill the role of retiring Deputy-Clerk/Executive Assistant, Rosalyn Gruntz has been completed. Gwen Dombroski, previously the Deputy Clerk/Communications Coordinator at the Township of Madawaska Valley, has accepted the position and began her duties with the County of Renfrew the week of August 14. Gwen is in very capable hands with Rose showing her the County ropes. You will have an opportunity to meet Gwen at County Council, if you didn't meet her during Committee week. Chief Administrative Officer/Clerk Craig Kelley indicated that he had worked with Gwen in the past, and is confident that she will grow into the role, with big shoes to fill. Congratulations and welcome Gwen.

**3. Council Remuneration – June 30, 2023**

Attached as Appendix I is the Treasurer's Statement of Remuneration and Expenses paid to County Council as at June 30, 2023.

**4. Treasurer's Report – June 30, 2023**

Attached as Appendix II is the June 30, 2023 monthly one-page financial summary, along with the Treasurer's Report for the General Revenue Fund, Bonnechere Manor, Miramichi Lodge, Public Works and Renfrew County Housing Corporation.

5. **Town of Deep River Correspondence**

Attached as Appendix III is a letter dated August 1, 2023 from the Corporation of the Town of Deep River regarding their Council approval of a resolution for a grant of \$55,000 to offset the Development Charges related to the new Deep River & District Hospital's (DRDH) new Long-Term Care Project and sending a proportional grant matching community challenge letter to the Town of Laurentian Hills, Town of Petawawa, United Townships of Head Clara Maria and the County of Renfrew. Currently, the County of Renfrew does not have a provision for granting funds to these type of requests. Our Committee recommended that this letter be brought forward to County Council for further discussion.

6. **16th Annual Warden's Golf Tournament – Website Registration and Payment**

The 2023 Warden's Golf Tournament is scheduled for Thursday, September 21, 2023 at the Dragonfly Golf Course in Renfrew and the County of Renfrew website is now available for online registration and payment at [Annual Wardens Golf Tournament - County of Renfrew](#):

**Date:** Thursday, September 21, 2023  
**Time:** 11:00 a.m. shot gun start with scramble format  
**Location:** Dragonfly Golf Links – 955 Opeongo Road, Renfrew  
**Cost:** \$360.00 per team or \$90.00 per individual

Entry fee includes green fees, riding cart, boxed lunch, swag bag, after game appetizers and door prizes. The proceeds of the tournament will be donated to the Support for All Fund – County of Renfrew 2023 Ontario Winter Games Legacy Fund and the Housing and Homelessness Fund. For registration questions please contact Greg Belmore, Manager of Human Resources, at [GBelmore@countyofrenfrew.on.ca](mailto:GBelmore@countyofrenfrew.on.ca) or 613-735-3675 ext. 427.

7. **Employee Recognition Program – Corporate Policy J-05**

On April 26, 2023, County Council approved Policy J-05 Employee Recognition Program. Employee recognition is the acknowledgement of an individual or team's behaviour, effort and accomplishments that support the County's goals and values. The County of Renfrew's Employee Recognition Program is a way for the County of Renfrew to promote a workplace culture that strives to recognize and appreciate the commitment, dedication and contributions of all employees at the County of Renfrew.

Attached as Appendix IV is the bulletin announcing the first round of nominees and the successful recipients of the County's Employee Recognition Program for the period of March to June, 2023. Nominations are now open for the July to September period, closing September 30. The nomination can be done via the County of Renfrew website found here: <https://forms.countyofrenfrew.on.ca/Public-Site/County-of-Renfrew-Employee-Recognition-Nomination>

Congratulations to all of the winners and nominees and a big thank you to all of those who made nominations!

This policy contributes to Strategic Plan Goal #2, Workforce Development, and part of the identified actions to achieve the objectives in 2023.

## **8. Co-Op Opportunities**

The Human Resources division was pleased to welcome Mackenzie Dellaire on a two-week co-op placement. Mackenzie joined the County of Renfrew from Canadore College, where she was studying Office Administration. Mackenzie actively contributed to the success of our HR team by effectively performing various administrative duties. We hope that the experience gained at the County serves her well in her future career.

The Human Resources division is currently lining up additional co-op opportunities for the fall and winter semesters with Cambrian College for an HR placement lasting seven weeks, and Lambton College for an HR placement for four months. The Human Resources division is continuing to seek out further co-op opportunities for the County of Renfrew.

Co-op programs provide an opportunity to scout and evaluate potential future employees. They often have up-to-date knowledge of the latest trends and technologies in their field, which can contribute to innovative solutions and creative thinking. Co-op students often come from diverse backgrounds and cultures. Having a diverse workforce can contribute to a more inclusive and dynamic work environment, fostering creativity and understanding. Supervising and mentoring co-op students provides the County's existing employees with the chance to develop their leadership and management skills. This can be beneficial for their career growth, as well as for the County's succession planning.

This concerted effort at attracting co-op opportunities supports Strategic Plan Goal #2, Workforce Development.

## **RESOLUTIONS**

### **9. Non-Union Salary Grid Annual Adjustment**

#### **RESOLUTION NO. FA-CC-23-08-73**

Moved by Chair

Seconded by Committee

THAT County Council approve that the County of Renfrew's non-union salary grid be adjusted annually based on the June 12 month average of the Consumer Price Index (CPI) for Ontario (all items) as determined by Statistics Canada; AND THAT the adjustment will be effective for Pay Period #1 each year; AND FURTHER THAT this adjustment will not be lower than any increase negotiated with any union collective agreement; AND FURTHER THAT a revised Employment By-law #1 be brought forward to a future session of County Council.

## **Background**

For many years, the non-union salary grid has been increased based on the guidelines provided by Council in September each year, as staff begin the work of developing the annual budget. In the last six months of 2021, the Ontario CPI averaged 4.42% on an annualized basis and Council directed that the non-union salary grid be adjusted by 1.75% for 2022. In the last six months of 2022, the Ontario CPI averaged 6.43% on an annualized basis and Council directed that the non-union salary grid be adjusted by 2% for 2023.

In 2021, Council approved a new non-union salary grid, based on the result of a comprehensive salary/pay equity review completed by an external service provider. This review compared our 2021 non-union salaries to 14 comparator municipalities and established a target salary based on the 55<sup>th</sup> percentile of all comparators. Based on this review, some non-union salaries were increased to ensure market competitiveness and pay equity compliance. However, many of our positions did not receive any adjustment. The non-union salary grid has not kept pace with inflation. In addition, when our comparators approve increases above the 1.75% and 2% approved for the County of Renfrew, then our staff compensation falls below even the 55<sup>th</sup> percentile salary grid target. Our Committee directed that a copy of the Closed Report prepared by Gallagher Benefits Services (Canada) Group Inc. for the Non-Union Market Review, dated March 23, 2022 be distributed in password protected format to County Council, as many of the new Councillors have not seen this document.

Because of the foregoing, the Chief Administrative Officer/Clerk and Treasurer have been canvassing other Eastern Ontario Wardens' Caucus (EOWC) municipalities and researching alternative methods to ensure that salaries remain competitive, while at the same time maintaining affordability for County of Renfrew taxpayers. The labour market is dynamic and very competitive, and other public organizations are trying to recruit and retain the same pool of talent currently employed by the County of Renfrew. It is essential that we establish some stability and predictability into to annual non-union salary adjustment process to ensure that we maintain our position as an "employer of choice" within the community. Further erosion of our salary grid against that of the other local public sector employers, will begin to have a significant impact on our ability to recruit and retain staff.

The recommendation is to use the June 12 month average of the Consumer Price Index (CPI) for Ontario (all items) as determined by Statistics Canada to ensure that we have the information by August each year to allow staff to begin developing the salary budget worksheets. The following table provides a comparison of the actual Council approved non-union adjustment vs the proposed average Ontario CPI adjustment vs the actual union wage adjustment:



		12 mth Avg Ontario CPI (all items)	Use Avg CPI Increase for Next Year	NonUnion Approved Increase	Highest Union Increase
June	2020	1.16%			
June	2021	1.47%	1.16%	1.50%	1.60%
June	2022	5.39%	1.47%	1.75%	2.00%
June	2023	4.79%	5.39%	2.00%	2.75%
June	2024		4.79%	?	3.25%
June	2025			?	3.25%

This initiative contributes to Strategic Plan Goal #2, Workforce Development, and part of the identified actions to achieve the objectives in 2023.

## BY-LAWS

### 10. By-law to Appoint A Deputy Clerk

#### RESOLUTION NO. FA-CC-23-08-71

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to Appoint a Deputy Clerk for the County of Renfrew.

#### Background

With the departure of Ms. Rose Gruntz at the end of August, it is prudent to appoint Ms. Gwen Dombroski as Deputy Clerk effective September 1, 2023.

### 11. Corporate Policies and Procedures – Human Resources

#### RESOLUTION NO. FA-CC-23-08-74

Moved by Chair

Seconded by Committee

THAT County Council approve the amended Corporate Policy E-04 Vacation effective January 1, 2024; AND approve the new Corporate Policy J-06 Return of Service Incentive Program as a pilot project from September 1, 2023 to December 31, 2023 for Bonnechere Manor Long-Term Care Home; 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

Attached as Appendix V are the following policies:

#### a) E-04 Vacation

In today's rapidly evolving business landscape, organizations are constantly seeking innovative ways to attract and retain top talent. One crucial aspect that plays a pivotal role in employee satisfaction and retention is the vacation policy. In the race to secure the best and brightest employees, a competitive vacation policy acts as a powerful recruitment tool. By enhancing vacation entitlement, the County demonstrates its commitment to supporting employees' personal and familial well-

being, thus appealing to a broader and more diverse pool of talent. Allowing employees to take ample time off enables them to recharge, reduce burnout, and return to work with renewed energy and focus.

