



DEVELOPMENT AND PROPERTY COMMITTEE

Tuesday, November 14, 2023

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

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

Staff Present: Craig Kelley, Chief Administrative Officer/Clerk
Jason Davis, Director of Development and Property
Laura LePine, Director of Community Services
Lee Perkins, Director of Public Works and Engineering
Bruce Howarth, Manager of Planning Services
Melissa Marquardt, Manager of Economic Development Services
Daniel Burke, Manager of Finances
Dennis Lazary, Supervisor, Technical Services
Gwen Dombroski, Deputy Clerk
Tina Peplinskie, Media Relations and Social Media Coordinator
Tyson Hilts, Systems Analyst
Evelyn VanStarkenbug, Administrative Assistant

Chair Brose called the meeting to order at 9:30 a.m. The land acknowledgement identifying that the meeting was being held on the traditional territory of the Algonquin People was recited. The roll was called, and no pecuniary interests were disclosed.

RESOLUTION NO. DP-C-23-11-126

Moved by Councillor Weir

Seconded by Councillor Serviss

THAT the minutes of the October 10, 2023 and October 25, 2023, meetings be approved.

CARRIED.

Kelly Pender, Chief Administrative Officer and Joe Gallivan, Director, Planning and Economic Development – County of Frontenac overviewed a presentation on the Frontenac Communal Services project, which is attached as Appendix A. Communal services deliver water and wastewater treatment to clusters of residences or businesses that do not have the capability to have their own municipal sewer and water.

The delegation advised that Frontenac County has completed a study that equips them with the tools necessary to enable redevelopment and new development on the basis of communal servicing, which can be applied anywhere in Ontario. Currently, the elected from Frontenac County have opted for the new Municipal Services Corporation to stay within the boundaries of Frontenac County; however, in the future, there is potential to make it inclusive of other Counties.

Development and Property

The Director of Development and Property overviewed the Development and Property Department Report, which is attached as Appendix B.

The Chief Administrative Officer/Clerk (CAO) advised Committee that as part of the budget process for January 2024, staff are bringing forward to all Standing Committees a proposed Business Plan for their specific Department. This report provides a summary of the Department's accomplishments in 2023, as well as what is being planned/proposed for 2024, and how it fits in with the County of Renfrew's 2023-2026 Strategic Plan. Staff are looking for input from the Councillors, on whether the County of Renfrew is moving forward in the right direction with the 2024 budget, and whether this Committee has further suggestions that staff should concentrate on.

Warden Emon noted that he would like to see further discussions and/or a work plan developed for Municipal Services Corporation(s), as well as continued discussion on Communal Services.

The Director of Development and Property advised Committee that, of the two vacant spaces in Renfrew County Place, one will be used by the Paramedic Services and is currently being refitted, and staff continue to search for a suitable renter for the remaining vacant space.

RESOLUTION NO. DP-C-23-11-127

Moved by Councillor Bennett

Seconded by Councillor Lynch

THAT the Development and Property Committee directs staff to bring the Business Plan for all relevant divisions under the purview of the Development and Property Committee to the 2024 Budget Workshop and planning meetings, including any suggested revisions or conceptual projects or areas of concentration. CARRIED.

Economic Development

The Manager of Economic Development overviewed the Economic Development Division Report, which is part of the Development and Property Department Report.

Warden Emon advised that he received an email from United Way that lists all the programs funded in 2023, of which six are within the geographic area of Renfrew County. He noted that he will share the email with Council and their Chief Administrative Officer's as there are funds available for their municipalities and community groups. The Call for Proposals for United Way is set to take place in January 2024.

Ottawa Valley Tourist Association

The Manager of Economic Development overviewed the Ottawa Valley Tourist Association Report, which is part of the Development and Property Department Report.

Enterprise Renfrew County

The Manager of Economic Development overviewed the Enterprise Renfrew County Report, which is part of the Development and Property Department Report.

RESOLUTION NO. DP-C-23-11-128

Moved by Councillor Weir

Seconded by Councillor Watt

THAT the Development and Property Committee recommends that County Council adopt a By-law to enter into an agreement with the Corporation of the Town of Renfrew for office space for Enterprise Renfrew County commencing on January 1, 2024, for a five-year period. CARRIED.

Committee recessed at 11:02 a.m. and reconvened at 11:10, with same persons present, excepting Warden Emon.

Forestry

The Manager of Planning Services overviewed the Forestry Report, which is part of the Development and Property Department Report.

Real Estate

The Supervisor, Technical Services overviewed the Real Estate Division Report, which is part of the Development and Property Department Report.

Committee was advised that staff will be reviewing and applying for the recently announced federal government rebate for the goods and services tax (GST) on the construction of purpose-built rental housing that is proposed for property owners of new residential rental buildings for the Lea Street new build.

Planning

The Manager of Planning Services overviewed the Planning Division Report, which is part of the Development and Property Department Report.

RESOLUTION NO. DP-C-23-11-129

Moved by Councillor Weir

Seconded by Councillor MacKenzie

THAT the Development and Property Committee recommends that County Council provide direction to staff to undertake an Official Plan Amendment to introduce alternative notice policies for Planning Act Applications; AND FURTHER THAT a letter be sent under the Warden's signature to the Minister of Municipal Affairs and Housing, in support of the resolution from the Corporation of the Municipality of Wawa requesting the Provincial Government to make an amendment to the Legislation Act, 2006, to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations. CARRIED.

RESOLUTION NO. DP-C-23-11-130

Moved by Councillor Serviss

Seconded by Councillor Watt

THAT the Development and Property Department Report, which is attached as Appendix B be approved. CARRIED.

RESOLUTION NO. DP-C-23-11-131

Moved by Councillor Lynch

Seconded by Councillor Bennett

THAT this meeting adjourn and the next regular meeting be held at the call of the Chair. Time: 11:53 a.m. CARRIED.



Frontenac Communal Services
Renfrew County
Development & Property Committee
November 14th, 2023



Frontenac

- Why Are We Doing This?
- Three Community Projects Ready to Go
- Municipal Service Corporation / Regional Utility
- Next Steps



Communal Services

Why Are We Doing This?

Renfrew County Development & Property Committee – November 14th, 2023



Frontenac – Villages and Hamlets

- No municipal water or sewer services
- Historical settlement areas -- building lots in village cores too small.
- Significant Public Infrastructure Investment
- Majority of Commercial Assessment

Renfrew County Development & Property Committee – November 14th, 2023



Current State of Communal Services in Ontario

- While communal services are the preferred Provincial planning and environmental option, private implementation requires the developer to enter into a Municipal Responsibility Agreement (MRA) – which essentially doubles the cost of the installation

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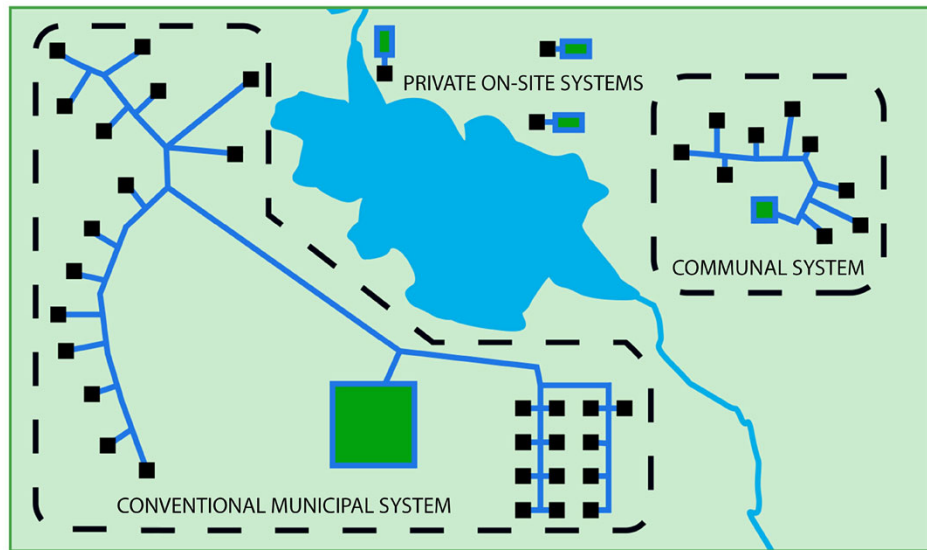
Frontenac – Villages and Hamlets

- *“Lack of municipal services in our villages challenges future community viability.”*

Source: Frontenac County Official Plan (2016)

Renfrew County Development & Property Committee – November 14th, 2023





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Communal Services - 1

Environmental Advantages

- Better environmental protection and public health than private on-site services
 - Fewer malfunctions, longer life
 - Regular maintenance – measure performance, monitor impact, fix problems early

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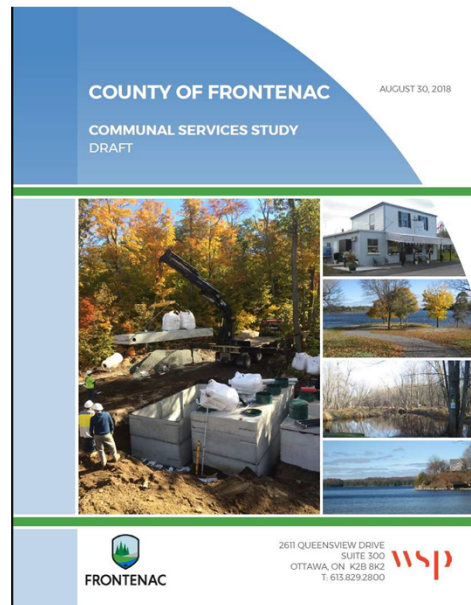


Communal Services - 2

Community Planning Advantages

- Smaller lots = better fit into village/hamlet
- Strengthen local economy and community infrastructure (e.g., schools)
- “walkable communities”

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Project Description

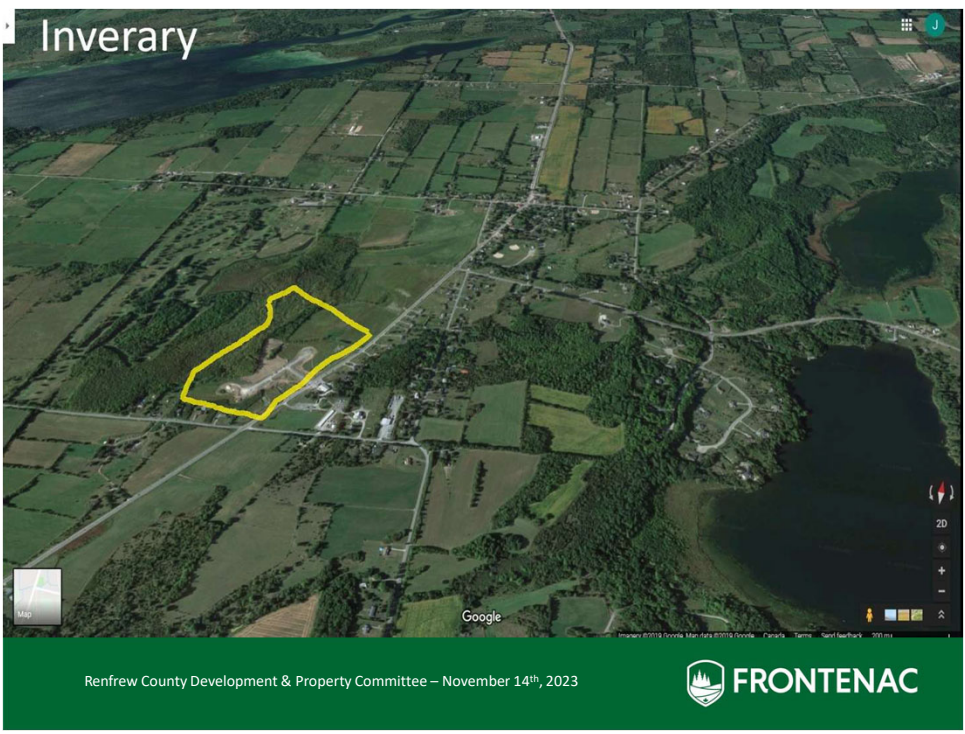
- evaluate measures to promote / reduce risk of communal systems
- Regional and Lower Tier Official Plan policies
- planning tools / phasing programs
- case studies in Ontario – best practices
- **financial model** is the ‘make or break’

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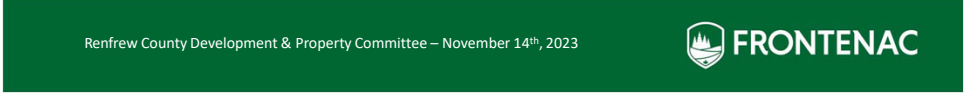


