

COUNTY OF RENFREW



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

- Ordinary Session -

County Council
Pembroke, Ontario
September 27, 2023

GENERAL SESSION

The General Session of the Council of the Corporation of the County of Renfrew met at 10:06 a.m. on Wednesday, 27th, 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.

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 and Councillor Giardini. No pecuniary interest was disclosed.

Moved by Councillor Willmer

Seconded by Councillor Brose

THAT the minutes of August 27, 2023 be adopted as amended. CARRIED.

Councillor Donohue noted that he left the August 27, 2023, County Council meeting at 3:36 p.m., prior to the Written Reports from Representatives Appointed to External Boards, and returned at 3:39 p.m. and the minutes noted it was Councillor Doncaster, a friendly amendment was requested and agreed upon to amend the minutes to reflect the correct name.

Warden Emon addressed Council as follows:

Members of County Council:

During the month of September, I attended 12 meetings on County business.

I attended the Ontario East Municipal Conference from September 6th to 8th where the Director of Emergency Services and I provided a presentation on the history and importance of RC VTAC. On behalf of the Eastern Ontario Wardens' Caucus, I also presented an update on the 7 in 7 Regional Housing Plan.

Due to my attendance at OEMC, Deputy Warden Dan Lynch attended the Official Opening of the Science Collaboration Centre and the Annual OCNI Suppliers Day Banquet on Wednesday, September 6, on my behalf. The Science Collaboration Centre is a striking, world-class building on the Chalk River campus which will provide collaborative work spaces for CNL staff, visitors, and customers. The new facility is built with sustainability in mind and features mass timber construction, energy-efficient technology, and a modern and eye-catching design, not to mention, beautiful views of the Ottawa River and the surrounding landscape! This is all part of CNL's vision to become a truly sustainable national laboratory, providing a modern campus environment that draws the attention of the world to Chalk River.

On September 13, during Welcoming Week 2023, I attended the Canadian Citizenship Reaffirmation Ceremony at the Petawawa Civic Centre, along with Mayor Gary Serviss. Welcoming Week celebrates the spirit of unity, diversity, and the strong bond between Canada and its citizens.

Councillor Murphy and I attended the ROMA Board of Directors Meeting on September 15, 2023, and a report is forthcoming later in the agenda.

The Huron County Road Supervisors Association hosted the 28th Association of Ontario Supervisors (AORS) Provincial Safety Truck Roadeo on Wednesday, September 20th, 2023 at the Eastlink Arena in Clinton, Ontario. Lonnie Liedtke of Southwest Patrol placed 3rd.

The purpose of the AORS Provincial Safety Truck Roadeo is to showcase the expertise of the best municipal equipment operators in Ontario. The competitors are the winners of Roadeos in their Local Associations. They have already been successful in elimination rounds, and are among the best equipment operators across the province. The Roadeo promotes safety, courtesy and professional public works driving skills in a challenging competition.

The 16th Annual Warden's Golf Tournament was held on September 21, 2023, at Dragonfly Golf Links, with amazing weather and prizes. Thank you for all that supported the event through your sponsorship, donations, golfing, or volunteering. The proceeds from the event are going to the Support for All Fund – Renfrew County 2023 Ontario Winter Games Legacy Fund and the new Renfrew County Housing and Homelessness Fund. We raised \$4500.00.

The tournament would not be possible without the support of our sponsors:

Lunch sponsor – Emond Harnden Labour and Employment Law

Golf Cart sponsor – MIS Municipal Insurance Services

Hole sponsors –

- AirGate Connect to the Cloud
- Brawn Construction
- Greenwood Paving Pembroke Ltd.
- Irvcon Limited Roofing and Sheet Metal
- Jumec Construction
- Workzoom
- Jp2g

Prize sponsors –

- Best Western Pembroke Inn & Conference Centre
- CDW
- Dell Technologies
- Precision Textiles
- Algonquin Puzzle Company

Thank you for your generosity.

The County of Renfrew will be launching the annual Warden's Community Service Awards early next month with a call for nominations. These awards are a meaningful way to honour and thank Renfrew County residents for their community involvement and commitment. The awards are presented in three categories – individual, not-for-profit business, and for-profit business.

The nominations will be reviewed by a committee comprised of Chief Administrative Officer/Clerk Craig Kelley, one member of County Council and myself and are considered based on the criteria that defines how they contribute to the County of Renfrew's quality of life.

The awards will be presented at the November 29, 2023, session of County Council. Information will be forwarded to your municipalities and will be promoted through our communication channels.

National Day for Truth and Reconciliation is to be observed annually on September 30th. The day honours the children who never returned home and Survivors of residential schools, as well as their families and communities. Public commemoration of the tragic and painful history and ongoing impacts of residential schools is a vital component of the reconciliation process. To honour the day, the County of Renfrew will be gathering outside at the Noojimokamig Garden with Algonquin community members before our noon hour break.

On September 24, I attended the Joe Hirnschall 135th Farm Anniversary along with the Austrian Ambassador to Canada which was a great opportunity to meet her and the staff.

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.

Delegations were heard as follows:

- a) 10:15 a.m. – Jennifer Layman, Allan Wren, Peter Seeman, Artem Chaplynsky and Chris Gray, Senior Consultant, Grassroots Public Affairs were in attendance and Peter Seeman and Arem Chaplynsky overviewed a PowerPoint presentation on an

update on the Pembroke and Area Airport. Council engaged in discussion regarding the presence of the Airport in the County and the benefits to the local economy. They requested financial information and asset management plans of the airport in order to assist with support for funding applications.