A progressive vacation policy sends a clear message that the County values work-life balance and prioritizes the well-being of its employees. This commitment to employee welfare fosters a positive work culture.

The labour market is dynamic and competitive, with organizations constantly vying for a competitive edge. To attract and retain talent, it is essential to keep up with industry norms and benchmarks. By aligning and enhancing the vacation policy compared with other upper tier municipalities, the County positions itself as a forward-thinking entity that adapts to market trends.

As the workforce becomes more diverse in terms of generational demographics, it is crucial to cater to the preferences and expectations of different age groups. Younger generations, such as Millennials and Generation Z, place a high value on work-life balance and experiences. Enhancing vacation entitlement is a strategic move that not only attracts and retains top talent but also contributes to a positive work culture, improved morale, increased productivity, and reduced turnover.

This policy contributes to Strategic Plan Goal #2, Workforce Development, and part of the identified actions to achieve the objectives in 2023.

**b) J-06 Return of Service Incentive Program**

Long-Term Care (LTC) facilities are facing a significant staffing shortage across many regions. This shortage is a result of a combination of factors, including the aging population, an increase in the number of individuals requiring long-term care, increased workloads, the COVID-19 pandemic, and unavailability of workers. Addressing the staffing shortage at Bonnechere Manor is crucial to ensuring residents receive the care and support they need and deserve.

The purpose of the Return of Service Incentive Program (the “Program”) is to outline the requirements and implementation of the Return of Service Incentive (the “Incentive”). This Policy will be a pilot project from September 1, 2023 until December 31, 2023. The Incentive is a one-time payment, which is paid to a New Recruit prior to commencing employment with the County of Renfrew with the sole objective of incentivizing them to accept employment with the County. The Incentive is subject to all applicable taxes, deductions and withholdings as required by law.

This new policy also contributes to Strategic Plan Goal #2, Workforce Development, and part of the identified actions to achieve the objectives in 2023.

12. **County Road 512 – Foymount Road Reconstruction – Temporary and Long-Term Borrowing**

**RESOLUTION NO. FA-CC-23-08-75**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to Authorize the Submission of an Application to Ontario Infrastructure and Lands Corporation (“OILC”) for Financing of Capital Work (Foymount Road Reconstruction); to Authorize Temporary Borrowing from OILC to Meet Expenditures in Connection with such Capital Work; AND to Authorize Long-Term Borrowing for such Capital Work Through the Issue of Debentures to OILC.

**Background**

The County of Renfrew Long-Term Financing Plan includes the provision to debt finance individual capital projects in excess of \$3 million.

At the June County Council Meeting, Resolution No. OP-CC-23-06-78 was adopted to accept the tender submitted by Bonnechere Excavating Incorporated (BEI), Renfrew, Ontario for the reconstruction of County Road 512-Foymount Road and County Structure B257 (Harrington Creek Bridge). The project is now projected to cost \$7,985,000 over two years and anticipated to be completed by October 2024.

<b>County Road 512 (Foymount Road) B257 (Harrington Creek Structure)</b>	<b>2023 Budget</b>	<b>Low Tender</b>	
		<b>Projected</b>	<b>Variance Over/(Under)</b>
<b>Construction – Tender Amount County Road 512</b>	\$3,250,000.00	\$5,776,500.97	\$2,526,500.97
<b>Construction – Tender Amount Harrington Creek Structure</b>	\$650,000.00	\$593,683.12	(\$56,316.88)
<b>Utility Relocations</b>	\$595,000.00	\$703,786.53	\$108,786.53
<b>Property Purchases</b>	\$75,000.00	\$115,000.00	\$40,000.00
<b>Engineering - Design/Tendering</b>	\$30,000.00	\$30,000.00	-
<b>Engineering – Contract Administration and Supervision</b>	\$300,000.00	\$300,000.00	-
<b>Material Testing (Allowance)</b>	\$50,000.00	\$50,000.00	-
<b>Contingency</b>	\$256,717.50	\$288,825.05	\$32,107.55
<b>Applicable Taxes</b>	\$83,472.50	\$128,088.69	\$44,616.19
<b>Total</b>	<b>\$5,290,190.00</b>	<b>\$7,985,884.36</b>	<b>\$2,695,694.36</b>
*Projected costs are based on Tender results, internal costs, and line painting			

As staff move into the 2024 budget cycle, and long-term capital planning, these increased costs will need to be addressed and will be reported on during the Fall Asset Management Plan and the Long-Term Financial Plan update to Council.

It is now necessary for County Council to adopt a by-law to authorize borrowing to meet expenditures made in connection with the reconstruction of County Road 512-Foymount Road and County Structure B257 (Harrington Creek Bridge), from Rodden Creek to Miller Road, Township of Bonnechere Valley. The recommendation is to utilize the short-term Construction Financing Program from Infrastructure Ontario while the project is under construction, which will be transitioned to a 10-year fixed debenture upon completion. The current construction loan rate is estimated at 5.42% (variable) and the 10-year fixed debenture rate estimate is 4.84%. Both rates are subject to change up to the final approval of Infrastructure Ontario.

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

The Report was adopted as presented.

August 30, 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. Renfrew County Housing Corporation Annual General Report for 2022**

Attached as Appendix I is the 2022 Annual General Report for Renfrew County Housing Corporation.

### **2. Strategic Housing and Homelessness Plan**

The Renfrew County Housing Corporation Board of Directors approved staff to commence a strategic housing and homelessness plan that will provide objectives for the next ten (10) years in the following key areas:

- the maintenance and revitalization of Renfrew County Housing Corporation (RCHC) stock;
- continued support to maintain the viability of non-profit housing stock;
- develop additional affordable housing units - through the consultation of a consultant to identify the number of additional affordable housing units to strive towards new construction or the conversion of non-residential buildings into residential units;
- funding plans that will increase private market rent affordability through rent allowance (set monthly rate) and rent supplement (rent-geared-to-income subsidy) programs;
- community partner engagement to ensure that homelessness prevention programs meet community needs, working to ensure clients with needs have wraparound services;
- supportive housing services within the RCHC portfolio for tenants that require additional supports to continue living independently.

Section 6 of the Housing Services Act requires service managers to write a plan to address housing and homelessness for at least ten (10) years. The initial plan was adopted during 2013, with an update during 2019 and an addendum to address the COVID-19 pandemic and senior's housing strategy during 2021. It is anticipated that the new plan will take upwards of six months to complete, and it is recommended that as in previous years that an external party be hired to help author and coordinate the necessary community and staff engagement to develop the plan. The new housing and

homelessness plan will be an important tool for setting a vision and clear objectives to guide decisions regarding future budgets and investment plans.

### **3. Annual Rent Increase Guideline for 2024**

In accordance with the Residential Tenancies Act, Ontario has set the maximum rent increase for 2024 at 2.5%. The rent increase guideline is the maximum amount a landlord can increase rent for most tenants without the approval of the Landlord and Tenant Board. Section 116 of the Residential Tenancies Act prescribes that landlords must provide tenants at least 90 days written notice of the landlord's intention to increase rent. The Renfrew County Housing Corporation Board of Directors at their meeting on August 16, 2023 approved a 2.5% rent increase to the maximum rents of all units effective January 1, 2024.

### **4. Rent Increase in Addition to Guideline Amounts**

The Renfrew County Housing Corporation Board of Directors approved an increase to rent in the amount of \$10.00 per month above the annual rent increase guideline for all units within the Renfrew County Housing Corporation portfolio except for units at the following locations: Albert St. Arnprior; Burwash St. Arnprior; Russell St. Arnprior; Francis St. Renfrew, McLean St. Renfrew; George Ave. Renfrew; Allan Ave. Renfrew; and Archibald Ave. Renfrew (the referred to Renfrew addresses are also known as Moran Heights).

Resolution RCHC-C-18-09-37 was proposed by staff at the September 2018 board meeting to address the significant variance of rent amounts charged for 1-bedroom apartment units across the portfolio. The rent amounts in the rural areas including Deep River, Cobden, Eganville, Beachburg, Barry's Bay, and Palmer Rapids had significantly lower rents compared to Arnprior, Renfrew, and Pembroke. The resolution directed that rent at the rural apartments be increased by \$10.00 per month more, on top of the rent increase guideline amount and this decision was in effect for five years starting 2019 and ending 2023.

An assessment of rent subsidies at the beginning of August 2023 projects that 104 tenants may be impacted by the rent increases as these tenants are currently not eligible for a rent-geared-to-income subsidy and are paying maximum rent.

### **5. Presentation to the Renfrew County and District Health Unit Board of Directors**

Attached as Appendix II is the presentation for the June 27, 2023, Renfrew County and District Health Unit Board of Directors meeting. Both Chair Giardini and the Director of Community Services outlined the Community Services Committee role regarding the various services offered through the department. The presentation was well received by the Renfrew County and District Health Unit Board of Directors.

## 6. **New Francophone Licensed Child Care Centre**

The Conseil des écoles catholiques du Centre-Est has built a Francophone Catholic elementary school in Arnprior named **l'École élémentaire catholique des Deux-Rivières**. The school will have a Francophone licensed child care centre named Centre éducatif Coeur des Jeunes des Deux-Rivières. This is an agency that the County of Renfrew Child Care and Early Years Division already has service agreements with, for its location in Pembroke at l'école élémentaire et secondaire publique L'Équinoxe. The new centre in Arnprior is hoping to open on August 28 and is looking to be licensed for 140 child care spaces.