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Development Potential





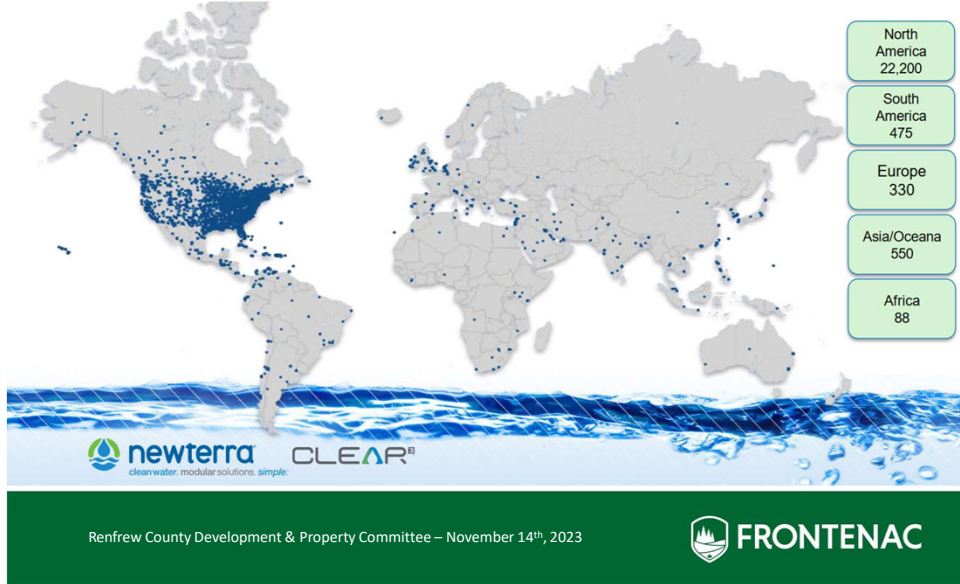
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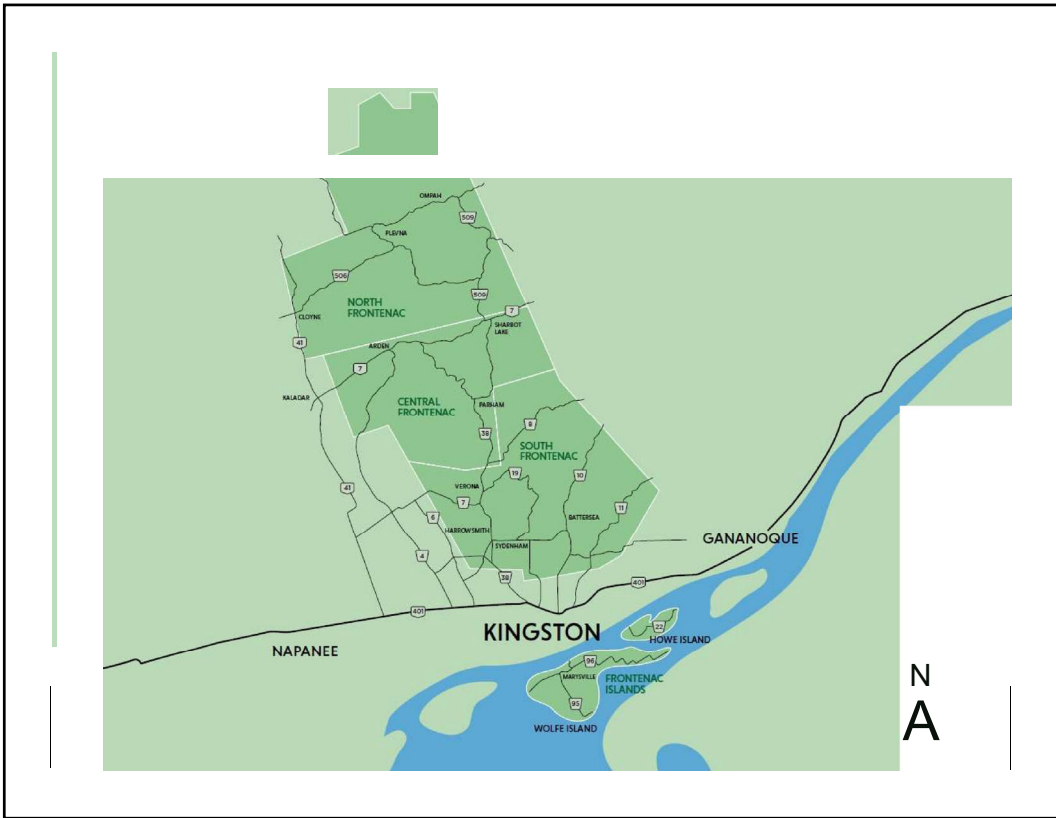


Global Installations

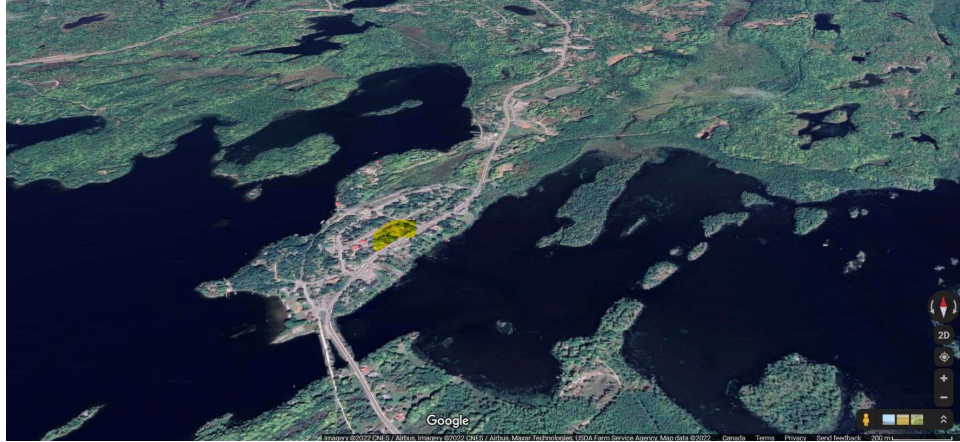


Communal Services

3 Projects Ready to Go
in Frontenac



Sharbot Lake
Communal Services Feasibility Study
2021 - current



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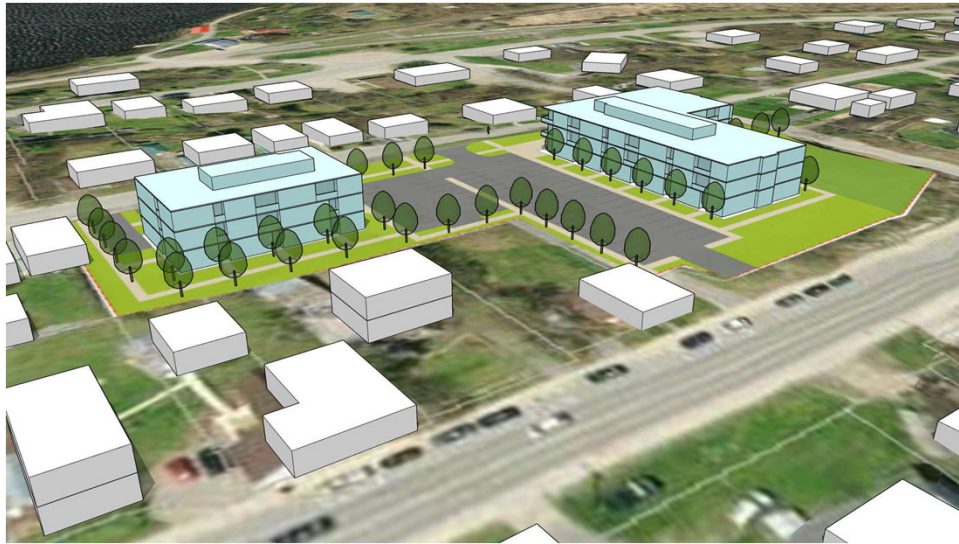


Communal Service Feasibility Study (2022)

- mixed housing
- potential for two 3-story apartment buildings
- 40 – 50 units
- surface water (Sharbot Lake) for drinking water and septage
- additional potential to 'hook up' other nearby uses (e.g., village community hall)

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Modelling: Fotenn Consultants

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Public Site Design Session – Sharbot Lake - 18 September 2023

Renfrew County Development & Property Committee – November 14th, 2023



Sharbot Lake Next Steps

- report to Council – recommended land uses (2023)
- start Environmental Assessment for development using communal services (2024)
- decide on development options (2024)
 - » municipal
 - » private
 - » public / private

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Village of Marysville Wolfe Island Secondary Plan 2019 - 2023

Renfrew County Development & Property Committee – November 14th, 2023





Renfrew County Development & Property Committee – November 14th, 2023



Marysville Secondary Plan Public Information Meeting #2

Wednesday December 4, 2019
Township of Frontenac Islands

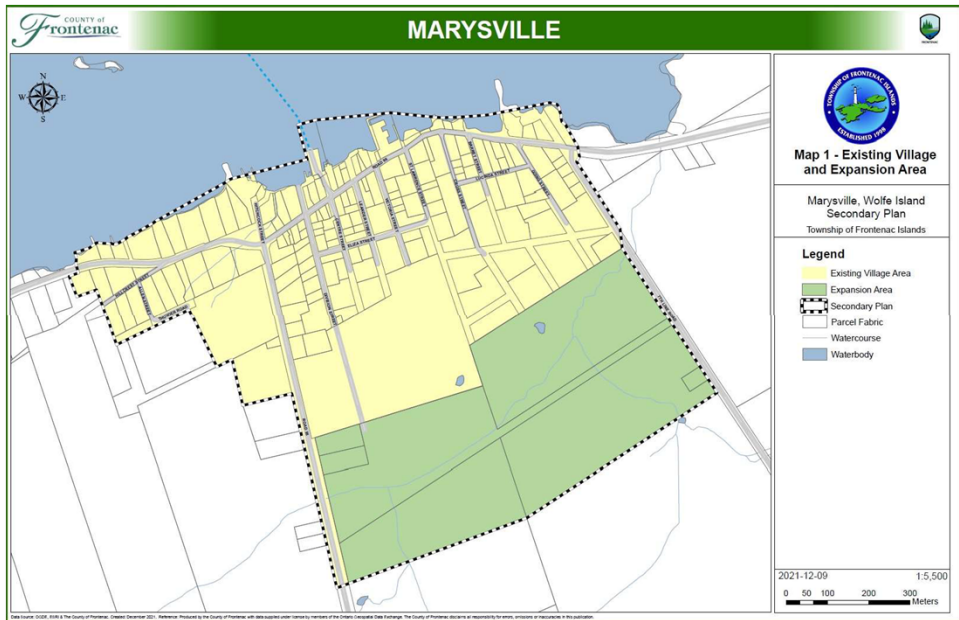


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Marysville

“To accommodate the planned growth through to the year 2046, the Village boundary requires an expansion.

Based on the population projections prepared by the County, **the village is to accommodate an additional 353 residents, representing an additional 157 residential units.”**

Source: Marysville Secondary Plan

Renfrew County Development & Property Committee – November 14th, 2023



Village of Verona Housing Master Plan 2021 - current

Renfrew County Development & Property Committee – November 14th, 2023





Verona Housing Master Plan Public Information Meeting

Tuesday November 30, 2021
Township of South Frontenac



PLANNING
URBAN DESIGN
& LANDSCAPE
ARCHITECTURE

Renfrew County Development & Property Committee – November 14th, 2023



Conceptual Design



- Townhomes
- Multi-storey buildings
- Trails
- Parking
- Amenity Areas
- New connection from Verona Street to Road 38
- Connections to other community destinations



Verona Housing Master Plan – November 30, 2021

Renfrew County Development & Property Committee – November 14th, 2023



Master Plan Components



- Townhomes
- Multi-storey buildings
- Trails
- Parking
- Amenity Areas
- New connection from Verona Street to Road 38
- K&P Trail



Verona Housing Master Plan

Renfrew County Development & Property Committee – November 14th, 2023

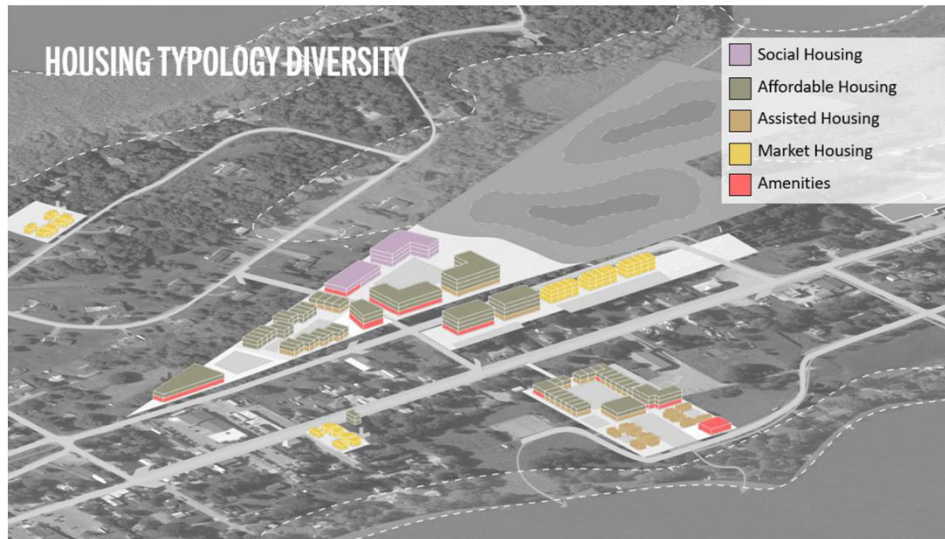


AN INTEGRATED COMMUNITY



Renfrew County Development & Property Committee – November 14th, 2023





Renfrew County Development & Property Committee – November 14th, 2023



Verona Housing Master Plan

- Purpose: “the development of a Housing Master Plan for lands within the Village of Verona, with a particular focus on the provision of seniors and affordable housing.”
- **Potential for two multi-storey apartment buildings (74-116 units) as well as townhouses.**
- “In order to realize the full development potential of the Township lands, **communal services will be required.**”

Source: Verona Housing Master Plan

Renfrew County Development & Property Committee – November 14th, 2023



COMMUNAL SERVICING WORKS FOR THE COUNTY

Communal servicing enables:

- Increased development potential, growing the tax base;
- More water-sensitive design and other approaches to meet sustainability objectives;
- A broader range of housing typologies and commercial development to allow for complete communities;
- Reduced municipal service delivery costs to residents (e.g. garbage collection, snow removal); and
- A new approach to managing risk.