- b) 11:06 a.m. - Jodi Bucholtz, Manager, Algonquin College, Eastern Ontario Immigrant Attraction and Retention Strategy overviewed a PowerPoint on the partnership between Renfrew and Lanark County and the local municipalities engaged in the successful pilot project strategy. Council discussed the barriers that immigrants face when they arrive and the efforts the society must make to be inclusive, including places to worship, housing accommodations, training and education, language and community integration.

Warden Emon thanked Ms. Bucholtz for the presentation and Council and staff proceeded to the Noojimokamig Garden.

- c) 11:52 a.m. – Aimee Bailey - Truth and Reconciliation Recognition Event. Ms. Bailey led Council and Staff through a traditional smudging and flag raising ceremony in recognition and reflection of Truth and Reconciliation.

The Meeting returned to session at 12:55 with all in attendance, including Councillor Giardini; Councillor Doncaster and Councillor Bennett were absent.

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

Moved by Councillor Donohue

Seconded by Councillor Mayville

BE IT RESOLVED THAT Council move into a closed meeting pursuant to Section 239 of the Municipal 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; (Habitat for Humanity).
- b) a proposed or pending acquisition or disposition of land by the municipality or local board (Keys Public School, Deep River); (Town of Renfrew). 12:57 p.m. CARRIED.

Moved by Councillor Brose

Seconded by Councillor Watt

THAT this resume as an open session of County Council with Councillor Doncaster in attendance. Time: 1:31 p.m. CARRIED.

Councillor Dan Lynch, Member of the Operations Committee brought in and read the resolutions in the following report:

September 27, 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. Renfrew County Road Supervisors Association Roadeo

The local Renfrew County Road Supervisors Association Roadeo was held in Petawawa on September 7, 2023 showcasing the talented operators that not only the County of Renfrew has, but all partner Municipalities are fortunate to have in their organizations. The top three out of forty-two contestants were County of Renfrew Operators. The top two, Ryan Fraser (Goshen Patrol) and Gerry Phanenhour (Southwest Patrol), represented the Renfrew County Road Supervisors Association at Clinton, Ontario in the provincial Roadeo on September 20, 2023.

4. Bridge Naming Policy

The bridges and large culverts throughout the County of Renfrew, for the most part, are named after local landmarks, e.g., Ski Hill Bridge on County Road 58 (Round Lake Road), which is in reference to the community of Alice's downhill ski facility which is no longer in existence. Our Committee directed staff to develop a policy for the purpose of naming bridges within the County of Renfrew.

5. McMahon Road Culvert County Structure Assumption

In early May, County staff were made aware of a culvert in a failed state condition under McMahon Road, 0.18km east of Ferguslea Road, Township of Admaston/Bromley. The

culvert is not a County Structure; however, it does have a span of 3m. At the June meeting of County Council, Resolution OP-CC-23-06-77 was passed as follows:

“THAT County Council approve the assumption of McMahon Road Culvert on McMahon Road, 0.18km east of Ferguslea Road, Township of Admaston/Bromley; AND FURTHER THAT costs for design and construction on McMahon Road Culvert be shared equally between the County of Renfrew and the Township of Admaston/Bromley; AND FURTHER THAT staff be directed to complete the design for the replacement of McMahon Road Culvert and present 2023 budget implications at a future meeting.”

The design for McMahon Road Culvert has been completed by the County staff and shared with staff of the Township of Admaston/Bromley for approval to proceed. It is currently estimated that the overall replacement can be completed for less than \$200,000, including design and construction, which would be shared equally between the County and the Township. In an effort to expedite the project and realize savings, the County would proceed with replacement utilizing the County Day Labour Construction forces. As McMahon Road Culvert is in a failed state condition and requires replacement this year, our Committee directed staff to proceed with the replacement of the culvert under the 2023 Capital Budget in the estimated amount of \$100,000 for the County portion of the project costs.

BY-LAWS

6. County Road 512 (Foymount Road) Road Widening

RESOLUTION NO. OP-CC-23-09-108

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to acquire property described as part of Lot 26, Concession 14, Part 6 on Plan 49R-20186 in the geographic Township of Sebastopol, Township of Bonnechere Valley, from Andrew Leight and Sally Leight for the sum of Two Thousand Dollars (\$2,000); AND FURTHER THAT the property described be dedicated as part of the public highway upon registration of the transfer documents.

Background

In support of the reconstruction of County Road 512 (Foymount Road), the County entered into an Option to Purchase Agreement with the property owners following the finalization of their recent property purchase within the project limits. The road widening land to be transferred to the County of Renfrew is identified as part of Lot 26, Concession 14 in the Geographic Township of Sebastopol, Township of Bonnechere Valley and is described as Part 6 on Plan 49R-20193, which is attached as Appendix III.

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 presented.

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

September 27, 2023

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

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

INFORMATION

1. Presentation – Role of the Community Paramedic

Commander Amber Hultink and Heather Quinn, an Advanced Care Paramedic with Halton Region, discussed how Community Paramedics can support health care needs and community connections during a webinar hosted by Dying with Dignity Canada on Wednesday, September 20.