## **RESOLUTIONS**

## 7. **Intimate Partner Violence and Violence Against Women**

### **RESOLUTION NO. CS-CC-23-08-36**

Moved by Chair

Seconded by Committee

THAT County Council endorse the following recommendations resulting from the Culleton, Kuzyk & Warmerdam Inquest Jury Recommendations of June 28, 2022:

- Community Services set up a She C.A.N fund utilizing the Homelessness Prevention Program Funding (HPP) allowing for grants per year of up to \$5,000. This fund and the funding source to be reviewed annually.
- Community Services introduce annual staff training regarding Intimate Partner Violence (IPV) and that this training be offered to other County of Renfrew departments to enhance their skill set when working with the community.
- Community Services create a routine screening process for applicants by asking people if they are currently or have recently experienced IPV, entering through Housing, Ontario Works or Child Care service entry points in order to streamline supports and services.
- Community Services management participate on local boards/committees that focus on IPV activities in the community.
- Community Services strike an in-house committee consisting of staff from Ontario Works, Community Housing, and Child Care and Early Years to review how IPV applicants access our services to ensure a seamless IPV focussed approach.

### **Background**

At the March 28, 2023 meeting of County Council, JoAnne Brooks, Coordinator for End Violence Against Women - Renfrew County (EVA) and Lisa Oegema, Anti-Human Trafficking Program Manager, Victim Services of Renfrew County, appeared before council to highlight the work of the two groups to eliminate violence against women in Renfrew County, and to ask council to act and endorse recommendation #1 from the jury at the coroner's inquest into the murders of Carol Culleton, Anastasia Kuzyk and Nathalie Warmerdam. The County of Renfrew passed a resolution declaring intimate

partner violence and violence against women an epidemic. During the meeting of County Council on March 28, 2023, Community Services Committee was asked to bring back recommendations from the Jury Recommendation document that could be implemented by the County of Renfrew.

## **BY-LAWS**

### **8. Amendment to By-Law 100-20 – Ontario Works Policies and Procedures**

#### **RESOLUTION NO. CS-CC-23-08-37**

Moved by Chair

Seconded by Committee

THAT County Council amend By-law 100-20 authorizing the County of Renfrew to establish Ontario Works policies and procedures to replace Policy OW-I Internal Control Measures and Policy OW-II Funerals.

#### **Background**

The County of Renfrew is the Consolidated Municipal Service Manager responsible for delivery of Ontario Works in the County of Renfrew. The Ontario Works Act and provincial directives prescribe the rates and eligibility criteria for the majority of benefits available through the Ontario Works program. Where municipal discretion exists to establish local benefits and/or payment levels, By-Law 100-20 provides the County of Renfrew with authority to do so.

Policy OW-1 Internal Control Measures - This policy required amendments to remove the manual cheque process as this functionality no longer exists, and to include the additional payment controls which have been introduced into the Social Assistance Management System (SAMS) by the Province.

Policy OW-2 Funerals - This policy has been amended to reflect a recommendation that the eligible maximum for funeral benefits in the County of Renfrew be increased from \$4,000 to \$4,500. Additional amendments have also been made in the policy to capture the technical enhancements that have been made in SAMS to issue these benefits.

All of which is respectfully submitted.

Anne Giardini, Chair

And Committee Members: P. Emon, D. Grills, D. Mayville, N. Nicholson, G. Serviss

The Report was adopted as presented



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

August 30, 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. Rural Economic Development Program Funding Agreements**

#### **a) Rehabilitation of K & P Recreational Trail**

The County of Renfrew was successful in their Ontario Rural Economic Development (RED) funding application for improvements for the K & P Recreational Trail to a maximum of \$8,833.33. The proposed work includes culvert replacement, grading, compaction and aggregate application on the K & P Recreational Trail and will be split over 2023 and 2024.

The County of Renfrew has agreed to provide funding equivalent to 75% up to a maximum amount of \$26,500, with the remainder of the funding (\$8,833.33) to be provided by the Province of Ontario. This project funding must be used by 2024. The County portion of the project funds will come from the existing K & P Recreational Trail budget for 2023 and is included in the previously approved 2023 Work Plan; however, additional funds will be required to be allocated in 2024 to complete the works under the RED funding.

#### **b) Rural Community Inclusion Pilot Project**

The County of Renfrew was also successful in a co-application with the County of Lanark for their Ontario Rural Economic Development (RED) funding application for a Rural Community Inclusion Pilot Project to a maximum of \$131,719.50. The Pilot Project will be spearheaded by the County of Lanark with the development of a Marketing Strategy and Implementation of the Plan for Rural Community Inclusion. The Pilot Project will span over three years from 2023-2026. The County of Renfrew has agreed to provide funding up to a maximum amount of \$44,000 over three years to be partially funded by the Provision of Unallocated Funds. This initiative is part of Goal #2 – Workforce Development in the County of Renfrew [Strategic Plan 2023-2026](#).

Resolution No. FA-CC-23-06-60 provided the Chief Administrative Officer/Clerk delegated authority for the month of July to approve consultant appointments and contract awards that would normally require Committee and/or Council approval. Under this delegated authority By-laws 107-23 and 108-23 were passed to execute agreements with His Majesty the King in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs – Rural Economic Development (RED) Program.

## 2. **Algonquin Trail – Land Use Agreements**

County of Renfrew Corporate [Policy GA-13, Land Use Agreement Policy – County of Renfrew Owned Trails](#), dictates the requirements for encroachments on County of Renfrew lands along the Algonquin Trail and the K & P Recreational Trail.

Attached as Appendix I are two encroachment applications that have been approved by our Committee for 1) an existing encroachment along the Algonquin Trail, in the Town of Arnprior, near Ida Street North, and 2) a request for a new entrance on County Road 1 (River Road), which would require the driveway to cross and encroach on the Algonquin Trail, in the Township of McNab/Braeside, near Wrangell Road.

## 3. **Renfrew County Housing Corporation Property – Arnprior**

The availability of affordable housing is a critical concern affecting the well-being and prosperity of Renfrew County. The County has an opportunity to engage in a collaborative effort with housing providers to utilize Renfrew County Housing Corporation (RCHC) lands for the development of affordable housing projects.

Corporate Policy – GA-02 Disposal of Assets contains a section regarding Housing needs which reads *“The Social Services Department will be notified through internal circulation regarding the surplus status of a property and will be afforded the opportunity to determine whether the real property is suitable for housing purposes. If it is determined that the real property is suitable for housing purposes, non-profit and cooperative housing groups within the County may be afforded the opportunity to acquire the real property at current market value. As part of the report to the appropriate Standing Committee and Council concerning the declaration of a property as surplus and the disposal of said property, Council may elect to approve a grant to housing provider to offset the acquisition cost where deemed appropriate. The sale of the property at market value in a recommendation for a grant will be submitted to Council.”*

- 1) Addressing the Housing Crisis: The shortage of affordable housing options in Renfrew County has reached a critical level. Leveraging lands owned by Renfrew County Housing Corporation for housing development can contribute significantly to alleviating this crisis and improving the quality of life of residents.

- 2) **Optimizing RCHC Assets:** An opportunity to make use of RCHC assets. RCHC-owned lands offer a valuable opportunity to contribute positively to the community by providing much-needed housing options.
- 3) **Public-Private Partnership:** Collaborating with housing providers enables the County of Renfrew and RCHC to tap into their expertise in housing development and management. This partnership model allows for efficient project execution and better allocation of resources.
- 4) **Economic Impact:** Affordable housing projects stimulate economic growth by creating jobs, increasing property values, and attracting new residents and businesses to the area. This aligns with our goals for a prosperous Renfrew County.

This initiative reflects Goal # 5 – Attainable Housing and Infrastructure in the County of Renfrew Strategic Plan 2023-2026.

Our Committee directed staff to review opportunities with housing providers for the use of County of Renfrew and Renfrew County Housing Corporation owned lands.

#### 4. **Taste of the Valley**

The first Taste of the Valley event for 2023 was held in Eganville on Saturday, August 12, from 10:00 a.m. to 3:00 p.m., with over 45 vendors in attendance and approximately 1,000 visitors.

Vendor attendance for all 2023 locations has exceeded previous years registration with two locations already sold out of space:

- Calabogie – 57 vendors registered (new location for 2023)
- Deep River – 58 vendors registered (sold out)
- Cobden – 118 vendors registered
- Pembroke (Holiday edition) – 68 vendors registered (sold out)

Upcoming event dates include Calabogie – September 9; Deep River – September 30; Cobden – October 14; and Pembroke – December 16. All events are held from 10:00 a.m. to 3:00 p.m. More information is available at [www.TOTV.ca](http://www.TOTV.ca).

#### 5. **Canadian Nuclear Laboratories and the Organization of Canadian Nuclear Industries Supplier Day – September 7, 2023**

Canadian Nuclear Laboratories (CNL) and the Organization of Canadian Nuclear Industries (OCNI) are hosting a supplier day on September 7, from 8:30 a.m. to 2:30 p.m., at the Chalk River site.

The Supplier Day is an opportunity for Renfrew County and MRC Pontiac businesses to connect with members of Canada's nuclear industry supply chain and learn more about the program of work underway at CNL and the opportunities it could create.

The Industry Day includes a trade show, luncheon, networking, and a full schedule of presentations and updates on CNL's future plans and opportunities for the supply chain.

CNL has made available a select number of booths at no charge for local businesses from Renfrew County, MRC Pontiac and local indigenous communities.

Local businesses are encouraged to register for the event at <https://forms.office.com/Pages/ResponsePage.aspx?id=Oee3uOXjN0iVlVV-MeVidq5b895igOJIsu4f0ATOir5UQ1dVSEJVTedLSUNCUkdJRjFPR0tUUjIVNS4u>.