COMMUNAL SERVICING WORKS FOR DEVELOPERS

Through communal servicing, developers have more:

- Flexibility to address different market segments;
- Feasible servicing approaches for developments in hard-to-service areas; and
- Guidance and certainty on servicing.

COMMUNAL SERVICING WORKS FOR RESIDENTS

Residents on communal servicing can:

- Be confident in their water and wastewater treatment systems;
- Have a wider choice of housing options, allowing for aging in place; and
- Be confident that water resources are being appropriately stewarded.

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Communal Services

Municipal Service Corporation (Regional Utility)

Renfrew County Development & Property Committee – November 14th, 2023





Communal Services Governance Model Study

Summary of Findings

21 April 2021



Renfrew County Development & Property Committee – November 14th, 2023



Communal Services Governance Model

Governance Model Recommendation

— The **Municipal Services Corporation model** presents benefits that are better aligned with growth and long-term objectives than other assessed models

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MSC Structure Description - Structure Benefits

- **Limits Political Influence:** Facilitates the separation of politics from service provision & facilitates technical board
- **Business Oriented:** Business/financial viability-oriented (business case required) & allows flexible risk management
- **Allows Profit:** Only model from the assessed that allows profit and profit sharing if desired
- **Separate Finances:**
 - *Can finance outside municipal budgets and constraints (i.e., may borrow and secure independently)*
 - *Limits cross-subsidization and frees municipal borrow capacity*
- **Consistent Approach:** Allows consistent implementation and approach across townships & operates as a separate entity



MSC Structure Description - Implementation Benefits

- **Ownership:** Services and the corporations remain 100% publicly owned by participating municipalities
- **Transitional Impact:** Opportunity for smooth launch since no existing system in place
- **Corporation Control & Flexibility:** Shareholder Declarations can be used to limit MSC's authority and outline responsibilities & operating philosophy
- **Management:** Management could be in-house, third-party, or municipally contracted



Implementation Next Steps

- 1 Townships Vote In/Out & Formally Confirm MSC Selection
- 2 Undertake a Business Case Study
- 3 Hold Public (and Developer/Industry, if desired) Consultations
- 4 Council Adoption of Business Case
- 5 Draft, Approve, and Pass Agreement & Documents
- 6 Develop & Adopt Asset Transfer Policy
- 7 Appoint MSC Boards, Officers/Directors, and Transfer Assets

Why an MSC – Vehicle Insurance Analogy

- If you self insure one car, you need \$5M in the bank in the event of a catastrophic accident
- If you insure a million cars, you don't need 1M x \$5M to ensure for catastrophic accidents
- Same theory holds for communal services. Municipalities currently hold all 100% assurance for each system
 - » This creates an unfair burden for the developer and home owner and deters developers

General Conditions - 1

- There is no obligation on any municipality to participate in the MSC
- MSC has no ability to “levy” a participating municipality
- Participating municipalities will retain full control over local planning matters, including the ability to enable private communal services through a Municipal Responsibility Agreement (MRA)
- The MSC is a separate corporate entity, capable of borrowing, applying for grants and contracting services

Renfrew County Development & Property Committee – November 14th, 2023



General Conditions - 2

- A review by consultants and private operators has indicated that fees paid by homeowners are in line with typical municipal services
- Growth and development pressures in Frontenac will continue. Communal services in conjunction with a MSC will make affordable options available to residents (Supported by the recent Provincial Housing Task Force)
- Assumption of physical assets by the MSC would follow a process similar to a road assumption by a municipality

Renfrew County Development & Property Committee – November 14th, 2023



Next Steps

- All 4 Townships and the County have agreed to join the new municipal utility.
- County Official Plan Amendment to recognize communal services supported across Frontenac approved October, 2023
- ‘Frontenac Municipal Services’ utility incorporated November 7th, 2023

Renfrew County Development & Property Committee – November 14th, 2023



Advantages

1. Communal services is the only economical way to service land in much of Frontenac County. It is modular (as little as five units at a time) and can be installed in difficult terrain.
- 2.Environmental Protection – fully regulated and fewer holes in the aquifers.
3. MSC brings consistent professional management to the system, rather than ad hoc management/oversight.
4. Each Township remains in full control of their planning process.
5. The MSC will speed up the approval process for appropriate development (e.g., pre-approved systems).
6. Aligns with the Provincial Housing Task Force recommendation #44 regarding regional utilities. (<https://files.ontario.ca/mmah-housing-affordability-task-force-report-en-2022-02-07-v2.pdf>) .
7. Removes liability from individual Townships and spreads the risk across participating municipalities.
- 8.MSC can borrow without affecting local taxes or local borrowing capacity.
9. The MSC will be eligible for grants.
- 10.The direction of MSC will be controlled by the Board of Directors (i.e., the Shareholders).
11. The potential for a Community Benefit/Dividend is possible in 7 years.

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Questions ?

<https://engagefrontenac.ca/communal-services>

Renfrew County Development & Property Committee – November 14th, 2023



COUNTY OF RENFREW**DEVELOPMENT AND PROPERTY DEPARTMENT REPORT**

TO: Development and Property Committee
FROM: Jason Davis, Director of Development and Property
DATE: November 14, 2023
SUBJECT: Department Report

INFORMATION**1. Treasurer's Report**

Attached as Appendix I is a copy of the September 2023 Treasurer's Report for the Development and Property Department.

2. Cell Gap Project Update

Attached as Appendix II is a Cell Gap Project update that has been received from the Eastern Ontario Regional Network (EORN).

3. Eganville Community Expansion Project

Attached as Appendix III is correspondence from Enbridge Gas Inc. (Enbridge) advising that on September 21, 2023, Enbridge filed an application with the Ontario Energy Board (OEB) for leave to construct natural gas pipelines in the Townships of Admaston/Bromley, North Algona Wilberforce, and Bonnechere Valley. Also included in the attachment is a Notice of Hearing issued by the OEB for the proceeding.

4. Request for Proposal for Engineering Services for Housing Solutions

The County of Renfrew, like the rest of Ontario and Canada, has identified the urgent need for affordable housing solutions to address the growing housing crisis within our community. Recently several different potential affordable housing projects have been discussed at Committee and Council level in locations such as Renfrew, Arnprior, and Deep River. In addition, organizations (both private and public) have approached the County inquiring about partnering on an affordable housing initiative. At this time we have not been provided funding to proceed with a project, but the Federal government at an event in London has signalled that it is prepared to start distributing \$4 billion to

municipalities for the creation of affordable housing. In addition, the Provincial government has signalled it will be looking to fund affordable housing developments.

With limited resources and funding available, it is important that the County of Renfrew be prepared to act swiftly when funding or grant opportunities arise. To accomplish this, Planning staff could prepare comprehensive site plans that are ready for immediate implementation. In anticipation of future funds being available, staff are proposing to issue a Request for Proposals (RFP) to solicit competitive bids from qualified engineering firms to achieve site plan approval for multiple sites. The RFP would request the following services to work with County staff in both the Planning and Housing Divisions:

- a) Site Evaluation and Analysis: Conduct thorough assessments of potential development sites, considering factors such as topography, soil conditions, environmental impact, and infrastructure availability.
- b) Site Planning and Design: Develop detailed site plans that include building layouts, parking facilities, landscaping, and utility infrastructure.
- c) Regulatory Compliance: Ensure that all plans comply with local zoning regulations, environmental laws, and other relevant codes and standards.
- d) Obtain Site Plan approvals from the local municipality. Obtaining site plan approval does not obligate the County to build the units or housing, but will speed up the process and let the County be ready to build faster when funding is available.

This is currently not a budgeted item and will be included as part of the 2024 Budget discussions. The cost for obtaining site plan approval would be guided by the results of the RFP. As a starting point, staff suggest an amount of \$150,000. We believe this investment is beneficial to address the pressing need for affordable housing in our community.

Steps to move forward with this project are:

- a) Obtain approval to proceed with an RFP from Committee and Council;
- b) Prioritize how many and which sites to proceed with;
- c) Planning Division and Housing Division to collaborate and draft the RFP documents;
- d) Issue the RFP to qualified engineering firms;
- e) Evaluate received proposals and select the most suitable engineering firm;
- f) Commence site planning and design activities; and,
- g) Receive Site Plan approval to be shovel ready to build when Provincial and/or Federal monies are available.

RESOLUTIONS

5. **2024 Budget**

Recommendation: THAT the Development and Property Committee directs staff to bring the Business Plan for all relevant divisions under the purview of the Development and Property Committee to the 2024 Budget Workshop and planning meetings, including any suggested revisions or conceptual projects or areas of concentration.

Background

Engaging elected leaders in the budget process is a critical component of transparent and accountable governance. In order to foster a more inclusive and effective decision-making process, it is imperative to actively involve members of the standing committee. By including an interactive discussion regarding the budgetary discussions, we not only ensure that public funds are allocated in alignment with the needs and priorities of the community but also promote a sense of ownership and responsibility among elected representatives. This collaboration between executive and legislative branches can lead to more informed, well-rounded budget decisions that better serve the interests of the people. Elected leaders, as representatives of the public, offer a unique perspective on the needs and priorities of the citizens of Renfrew County. Active participation in shaping the allocation of public funds can offer insight, and possibly highlight potential pitfalls, unanticipated consequences, or areas where budgetary resources may be better utilized.

Attached as Appendix IV is a compendium of 2023 highlights from this Department under the terms of reference for this Committee, along with a description of proposed areas of concentration in 2024. Committee members are encouraged to review the report and participate in a facilitated presentation during the meeting.

6. **Economic Development Division**

Attached as Appendix V is the Economic Development Division Report, prepared by Melissa Marquardt, Manager of Economic Development, providing an update on activities.

7. **Ottawa Valley Tourist Association**

Attached as Appendix VI is the Ottawa Valley Tourist Association Report, prepared by Melissa Marquardt, Manager of Economic Development, providing an update on activities.

8. **Enterprise Renfrew County**

Attached as Appendix VII is the Enterprise Renfrew County Report, prepared by Melissa Marquardt, Manager of Economic Development, providing an update on activities.

9. **Forestry**

Attached as Appendix VIII is the Forestry Report, prepared by Lacey Rose, County Forester, providing an update on activities.

10. **Real Estate Division**

Attached as Appendix IX is the Real Estate Division Report, prepared by Kevin Raddatz, Manager of Real Estate, providing an update on activities.

11. **Planning Division**

Attached as Appendix X is the Planning Division Report, prepared by Bruce Howarth, Manager of Planning Services, providing an update on activities.