In 2018/19, Commander Hultink was seconded to the Canadian Foundation for Healthcare Improvement as the Canadian Paramedic Improvement Lead, to work on a pan-Canadian project to implement Paramedics Providing Palliative Care in seven (7) jurisdictions across Canada. She has brought this knowledge to serve residents in the County of Renfrew with optimal end of life care through the Palliative Program.

2 AMO Conference Long-Term Care Delegation – Case Mix Index Funding

On August 21, 2023, The Warden, Health Committee Chair, Chief Administrative Officer, and Director of Long-Term Care (DLTC) attended a delegation with Ministry of Long-Term Care (LTC) Parliamentary Assistant, MPP John Jordan and LTC Assistant Deputy Minister, Jeff Butler. The opportunity was utilised to present a case to replace the current case mix index (CMI) funding model with a per bed funding model. Ministry representatives indicated an interest in re-examining the CMI model. An invitation was subsequently extended to the DLTC to participate in stream two of the Technical Advisory Sub-Group (TASG) with a focus on funding to support high-acuity residents.

Meeting bi-weekly, the focus will be on the following topics:

- A. Review how the LTC operating funding framework supports high-acuity residents, focusing particularly, on the CMI and High-Intensity Needs Fund (HINF).
- B. Explore opportunities to streamline the funding framework to better address the needs of residents with higher-than-average acuity levels.
- C. Consider the impact of new and existing programs supporting high-acuity residents (e.g., LTC Staffing Plan, Local Priorities Fund, Behavioural Supports Ontario), examine whether:

- Both CMI and HINF are effective components of the funding model:
- D. Develop recommendations to address identified challenges and opportunities.

RESOLUTIONS

3. Mental Health, Addictions, and Homelessness Hub

RESOLUTION NO. H-CC-23-09-101

Moved by Chair

Seconded by Committee

THAT Health Committee direct staff to draft a Terms of Reference and investigate funding options to create a mobile Health/Support Hub to present at the October Health Committee meeting for approval.

Background

Research shows that people experiencing mental health and addiction conditions are disproportionately affected by homelessness. While many factors can lead to homelessness, mental health plays a significant role—an estimated 25 to 50 percent of homeless people live with a mental health condition. Addressing this social crisis will require new ways of helping these critically vulnerable people. Health/support hubs are a way of providing outreach support to people experiencing mental health problems, addictions, and homelessness. With many services in one location, health/support hub models can help people by establishing immediate connections with appropriate services and supports. The Mental Health Commission of Canada claims that improved mental health care depends on providing access to the right combination of services, treatments and supports, when and where people need them.

4. Long-Term Care Homes Smoking Policy

RESOLUTION NO. H-CC-23-09-104

Moved by Chair

Seconded by Committee

THAT County Council authorize Policy G-009 Smoking Regulations with a review date of March 1, 2023, for the County of Renfrew Long-Term Care Homes, Bonnechere Manor and Miramichi Lodge remain applicable for an additional six-month period.

Background

March 1, 2023, County Council supported the revision to the Long-Term Care Homes Policy G-009 Smoking Regulations, removing 'residents of Bonnechere Manor and Miramichi Lodge' from the policy, permitting residents to smoke on the property no closer than nine metres from the entrance to each Home, in compliance with the Smoke Free Ontario Act, 2017.

At the request of Committee and Council, the six-month review has resulted in lessening the resident safety risk for those that were leaving the property to smoke however, it has been noted that there are now new smokers seeking to use the designated smoking area.

Staff is requesting that the County of Renfrew Long-Term Care Homes Policy G-009 Smoking Regulations, remain applicable for an additional six-month period to further assess.

5. Restorative Care Business Case – Bonnechere Manor

RESOLUTION NO. H-CC-23-09-105

Moved by Chair

Seconded by Committee

THAT County Council approve the attached business case to support the Restorative Care staffing complement at Bonnechere Manor by increasing two (2) full-time Physiotherapy Assistant positions (2,080 hours x 2) from existing part-time hours effective October 22, 2023.

Background

The Physiotherapy Assistant (PTA) and Rehab Assistant play critical roles in ensuring residents remain active and mobile as part of the Home's interdisciplinary team. They deliver a variety of one-to-one physiotherapy treatments and small group exercise programs. They help to enhance residents' quality of life by ensuring they have the proper mobility equipment to ambulate, and the equipment needed to for falls prevention by maintaining this inventory. They are also responsible for the falls' prevention and documentation (RAI-MD) and attend resident care conferences.

Currently, the staffing complement is three (3) part time Rehab Assistant positions and three (3) part time Physiotherapy Assistant positions. By converting the part time hours into two (2) full time combined PTA/Rehab Assistant positions, the residents would benefit with consistent treatments, programming, and overall service. And as well, staff would be able to build stronger person-centred relationships aligning with the Butterfly Approach. Creating fulltime positions is consistent with several reports including the Provincial Long-Term Care Staffing Plan and the Long-Term Care COVID-19 Commission recommendation for increased full-time positions.