## **6. New Economic Development Business Newsletter**

The Economic Development Division is launching a digital quarterly newsletter for the local business community. The goal is to inform, engage and educate the Ottawa Valley business community about government announcements, legislative changes, funding opportunities, market intelligence, research and relevant business information.

The newsletter also aims to put a spotlight on the enterprising spirit in Renfrew County by featuring two to three businesses from a variety of sectors in each issue. Businesses are encouraged to complete the content repository form at <https://investrenfrewcounty.ca/BizSpotlight>.

Businesses, organizations, municipalities and entrepreneurs are encouraged to sign-up to receive the digital newsletter at <https://investrenfrewcounty.ca/Newsletter>. The first issue was released in August.

## **7. Ottawa Valley Tourist Association Data Collection**

### Ontario Tourism Industry Health Check Report

Destination Ontario has released the [Ontario Tourism Industry Health Check Report](#) as of May 31, 2023.

### Geo-Fencing Data Project

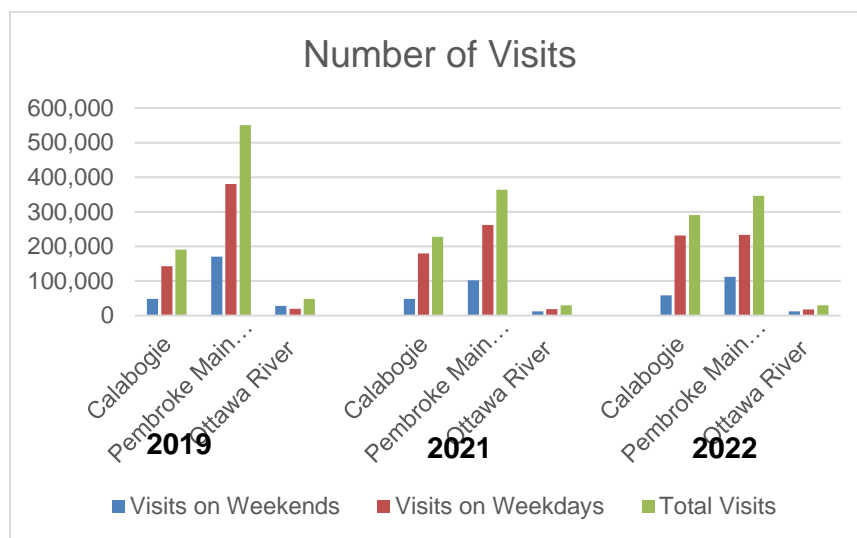
In collaboration with Ontario's Highlands Tourism Organization (OHTO), the Ottawa Valley Tourist Association (OVTA) and county destination partners in the Ontario's Highlands region participated in a pilot geo-fencing data collection project in order to obtain more timely statistics about the local visitor economy.

Using GPS, wi-fi and cellular technology, data was collected for 2019, 2021 and 2022, with 2019 being a benchmark year pre-pandemic and subsequent years measuring post-pandemic recovery. For this pilot project, data was collected in three areas including:

- The Ottawa River: specifically OWL Rafting, Wilderness Tours, Whitewater Village, Whitewater Cottage and RV Resort
- K&P Calabogie Trailhead to Millenium Trail
- Downtown Pembroke and Waterfront Marina

Data collection also provided demographic and market profile information, including top origin of visitors, household income, media consumption habits, activity preferences, etc.

The OVTA is continuing to work with OHTO to explore additional opportunities and associated costs for data collection from other geographic areas across Renfrew County in order to get a more accurate picture of visitation to the region.



Year	Geographic Area	Visits on Weekends	Visits on Weekdays	Total Visits
2019	Calabogie	48,257	142,581	<b>190,838</b>
	Pembroke Main St. & Waterfront	170,136	380,443	<b>550,779</b>
	Ottawa River	28,222	19,981	<b>48,203</b>
2021	Calabogie	47,947	179,734	<b>227,681</b>
	Pembroke Main St. & Waterfront	102,046	261,526	<b>363,572</b>
	Ottawa River	11,994	18,847	<b>30,841</b>
2022	Calabogie	58,923	231,637	<b>290,560</b>
	Pembroke Main St. & Waterfront	112,451	233,613	<b>346,064</b>
	Ottawa River	11,994	17,847	<b>29,841</b>

#### 2019 Demographic Profile

Location	Top Location of Origin	Type of Visitor/Highlights	Top Ranking Visitor Profile Details
<b>Calabogie</b>	<ul style="list-style-type: none"> <li>• Renfrew</li> <li>• Deep River</li> <li>• Almonte</li> </ul>	<ul style="list-style-type: none"> <li>• Average household income between \$103,625-\$121,708</li> <li>• Over 40% from two person households</li> <li>• 66% labour force participation</li> <li>• Over 80% use Facebook, 80% use YouTube &amp; 40% for Instagram and LinkedIn</li> </ul>	<ul style="list-style-type: none"> <li>• Median age 53-57</li> <li>• 76%-80% homeowners</li> <li>• Enjoy gardening (67%) &amp; Canoeing/Kayaking (44%)</li> </ul>
<b>Ottawa River</b>	<ul style="list-style-type: none"> <li>• Ottawa</li> <li>• Toronto</li> <li>• Whitewater Region</li> </ul>	<ul style="list-style-type: none"> <li>• Average household income between \$112,000-\$120,000</li> <li>• Over 30% from two person households</li> <li>• 66% labour force participation</li> <li>• Over 75% use Facebook, 65% use YouTube</li> </ul>	<ul style="list-style-type: none"> <li>• Median age 51-55</li> <li>• 72%-75% homeowners</li> <li>• Enjoy nature, bird watching, snowmobiling</li> <li>• Listen to country music radio</li> </ul>
<b>Pembroke Main St. + Waterfront Park</b>	<ul style="list-style-type: none"> <li>• Ottawa</li> <li>• Petawawa</li> <li>• Pembroke</li> </ul>	<ul style="list-style-type: none"> <li>• Average household income between \$104,337-\$115,604</li> <li>• Over 43% from two person households</li> <li>• 65% labour force participation</li> <li>• Over 78% use Facebook, 66% use Youtube</li> </ul>	<ul style="list-style-type: none"> <li>• Median age 52-53</li> <li>• 70%-73% homeowners</li> <li>• Enjoy Cycling (45%) Fitness Walking (55%) &amp; Arts &amp; Crafts (47%)</li> </ul>

### 2021 Demographic Profile

Location	Top Location of Origin	Type of Visitor/Highlights	Top Ranking Visitor Profile Details
<b>Calabogie</b>	<ul style="list-style-type: none"> <li>• Ottawa</li> <li>• Renfrew</li> <li>• Whitewater Region</li> </ul>	<ul style="list-style-type: none"> <li>• Average household income between \$99,685-\$118,789</li> <li>• Over 43% from two person households</li> <li>• 65% labour force participation</li> <li>• Over 80% use Facebook, 67% use YouTube &amp; 35% for Instagram and 34% LinkedIn</li> </ul>	<ul style="list-style-type: none"> <li>• Median age 55-58</li> <li>• 73%-78% homeowners</li> <li>• Gardening (70%) &amp; Bowling (44%)</li> </ul>
<b>Ottawa River</b>	<ul style="list-style-type: none"> <li>• Toronto</li> <li>• Ottawa</li> <li>• Mississauga</li> </ul>	<ul style="list-style-type: none"> <li>• Average household income between \$128,000-\$131,000</li> <li>• Over 52% from two person households</li> <li>• 69% labour force participation</li> <li>• Over 75% use Facebook &amp; 72% use YouTube</li> </ul>	<ul style="list-style-type: none"> <li>• Median age 49-50</li> <li>• 72%-77% homeowners</li> <li>• Ice Skating (36%), Camping (43%) &amp; Yoga (28%)</li> </ul>

Location	Top Location of Origin	Type of Visitor/Highlights	Top Ranking Visitor Profile Details
<b>Pembroke Main St. + Waterfront Park</b>	<ul style="list-style-type: none"> <li>• Ottawa</li> <li>• Petawawa</li> <li>• Pembroke</li> </ul>	<ul style="list-style-type: none"> <li>• Average household income between \$108,380-\$120,247</li> <li>• Over 41% from two person households</li> <li>• 65% labour force participation</li> <li>• Over 79% use Facebook &amp; 68% use YouTube</li> </ul>	<ul style="list-style-type: none"> <li>• Median age 51-52</li> <li>• 71%-77% homeowners</li> <li>• Cycling (45%), Camping (47%) &amp; Fitness Walking (44%)</li> </ul>

### 2022 Demographic Profile

Location	Top Locations of Origin	Type of Visitor/Highlights	Top Ranking Visitor Profile Details
<b>Calabogie</b>	<ul style="list-style-type: none"> <li>• Ottawa</li> <li>• Renfrew</li> <li>• Horton</li> </ul>	<ul style="list-style-type: none"> <li>• Average household income between \$102,147-\$115,307</li> <li>• Over 46% from two person households</li> <li>• 62% labour force participation</li> <li>• Over 80% use Facebook, 67% use YouTube</li> </ul>	<ul style="list-style-type: none"> <li>• Median age 55-59</li> <li>• 77%-79% homeowners</li> <li>• Cycling (44%), Camping (46%) &amp; Canoeing/Kayaking (44%)</li> </ul>
<b>Ottawa River</b>	<ul style="list-style-type: none"> <li>• Ottawa</li> <li>• Whitewater Region</li> <li>• Petawawa</li> </ul>	<ul style="list-style-type: none"> <li>• Average household income between \$115,686-\$117,764</li> <li>• Over 46% from two person households</li> <li>• 67% labour force participation</li> <li>• Over 78% use Facebook &amp; 69% use YouTube</li> </ul>	<ul style="list-style-type: none"> <li>• Median age 52</li> <li>• 65%-68% homeowners</li> <li>• Canoeing &amp; Kayaking (42%), Camping (45%) &amp; Hiking/Backpacking (38%)</li> </ul>
<b>Pembroke Main St. + Waterfront Park</b>	<ul style="list-style-type: none"> <li>• Petawawa</li> <li>• Pembroke</li> <li>• Laurentian Valley</li> </ul>	<ul style="list-style-type: none"> <li>• Average household income between \$105,626-\$114,273</li> <li>• Over 42% from two person households</li> <li>• 64% labour force participation</li> <li>• Over 80% use Facebook &amp; 67% use YouTube</li> </ul>	<ul style="list-style-type: none"> <li>• Median age 51-52</li> <li>• 71%-75% homeowners</li> <li>• Cycling (45%), Camping (47%) &amp; Fitness Walking (54%)</li> </ul>