COUNTY OF RENFREW
TREASURER'S REPORT - Development & Property Committee
September 2023

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
			over / (under)	
<u>PROPERTY - Pembroke Admin</u>	<u>127,253.61</u>	<u>81,707.00</u>	<u>45,546.61</u>	<u>88,576.00</u>
Salaries	131,874.23	130,009.00	1,865.23	169,011.00
Employee Benefits	42,636.28	39,069.00	3,567.28	50,787.00
Advertising	0.00	747.00	(747.00)	1,000.00
Capital - under threshold	0.00	0.00	0.00	0.00
Depreciation	316,732.95	306,000.00	10,732.95	408,000.00
Elevator Maintenance	5,502.42	5,958.00	(455.58)	7,949.00
Garbage Disposal	5,037.44	4,770.00	267.44	6,355.00
Groundskeeping	4,542.51	4,320.00	222.51	5,764.00
Insurance	52,556.83	44,182.00	8,374.83	44,182.00
Janitorial Contract	92,410.24	66,825.00	25,585.24	89,100.00
Legal	0.00	1,503.00	(1,503.00)	2,000.00
Lights,Heat & Power	108,750.78	94,554.00	14,196.78	126,075.00
Mechanical	8,721.16	16,497.00	(7,775.84)	22,000.00
Memberships/Subscriptions	673.62	1,125.00	(451.38)	1,500.00
Miscellaneous	3,654.02	2,097.00	1,557.02	2,800.00
Office Supplies	18,152.24	13,401.00	4,751.24	17,860.00
Professional Development	0.00	3,753.00	(3,753.00)	5,000.00
Purchased Services	0.00	0.00	0.00	0.00
Recoveries - County	(385,342.47)	(394,596.00)	9,253.53	(526,130.00)
Recoveries - Other	0.00	(44,253.00)	44,253.00	(59,000.00)
Recruitment	0.00	567.00	(567.00)	750.00
Repairs & Maintenance	26,922.36	33,750.00	(6,827.64)	45,000.00
Revenue - Provincial - One Time	0.00	0.00	0.00	0.00
Security & Monitoring	4,244.20	4,707.00	(462.80)	6,273.00
Special Projects	0.00	29,997.00	(29,997.00)	40,000.00
Surplus Adjustment - Capital	82,706.72	234,000.00	(151,293.28)	312,000.00
Surplus Adjustment - Depreciation	(316,732.95)	(306,000.00)	(10,732.95)	(408,000.00)
Surplus Adjustment - TRF from Reserves	(82,706.72)	(219,753.00)	137,046.28	(293,000.00)
Surplus Adjustment - TRF to Reserves	0.00	0.00	0.00	0.00
Telephone	1,983.62	2,250.00	(266.38)	3,000.00
Travel	1,256.84	3,600.00	(2,343.16)	4,800.00
Vehicle Expenses	3,677.29	2,628.00	1,049.29	3,500.00
<u>PROPERTY - Renfrew County Place</u>	<u>(222,660.13)</u>	<u>(208,219.00)</u>	<u>(14,441.13)</u>	<u>(222,808.00)</u>
Salaries	45,648.78	67,711.00	(22,062.22)	88,027.00
Salaries	14,137.58	0.00	14,137.58	0.00
Capital - Under Threshold	4,716.58	0.00	4,716.58	0.00
Depreciation	158,549.31	157,500.00	1,049.31	210,000.00
Elevator Maintenance	3,455.44	5,346.00	(1,890.56)	7,122.00
Garbage Removal	3,052.34	2,997.00	55.34	4,001.00
Groundskeeping	23,693.08	24,003.00	(309.92)	32,000.00
Insurance	23,339.93	19,495.00	3,844.93	19,495.00
Janitorial Contract	24,320.56	49,725.00	(25,404.44)	66,300.00
Lease Revenue- Outside	(234,906.87)	(252,720.00)	17,813.13	(336,954.00)
Lights,Heat & Power	59,812.27	73,035.00	(13,222.73)	97,375.00
Mechanical	30,281.74	13,113.00	17,168.74	17,478.00
Miscellaneous	185.23	3,789.00	(3,603.77)	5,046.00
Municipal Taxes	18,280.38	17,800.00	480.38	17,800.00
Office Supplies / Admin Costs	6,089.25	5,346.00	743.25	7,137.00
Recoveries - County	(254,842.47)	(254,844.00)	1.53	(339,790.00)
Recoveries - Outside	(4,590.45)	(17,800.00)	13,209.55	(17,800.00)
Repairs & Maintenance	14,150.58	30,267.00	(16,116.42)	40,356.00
Revenue - Provincial - One Time	0.00	0.00	0.00	0.00

COUNTY OF RENFREW
TREASURER'S REPORT - Development & Property Committee
September 2023

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
Security & Monitoring	515.92	4,518.00	(4,002.08)	6,029.00
Surplus Adjustment - Capital	298,864.56	786,897.00	(488,032.44)	1,049,200.00
Surplus Adjustment - Depreciation	(158,549.31)	(157,500.00)	(1,049.31)	(210,000.00)
Surplus Adjustment - TRF from Reserves	(298,864.56)	(786,897.00)	488,032.44	(1,049,200.00)
Surplus Adjustment - TRF to Reserves	0.00	0.00	0.00	63,570.00
<u>PROPERTY - Base Stations</u>	<u>(173,968.03)</u>	<u>(123,435.00)</u>	<u>(50,533.03)</u>	<u>0.00</u>
BLDG - Repairs & Maint	9,678.40	33,804.00	(24,125.60)	45,051.00
Capital Under Threshold	0.00	0.00	0.00	0.00
Depreciation	46,291.68	46,800.00	(508.32)	62,400.00
Groundskeeping	27,038.82	35,235.00	(8,196.18)	46,979.00
Internal Charges	0.00	0.00	0.00	2,904.00
Janitorial Contract	14,074.75	24,876.00	(10,801.25)	33,173.00
Lights, Heat & Power	23,484.18	27,909.00	(4,424.82)	37,208.00
Mechanical	3,226.07	3,744.00	(517.93)	5,000.00
Misc - Building Expenses	3,075.04	5,544.00	(2,468.96)	7,346.00
Recoveries - County	(254,545.29)	(254,547.00)	1.71	(339,394.00)
Recoveries - Provincial One Time	0.00	0.00	0.00	0.00
Surplus Adjustment - Capital	0.00	35,694.00	(35,694.00)	47,600.00
Surplus Adjustment - Depreciation	(46,291.68)	(46,800.00)	508.32	(62,400.00)
Surplus Adjustment - TRF from Reserves	0.00	(35,694.00)	35,694.00	(47,600.00)
Surplus Adjustment - TRF to Reserves	0.00	0.00	0.00	161,733.00
<u>PROPERTY - Arnprior Office</u>	<u>(54,030.00)</u>	<u>(61,695.00)</u>	<u>7,665.00</u>	<u>0.00</u>
Bldg - Repairs & Maintenance	3,281.32	990.00	2,291.32	1,322.00
Capital Under Threshold	0.00	0.00	0.00	0.00
Depreciation	28,830.15	28,800.00	30.15	38,400.00
Groundskeeping	6,431.74	3,096.00	3,335.74	4,124.00
Insurance	3,757.58	3,330.00	427.58	3,330.00
Janitorial Contract	25,324.44	22,500.00	2,824.44	30,000.00
Lights, Heat & Power	8,094.52	10,188.00	(2,093.48)	13,580.00
Mechanical	1,045.58	1,539.00	(493.42)	2,050.00
Misc Bldg Other	947.28	378.00	569.28	500.00
Recoverable County	(97,137.56)	(104,868.00)	7,730.44	(139,819.00)
Recoverable Outside	(7,726.66)	0.00	(7,726.66)	0.00
Revenue - Provincial - One Time	0.00	0.00	0.00	0.00
Security	1,951.76	1,152.00	799.76	1,538.00
Surplus Adjustment - Capital	0.00	0.00	0.00	0.00
Surplus Adjustment - Depreciation	(28,830.15)	(28,800.00)	(30.15)	(38,400.00)
Surplus Adjustment - TRF from Reserves	0.00	0.00	0.00	0.00
Surplus Adjustment - TRF to Reserves	0.00	0.00	0.00	83,375.00
<u>PROPERTY - Renfrew OPP</u>	<u>68,396.54</u>	<u>67,804.00</u>	<u>592.54</u>	<u>0.00</u>
Salaries / Benefits	32,849.95	22,191.00	10,658.95	28,849.00
Capital Under Threshold	0.00	0.00	0.00	0.00
Expenses Recoverable from Others	0.00	0.00	0.00	0.00
Garbage Removal	1,470.42	1,611.00	(140.58)	2,153.00
Groundskeeping	19,736.20	27,000.00	(7,263.80)	36,000.00
Insurance	20,853.27	15,043.00	5,810.27	15,043.00
Interest Expense	92,640.45	95,571.00	(2,930.55)	95,571.00
Internal Charges	0.00	12,222.00	(12,222.00)	16,300.00
Depreciation	86,818.59	87,300.00	(481.41)	116,400.00
Mechanical	10,666.27	0.00	10,666.27	0.00
Municipal Taxes	47,224.75	46,000.00	1,224.75	46,000.00

COUNTY OF RENFREW
TREASURER'S REPORT - Development & Property Committee
September 2023

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
Office Expenses	908.95	2,250.00	(1,341.05)	3,000.00
Repairs & Maint	11,060.74	24,228.00	(13,167.26)	32,298.00
Revenue - Lease - Base Rent	(348,850.17)	(348,849.00)	(1.17)	(465,134.00)
Revenue - Lease - Expense Recoveries	(124,904.77)	(129,744.00)	4,839.23	(172,986.00)
Security/Monitoring	4,459.24	0.00	4,459.24	0.00
Surplus Adjustment - Capital	0.00	30,753.00	(30,753.00)	41,000.00
Surplus Adjustment - Depreciation	(86,818.59)	(87,300.00)	481.41	(116,400.00)
Surplus Adjustment - From Reserves	0.00	(30,753.00)	30,753.00	(41,000.00)
Surplus Adjustment - Debt Principal Payments	300,281.24	300,281.00	0.24	300,281.00
Surplus Adjustment - TRF To Reserves	0.00	0.00	0.00	62,625.00
<u>FORESTRY DEPT.</u>	<u>(95,916.57)</u>	<u>81,902.00</u>	<u>(177,818.57)</u>	<u>76,777.00</u>
Salaries	134,614.51	174,962.00	(40,347.49)	224,954.00
Benefits	42,437.23	0.00	42,437.23	0.00
Advertising	659.40	450.00	209.40	600.00
Conventions	0.00	1,350.00	(1,350.00)	1,800.00
COVID	0.00	0.00	0.00	0.00
Depreciation	12,579.12	12,600.00	(20.88)	16,800.00
Legal	8,207.71	1,872.00	6,335.71	2,500.00
Memberships/Subscriptions	7,699.98	6,840.00	859.98	9,123.00
Miscellaneous	513.12	1,125.00	(611.88)	1,500.00
Office Supplies	7,029.02	2,250.00	4,779.02	3,000.00
Professional Development	135.60	1,872.00	(1,736.40)	2,500.00
Recoveries - Other	(200.00)	(3,897.00)	3,697.00	(5,200.00)
Revenue - Provincial	(16,160.51)	0.00	(16,160.51)	0.00
Revenues - Timber Sales	(296,804.78)	(135,000.00)	(161,804.78)	(180,000.00)
Small Tools / Supplies & Maintenance	4,318.60	747.00	3,571.60	1,000.00
Special Project	474.18	1,872.00	(1,397.82)	2,500.00
Special Project - Well Remediation	0.00	2,700.00	(2,700.00)	3,600.00
Surplus Adjustment - Capital	0.00	0.00	0.00	0.00
Surplus Adjustment - Depreciation	(12,579.12)	(12,600.00)	20.88	(16,800.00)
Surplus Adjustment - TRF from Reserves	0.00	0.00	0.00	(24,100.00)
Surplus Adjustment - TRF to Reserves	0.00	0.00	0.00	0.00
Travel	5,470.16	3,753.00	1,717.16	5,000.00
Tree Marking	0.00	1,503.00	(1,503.00)	2,000.00
Tree Planting	585.12	13,500.00	(12,914.88)	18,000.00
Vehicle Expenses	5,104.09	6,003.00	(898.91)	8,000.00
<u>GIS</u>	<u>107,648.43</u>	<u>161,251.00</u>	<u>(53,602.57)</u>	<u>209,880.00</u>
Salaries	63,837.20	118,289.00	(54,451.80)	153,771.00
Benefits	18,348.30	34,700.00	(16,351.70)	45,109.00
Cell Telephone/Pagers	0.00	0.00	0.00	0.00
Computer Supply/Maintenance	79,387.30	15,750.00	63,637.30	21,000.00
Conventions	0.00	378.00	(378.00)	500.00
Depreciation	4,260.69	4,500.00	(239.31)	6,000.00
Membership	90.40	0.00	90.40	0.00
Office Supplies	636.51	1,503.00	(866.49)	2,000.00
Professional Development	0.00	378.00	(378.00)	500.00
Recoveries - internal	0.00	(11,250.00)	11,250.00	(15,000.00)
Recoverable Outside	(2,807.50)	(1,125.00)	(1,682.50)	(1,500.00)
Recoverable - Prov	(51,843.78)	(56,250.00)	4,406.22	(75,000.00)
Recoveries - Municipal	0.00	(54,000.00)	54,000.00	(72,000.00)
Special Projects - Flood Study	0.00	112,500.00	(112,500.00)	150,000.00
Surplus Adjustment - Capital	0.00	0.00	0.00	0.00
Surplus Adjustment - Depreciation	(4,260.69)	(4,500.00)	239.31	(6,000.00)
Surplus Adjustment - Transfer From Reserves	0.00	0.00	0.00	0.00