6. Upgrade Advance Care Nurse Call System Phase Two & Three – Miramichi Lodge

RESOLUTION NO. H-CC-23-09-106

Moved by Chair

Seconded by Committee

THAT County Council award the Nurse Call System Upgrade Phase Two and Phase Three projects as per the County of Renfrew GA-01 Procurement of Goods and Services Policy, Section 20.7 for the quoted price of \$175,308.72 excluding HST to Cintel Inc. / Wireless RNA Technology Inc. for KPI Software, Smart Report Module, 30 Corridor Displays and cabling and integration of Mitel Head End which was approved through the Miramichi Lodge 2023 Capital Budget.

Background

The sum of \$200,000.00 was approved through the Miramichi Lodge 2023 Capital Budget for the Nurse Call System Upgrade Phase Two and Phase Three projects. Cintel Inc. / Wireless RNA Technology Inc. was the original installer and maintains the comprehensive contract for this equipment and provided a total project cost of \$175,308.72 excluding HST for KPI software smart report module \$11,522.25; 30 corridor displays and cabling \$98,920.20; and integration of Mitel Head End \$64,866.27.

Procurement of Goods and Services Policy GA-01, article 22.1 c) supports that “where only one source of supply would be acceptable and/or cost effective due to compatibility, or safety and liability concerns”, the requirement for competitive bid solicitation for goods, services and construction may be waived under the joint authority of the appropriate Director and the Chief Administrative Officer.

Corporate Policy GA-01, article 20.7 “awards emanating from a Request for Proposal that exceed \$150,000 require the approval of County Council.” Staff is seeking Committee’s recommendation to County Council to award this project to Cintel Inc. / Wireless RNA Technology Inc.

7. Emergency ERV #4 Heat Exchanger Recommendation – Miramichi Lodge

RESOLUTION NO. H-CC-23-09-107

Moved by Chair

Seconded by Committee

THAT County Council approve the reallocation of \$11,404 for the emergency repair to the energy recovery ventilation unit #4, from the \$25,000 previously approved in the 2023 Miramichi Lodge Budget for a study of the energy recovery ventilation rooftop system.

Background

Miramichi Lodge has four Energy Recovery Ventilation (ERV) Rooftop units, each one providing tempered 100% fresh air to each resident home area for three stories of resident rooms. The ERV #4 has a cracked exchanger that heats the air when outside air temperatures are lower than the room setting, and this requires replacement before the season’s temperatures change.

As per Corporate Policy GA-01, Procurement of Goods and Services 17.0, purchases not exceeding \$15,000, shall include evidence that a minimum of two quotes were obtained with the Director having the decision authority. Quotes were received from Irvcon Ltd. \$11,404 and Valley Refrigeration Ltd. \$11,613.

BY LAWS

8. Arnprior Regional Health/County of Renfrew Paramedic Service Agreement

RESOLUTION NO. H-CC-23-09-102

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-Law authorizing the Warden and CAO/Clerk to sign a renewal of the Agreement between the County of Renfrew Paramedic Service and Arnprior Regional Health to deploy Paramedics in the Emergency Department.

Background

The County of Renfrew Paramedic Service and Arnprior Regional Health have been benefitting by the rotating roster of Paramedics working in the Arnprior Regional Health Emergency Department since late December 2022. The program has been well received by both Paramedics who are happy to provide support to a partner agency and emergency staff, for assistance to relieve emergency department pressures during surge periods and amid staffing shortages.

9. 2023/24 Virtual Care Programs – Virtual Triage and Assessment Centre Agreement

RESOLUTION NO. H-CC-23-09-112

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to amend By Law 103-23, signed June 28, 2023, for an amended Agreement between the County of Renfrew, and Ontario Health for funding to support the Renfrew County Virtual Triage and Assessment Centre for the term April 1, 2023, and ending on March 31, 2024, ("Fiscal Year"), to include additional funding for physician compensation in the amount of \$1,316,250, for total of \$4,416,250.

Background

Attached is a letter from Elhan Roushani, Chief Financial Officer, Ontario Health, and Anna Greenberg, Chief Regional Officer, Ontario Health including the amended 2023/24 Virtual Triage & Assessment Centre Agreement and corresponding schedules. Instructions were included that the agreement be signed and returned to Ontario Health within two weeks of receipt of the letter. The amendment includes additional funding in the amount of \$1,316,250, to include physician compensation for administrative services, for a total amount of \$4,416,250.

There is strong evidence that virtual care can improve patient and caregiver experience by facilitating more convenient, timely, and equitable access to care. In addition, virtual care programs can be designed to improve other Quintuple Aim objectives, including improved patient and provider experience, efficiency, population health outcomes and advancing health equity. In most cases, virtual care is most effective when it complements in-person care in the context of established provider-patient relationships.

The Renfrew County Virtual Triage and Assessment Centre (RC VTAC) has been supporting residents of Renfrew County through an innovative, community-based, hybrid model of in-person and virtual care. The program focuses on respiratory care and other primary-care issues.

10. Memorandum of Understanding between the County of Renfrew and the Petawawa Centennial Family Health Team (PCFHC)

RESOLUTION NO. H-CC-23-09-113

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and CAO/Clerk to sign a Memorandum of Understanding between the County of Renfrew and the Petawawa Centennial Family Health Team (PCFHC) for administration of the Integrated Virtual Care (IVC) component of the VTAC program to provide attachment for previously unattached patients and provide physician services to the VTAC and IVC program.