## 8. **Appointment to Ontario Professional Foresters Association Council**

County Forester, Lacey Rose, R.P.F., has been nominated by her peers to let her name stand for Vice President of the [Ontario Professional Foresters Association](#). The Ontario Professional Foresters Association (OPFA) is a regulatory body that governs, sets standards of entry and practice of professional forestry in Ontario. The OPFA also protects the public by providing them with simple, inexpensive legal mechanisms for complaints against members to be dealt with. OPFA Council is the governing body

(similar to a board of directors) that sets strategic direction for the Association. Professional foresters are the only regulated professionals in natural resources. Members are nominated and stand for elections. Elected officers (e.g., Vice President and President) stand for a one-year term and may be re-elected to serve again. Lacey previously served as Councillor for Central East from 2016-2020.

**9. New Subdivision – Deep River (47T-23002)**

A new plan of subdivision application has been submitted in the Town of Deep River. The plan of subdivision consists of five blocks and has a total area of 0.476 hectares. The subdivision lands have road frontage along Frontenac Crescent and Avon Crescent. The subdivision proposes to create 12 townhouse units. The subdivision lands were severed from the abutting Morison School site this year. The application is being circulated in accordance with the Planning Act – due to recent Planning Act changes, a public meeting will not be held. The submitted subdivision and supporting information is available to be viewed by the public on [Zencity](#) or by scanning the following QR code.



**10. Draft Approval – King’s Landing (47T-22001)**

The plan of subdivision for King’s Landing, Township of Madawaska Valley, in the village of Barry’s Bay, was draft approved on July 7, 2023. The plan of subdivision consists of lots/blocks for a total of 78 residential lots including:

- Blocks/Lots for semi-detached dwellings,
- Blocks for multiple attached dwellings,
- Lots for single detached dwellings,
- A block for a 42-unit apartment building or 44 stacked Townhouses, and
- Blocks of land for water access, stormwater management, and a pumping station.

**11. Final Approval – Petawawa Town Centre (47T-21003)**



Final approval was given on July 20, 2023 for the plan of subdivision for Petawawa Town Centre, Town of Petawawa. The plan of subdivision consists of 96 multiple attached units, parkland to be dedicated to the Town, and land for utilities including a Stormwater Management area.

12. **Request for Proposal DP-2023-02 – Flood Hazard Identification and Priority Setting Exercise**

Staff at the County and some local municipalities have been working with members of both the Province and Federal Governments to update Flood Plain hazard mapping. The County was successful in obtaining a grant from the federal government under the Flood Hazard Identification and Mapping Program (FHIMP). The grant would cover 50% of this first stage.

A Request for Proposal was issued for the Flood Hazard Identification and Priority Setting Exercise to qualified Engineering Consultant firms to conduct a flood hazard identification and priority setting exercise for the jurisdiction. This is the first stage of the process. The objective of this project is to determine priority areas where new or updated flood mapping is needed, and what data will need to be acquired, to complete the mapping.

This project is aligned with the federal flood mapping framework ([NRCan, 2018](#)), of which the objectives of this project will be to:

- a) Identify current mapping status,
- b) Identify shortfalls in current data and mapping,
- c) Identify and prioritize areas for acquiring new mapping, and
- d) Develop a plan to acquire data required for flood mapping and implement flood mapping across the county.

These plans will enable the County to be prepared for effective response to any future potential flood mapping funding opportunities.

A total of six proposals were received and the results are as follows:

1) Ahydtech Geomorphic Ltd., Guelph, Ontario	\$37,137
2) IN Engineering + Surveying, Brockville, Ontario	45,138
3) Aquafor Beech Ltd., Mississauga, Ontario	76,475
4) Dillon Consulting Ltd., Toronto, Ontario	122,680
5) Water's Edge, Cambridge, Ontario	123,245
6) J.L. Richards, Ottawa, Ontario	134,690
All amounts exclude applicable taxes	

The proposals were evaluated on a range of criteria including understanding of the assignment, capabilities of the project team, previous experience on similar

assignments, strategy, methodology, and innovativeness of design approach, schedule, and cost. The proposal submitted by Ahydtech Geomorphic Ltd. was evaluated as the best combination of all factors included in the assignment.

This procurement followed the process set out in Corporate Policy GA-01 Procurement of Goods and Services and was awarded to Ahydtech Geomorphic Ltd., under authority of the Director of Development and Property. Staff confirm there are sufficient funds to complete project.

As indicated, 50% of the cost of this first stage is supported by the grant. The remainder of the cost would be up to the County with support from local municipalities.

## **RESOLUTIONS**

### **13. Request for Proposal DP-2023-01 – Climate Action Plan**

#### **RESOLUTION NO. DP-CC-23-08-87**

Moved by Chair

Seconded by Committee

THAT County Council award Request for Proposal DP-2023-01 for the Climate Change Action Plan to Ainsworth Inc., Toronto, Ontario in the amount of \$72,522 plus applicable taxes; AND FURTHER THAT the funds be taken from the Provision of Unallocated Funds.

#### **Background**

A Request for Proposal (RFP) was re-issued for the second time (previous proposal in 2022 with no submissions) in response to the County Council resolution to develop a climate change action plan to reduce greenhouse gas emissions for the County of Renfrew.

The proposal is to develop a Climate Change Action Plan (CCAP) outlining short term targets and actions required to improve energy efficiency, reduce energy consumption, scale up renewable energy generation, and reduce greenhouse gas emissions. The scope of the Plan will consider all County of Renfrew green-house gas emission sources, including natural gas consumption, vehicle fuel sources, and indirect electrical consumption. The CCAP will conduct a thorough identification of energy-consuming assets, including fleet, administrative buildings, infrastructure, and housing. The broader goal of the plan is to provide recommendations for the County operations to be fully decarbonized by 2050 and to provide a foundation for County staff to craft actionable policies.

The project and bid amounts include five phases:

- Phase 1: Project planning, visioning and communication plan development,
- Phase 2: Completion of a full inventory of greenhouse gas in the community and corporation,

- Phase 3: Assessment of current situation and setting of emissions reduction target,
- Phase 4: Provide recommendation to develop Climate Change Action Plan policies. Set the structure to develop implementation and monitoring strategy, and
- Phase 5: Create a ready Climate Change Action Plan.

In 2023, Council allocated \$130,000 towards initiatives identified in the County of Renfrew Strategic Plan 2023-2026. The Climate Change Action Plan project reflects Goal # 6 – Environmental Resiliency in the Strategic Plan. This Climate Action Plan is to identify a path forward for a ‘sustainable community’ and identify and close gaps in the existing policy framework to achieve the vision and goals that will be developed in the Plan. The action plan is to ultimately develop a results-oriented policy document that will identify various projects and further policy initiatives that can be implemented to achieve climate change goals and overall greenhouse gas reductions.

Four qualified proposals were received that satisfied the criteria of the work plan. The Ainsworth Inc. proposal was the lowest bid, but the price still exceeds the anticipated budgeted amount of \$25,000 for this project.

1) Ainsworth Inc., Toronto, Ontario	\$72,522
2) CIMA Canada Inc., Ottawa, Ontario	114,312
3) ICLEI Canada, Toronto, Ontario	127,200
4) SIA Partners Inc., Montreal, Ontario	171,850
All amounts exclude applicable taxes	

#### 14. **Proposed Recreational Trails Advisory Committee Terms of Reference**

##### **RESOLUTION NO. DP-CC-23-08-92**

Moved by Chair

Seconded by Committee

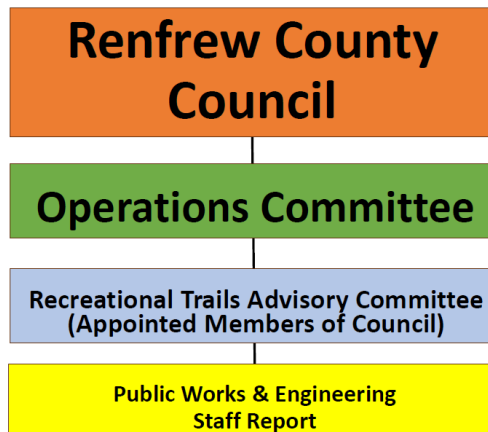
THAT County Council recommends to the Striking Committee that the K & P Recreational Management Advisory Committee and the Trails Advisory Committee be amalgamated into a single Recreational Trails Advisory Committee; AND FURTHER THAT County Council approve the Terms of Reference for the Recreational Trails Advisory Committee.

##### **Background**

During the 2023 Budget Workshop meetings in February of 2023, a Business Case was presented which included the transfer of responsibility for Trails from the Development and Property Department to the Public Works and Engineering Department.

Attached as Appendix II is the Terms of Reference for the amalgamated Recreational Trails Advisory Committee. Both the K & P Recreational Management Advisory Committee and the Trails Advisory Committee reviewed the Terms of Reference with no concerns.