COUNTY OF RENFREW
TREASURER'S REPORT - Development & Property Committee
September 2023

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
Travel	0.00	378.00	(378.00)	500.00
Weed Inspection	0.00	0.00	0.00	0.00
<u>ECONOMIC DEVELOPMENT</u>	<u>234,073.16</u>	<u>353,178.00</u>	<u>(119,104.84)</u>	<u>455,029.00</u>
Salaries	172,635.79	191,511.00	(18,875.21)	248,965.00
Benefits	57,263.21	60,231.00	(2,967.79)	78,303.00
Computer Maintenance	2,351.86	2,997.00	(645.14)	4,000.00
Conventions	1,750.07	2,997.00	(1,246.93)	4,000.00
Marketing Program	23,566.25	49,122.00	(25,555.75)	65,500.00
Memberships/Subscriptions	3,300.57	3,753.00	(452.43)	5,000.00
Office Expense	3,524.30	4,500.00	(975.70)	6,000.00
ON Winter Games expenses	1,317,675.87	1,000,000.00	317,675.87	1,000,000.00
ON Winter Games Recoveries - other	(364,181.15)	0.00	(364,181.15)	0.00
ON Winter Games Recoveries - Provincial	(953,494.72)	(1,000,000.00)	46,505.28	(1,000,000.00)
Professional Development/Staff Training	203.52	567.00	(363.48)	750.00
Recoveries-Other	(40,835.66)	(19,503.00)	(21,332.66)	(26,000.00)
Recoveries-Provincial	0.00	(57,168.00)	57,168.00	(76,219.00)
Recruitment	0.00	0.00	0.00	0.00
Special Projects - Taste of the Valley	4,109.56	0.00	4,109.56	0.00
Special Projects - Agriculture	0.00	22,470.00	(22,470.00)	22,470.00
Special Projects -RED	0.00	87,948.00	(87,948.00)	117,260.00
Special Projects - RED Workforce	1,852.93	0.00	1,852.93	0.00
Travel	4,350.76	3,753.00	597.76	5,000.00
<u>ENTERPRISE CENTRE</u>	<u>21,041.25</u>	<u>23,115.00</u>	<u>(2,073.75)</u>	<u>28,055.00</u>
Salaries	113,622.95	106,431.00	7,191.95	138,359.00
Benefits	39,641.50	36,669.00	2,972.50	47,669.00
COVID	0.00	0.00	0.00	0.00
Marketing	1,455.93	4,500.00	(3,044.07)	6,000.00
Office Expenses	6,214.21	2,151.00	4,063.21	2,869.00
Professional Development	0.00	522.00	(522.00)	700.00
Purchased Service	4,794.75	4,797.00	(2.25)	6,393.00
Recoveries - Federal	0.00	0.00	0.00	0.00
Recoveries - Municipalities	(9,000.00)	(6,000.00)	(3,000.00)	(6,000.00)
Recoveries - Other	(1,540.00)	(7,497.00)	5,957.00	(10,000.00)
Recoveries - Provincial	(139,426.60)	(128,376.00)	(11,050.60)	(171,165.00)
Recoveries - Provincial - One Time	(9,929.59)	0.00	(9,929.59)	0.00
Recruitment	0.00	0.00	0.00	0.00
Special Projects	11,753.13	7,497.00	4,256.13	10,000.00
Special Projects - Summer Company	15,737.00	9,900.00	5,837.00	13,200.00
Starter Company - Provincial Revenue	(34,306.40)	(54,000.00)	19,693.60	(72,000.00)
Starter Company - Special Projects	34,306.40	54,000.00	(19,693.60)	72,000.00
Summer Company - Provincial Revenue	(15,737.00)	(9,900.00)	(5,837.00)	(13,200.00)
Telephone/Internet Access	2,873.53	1,674.00	1,199.53	2,230.00
Travel	581.44	747.00	(165.56)	1,000.00
<u>OTTAWA VALLEY TOURIST ASSOCIATION</u>	<u>222,410.00</u>	<u>222,410.00</u>	<u>0.00</u>	<u>290,275.00</u>
Salaries	137,289.09	139,929.00	(2,639.91)	181,904.00
Benefits	43,412.14	48,089.00	(4,676.86)	62,516.00
Direct Contribution to OVTA	41,708.77	34,392.00	7,316.77	45,855.00
Recoveries	0.00	0.00	0.00	0.00
<u>PLANNING DEPARTMENT</u>	<u>431,295.67</u>	<u>609,850.00</u>	<u>(178,554.33)</u>	<u>786,947.00</u>
Salaries	537,142.15	594,622.00	(57,479.85)	773,011.00
Employee Benefits	167,885.46	171,758.00	(3,872.54)	223,283.00
Computer Supplies / Maintenance	2,345.86	9,000.00	(6,654.14)	12,000.00
Conventions	5,049.73	3,753.00	1,296.73	5,000.00

COUNTY OF RENFREW
TREASURER'S REPORT - Development & Property Committee
September 2023

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
Purchased Service	0.00	19,231.00	(19,231.00)	25,000.00
Land Division Advertisement Costs	0.00	0.00	0.00	0.00
Legal Fees	0.00	747.00	(747.00)	1,000.00
Memberships	523.83	4,275.00	(3,751.17)	5,700.00
Office Expense	4,195.37	12,681.00	(8,485.63)	16,913.00
Professional Development	724.84	4,500.00	(3,775.16)	6,000.00
Recoveries - Provincial - One Time	0.00	0.00	0.00	0.00
Recruitment	2,215.93	1,530.00	685.93	2,040.00
Revenues - Municipal Severances/Projects	(26,592.70)	(29,997.00)	3,404.30	(40,000.00)
Revenues - Official Plan Fees	(5,200.00)	0.00	(5,200.00)	0.00
Revenues - Other	(145.00)	(9,000.00)	8,855.00	(12,000.00)
Revenues - Service Charges	0.00	(26,253.00)	26,253.00	(35,000.00)
Revenues - Severance Applications	(217,535.00)	(130,500.00)	(87,035.00)	(174,000.00)
Revenues - Subdivision Applications	(51,485.00)	(37,503.00)	(13,982.00)	(50,000.00)
Special Project & Official Plan	3,816.99	6,003.00	(2,186.01)	8,000.00
Surplus Adjustment - Capital	0.00	0.00	0.00	0.00
Surplus Adjustment - TRF from Reserves	0.00	0.00	0.00	0.00
Travel	8,353.21	15,003.00	(6,649.79)	20,000.00
Total Development & Property	665,543.93	1,207,868.00	(542,324.07)	1,712,731.00

EORN Cell Gap Project Monthly Update October 2023

Regional view

	Planned	Completed	New this month
Upgrades to existing towers	312	304	1
New towers in service	256	13	0
New co-locations	76	38	5
Land use authority	256	194	4
Please note that this information is collected monthly and is subject to change as the project moves forward.			

Renfrew County

	Planned	Completed	New this month
Upgrades to existing towers	25	25	n/a
New towers in service	47	1	0
New co-locations	9	7	3
Land use authority	47	4443	1
Please note that this information is collected monthly and is subject to change as the project moves forward.			

Note: data is updated by Rogers on the 15th of each month. Data provided for this update was received on October 15, 2023.



Bonnie Adams
Regulatory Coordinator
Regulatory Affairs

tel 416-495-5499
EGIRegulatoryProceedings@enbridge.com

Enbridge Gas Inc.
500 Consumers Road
North York, Ontario M2J 1P8
Canada

October 30, 2023

MUNICIPAL CORPORATION OF THE COUNTY OF
RENFREW
9 INTERNATIONAL DRIVE
PEMBROKE, ON K8A 6W5

PIN# 572310001

Dear Property Owner and/or Encumbrancer:

**Re: Enbridge Gas Inc. (Enbridge Gas)
Ontario Energy Board (OEB) File No.: EB-2023-0201
Eganville Community Expansion Project
OEB Notice of Hearing**

On September 21, 2023, Enbridge Gas Inc. (Enbridge Gas) filed an application with the Ontario Energy Board (OEB) for leave to construct natural gas pipelines in the Townships of Admaston/Bromley, North Algona Wilberforce and Bonnechere Valley, in Renfrew County.

On October 16, 2023, the OEB issued the Notice of Hearing (Notice) and the Letter of Direction for the proceeding. The OEB has directed Enbridge Gas to serve a copy of the Notice of Hearing, Enbridge Gas' Application and the evidence listed below on all property owners and encumbrancers with lands or interest in lands directly affected by the proposed pipeline and related facilities.

The OEB's Notice of Application provides information on how to become informed and involved in the proceeding. Interested parties can apply to the OEB for Intervenor Status in this proceeding by November 16, 2023.

Attached please find the OEB's Notice, along with Enbridge Gas' Application and the evidence (listed below) as filed with the OEB:

- Exhibit B-1-1 – Project Need
- Exhibit C-1-1 – Alternatives
- Exhibit D-1-1 – Proposed Project
- Exhibit E-1-1 – Cost & Economics
- Exhibit F-1-1 – Environmental Matters
- Exhibit G-1-1 – Land Requirements & Agreements
- Exhibit H-1-1 – Indigenous Consultation Matters

October 30, 2023
Page 2

A complete paper copy of the evidence filed in this proceeding is available upon request, or alternatively available on the Enbridge Gas website (along with the

Environmental Report) by accessing the link below and navigating to "Regulatory Information". <https://www.enbridgegas.com/about-enbridge-gas/projects/eganvilleproject>

Please contact me if you have any questions.

Yours truly,

A handwritten signature in blue ink that reads "Bonnie Adams". The signature is written in a cursive, flowing style.

Bonnie Adams
Regulatory Coordinator

Enbridge Gas Inc. has applied to construct natural gas pipelines in the Townships of Admaston/Bromley, North Algona Wilberforce and Bonnechere Valley, in Renfrew County

Enbridge Gas Inc. (the applicant) has applied for approval of/to:

- Construct pipelines to supply natural gas to approximately 723 customers in the Townships of Admaston/Bromley, North Algona Wilberforce and Bonnechere Valley, who currently do not have access to natural gas service.
- Install approximately 11 km of 8-inch polyethylene (PE) natural gas pipeline, and approximately 50 m of a combination of 6-inch and 8-inch steel natural gas pipeline and ancillary facilities as part of Phase 1 of the project.
- Install approximately 11 km of 8-inch PE natural gas pipeline and ancillary facilities as part of Phase 2 of the project.
- The agreement it will offer to landowners affected by the routing or location of the proposed pipelines.
- Charge the OEB-approved System Expansion Surcharge to all new customers that will be taking service from the project. Enbridge Gas Inc. indicates that the project was approved to receive funding assistance under Phase 2 of the Government of Ontario's Natural Gas Expansion Program.
- New natural gas franchise agreements with the Townships of North Algona Wilberforce and Bonnechere Valley which would grant the applicant Enbridge Gas Inc. the right to construct, operate and add to the natural gas distribution system and to distribute, store and transmit natural gas within the Townships of North Algona and Bonnechere Valley for a period of 20 years.
- An order directing that the acceptance of the municipal electors of the Townships of North Algona Wilberforce and Bonnechere Valley are not required in relation to the by-laws approving the natural gas franchise agreements.
- An order granting new certificates of public convenience and necessity to Enbridge Gas Inc. to construct works to supply gas in the Townships of North Algona Wilberforce and Bonnechere Valley.

The location of the proposed pipelines is shown in the map.

The OEB will also assess:

- The applicant's compliance with the OEB's Environmental Guidelines for the Location, Construction and Operation of Hydrocarbon Pipelines and Facilities in Ontario.
- Whether the duty to consult with Indigenous Communities potentially affected by the proposed pipeline has been discharged with respect to the application.

YOU SHOULD KNOW

THE ONTARIO ENERGY BOARD IS HOLDING A PUBLIC HEARING

There are three types of OEB Hearings: oral, electronic and written. The applicant has applied for a written hearing. If you think a different hearing type is needed, you can write to us to explain why. During this hearing, we will question the applicant about its case. We will also hear questions and arguments from participants that have registered as Intervenor. After reviewing all the evidence, we will decide whether to approve this application.