Background

The purpose of the Memorandum of Understanding, attached as Appendix ES-VII, is to clarify the roles, responsibilities, mutual expectations of the County of Renfrew Paramedic Service with the PCFHC to enable the efficient and effective operations of the Integrated Virtual Care program and physician services. This MOU shall commence on July 1st, 2023, and be in effect until March 31, 2024, unless an extension is mutually agreed upon. This MOU may be terminated upon the mutual written agreement of the parties with the provision of 30 days notice.

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.

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

September 27, 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. Economic Development Strategic Planning

The Economic Development Division is collaborating with Renfrew County Community Futures Development Corporation (RCCFDC) to undertake a strategic planning exercise for the creation of a new three-year economic development strategic plan for the region.

This strategic planning partnership exercise provides the Economic Development Division with cost savings in consultant fees, while reducing redundancies in surveys, interviews, outreach and research with the local business and municipal sectors.

Working with McSweeney and Associates, the planning process began in September 2023 and will continue until February 2024 and will include the following components:

- A county-wide client/business/municipal survey to determine current needs/priority areas of focus,
- One-on-one interviews with community stakeholders,
- A facilitated session with key economic development, municipal and business partners to validate research findings, identify key strategic pillars and potential action priorities (Economic Development Summit in early December),
- A facilitated session with the RCCFDC's Board of Directors to validate strategic priorities and actions,
- A facilitated session with Renfrew County Council and economic development staff to validate strategic priorities and actions,
- Two individual plans (one for each organization) focused on actions, encompassing a three-year period,
- Presentation of County of Renfrew Economic Development Strategic Plan to Development and Property Committee (February 2024), and
- Presentation of RCCFDC Strategic Plan to RCCFDC Board of Directors.

2. **Tourism and Hospitality Employer Pulse Survey**

Tourism SkillsNet Ontario (TSNO) has launched its bi-annual [Tourism and Hospitality Employer Pulse](#) survey to gather data and insights in order to better understand businesses' key challenges and barriers, ongoing recovery efforts, as well as share best practices. The survey remains open until September 29, 2023.

The results will be reported in the fall issue of the [TSNO SkillsNet Ontario: Workforce Issues, Opportunities & Impact Quarterly Report](#).

3. **Travel Trade Familiarization Tours**

As part of the Ottawa Valley Tourist Association's (OVTA) travel trade efforts promoting La Route Champlain itinerary, two familiarization tours are scheduled/occurred highlighting various experiences and tourism operators along the route, including:

- [Salut Canada](#) (Francophone tourism portal) – Sept 6-9, 2023: OWL Rafting, Whitewater Inn and Valley Cycle Tours, Bonnechere Caves, Driftwood Provincial Park, Somewhere Inn Calabogie and The Nook Creperie.
- [Faszination](#) (German tour operator) – Oct 3-5, 2023: Somewhere Inn Calabogie, Eagle's Nest Calabogie, Bonnechere Caves and Spectacle Lake Lodge.

These two opportunities are a direct result of the OVTA's membership with Ontario's Highlands Tourism Organization's Travel Trade Partnership.

4. **Bridges to Better Business/Small Business Week**

Enterprise Renfrew County, in partnership with Renfrew County Community Futures Development Corporation, is hosting [Bridges to Better Business](#), a series of in-person and virtual workshops and training opportunities during Small Business Week in October.

The weeklong series includes:

- October 16, 2023: Topics include content calendar creation, Instagram playground and reels, and Canva; facilitated by Baker Consulting and Lotus City Media with lunch provided by Mackie's Golden Meals.
Cost: \$28 +HST
Location: In-person at 9 International Drive, Pembroke
- October 17, 2023: Topics include content calendar creation, Instagram playground and reels, and Canva. Facilitated by Baker Consulting and Madawaska Media with lunch provided by Nala's Kitchen.
Cost: \$28 +HST
Location: In-person at Murray Yantha Centre, McNab/Braeside

- October 18, 2023: The Storytelling Blueprint - How to tell your business story. Facilitated by Kevin Smith.
Cost: FREE
Location: Virtual
- October 19, 2023: Guest Smart - How to get media interviews. Facilitated by David Cohen.
Cost: FREE
Location: Virtual

To register follow Enterprise Renfrew County on social media or visit:

<https://forms.countyofrenfrew.on.ca/Invest/Enterprise-Renfrew-County/Bridges-to-Better-Business-Small-Business-Week>.

Enterprise Renfrew County gratefully acknowledges the support of the City of Pembroke, the Towns of Petawawa and Arnprior, the Townships of Laurentian Valley, McNab/Braeside and Greater Madawaska, and FedDev Ontario.

5. **1030 Lea Street – New Build - Progress Report**

Progress continues as the first, second and third level walls and roofing are framed on the multi-unit affordable and supportive housing complex at the corner of Lea and Douglas Streets in Pembroke, Ontario. A [Zencity](#) webpage for the project, featuring construction updates, provides the viewer with a description of the project along with progress images.

The parking lot subgrade has been installed and prepped for a staging area for framing materials. To date all wood framing has been delivered to site outside of the roof trusses.

Authorized changes to date total \$94,564.38 with a revised construction value to date of \$3,209,244.11. Cost savings change order is still forthcoming with an approximate estimated value of \$30,000-\$40,000.