The proposed Recreational Trails Advisory Committee structure would be as follows:



The Striking Committee will meet in December when the Warden strikes the new committees for 2024.

## **BY-LAWS**

### **15. Acquisition of the Mississippi Valley Conservation Authority (MVCA) owned section of the K & P Trail Network**

#### **RESOLUTION NO. DP-CC-23-08-93**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Chief Administrative Officer/Clerk to enter into an Agreement of Purchase and Sale with the Mississippi Valley Conservation Authority for the County of Renfrew section of the K & P Trail for one dollar (\$1), with a free and clear title; AND FURTHER THAT the Chief Administrative Officer/Clerk be authorized to enter into a Lease Agreement with the Mississippi Valley Conservation Authority for the County of Renfrew section of the K & P Trail, for the nominal sum of one dollar (\$1) annually until such time as the Agreement is terminated or the purchase is completed; AND FURTHER THAT an Agreement be entered with County of Lanark to share in 19% of costs to free and clear title.

#### **Background**

The County has received an update from the County of Lanark that they intend to continue with negotiations for the acquisition of an additional section of the former K & P Rail Corridor from the Mississippi Valley Conservation Authority (MVCA).

The section of corridor to be acquired is approximately 35.2km long with 6.7km in Renfrew County, 20.7km in Lanark County, and 7.8km in Frontenac County. In order to facilitate the acquisition, a significant amount of legal survey and legal services is anticipated, estimated to cost approximately \$350,000 in total. If acquisition were to move forward, with this

costing, and approval was received to proceed, the County of Renfrew would be responsible for 19% of the total cost; or approximately \$67,000 (though this could increase from estimate).

Lanark County is the lead on discussions with MVCA; however, will keep County staff in the loop as negotiations proceed. Staff will bring forward updates in the future on the acquisition and may require approval at a future meeting to contribute to the acquisition.

Attached as Appendix III is a map that outlines the proposed purchase.

**16. Town of Deep River Affordable Housing Initiative**

**RESOLUTION NO. DP-CC-23-08-94**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to execute a Memorandum of Understanding between the County of Renfrew and the Town of Deep River on a shared opportunity to purchase the discontinued Keys Public School located at 167 Brockhouse Way, Town of Deep River for a potential future housing initiative and community hub; AND FURTHER THAT funds required for the County's 50% portion of the appraisal be taken from the Renfrew County Housing Corporation Purchase Services account.

**Background**

The County of Renfrew and the Town of Deep River partnered to submit an Expression of Interest in May 2023 to the Renfrew County District School Board for the possibility of repurposing the school located at 167 Brockhouse Way, Town of Deep River for affordable housing initiations.

**17. Phil Donohue and Helen McGregor (Agent: Jp2g Consultants Inc.) – Official Plan Amendment No. 41 (OPA 41)**

**RESOLUTION NO. DP-CC-23-08-95**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to approve Official Plan Amendment No. 41 (OPA 41).

**Background**

Attached as Appendix IV is the proposed Official Plan Amendment No. 41. The OPA application is to amend Schedule A of the Official Plan to re-designate a 1.4 hectare property from Agriculture to Agriculture – Exception Three. The change in designation would facilitate the severance of one new residential lot.

Lot creation in the Agriculture designation is limited to large agricultural lots, existing agriculture-related commercial and industrial use, lot adjustments, and for a surplus

dwelling. The proposed severance related to this Official Plan Amendment does not conform to the Official Plan.

A Planning Justification Report (including an Agricultural Impact Assessment) was submitted in support of the OPA. The report indicates that the proposed severance does not conflict with the objectives of the Provincial Policy for the Agriculture designation. Agricultural uses of the severed and adjacent properties are already limited due to the size of the property (the subject lands are only 1.39 hectares in area), the presence of existing dwellings surrounding the property, and a watercourse.

The subject lands are within a small cluster of residential uses; the proposed severance is considered an infill lot between existing dwellings. The new lot, and the existing residential lots in the area, are separated from the agriculture lands to the northeast by the existing creek. The Planning Justification Report concluded that agricultural operations in the area would not be negatively impacted by the introduction of a new residential lot within the existing cluster of dwellings; and that the new lot would not introduce new land use conflicts or compatibility issues.

A public meeting was held at the Township of Admaston/Bromley office on June 15, 2023. The application was circulated in accordance with the requirements of the Planning Act. No concerns have been identified. 18. PWC-2023-54 – Wylie Creek Bridge Replacement on Algonquin Trail

#### **RESOLUTION NO. DP-CC-23-08-98**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing execution of Contract PWC-2023-54 as submitted by Bonnechere Excavating Inc., Renfrew, Ontario for the replacement of the Wylie Creek Bridge, on the Algonquin Trail, Town of Laurentian Hills in the amount of \$540,345 plus applicable taxes.

#### **Background**

Wylie Creek Bridge is located on Algonquin Trail, approximately 3km north of Wylie Road, in the Town of Laurentian Hills.

A Request for Tender was issued for the replacement of the Wylie Creek Bridge on the Algonquin Trail. Tenders were received until 2:00 p.m., August 22, 2023 and the results of the submissions are as follows:

1. Bonnechere Excavating Inc., Renfrew, Ontario \$540,345

All amounts exclude applicable taxes

The replacement of Wylie Creek Bridge will be with a full highway loading capable bridge due to the remote location and need for crossing with construction and

maintenance equipment in the future. The replacement of this bridge will allow for the completion and opening of this section of Algonquin Trail potentially by the end of 2024.

Though only one submission was received, it is considered competitive. The tendered cost is less than the replacement of B005 (Scollard Bridge), which was of similar scope and completed in 2022.

### Financial Implications

The 2023 Algonquin Trail Development budget includes funds in the amount of \$4,177,792.

Though there are relatively substantial funds allocated for the development of Algonquin Trail, there is also still approximately 104km of Algonquin Trail remaining to be developed, which includes other large structures in need of rehabilitation or replacement, 15.6km of trail currently being constructed ‘from scratch’ through Garrison Petawawa, substantial drainage improvements, some base repairs, and granular application for an appropriate surface for all users. Staff confirm that there are sufficient funds allocated to complete the replacement of Wylie Creek Bridge; and will present an estimate of costs for development of the Algonquin Trail northward at a future meeting.

Item #2 Algonquin Trail – Land Use Agreements was severed from the report and a recorded vote was requested on the following resolution:

Moved by Councillor Donohue

Seconded by Councillor Doncaster

THAT the Council for the County of Renfrew deny the Land Use Applications presented herein, and direct staff to require the applicant in Arnprior to relocate the fence. DEFEATED.

			For	Against	For	Against
MUNICIPALITY	COUNCILLOR	# Votes	X	X	Wtd	Wtd
Township of Horton	Bennett, D.	8			0	0
Township of North Algona Wilberforce	Brose, J.	10		X	0	10
Town of Deep River	Doncaster, G.	8	X		8	0
Township of Admaston/Bromley	Donohue, M.	9	X		9	0
Town of Renfrew	Emon, P.	15		X	0	15
Town of Laurentian Hills	Giardini, A.	7	X		7	0
Township of Head, Clara & Maria	Grills, D.	2		x	0	2
Township of Brudenell, Lyndoch & Raglan	Jahn, V.	7		x	0	7
Town of Arnprior	Lynch, D.	18		x	0	18
Township of McNab/Braeside	MacKenzie, M.	16		x	0	16
Township of Killaloe, Hagarty & Richards	Mayville, D.	8	x		8	0
Township of Bonnechere Valley	Murphy, J.	12		x	0	12
Township of Whitewater Region	Nicholson, N.	18	x		18	0
Town of Petawawa	Serviss, G.	33		x	0	33
Township of Laurentian Valley	Watt, K.	19		x	0	19
Township of Greater Madawaska	Weir, R	16			0	0
Township of Madawaska Valley	Willmer, M.	15		x	0	15
<b>TOTAL</b>		<b>221</b>	<b>5</b>	<b>10</b>	<b>50</b>	<b>147</b>
			<b>Motion Failed</b>			

Moved by Councillor Murphy

Seconded by Councillor Jahn

THAT Policy GA-13, Land Use Agreement Policy – County of Renfrew Owned Trails is reviewed including the fee structure and be further discussed during an upcoming Development and Property Committee Meeting. CARRIED

Item #17 The Agricultural Designation was questioned and staff offered to provide additional information at an upcoming meeting

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

The Report was adopted as amended.

Council recessed at 2:50 p.m. and reconvened at 3:03 p.m. with the same persons present except Councillor Valerie Jahn.



Councillor Glenn Doncaster, Chair of the Operations Committee brought in and read the resolutions in the following report:

August 30, 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. Monthly Project Status Report**

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

### **2. Capital Program Variance Report**

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

### **3. Appointment to Canadian Public Works Association Board of Directors**

Attached as Appendix III is a letter from American Public Works Association (APWA) President, Gary Losier, P.Eng appointing Lee Perkins, Director of Public Works and Engineering to a two-year term as President-Elect for 2023-2024 and President for 2024-2025 of the Canadian Public Works Association (CPWA) Board of Directors. A thank you letter to the County of Renfrew for its support of the Director of Public Works and Engineering for his involvement with the APWA/CPWA is also attached. The purpose of the CPWA Board of Directors is to serve as the “voice of public works in Canada” by focusing on public policy at the federal government level.

The APWA and its subsidiary CPWA serve professionals in all aspects of public works—a fact that sets it apart from other organizations and makes it an effective voice of public works throughout North America. With a worldwide membership of more than 30,000 strong, APWA/CPWA includes not only personnel from local, county, state/province, and federal agencies, but also private sector personnel who supply products and services to those professionals.