HAVE YOUR SAY

You have the right to information about this application and to participate in the process. Visit www.oeb.ca/notice and use file number **EB-2023-0201** to:

- Review the application
- Apply to become an intervenor
- File a letter with your comments

IMPORTANT DATES

You must engage with the OEB on or before **November 16, 2023** to:

- Provide input on the hearing type (oral, electronic or written)
- Apply to be an intervenor

If you do not, the hearing will move forward without you, and you will not receive any further notice of the proceeding.

PRIVACY

If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. If you are a business or if you apply to become an intervenor, all the information you file will be on the OEB website.

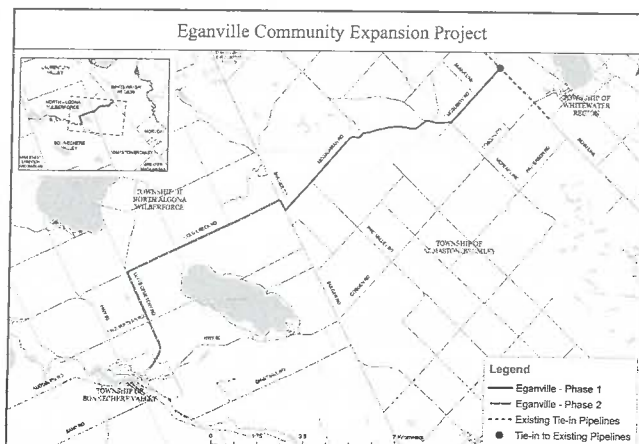
LEARN MORE

Ontario Energy Board
Tel/TTY: 1 877-632-2727
Monday - Friday: 8:30 AM - 5:00 PM
Website: oeb.ca/notice

Enbridge Gas Inc.
Tel: 1 866-763-5427
Monday - Friday: 8:30 AM - 5:00 PM
Website: enbridgegas.com

This hearing will be held under section 90(1) and 97 of the *Ontario Energy Board Act, 1998*, S.O. 1998, c.15, Schedule B and under sections 8, 9(3) and 9(4) of the *Municipal Franchises Act*, R.S.O. 1990, c. M.55.

Ce document est aussi disponible en français.





County of
Renfrew
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Experience Our History, Share Our Future!

Appendix IV

2024

Business Plan Development and Property



2023 ACHIEVEMENTS

PLANNING

- Official Plan Amendment updating policies to align with changing provincial regulations
- Series of planning orientation meetings held for Local Municipalities
- Implemented fees for General Inquiries
- Integration of GIS/Planning Division
- Initiated the Flood Mapping and Modelling project
- Expanded engagement with regular office hours at local municipalities
- Initiated the County of Renfrew Climate Action Plan

FORESTRY

- Hired Forestry Technician in July
- Expected revenue from timber harvest = \$360,000+ (\$180,000 budgeted)
- Mechanical site preparation at Beachburg Tract following harvest
- Many meaningful outreach activities to promote local forest sector, sustainable forestry in Renfrew County Forests and career opportunities to address workforce shortage
- Supported the Land Claim
- Finalized the use of a County Forestry Tract for a cell tower

REAL ESTATE

- New Affordable Housing Build – construction commenced in May for the 7,085 sq. ft. 12 bedroom multi-residential facility located at Lea Street, Pembroke with an expected completion date in March of 2024
- New Duplex – a project was awarded and construction commenced in June for the 2,116 sq. ft. duplex located on 202 Cecil Street, Pembroke with an anticipated completion date in early 2024
- Future Paramedic Base – in May the property/building in Eganville (formerly O’Grady’s Garage) was purchased for \$1.6 million with the building to undergo some renovations and fit-up to be converted into a fully operational ambulance base in mid 2024
- Renfrew County Place – Paramedic Shelter – a project was awarded in May to construct 1,800 sq. ft. storage unit to store paramedic equipment with the project being completed in October
- Partnered with the Town of Deep River for the possible purchase of a discontinued school for a Community Hub and Housing initiative
- Engaged with Habitat for Humanity for possible partnership for projects within Renfrew County

ECONOMIC DEVELOPMENT

- Launched new Invest Renfrew County website
- Hosted and provided logistical support of Ontario Winter Games
- Reviewed and revamped Taste of the Valley events with new municipal partnerships
- Launched strategic planning exercise (to be completed February 2024)

OTTAWA VALLEY TOURIST ASSOCIATION

- Launched new tourism website
- Renewed 5 year partnership agreement between OVTA-County of Renfrew-Pembroke
- Revamped Ottawa Valley Tourism Awards program
- Hosted first in-person Annual General Meeting and Tourism Conference since 2019

ENTERPRISE RENFREW COUNTY

- Developed Francophone services program
- Delivered Starter Company Plus and Summer Company programs
- Revamped and relaunched Mentorship program
- Rebranded and new website launched
- Delivered Bridges to Better Business/Small Business Week programming and events

2024 CONSIDERATIONS AND OPPORTUNITIES

Key Issues

The County of Renfrew is faced with a number of challenges and opportunities, which come before Committee and can be expected to be a focus in 2024. These include:

Business Plans/Budget – In November 2023, the long-term financial plan and asset management plan were reviewed and updates were received. Continued financing of operating and capital budgets will be experiencing significant challenges, and it would be prudent to examine multi-year financial plans as part of the Council review process, but be subject to annual updates.

Staffing – Staffing continues to be a focus for the Planning Division to ensure a full compliment to continue responding to the increased demand for Planning services.

PLANNING

First and foremost, we are in the process of finalizing Phase one of the Floodplain Study. This study is essential for understanding and managing flood risks within our county.

Additionally, we are committed to completing the County of Renfrew Climate Action Plan. This plan will play a pivotal role in addressing climate change and its impacts on our region.

In line with our efforts to enhance our data resources, we're working on air photo acquisition (Drape 4) to ensure we have up-to-date and accurate geographic information.

Regarding our GIS website, we are actively considering options such as finding a new host, internal hosting, or even the possibility of not having a site at all. We will make the best decision that aligns with our goals and resources.

The ongoing work on Zoning By-law Projects is vital for ensuring the effective regulation and management of land use within the County.

Preparation of comprehensive site plans that are ready for immediate implementation. In anticipation of future funds being available, staff are proposing to issue a Request for Proposals (RFP) to solicit competitive bids from qualified engineering firms to achieve site plan approval for multiple sites.

We are looking at the creation of a “planner pipeline” for Renfrew County where either the County of Renfrew or local municipalities would have the opportunity to hire permanently by creating a year-round student co-op placement position.

Lastly, we are keeping a close eye on the new Provincial Policy Statement (PPS), which may necessitate a significant policy review. This could lead to a comprehensive update of our Official Plan (OP), which is a crucial document shaping our County's future development and sustainability.

FORESTRY

In order to achieve our regular harvest operations with a revenue goal of \$180,000, we must focus on various key activities. One of our priorities is to undertake chemical site preparation on the Beachburg Tract to ready it for the planting of 50,000 seedlings in 2025. This step will ensure the future sustainability of our forest resources.

Additionally, addressing trespass and encroachment issues is crucial for protecting our land. To make progress in this regard, we will conduct surveys, monitor activities, refresh property boundaries, and update our by-law to prohibit unauthorized activities on our land.

Recognizing the importance of adapting to the changing climate and the threat of invasive species, we are dedicating staff time to develop and implement survey priorities in the forest areas most susceptible to these impacts. This proactive approach will help safeguard our forests for the future.

Furthermore, we are eager to engage with the community and improve public awareness of sustainable forest management in Renfrew County. To achieve this, we are exploring outreach opportunities that will have a broader reach. This will not only benefit our organization but also support local businesses in the region.

REAL ESTATE

Our primary focus is on the Eganville Ambulance Base fit-up project, ensuring it is completed in a timely manner. It's essential to support Paramedic Services during the seamless transition from their existing location to the new site in 2024, ensuring minimal disruption in their critical services.

Additionally, we are committed to meeting the projected schedule for the New Affordable Housing Build slated for completion in March 2024. Our goal is to provide full support to Community Services during the tenant transition phase, making the process as smooth as possible.

The New Duplex project is another key priority, with the aim of completing it within the early Q2 timeframe and staying on budget. We will continue to explore potential collaboration opportunities with Habitat for Humanity for future projects that align with our mission.

Furthermore, our partnership with the Town of Deep River to purchase the Keys Public School remains a focus area, and we are dedicated to ensuring the successful realization of this project.

The County of Renfrew is in the process of applying for a grant to establish Electric Vehicle Charging stations.

Lastly, we are actively engaging with local municipalities to explore the use of Modular Homes for a seniors housing initiative. This initiative aims to address the growing need for suitable housing options for seniors in our community and provide a comfortable and supportive living environment along with identifying County-owned lands for affordable housing projects.

ECONOMIC DEVELOPMENT

Our first priority is to complete the strategic plan and execute the year one action items. This plan will be the roadmap for our development efforts.

We are committed to the continuation of the Workforce & Newcomer Attraction project, working to attract and retain talent in our region by continuing our Partnership with Lanark County.

In 2024, we are honoured to host the Municipal Agriculture Economic Development and Planning Forum, where we can showcase our region's agricultural potential and exchange ideas with stakeholders.

Another exciting endeavor is the delivery of Taste of the Valley events, and we'll also be releasing Expressions of Interest for hosting in 2025 and 2026, allowing us to celebrate our local flavors and culture.

Reaffirming our relationship with the Algonquins of Pikwakanagan is of utmost importance. It signifies our commitment to mutual respect, collaboration, and ongoing partnership. Our continued dedication to this relationship is a testament to our shared values and the desire to work together for the betterment of our communities. By reaffirming this relationship, we ensure that the bonds of trust and cooperation remain strong, fostering a positive environment for collaboration on various projects and initiatives that benefit both parties.

OTTAWA VALLEY TOURIST ASSOCIATION

We are launching a Destination Management Planning exercise, ensuring we have a clear strategy for managing and promoting our destination.

We'll continue executing the culinary tourism strategy with a focus on year two action items, enhancing our reputation as a culinary hotspot.

The revamp of the Tap & Cork Route website and itinerary development will offer tourists an improved experience in exploring our local breweries and wineries.

We're dedicated to achieving a Sustainable Tourism Designation for Renfrew County, underscoring our commitment to responsible and eco-friendly tourism.

ENTERPRISE RENFREW COUNTY

We will be delivering the Starter Company Plus and Summer Company programs, providing support and resources for aspiring entrepreneurs and small businesses.

The Bridges to Better Business and Small Business Week programming and events will continue to empower local businesses with knowledge and networking opportunities.

These initiatives collectively aim to drive economic growth, foster entrepreneurship, and promote our region as a destination for both tourism and business development.

ECONOMIC DEVELOPMENT DIVISION REPORT

Prepared by: Melissa Marquardt, Manager of Economic Development

Prepared for: Development and Property Committee

November 14, 2023

INFORMATION

1. Economic Development Strategic Planning Exercise

As part of the Economic Development Division's strategic planning exercise, a survey was launched on October 19, 2023, for "[Renfrew County CFDC and County of Renfrew Economic Development Division](#)" to gather input from the business and municipal sectors in Renfrew County. The survey remains open until November 17, 2023.

Five targeted strategic input sessions are scheduled for November 23, 2023, at the County of Renfrew Administration Building. Business, community, and municipal leaders from a wide range of sectors have been invited to participate and provide further input to help shape the plan.

Results of the survey and input sessions will be presented to County and Renfrew County Community Futures Development Corporation (CFDC) staff in working sessions on December 14, 2023. The final plans are on schedule to be presented in February.

2. Funding Announcements

The Government of Ontario has recently announced the following funding programs:

a) EV ChargeON Program

The Province is now accepting applications for the [EV ChargeON program](#) to build publicly accessible charging stations in communities with less than 170,000 people, as well as in any Indigenous community in Ontario. Eligible applicants include businesses, not-for-profit corporations, municipalities, Indigenous businesses, organizations and communities, and broader public sector organizations like hospitals and universities. Applications will be accepted until January 31, 2024, at 5:00 p.m.

b) Sustainable Canadian Agricultural Partnership: Positioning the Fruit Farming Sector for Growth

Through the Sustainable Canadian Agricultural Partnership (Sustainable CAP), funding support is being provided to help apple, tender fruit, and wine grape producers grow popular varieties of produce and improve quality, production and marketability.

Under the Growing Future Opportunities Initiative, eligible producers can apply to receive 75% of cost-share funding for plants, with plantings to be completed by the end of 2026. Approved projects are to be completed by December 31, 2026. The apple and tender fruit intake of the initiative will be delivered by Agricorp and more information will be available once it opens on November 20, 2023, at www.Agricorp.com. The wine grape intake is anticipated in the winter of 2024.