6. **Prime Agriculture Mapping**

At the August 30, 2023 session of County Council there was a question regarding prime agricultural mapping. The areas designated as prime agricultural areas in the County of Renfrew Official Plan are identified in accordance with policies, guidelines and information from the Province through the Ministry of Municipal Affairs and Housing (MMAH) and the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA).

The County (and all local municipalities) are required to designate and protect areas that have been identified as meeting the classification for “prime agricultural areas” in

accordance with Section 2.3.1 of the Provincial Policy Statement (PPS). A “prime agricultural area” is defined as:

Prime agricultural area: means areas where prime agricultural lands predominate. This includes areas of prime agricultural lands (Class 1-3) and associated Canada Land Inventory Class 4 through 7 lands, and additional areas where there is a local concentration of farms which exhibit characteristics of ongoing agriculture. Prime agricultural areas may be identified by the Ontario Ministry of Agriculture and Food using guidelines developed by the Province as amended from time to time. A prime agricultural area may also be identified through an alternative agricultural land evaluation system approved by the Province.

The County (and local municipal) Official Plan Agricultural designation includes areas that are not strictly class 1-3 soils, and may include wet or hazard areas not suitable for agricultural uses, or may include pockets of existing residential uses or other existing commercial/industrial/institutional uses. The policies of the PPS, (trickled down to local policy) significantly restrict “non-agricultural” uses from locating in these areas where prime agricultural lands predominate.

Over the past few years, the Province has updated policies to allow some flexibility for non-agricultural uses on farms as “on-farm diversified uses”, or “agricultural related uses”. The County Official Plan has already been updated to allow for these on-farm expanded uses but does not include new lot creation. Agriculture-related uses means those farm related commercial and industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct service to farm operations as an exclusive activity. On-farm diversified uses are small scale uses that are secondary to the principal use of the property and help support the farm. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products.

RESOLUTIONS

7. Pembroke and Area Airport

RESOLUTION NO. DP-CC-23-09-103

Moved by Chair

Seconded by Committee

THAT County Council approve County staff to work with the Pembroke and Area Airport Commission and their selected consultant to assist with their strategic economic development efforts and bring back a report to County Council.

Background

The Pembroke and Area Airport is operated by the six partner municipalities who are the Towns of Petawawa, Deep River, and Laurentian Hills, the Townships of Laurentian Valley and Whitewater Region and, the City of Pembroke. All partnering municipalities have members on the Pembroke and Area Airport Commission, as well as, Garrison Petawawa who is a non-voting member. Over the past several years, the Pembroke and Area Airport Commission has been fundraising to repave the airport runway and upgrade the lighting and there is now an opportunity to receive government funding. In light of this, the Pembroke and Area Airport Commission is looking for support from the County of Renfrew.

8. Bonnechere Manor Seniors Village Concept – Public Private Partnership (P3)**RESOLUTION NO. DP-CC-23-09-107**

Moved by Chair

Seconded by Committee

THAT County Council direct staff to develop the concept of a modular seniors village at Bonnechere Manor, Town of Renfrew and bring back options, including funding, to Council for consideration; AND FURTHER THAT staff work with the Town of Renfrew on this concept.

Background

At the August meeting of the Development and Property Committee, staff were directed to review opportunities with housing providers on the use of County of Renfrew and Renfrew County Housing Corporation owned lands and bring back updates and considerations.

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

9. Town of Deep River Affordable Housing Initiative**RESOLUTION NO. DP-CC-23-09-108**

Moved by Chair

Seconded by Committee

That the Development and Property Committee recommends to County Council to direct staff, in partnership with the Town of Deep River, to present and negotiate an offer to purchase the former Keys Public School property for the purpose of community and/or residential use.

Background

On May 16, 2023, staff were directed by Committee to send an Expression of Interest to the Renfrew County & District School Board for the possibility of partnering with the

Town of Deep River for the repurposing of the school located at 167 Brockhouse Way, Town of Deep River, for affordable housing initiatives.

On August 30, 2023 County Council passed 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 for a potential future housing initiative and community hub and share the costs of an appraisal.

On September 20, 2023 the Town of Deep River presented a confidential report to their Council with the following recommendation being approved in the open session:

***BE it that Council directs staff, in partnership with the County of Renfrew, to present and negotiate an offer to purchase for the former Keys school property for the purpose of community and/or residential use, and
That a purchase agreement with the Renfrew County and District School Board, along with a joint ownership agreement with the County of Renfrew, be presented to Council for approval.***

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 presented.

Councillor Donohue suggested that future reference on Item #7 indicates that staff engage with the Pembroke and Area Airport Commission and their selected consultant to assist with their strategic economic development efforts and bring back a report to County Council.

Councillor Lynch suggested that consideration is given to the Arnprior Airport as well. The Warden advised that the Arnprior Airport consider providing a similar ask from Council to formalize their requests.

Councillor Nicholson added that the airport services across the County are considered with a wholesome approach and staff investigate how airports are typically funded.

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

September 27, 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 – Jeffrey Foss, Director of Corporate Services/Treasurer

Jeffrey Foss, Director of Corporate Services/Treasurer provided notice of his retirement effective December 15, 2023. Jeff joined the County of Renfrew on November 9, 1998 and has over 25 years of providing sound financial advice to staff and elected. In 2021, Jeff lead the shift to a Corporate Services model, integrating many administration services into a unified department. We are all sure that he will miss budget workshops, as we know deep down these were his passion. He silently waited each meeting to don his glasses, leaping at every opportunity to address a calculation error, or to dig deep into the corporate memory. We would like to extend our thanks to Jeff for all his hard work and dedication over the years and we wish him health and happiness as he moves on to this next chapter in his life!