As a comprehensive public works resource, APWA/CPWA continues in its rich tradition of making a difference both on an individual and professional level. APWA/CPWA is a not-for-profit organization that prides itself on its ability to provide varied educational

and networking opportunities that help public works personnel grow in their professionalism and improve the quality of life in the communities they serve.

## **RESOLUTIONS**

### **4. Fire Radio System**

#### **RESOLUTION NO. OP-CC-23-08-98**

Moved by Chair

Seconded by Committee

THAT County Council approve the cost of the Fire Radio Dispatch System be split equally in the amount of \$21,184.84, taxes included, amongst the following 17 participating user agencies: the Towns of Deep River, Laurentian Hills, Petawawa, and Renfrew; the Townships of Admaston/Bromley, Bonnechere Valley, Brudenell, Lyndoch and Raglan, Greater Madawaska, Horton, Killaloe, Hagarty and Richards, Laurentian Valley, Madawaska Valley, McNab/Braeside, North Algona Wilberforce, and Whitewater Region; the City of Pembroke, and the Algonquins of Pikwakanagan First Nation.

#### **Background**

County Council in May adopted the following resolution to proceed with the purchase of the Fire Radio Dispatch System:

#### **“RESOLUTION NO. OP-CC-23-05-59**

THAT County Council approve a new console and radio system be purchased from BearCom in the amount of \$318,710 plus applicable taxes; AND FURTHER THAT a cost-sharing agreement be entered into between the following 17 user agencies: Towns of Deep River, Laurentian Hills, Petawawa, Renfrew, the Townships of Admaston/Bromley, Bonnechere Valley, Brudenell, Lyndoch and Raglan, Greater Madawaska, Horton, Killaloe, Hagarty and Richards, Laurentian Valley, Madawaska Valley, McNab/Braeside, North Algona Wilberforce, Whitewater Region, the City of Pembroke, and the Algonquins of Pikwakanagan First Nation; AND FURTHER THAT the system be placed in the County of Renfrew Asset Management Plan.”

Attached as Appendix IV is a copy of the various cost share opportunities.

- **Option 1** – Population based costing
- **Option 2** – Call based costing
- **Option 3** – Equal cost share
- **Option 4** – Weighted value assessment share

Given the principle that a fire call is of equivalent importance to each of the 17 user agencies, an equal share model would appear to be most appropriate. Discussions are ongoing with the multiple partner agencies in regards to repayment starting in 2024.

## **BY-LAWS**

### **5. County Structure C137 (Hanson Creek Culverts)**

#### **RESOLUTION NO. OP-CC-23-08-100**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing a contribution of \$210,244.11 to the Township of McNab/Braeside for the County of Renfrew's portion of road works to be completed over County Structure C137 (Hanson Creek Culverts).

#### **Background**

County Structure C137 (Hanson Creek Culverts) is located on Robertson Line, approximately 2km west of County Road 2 (White Lake Road), Township of McNab/Braeside. As reported previously, during the design for the reconstruction project, the Township of McNab/Braeside approached the County of Renfrew to explore potential for raising the elevation of the roadway at the location of the structure due to very poor, dangerous, road grades on either side of the structure. As such, the County agreed to replace with a longer culvert to accommodate the grade raise; the Township of McNab/Braeside is responsible for other costs attributed with raising the road at this location.

To reduce costs and save repetition of works, County staff requested that the Township of McNab/Braeside include the County's portion of paving, shouldering, and installation of guiderail in their road reconstruction tender. The road reconstruction tender has now closed, and the County's portion of the works in the tender totals \$210,244.11. County staff have reviewed the costs and find them comparable with unit rates on County road projects.

#### **Financial Implications**

The 2023 Capital Budget includes \$600,000 for the replacement of C137 (Hanson Creek Culverts). It is projected that the County has incurred costs in the amount of approximately \$365,000 thus far and the total cost of the project will be approximately \$575,244.11 with the contribution to the Township of McNab/Braeside road reconstruction project.

Staff confirm that there are projected to be sufficient funds in the project budget to complete the project in partnership with the Township of McNab/Braeside.

### **6. PWO-2023-08 – Fuel Inventory Management System**

#### **RESOLUTION NO. OP-CC-23-08-101**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing execution of Contract PWO-2023-08 as

submitted by Triangle Pump Service Limited, Gloucester, Ontario for a Fuel Inventory Management System in the amount of \$194,969 plus applicable taxes.

### **Background**

The proposed Fuel Inventory Management System electronically controls access, security, inventory and account administration. The current five Public Works Patrols have up to three fuel types (gasoline, diesel, and dyed diesel) that can be accessed by multiple County of Renfrew Department staff. The proposed system, with control of the fuel types, will eliminate the possibility of cross fueling, unauthorized access and improved tracking and account management.

Tenders were requested for a Fuel Inventory Management System and the results received are as follows:

1. Triangle Pump Service Limited, Gloucester, Ontario	\$194,969.00
2. Comco Canada Ltd., Barrie, Ontario	\$203,700.98
3. 1999377 Ontario Limited o/a CTRL Petroleum, Lively, Ontario	\$255,066.68
4. Facility Management & Construction Div. of MI Petro (Central) Inc., Stouffville, Ontario	\$367,400.00
All amounts exclude applicable taxes	

Once the system is installed there is a monthly fee of \$229 for use of the software. This fee will commence one year after the system is commissioned. Future increases to this fee will be based on the Consumer Price Index (CPI) set in January for the previous year.

### **Financial Implications**

The 2023 Capital Budget allocation for a Fuel Inventory Management System is \$125,000. Staff confirm that there are sufficient funds in the 2023 Operations Budget for the completion of this project as tendered.

Item #4 Fire Radio System Resolution No. OP-CC-08-98 was severed from the report.

### **RESOLUTION NO. OP-CC-23-08-98**

Moved by Councillor Donohue

Seconded by Councillor Mayville

THAT County Council approve the cost of the Fire Radio Dispatch System be allocated as Option 4, Weighted Value Assessment amongst the following 17 participating user agencies: the Towns of Deep River, Laurentian Hills, Petawawa, and Renfrew; the Townships of Admaston/Bromley, Bonnechere Valley, Brudenell, Lyndoch and Raglan, Greater Madawaska, Horton, Killaloe, Hagarty and Richards, Laurentian Valley, Madawaska Valley, McNab/Braeside, North Algona Wilberforce, and Whitewater Region; the City of Pembroke, and the Algonquins of Pikwakanagan First Nation.  
CARRIED.

#6 Fuel Inventory Management System - Council questioned if the monthly fees were included and considered during the tender process. Staff will confirm.

All of which is respectfully submitted.

Glenn Doncaster, Chair

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

The Report was adopted as amended.

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

August 30, 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:

**1. Bonnechere Manor Resident Statistics**

Statistics	May 2023	June 2023	July 2023
Population at end of Month	176	176	174
# of Female Residents	101	100	98
# of Male Residents	75	76	76
Vacant Beds at End of Month	2 LTC / 2 Respite	2 LTC / 2 Respite	4 LTC / 2 Respite
YTD Occupancy Rate: LTC	99.18%	99.49%	99.13%
Respite	0.00%	0.00%	0.00%
Resident Deaths	3	3	6
Resident Discharges	1	0	0
Resident Admissions	3	3	4

**2. Miramichi Lodge Resident Statistics**

Statistics	May 2023	June 2023	July 2023
Population at end of Month	163	163	164
# of Female Residents	104	105	105
# of Male Residents	59	58	59
Vacant Beds at End of Month	2 LTC / 1 Respite	2 LTC / 1 Respite	1 LTC / 1 Respite
YTD Occupancy Rate: LTC	97.55%	97.68%	97.82%
Respite	34.11%	43.09%	47.17%
Resident Deaths	5	7	4
Resident Discharges	0 LTC / 4 Respite	0 LTC / 3 Respite	1 LTC / 4 Respite
Resident Admissions	9 LTC / 4 Respite	7 LTC / 3 Respite	6 LTC / 4 Respite

**3. Home & Community Care Support Services Champlain Client Waitlist Information**

Renfrew County Long-Term Care Homes (LTCHs)	Patients waiting for 1 <sup>st</sup> choice from Community/Hospital	Patients waiting for 1 <sup>st</sup> choice to transfer from another LTCH	Totals
Bonnechere Manor	112	39	151

Renfrew County Long-Term Care Homes (LTCHs)	Patients waiting for 1 <sup>st</sup> choice from Community/Hospital	Patients waiting for 1 <sup>st</sup> choice to transfer from another LTCH	Totals
Caressant Care Cobden	43	19	62
Deep River & District Hospital – The Four Seasons Lodge	12	8	20
Grove (The) Nursing Home	108	35	143
Groves Park Lodge	37	22	59
Marianhill Inc.	42	24	66
Miramichi Lodge	207	57	264
North Renfrew LTC Services	46	23	69
Valley Manor Inc.	26	13	39
<b>Totals</b>	<b>633</b>	<b>240</b>	<b>873</b>

#### 4. **Inequities in Paramedic Service Billing**

The Wardens from the Counties of Lanark, Leeds and Grenville, Prescott and Russell, Stormont, Dundas and Glengarry and Renfrew sent a letter dated July 7, 2023 requesting to meet with the City of Ottawa Mayor Mark Sutcliffe to discuss the modernization of Paramedic Services in Ontario and the pressing issue of inequities in paramedic service billing that our respective jurisdictions are facing.