3. Funders Forum

The Renfrew County Community Futures Development Corporation is hosting a [Funders Forum](#) on November 30, 2023, from 9:00 a.m. to 2:00 p.m., at the Horton Community Centre. Interested individuals can register to attend by selecting the link.

The free forum is an opportunity for businesses and community organizations to learn about how to submit a successful application and hear about funding opportunities from various governments and agencies, including the Province of Ontario, FedDev Ontario, Ontario Trillium Foundation, United Way, and Renfrew County CFDC.

4. Taste of the Valley

The fourth [Taste of the Valley](#) event was held in Cobden on October 14, 2023, with more than 135 vendors in attendance and attracting more than 5,000 visitors.

The last event in the series is the Holiday edition scheduled for December 16, 2023, from 10:00 a.m. to 3:00 p.m., at the Germania Club in Pembroke.

5. Settlement and Recruitment Officer – Lanark and Renfrew Counties

Lanark and Renfrew Counties are pleased to announce that the shared position for a Settlement and Recruitment Officer has been filled. Linda Alexander is the successful candidate and began her role on October 10, 2023. Linda will be working out of the Lanark County administrative office and will be supporting the Lanark/Renfrew Community Inclusion Project, of which the County of Renfrew is a partner, until its completion in March 2026.

6. Invest Renfrew County Newsletter

The second issue of the Invest Renfrew County [business newsletter](#) was released on November 8, 2023.

OTTAWA VALLEY TOURIST ASSOCIATION REPORT

Prepared by: Melissa Marquardt, Manager of Economic Development

Prepared for: Development and Property Committee

November 14, 2023

INFORMATION**1. Ontario's Highlands Tourism Organization Elects New Board of Directors**

At the October 17, 2023, Annual General Meeting, the members of the Ontario's Highlands Tourism Organization elected the 2023-24 Board of Directors including:

- Vanessa Dow, Lanark County Tourism
- Mike Hague, Myers Cove Resort
- Chris Hinsperger, Bonnechere Caves
- Jeff Jackson, Algonquin Fly Fishing/Algonquin College
- Meghan James, Somewhere Inn Calabogie
- Cindy Jamieson, The Whitewater Inn/Valley Cycle Tours
- Barbara Kraus, Tamarack Lodge Cottage Resort
- Shannon MacLaggan, Anupaya Cabin Co.
- Melissa Marquardt, Ottawa Valley Tourist Association
- Barrie Martin, Yours Outdoors
- Greg Rodgers, Rockhill B&B

2. New Online Booking Platform for Tourism Operators

As a result of a new partnership between the Ontario's Highlands Tourism Organization and the Tourism Technology Company, tourism operators are eligible to participate in a pilot project to offer online booking capabilities via a new booking platform, named [Booker](#).

The pilot project and funding is available for up to 30 tourism operators on a first-come, first-served basis and is open to operators who do not have online booking capabilities, including accommodators, attractions, and experience providers.

Benefits to using Booker include a simplified booking process for both consumers and operators, encourages consumers to move forward with their booking, and increases revenue for operators as more consumers complete the purchase cycle.

Tourism operators interested in learning more about the platform, including associated (minimal) fees and how to get involved can attend a free information session on November 21, 2023, by registering at <https://www.eventbrite.ca/e/get-more-bookings-with-booker-tickets-741591007667>.

3. **Travel Trade Familiarization Tour**

As part of the Ottawa Valley Tourist Association's (OVTA) on-going travel trade efforts, OVTA staff hosted an RV tour with representatives from Canadian Affairs, the United Kingdom's largest tour operator, on October 5, 2023. Travelling throughout Ontario for six days with Destination Ontario, the group visited Madawaska Kanu Centre and Spectacle Lake Lodge.

ENTERPRISE RENFREW COUNTY REPORT

Prepared by: Melissa Marquardt, Manager of Economic Development

Prepared for: Development and Property Committee

November 14, 2023

INFORMATION

1. CORE Business Consultations and Services Report

The following data details Enterprise Renfrew County's (ERC) consultation and outreach efforts from April 1 – September 30, 2023.

Activity (on-going)	Year-to-Date	Annual Target
CORE Inquiries	433 (58%)	750
CORE Consultations Exploring Entrepreneurship	51 (68%)	75
CORE Consultations Starting a Business	67 (89%)	75
CORE Consultations Existing Business	54	25
Number of Businesses Started	8 (40%)	20
Number of Businesses Sustained	8 (40%)	20
Number of Businesses Expanded	9	4
Number of Jobs Created	11 (44%)	25
Starter Company Plus Program <i>(Spring session complete; Fall session near completion with grant pitches taking place mid-November)</i>		
Number of Completed Approved Participants	10	12
Number of Grants Issued	8 (\$28,000)	12
Dollar (\$) Value of Investment Leveraged	\$101,944	\$112,000
Number of Businesses Started	6	10
Number of Businesses Expanded	4	2
Number of Jobs Created	21	15
Summer Company Program (complete)		
Number of Applications	16	5
Number of Completed Participants	5	5
Number of Businesses Started	5	5
Number of Jobs Created	5	5
Number Interested in Pursuing Entrepreneurship as a Career Option	5	5

2. **Workshops, Events, and Community Outreach**

Bridges to Better Business, Small Business Week (October 16-20, 2023) was a resounding success with 58 registrants attending in-person workshops and 49 registrants attending virtual workshops. ERC gratefully acknowledges the partnership with the Federal Economic Development Agency for Southern Ontario and Renfrew County Community Futures Development Corporation in helping to deliver these events, as well as the support from the City of Pembroke, Towns of Petawawa and Arnprior, Townships of Laurentian Valley, McNab/Braeside, and Greater Madawaska.

On Tuesday, December 5, 2023, from 10:00 a.m.-11:30 a.m., ERC will be hosting a webinar "[Chat GPT Your Businesses Secret Weapon](#)" which will focus on using artificial intelligence (AI) for small business. The cost to attend is \$10/person. Advanced registration is available through the link provided.

On November 4, 2023, ERC attended the Indigenous Business Expo hosted by Kitchissippi Productions and participated in a panel promoting services for Indigenous entrepreneurs.

BY-LAWS

3. **Ottawa Valley Business Hive Space Sharing Agreement**

Recommendation: THAT the Development and Property Committee recommends that County Council adopt a By-law to enter into an agreement with the Corporation of the Town of Renfrew for office space for Enterprise Renfrew County commencing on January 1, 2024, for a five-year period.

Background

The Corporation of the Town of Renfrew has created the Ottawa Valley Business Hive located within Town Hall at 127 Raglan Street South, Renfrew, Ontario. The Ottawa Valley Business Hive is a shared office space housing a number of community and service oriented organizations including Renfrew County Community Futures Development Corporation and the Renfrew and Area Chamber of Commerce. Relocating the Enterprise Renfrew County office from temporary space at Renfrew County Place, 450 O'Brien Road to 127 Raglan Street South provides synergies between the various organizations to further collaborate and support the community at large. The term of the agreement would be for five years commencing on January 1, 2024, and ending on December 31, 2028, with an option to renew or extend this Agreement and the Licence granted hereunder for one (1) further term of five (5) years.

COUNTY OF RENFREW

BY-LAW NUMBER

**A BY-LAW TO ENTER INTO A LEASE AGREEMENT WITH THE TOWN OF RENFREW
OFFICE SPACE – 127 RAGLAN STREET SOUTH**

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

WHEREAS the County of Renfrew deems it desirable to enter into a lease agreement with the Town of Renfrew for office space at 127 Raglan Street South, Renfrew, Ontario;

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

1. THAT the lease agreement marked as Schedule "I" attached to and made part of this By-law shall constitute an agreement between the Corporation of the Town of Renfrew, Lessor and the Corporation of the County of Renfrew, Lessee for a five-year period commencing on January 1, 2024.
2. THAT the Warden and Clerk are hereby empowered to do and execute all things, papers, and documents necessary to the execution of this By-law.
3. THAT this By-law shall come into force and take effect upon the final passing thereof.

READ a first time this 29th day of November 2023.

READ a second time this 29th day of November 2023.

READ a third time and finally passed this 29th day of November 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK

OTTAWA VALLEY BUSINESS HIVE SPACE SHARING AGREEMENT

This Agreement (this “**Agreement**”) dated as of the ____ day of _____, 2023.

BETWEEN:

CORPORATION OF THE TOWN OF RENFREW

(hereinafter called the "**Licensor**");

- and -

ENTERPRISE RENFREW COUNTY

(hereinafter called the "**Licensee**");

WHEREAS The Licensor is the registered owner of the lands and premises municipally known as Town Hall, 127 Raglan St S, Renfrew, Ontario (the "**Property**"), which contains a commercial building (the "**Building**");

AND WHEREAS the Licensor offers a non-exclusive, communal office setting to multiple licensees on the first floor of the Building known as Unit 1 and shown highlighted in purple on Schedule "A" attached to this Agreement (the "**Licensed Premises**");

AND WHEREAS the Licensor and Licensee have agreed that the Licensee may use the Licensed Premises in a certain manner, for a certain purpose, during the time period, and on the terms and conditions set out in this Agreement;

THEREFORE in consideration of the sum of \$1.00, the mutual covenants, terms, and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree as follows:

Definitions. The following terms have the meanings specified or referred to in this

Section 1:

"**Agreement**" has the meaning given to it in the introductory section above and in all the provisions of and schedules to this Agreement, including, without limitation, the Licence. Termination of this Agreement includes, without limitation, termination of the Licence.

"**Building**" has the meaning given to it in the first recital of this Agreement.

"Building Common Areas" means the common hallways, entrances, exits, stairways, washrooms, elevators, and lobbies in the Building outside of the Licensed Premises and the common accessways, entrances, exits and surface parking areas on the Property outside of the Building that are designated and made available from time to time by the Licensor for the common use and general benefit of the authorized users of the Property and which the Licensor and its licensees are permitted under the Agreement to use for each Common Area's intended and proper purposes in connection with use of the Licensed Premises.

"Business Day" means any day of the week excluding Saturday, Sunday, and statutory holidays in the Province of Ontario.

"Event of Default" means any of the following events that has occurred and that has not been cured within the cure period, if any, set out below for each event:

- (i) the Licence Fee or any other amount payable by the Licensee under this Agreement is not paid on the date it is due and continues to be unpaid for three (3) days after the date it was due;
- (ii) the Licensee becomes insolvent or bankrupt;
- (iii) the Licensee fails to observe or comply with any of its other covenants or obligations under this Agreement (other than those in 1(i) and 1(ii) of this definition), and such default continues for at least three (3) days after the Licensee receives written notice of default from the Licensor,

"Force Majeure Event" means any act of God, flood, fire, earthquake, tsunami, explosion, lightning, storm, washout, power shortages, nuclear and radiation activity or fallout, invasion (whether war is declared or not), terrorist threats or acts, sabotage, riot, other civil unrest, government order or law, strike, lockout, or other industrial disturbance, epidemic, pandemic, quarantine, public health emergency, or similar event whatsoever not within the control of the party affected, but only if and to the extent that (i) such circumstance cannot be prevented, avoided, remedied, or removed despite the exercise of good faith and reasonable diligence by such party; and (ii) such circumstance materially and adversely affects the ability of the party to perform its obligations under this Agreement but lack of funds on the part of such party shall be deemed not to constitute a Force Majeure Event, and such party has taken all reasonable precautions, due care and reasonable alternative measures in order to avoid the effect of such event on the party's ability to perform its obligations under the Agreement and to mitigate the consequences thereof.

"Hazardous Substances" means those substances that are generally considered hazardous to human health and includes any pollutants, liquid wastes, industrial wastes, hauled liquid wastes, toxic wastes, dangerous or hazardous wastes, materials or substances or contaminants.

"Laws" has the meaning given to it in Section 15(a) of this Agreement.

"Licence" has the meaning given to it in Section 2 of this Agreement.

"Licence Fee" has the meaning given to it in Section 16(a) of this Agreement.

"Licensed Premises" has the meaning given to it in the second recital of this Agreement and for greater certainty includes the areas located within the boundaries of the Licensed Premises that are designated and made available from time to time by the Licensor, for the common use of and general benefit of the Licensor and all the licensees, tenants and other occupants of the Licensed Premises, being the kitchen, conference rooms, meeting rooms and photocopy/print/fax area.

"Licensor's Office Equipment" means the Licensor's furniture, fixtures and personal property located within the Licensed Premises on the commencement date of the Term, including the desks, chairs, telephone, fax machine and photocopier.

"Permitted Use" means general office use/as an office for working at a desk, meeting with clients or colleagues, and auxiliary office uses.