2. Retirement – Laura LePine, Director of Community Services

Laura LePine, Director of Community Services, provided notice of her retirement effective January 12, 2024. Laura joined the County of Renfrew on October 13, 1998 and has been an integral part of the transformation of the department. Starting as an Employment Services Agent and working through the download of services to the County in the early 2000's, Laura has lead the charge. Becoming the Director in 2018, Laura lead her team through the human services integration at Renfrew County Place, and again at the Administration Building, after the extensive renovation that saw all Community Services divisions operate under one roof for the first time in County history. We will certainly miss Laura's passion for her job, the people that her department serves, and the good work that she's been responsible for in the community. We wish her all of the best as she embarks on a fabulous new career of devotion to her family and some great adventures.

3. Ontario East Municipal Conference

The Ontario East Municipal Conference was held September 6-8, 2023 in Ottawa. Craig Kelley, Chief Administrative Officer/Clerk, attended along with Warden Peter Emon, and

alongside other members of Renfrew County staff. The conference was focused on local initiatives and innovation, and was well attended by many members of local municipal councils. The full agenda can be found here (www.oemc.ca). The County of Renfrew was well represented as it presented to the attendees on the implementation and success of the Renfrew County Virtual Triage and Assessment Centre (RC VTAC) program, as well as engagement on the Regional Housing Initiative (7 in 7) as put forward by the Eastern Ontario Wardens' Caucus (EOWC), and a presentation on the wood basket and bio-economy in Eastern Ontario. Dates have been released for next year as September 11-13, 2024 and will return to the Ottawa Conference and Event Centre.

4. **2023 Tax Rates Summary**

Attached as Appendix I is a summary identifying the 2023 general use tax rates for municipalities within Renfrew County. The source of this data is the Online Property Tax Analysis (OPTA) system.

5. **2023 Taxable and PIL Levy by Levy Type**

Attached as Appendix II is a report created by multiplying the 2023 general use tax rates (above) by the 2023 assessment totals on the 2023 return roll and by our Council approved tax ratios. The source of this data is the Online Property Tax Analysis (OPTA) system using the general tax rate for upper and lower tiers, excluding any "special area rates" (street lights, etc.).

6. **2023 Levy Summary Report**

Attached as Appendix III is a chart that identifies the real budget impact on ratepayers in each municipality based on the tax rates adopted by each municipal council. The Online Property Tax Analysis (OPTA) system multiplies the adopted general tax rates by the Current Value Assessment (CVA) totals in each property class and then calculates the estimated taxation after applying the correct tax ratios. It calculates the levy change from 2022 to 2023 and then subtracts Weighted Current Value Assessment (CVA) Growth percentage to arrive at the "net budget impact" percentage for each municipality.

7. **Municipal Property Assessment Corporation (MPAC)**

Attached as Appendix IV is a Municipal Property Assessment Corporation (MPAC) Update advising that on August 16, 2023 the Ontario Government filed Regulation 261/23 under the *Assessment Act* to extend the current assessment cycle, and the valuation date of January 1, 2016, through to the end of the 2024 taxation year.

8. News Release – Ministry of Health

Attached as Appendix V is a News Release dated August 22, 2023 advising that the Province is returning to the 75/25 provincial/municipal funding model for public health agencies. The County of Renfrew met with Parliamentary Assistant Dawn Gallagher Murphy, Ministry of Health as a delegation at the August Association of Municipalities of Ontario (AMO) Annual Conference to, once again, raise our concerns about the 2019 decision to change the cost-share formula.

9. Watson & Associates – Development Charges

Mr. Byron Tan, Manager Municipal Finance, Watson & Associates, Economists Ltd. provided an overview of the Development Charges Study for the County of Renfrew at our August meetings of the Finance & Administration Committee and County Council.

At the August 30, 2023 session of County Council, staff were requested to distribute a copy of this study to each municipality, along with an invitation for them to submit any questions they may have by 4:00 p.m. on Friday, September 8, 2023.

Many municipalities indicated that they have yet to meet with their Council to discuss Development Charges, and given the importance of this issue, County staff will defer this Development Charges Question/Answer Summary until the October Finance & Administration Committee meeting to allow adequate time for all municipalities to provide their input.

RESOLUTIONS

10. Service Delivery Review

RESOLUTION NO. FA-CC-23-09-79

Moved by Chair

Seconded by Committee

THAT County Council approve that StrategyCorp Inc. be enlisted to provide an update to the 2020 Service Delivery Review, at an estimated quotation of \$30,555 (excluding HST), as a strategic review of the County's organizational structure; AND THAT funding for this initiative come from the Provision for Unallocated Funds.

Background

In 2020, StrategyCorp Inc. completed a very comprehensive service delivery review of the County of Renfrew, with several key themes and action items identified. Since that time, the administration team has acted upon several of the recommendations with varying levels of success. However, since that time, we have navigated a pandemic, recruitment and retention issues, and, more recently, a spate of retirements of key positions. In order to effectively move the County forward in a progressive manner, and to address some of the key identified priorities of council, it is prudent that a review be taken of the organizational structure in order to address how the administration will adapt to a different environment than existed in 2020.