#### 5. **Renfrew County Virtual Triage and Assessment Centre**

Renfrew County Virtual Triage and Assessment (RCVTAC) Centre held its last on-site clinic at the ‘old’ Grove site in Arnprior on July 18, 2023. On July 25, 2023 RCVTAC opened its doors at 80 McGonigal Street West in Arnprior. The new location serves patients who are in need of an assessment and treatment by a paramedic, physician and or a hybrid appointment with a paramedic in person and a physician via video. The central location features two exam rooms, a waiting room, and a staff workspace.

#### 6. **Community Support Services Funding Increase 2023/24**

Ontario Health East advised the Bonnechere Manor Senior Adult Day Program on July 17, 2023 that they would receive one-time funding in the amount of \$14,617 in the fiscal year 2023/24 to support community services. This is a 3% one-time increase, replacing the 2% planning assumption that has been incorporated into the initially issued Multi-Sector Accountability Agreement (MSAA). This is a one-time increase and is not currently official base funding. The Ministry has confirmed, that subject to the necessary approvals, it anticipates this one-time funding will become ongoing funding.

#### 7. **Government Requiring Licences for Temporary Agencies and Recruiters**

Effective January 1, 2024, a temporary help agency (“THA”) or recruiter operating in Ontario must have a licence, or have submitted a license application, to operate. Long-

term care home operators who knowingly engage the services of an unlicensed THA or recruiter will be in violation of the Ontario Employment Standards Act, 2000 ("ESA").

To be licensed, a recruiter or THA must complete the necessary application form, pay a \$750 fee and provide a \$25,000 security payment. The form includes information such as the applicant name, directors and officers, as well as details regarding locations where the applicant conducts business globally.

A licence will expire one year after the date of issue, unless it is renewed before the expiry date. During the application renewal process the license remains valid unless notice has been issued by the Director revoking the license. License status for all THA providers, whether in good standing, suspended or revoked, will be made available for public access.

## **BY-LAWS**

### **8. Employment Agencies – Bonnechere Manor**

#### **RESOLUTION NO. H-CC-23-08-91**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and the Chief Administrative Officer/Clerk to engage in an agreement with Mapletree Employment Solution Services for the provision of agency staff services at Bonnechere Manor.

#### **RESOLUTION NO. H-CC-23-08-92**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and the Chief Administrative Officer/Clerk to engage in an agreement with Valiant Hearts Healthcare Services Inc. for the provision of agency staff services at Bonnechere Manor.

#### **Background**

Bonnechere Manor with the support of Committee and Council continues to engage in varied strategies to support the recruitment and retention of staff. Initiatives currently underway include new Corporate policies J-04 Employee Referral Bonus Program as well as the recently approved initiative to hire a maximum of twenty international personal support workers. Until such time as these programs come to full fruition we continue to rely upon contracting agency staff in order to provide frontline care services.

We are seeking Council's approval to adopt two by-laws authorizing the Warden and Chief Administrative Officer/Clerk to engage in agreements with Mapletree Employment Solution Services and Valiant Hearts Healthcare Services Inc. for the provision of agency staff services to support the required staffing complement at Bonnechere Manor.



With the ongoing staffing challenges, Mapletree Employment Solution Services has been providing agency staff since July 2022 at which time the agreement was vetted through our legal counsel, and agreed to by the Canadian Union of Public Employees (CUPE) Local 1508 through a Letter of Understanding.

Due to staffing challenges experienced over the summer period, July 2023, Valiant Hearts Healthcare Services Inc. commenced the provision of agency staff services at Bonnechere Manor under an agreement vetted by legal counsel and accepted by CUPE Local 1508 via Letter of Understanding dated July 2022. We are seeking Committee's approval to request County Council to adopt by-laws authorizing these contractual agreements.

Item #6 – Community Support Services Funding Increase 2023/24 Council requested that staff advise them when they receive the timelines on the approvals.

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

The Report was adopted as presented.

Moved by Councillor Watt

Seconded by Councillor Willmer

THAT the following By-laws be enacted and passed:

- a) By-law 109-23 – A By-law to appoint a Deputy Clerk.
- b) By-law 110-23 – A By-law to amend By-Law 63-03 Human Resources Corporate Policies and Procedures for the County of Renfrew.
- c) By-law 111-23 – A By-law to authorize certain new capital work of the Corporation of the County of Renfrew; to Authorize the Submission of an application to Ontario Infrastructure and Lands Corporation (OILC) for financing of such Capital Work; to authorize temporary borrowing from OILC to meet expenditures in connection with such capital work; and to authorize long-term borrowing for such capital work through the issue of debentures to OILC.
- d) By-law 112-23 - A By-law to enter into an agreement of Purchase and Sale with the Mississippi Valley Conservation Authority for a Section of the K & P Trail within the County of Renfrew.
- e) By-law 113-23 – A By-law to adopt amendment No. 41 to the Official Plan of the County of Renfrew.
- f) By-law 114-23 – A By-law Authorizing the County of Renfrew to Enter into an Agreement with the Township of McNab/Braeside for sharing of costs for the reconstruction of Robertson Line at County Structure C137 (Hanson Creek Culverts).
- g) By-law 115-23 -A By-law to execute Contract PWO-2023-08 for a Fuel Inventory Management System for the County of Renfrew Patrol Yards.
- h) By-law 116-23 - A By-law authorizing an agreement with Mapletree Employment Solution Services for staffing services for Bonnechere Manor Long-Term Care Home.
- i) By-law 117-23 – A By-law Authorizing an Agreement with Valiant Hearts Healthcare Services for Staffing Services for Bonnechere Manor Long-Term Care Home.
- j) By-law 118-23 – A By-law to Amend By-Law 100-20 Being a By-Law to Establish Policies and Procedures for Ontario Works Services for the County of Renfrew.
- k) By-law 119-23 - A By-Law for the execution of a Memorandum of Understanding with the Town of Deep River.
- l) By-law 120-23 A By-Law for the Execution of Contract Pwc 2035-54 for the Replacement of the Wylie Creek Bridge – Algonquin Trail CARRIED.

Councillor Donohue left the room at 3:36 p.m.

Written Reports from Representatives Appointed to External Boards

- a) Association of Municipalities Ontario (AMO) No Report
- b) Chalk River Laboratories Environmental Stewardship Council Report Provided
- c) Eastern Ontario Regional Network (EORN) No Report
- d) Federation of Canadian Municipalities (FCM) Verbal Report
- e) Rural Ontario Municipal Association (ROMA). No Report one is forthcoming in September.

Councillor Donohue returned to the meeting at 3:39 p.m.

Moved by Councillor Nicholson

Seconded by Councillor Murphy

WHEREAS there is an urgent need for affordable housing across the County of Renfrew and Pembroke;

AND WHEREAS there are individuals with no housing and a waiting list of 1423 applications to gain access into the Renfrew County Housing Corporation community housing;

AND WHEREAS we also have too many young families, adults and seniors in housing situations where they have to decide between rent, utilities, food and medication each month;

AND WHEREAS there is a demonstrated need to support housing as a whole in our communities given lower tier municipal resources have insufficient capacity to lead or facilitate address affordable housing;

THEREFORE, be it resolved that County Council direct staff to study and bring back options by the end of Q1 2024 to create an organization (like Prince Edward County Affordable Housing Corporation) that can provide leadership and facilitation across upper and lower tiers, partners and developers to increase affordable housing in Renfrew County and Pembroke. Any resources needed to examine these options to be included in the 2024 Budget proposal.

**CARRIED.**

Moved by Councillor Murphy

Seconded by Councillor Nicholson

WHEREAS the local tier municipalities of Bonnechere Valley, Whitewater Region and North Algona Wilberforce have expressed support to apply for funding for a pilot program including public charging stations and electronic ride share vehicles in September 2023;

AND WHEREAS this initiative and its model will benefit all of the residents in Renfrew County;

AND WHEREAS a timely application for the funding is critical to this project;

AND WHEREAS there are little to no options for transit in the rural and remote areas of Renfrew County;

AND WHEREAS there is a demonstrated need to support transit for low income and seniors;

THEREFORE, be it resolved that County Council supports the application to the rural transit fund and direct staff to issue a letter of support and budget for any resources needed to be included in the 2024 Budget proposal. **WITHDRAWN**

Council agreed that the resolution read was not the original resolution included in the County Council Agenda for August 30, 2023 and it did not meet the Notice of Motion allowable time through the Procedural By-Law to amend the agenda. The following resolution was provided:

Moved by Councillor Murphy

Seconded by Councillor Nicholson

WHEREAS the lower tier municipalities of Bonnechere Valley, Whitewater Region and North Algona Wilberforce have expressed support to apply for funding for a pilot program including public charging stations and electronic ride share vehicles in September 2023;

AND WHEREAS this initiative and its model will benefit all of the residents in Renfrew County;

AND WHEREAS a timely application for the funding is critical to this project;

NOW THEREFORE be it resolved that this is a notice of motion being brought forward from Councillor Jennifer Murphy requested the County's support for this project with more details to be presented at the meeting. **CARRIED.**

#### **New Business**

Councillor Donohue referred to the Ministry of Health funding announcements presented during the AMO Conference that will impact the County including the dedicated offloading nurse program, increased land ambulance funding. He also referenced the public health funding split, and public health funding increase.

Councillor Lynch thanked the Warden for participating in the Cultural Market.

Warden Emon noted that due to scheduling conflicts the September 14, 2023 Finance and Administration Committee Meeting may be rescheduled to September 18, 2023 and notice is forthcoming.

Moved by Councillor Donohue

Seconded by Councillor Brose

THAT By-law 121-23, being a By-law to Confirm the Proceedings of the Council of the County of Renfrew at the meeting held on August 30, 2023 be now numbered, deemed read three times and passed. **CARRIED.**

Moved by Councillor Serviss

Seconded by Councillor Willmer

THAT County Council adjourn. Time – 4:13 p.m. **CARRIED.**