It is anticipated that this review and possible recommendations, will assist the Chief Administrative Officer/Clerk navigate the “new normal”. The review will be inclusive of feedback from key personnel, including those departing, and with elected officials. Due to the work completed already, and the depth of knowledge StrategyCorp Inc. already has with our organization, they are best suited to complete this updated review.

11. **2024 Budget Schedule**

RESOLUTION NO. FA-CC-23-09-81

Moved by Chair

Seconded by Committee

THAT County Council approve the 2024 Budget Guideline with a 3% annual levy target increase.

Attached as Appendix VII is the 2024 budget schedule. This schedule provides a summary of the budget development process here at the County of Renfrew culminating in a two-day budget workshop on January 24 and 25, 2024.

At the request of the Warden during the 2023 Budget Workshop, staff have organized a special Council meeting for Thursday November 9, 2023 to present an update on the County’s Asset Management Plan including asset condition ratings, 10-year capital plans and the long-term financial plan. Staff advised the Committee they were preparing a status quo service level budget for 2024 until further information is presented at this November 9 meeting.

However, Committee discussed the 2024 Budget challenges and determined that a levy target increase of 3% should be established.

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.

Moved by Councillor Weir

Seconded by Councillor Giardini

THAT the following By-laws be enacted and passed:

- a) By-law 122-23 - A By-law To Acquire Land County Road 512 (Foymount Road)
- b) By-law 123-23 - A By-law authorizing the Warden and CAO/Clerk to sign a renewal of the Agreement between the County of Renfrew Paramedic Service and Arnprior Regional Health to deploy Paramedics in the Emergency Department.
- c) By-law 124-23 – A By-law to amend By-law #103-23 for an Agreement Between the County of Renfrew and Ontario Health for Funding to Support the Renfrew County Virtual Triage and Assessment Centre for the term April 2, 2023 to March 31, 2024.
- d) By-law 125-23 - A By-law Authorizing a Memorandum of Understanding Between the County of Renfrew and Petawawa Centennial Family Health Centre for Administration of the Integrated Virtual Care Component of the Renfrew County Virtual Triage and Assessment Centre (RC VTAC) Program to take effect July 2023, and be in effect until March 31, 20234, Unless Extension is Mutually Agreed Upon.

CARRIED.

Councillor Donohue left the meeting at 2:10 p.m.

Reports from Representatives Appointed to External Boards

- a) Association of Municipalities Ontario (AMO)
The Warden noted that he had two upcoming meetings and would be seeking clarification during those meetings on the revision of the new health funding model. He also spoke to mergers that may become non-voluntary. Council was asked to forward their questions or concerns on a regional nature to him prior to the next AMO Meeting in order for him to address during the AMO meeting.
- b) Chalk River Laboratories Environmental Stewardship Council
Councillor Lynch provided an overview of his report, noting that a meeting was scheduled for September 29, 2023 and October 12, 2023.
- c) Eastern Ontario Regional Network (EORN)
Councillor Murphy noted that her meeting was held on September 26, 2023 not allowing her the time to provide a written report for today's meeting.
- d) Federation of Canadian Municipalities (FCM)
Councillor Doncaster noted that he has not compiled a Council report on the series of meetings that have occurred in the month of September. He noted that a resolution was passed in regards to advocate for volunteer fire departments to receiving a one third tax credit on remuneration.
- e) Rural Ontario Municipal Association (ROMA).
Councillor Murphy and the Warden attended a strategic plan working session in Waterloo which will see the plan completed in December. She further elaborated

on the recent board meeting including an AMO policy update and initiatives that have been presented.

Councillor Jahn left the meeting at 2:15 p.m.

Councillor Donohue returned to the meeting at 2:18 p.m.

NOTICE OF MOTION

Councillor Serviss advised that he will be bringing forward a motion at the next Council meeting to rescind as per s.65 of the Procedural By-law the decision of Council regarding the payment formula for the fire dispatch system due to new information that has come forward from both the Towns of Petawawa and Deep River. He elaborated that Garrison Petawawa and CNL, Deep River have their own fire dispatch system therefore requesting the weighted assessment to be reconsidered with accurate figures, excluding Garrison Petawawa and CNL Deep River.

Councillor Donohue questioned if the Procedural By-law addresses a notice of motion on an action of Council, suggesting that the motion be rescinded by the Councilor's that voted in the majority. He further suggested that the motion is brought back through committee with an accurate assessment figure and amended formula. Through discussion it was decided that the motion was not out of order.

The Warden requested that the item be further discussed at the next Finance and Administration Committee.

NEW BUSINESS

Councillor Lynch commended staff for a job well done on the collaboration of the County and Arnprior staff completion of Daniel Street realignment. He also noted the Grove expansion, due to budget concerns, has been put on hold.

Warden Emon announced that he would be seeking re-election as the Chair of Warden and requested the support of Council.

Moved by Councillor Weir

Seconded by Councillor Grills

THAT By-law 126-23, being a By-law to Confirm the Proceedings of the Council of the County of Renfrew at the meeting held on September 27, 2023 be now numbered, deemed read three times and passed. CARRIED.

Moved by Councillor Murphy

Seconded by Councillor Donohue

THAT County Council adjourn. Time – 2:30 p.m. CARRIED.