"Property" has the meaning given to it in the first recital of this Agreement.

"Term" means the period of Five (5) Years commencing on January 1, 2024 and ending on December 31, 2028 unless terminated earlier or extended in accordance with the provisions of this Agreement.

2. Grant of Licence. The Licensor hereby grants to the Licensee a non-exclusive licence, subject to the provisions of this Agreement, to occupy and use the Licensed Premises for the Permitted Use during the Term ("Licence"). Together with the Licence, the Licensee shall have the following rights during the Term, subject to the provisions of this Agreement:

(a) The right to use the Licensor's Office Equipment for the Permitted Use while at the Licensed Premises.

(b) The non-exclusive right, subject to the rules for the Premises or the Property from time to time, to use, in common with the Licensor and others, the Building Common Areas, each for their intended, designated, and proper purposes only, in connection with the Licensee's office at the Licensed Premises, and for no other purposes. This right may also be exercised by the Licensee's clients, employees, agents, and invitees while at the Licensed Premises, except as otherwise set out in this Agreement.

(c) The non-exclusive right, subject to the provisions of this Agreement and the rules for the Property or the Licensed Premises from time to time, to use, in common with the Licensor and others, the Building Common Areas, each for their intended, designated, and proper purposes only, in connection with the Licensee's office at the

Licensed Premises, and for no other purposes. This right may also be exercised by the Licensee's clients, employees, agents, and invitees while at the Licensed Premises, except as otherwise set out in this Agreement.

3. Option to Extend. Provided the Licensee is not in material default and has not been persistently or repeatedly in default of the terms of this Agreement, the Licensee shall have the option to renew or extend this Agreement and the Licence granted hereunder for one (1) further term of five (5) years, provided the Licensor shall receive at least a (6) months' written notice of the Licensee's intention to extend prior to the expiry of the Term. The extended term shall be on the same terms and conditions as herein contained save and except

(a) The Licensee shall have no further right to extend or renew the Term beyond the extension Term described in this section 3;

(b) The Licensee shall be accepting the Licensed Premises on an "as is" basis; and

(c) The Licence Fee for the extension term shall be as agreed between the Licensor and the Licensee, as mutually agreed upon acting reasonably and paying consideration to the then fair market rate for similar premises, as improved (considering size, use and condition) in a similar development in the area in which the Licensed Premises are located, provided that in no event shall such fee be less than the Licence Fee payable during the twelve (12) month period immediately preceding the commencement of the extension term.

4. Personal Licence. The Licensor and Licensee acknowledge and agree that the Licence and other rights granted to the Licensee in this Agreement create a licence personal to the Licensee and shall not in any manner whatsoever constitute a lease, an easement, or any other interest in land.

5. Co-Working Environment. The Licensee acknowledges that:

(a) The Licensed Premises is intentionally designed and intended to be a co-working office space and the Licensee agrees to demonstrate the flexibility and respect required to co-exist with other licensees in a co-working space;

(b) The nature of the co-working environment is that the entire Licensed Premises is divided into cubicle/desk spaces for multiple licensees operating multiple businesses or endeavors and who wish to share amenities and common areas and the Licensee will cooperate and be willing to adapt with respect to the sharing and scheduling of shared spaces and amenities;

(c) If the Licensee chooses to use any network, computer system or internet services that are provided as part of the common utilities/services that are provided to the Licensed Premises, such use will be at the Licensee's sole discretion and risk, and the Licensor cannot and does not warrant or provide any assurances that such common

utilities/services will be secure or free of errors, viruses or other harmful components; and

(d) The Licensed Premises shall at all times be subject to the exclusive management and control of the Licensor. Without limitation, the Licensor may, in the operating of the Building, regulate the usage and reservation procedures for the common utilities/services. The Licensor further reserves the right to make parts of the Licensed Premises and to make other changes as the Licensor shall from time to time reasonably determine. Notwithstanding anything else contained herein, the Licensor has no liability for any diminution or alteration of the services/utilities that occur as a result of the Licensor's exercise of its rights under this Section 5(d) or elsewhere in this Agreement. The Licensee shall not be entitled to compensation or a reduction or abatement of the License Fee for such diminution or alteration.

6. Termination. The parties covenant and agree that each of them shall have the right, exercisable at any time during the Term, to terminate this Agreement for any reason whatsoever on Ninety (90) days' prior written notice to the other party.

7. End of Term Obligations. At the end of the Term, the Licensee, at the Licensee's expense, shall, by the applicable expiration or termination date, remove all of the Licensee's personal property from the Licensed Premises and leave vacant (except for the Licensor's Office Equipment and property belonging to other tenants) possession of the Licensed Premises to the Licensor. The Licensed Premises and Licensor's Office Equipment shall be delivered by the Licensee clean and broom swept condition and in the same condition and state of repair as they were in on the commencement date of the Term, subject to reasonable wear and tear and damage caused by other licensees of the Licensed Premises. The Licensee shall be responsible for all the Licensee's costs to repair any and all damage, other than reasonable wear and tear, to the Licensed Premises, Building Common Areas, Licensor's Office Equipment, or the cost of the removal or restoration caused by such removal or restoration. The Licensee shall pay such costs within Ten (10) days after receipt by the Licensee of a detailed invoice from the Licensor detailing each item and its cost. The Licence Fee shall be adjusted to and paid by the applicable termination or expiry date. The Licensee's obligations in this Section 7 shall survive the expiration or earlier termination of the Term.

8. Initial Condition. The Licensee acknowledges that it has inspected the Licensed Premises and the Licensor's Office Equipment and accepts the Licensed Premises and the Licensor's Office Equipment in their "as is" condition on the date of this Agreement. The Licensee further acknowledges that, other than the Licensor's express representations and warranties in this Agreement, if any, the Licensor and its representatives do not make any representations or warranties, express or implied, of any kind, about the Licensed Premises, Property, Licensor's Office Equipment, Licence, this Agreement, or any other matter or thing, including, without limitation, none as to the zoning, fitness or condition of the Licensed Premises for the Permitted Use or for any other purpose nor of the Property and Premises for any purpose.

9. Signs. The Licensee covenants and agrees that it shall not cause any signs to be affixed or placed on the inside or outside of the Licensed Premises or any other part of the Property, without the Licensor's prior written consent, which may be unreasonably withheld or delayed.

10. Maintenance and Repair. The parties hereto acknowledge and agree that the Licensor shall maintain and keep the Licensed Premises and the Licensor's Office Equipment in a clean and good condition and repair, subject to reasonable wear and tear, throughout the Term. Notwithstanding the foregoing, the Licensee covenants and agrees that it is responsible for all costs incurred by the Licensor to repair and restore, to the condition prior to the damage, all damage to the Licensor's Office Equipment, Licensed Premises, Building Common Areas, or the rest of the Property caused by the Licensee, its employees, agents, clients, or invitees during the Term. The Licensee shall promptly notify the Licensor in writing of all such damage occurring during the Term. The Licensee acknowledges that the Licensor reserves the right to, in the Licensor's sole and absolute discretion, subject to the provisions of the License, temporarily or permanently close, alter, or interfere with access to, the use of, all or part of the Building Common Areas, for purposes of maintenance, repair, or any other reason, without compensation to the Licensee and without the Licensee's consent.

11. Alterations. The Licensee covenants and agrees that it shall not make any alterations, additions, improvements, or changes to the Licensed Premises without the Licensor's prior written consent, which may be unreasonably withheld or delayed. All alterations, additions, improvements, or changes to the Licensed Premises that are approved by the Licensor shall be done or caused to be done by the Licensor at the Licensee's expense. The Licensee covenants and agrees to pay the Licensor for the Licensor's costs to have such work completed within Ten (10) days after receipt by the Licensee of a written invoice from the Licensor for such costs detailing each item of work and its cost.

12. Licensor and other Licenses' Access. The Licensee acknowledges that it has no rights to exclude the Licensor or other licensees from the Licensed Premises from the Licensed Premises, that the Licensor and its agents, contractors, employees, or representatives, may enter the Licensed Premises at any time to inspect the state of repair, ensure compliance with the agreement or for any other reason and that other licensees of the Licensed Premises may enter the Licensed Premises at any time in accordance with their agreements with the Licensor.

13. Permitted Use. The Licensee covenants and agrees that it shall use the Licensed Premises for the Permitted Use and for no other purpose, and that it shall not and shall not permit its employees, agents, and invitees to use the Building Common Areas for any purposes other than such Building Common Area's designated, intended, and proper purposes.

14. Licensor's Covenants. The Licensee covenants and agrees that during the Term, the Licensee shall:

- (a) not do or permit to be done on the Licensed Premises anything which is illegal or which may be or become a nuisance (whether actionable or not), annoyance,

inconvenience or disturbance to the Licensor or to the tenants, other licensees or occupiers of the Licensed Premises or the Property or any owner or occupier of neighbouring property;

(b) not damage or permit to be damaged the Licensed Premises, Licensor's Office Equipment, Building Common Areas, Property, neighbouring properties of the Property, or the personal property of the Licensor or anyone else at the Property or neighbouring properties;

(c) not obstruct or interfere with any accessways at the Property;

(d) not park vehicles or permit parking of vehicles at the Property other than in spaces designated by the Licensor for parking within the Building Common Areas; and

(e) to pay directly to the relevant authorities when due and all fees, levies and taxes assessed on the Licensee for the operation of the Permitted Use at the Licensed Premises.

15. Compliance with Laws and Rules The Licensee covenants and agrees that it shall, at all times, comply with:

(a) the common law and all statutes, regulations, by-laws, orders, permits, guidelines, licences, approvals, consents, and other laws of governmental authorities (collectively, "**Laws**") applicable to the Licensed Premises, Building Common Areas, or the Property, their Licensee, Licensor, or their businesses or operations at the Property. Without limiting the generality of the foregoing, the Licensee covenants and agrees to, at the Licensee's expense:

(i) comply with environmental laws respecting Hazardous Substances and not use or store any Hazardous Substances at the Licensed Premises or permit to be done anything at the Licensed Premises or the Property that may contaminate all or any part of the Property or the soil or water of neighbouring properties to the Property; and

(ii) obtain, prior to commencing to carry on the Permitted Use at the Licensed Premises and then maintain throughout the Term, any and all permits, consents, licences, and approvals required from governmental authorities or other regulatory authorities for the Licensee to carry on the Permitted Use at the Licensed Premises in compliance with all Laws;

(iii) comply with the rules and regulations set forth at Schedule B hereto and as made from time to time by the Licensor of which the Licensor notifies the Licensee respecting use of the Licensed Premises or the Building Common Areas.

16. License Fee.

(a) In consideration of the Licensor granting the Licence, the Licensee covenants and agrees to pay the Licensor **the amount of One (\$1.00) Dollar per year** of the Term in Canadian Dollars (the "**Licence Fee**"). This amount is inclusive of HST.

(b) The Licensee covenants and agrees to pay all taxes (including, without limitation, harmonized sales tax, goods and services tax, and retail sales tax) that are payable on the Licence Fee and on any other amounts payable by the Licensee to the Licensor under this Agreement (save and except HST on the Licence Fee, which is included in the Licence Fee). The Licensee shall pay such taxes to the Licensor in the same manner and at the same time as the Licensee is required to pay the portion of the Licence Fee on which such tax is payable or pay such other amount on which such tax is payable.

(c) The Licence Fee, plus any applicable taxes thereon, shall be paid by the Licensee without deduction or set-off in equal instalments payable on the first day of each month of the Term by electronic transfer from the Licensee's bank account designated in writing by the Licensee to the Licensor's bank account designated in writing by the Licensor, and the Licensee agree to execute and deliver to the Licensor all documents required to give effect to such a manual, printing or electronic transfer system and to pay all costs and charges in connection with the establishment and use of such system.

(d) The Licence Fee for any part of a month at the beginning or end of the Term shall be prorated on a pro diem basis.

17. Utilities and Services.

(a) During the Term, the Licensor shall provide the following utilities and services at the Licensor's expense:

(i) electricity and lighting for the Licensed Premises during business hours on Business Days;

(ii) telephone and wi-fi service for the Licensed Premises, shared with others using the Licensed Premises;

(iii) water for the kitchen within the Licensed Premises and the restrooms within the Building Common Areas as water is provided for the Building;

(iv) heating, ventilation and air-conditioning (HVAC) for the Licensed Premises during business hours on Business Days;

(v) cleaning and janitorial services, including garbage removal, for the Licensed Premises and the Building Common Areas;

(vi) security as provided for the Building;

- (vii) maintenance and repair of the Building Common Areas, subject to reasonable wear and tear;
- (viii) shared use of the Building Common Areas, including the restrooms, during business hours on Business Days, subject to the Licensors's rules;
- (ix) access to one parking unit in the designated parking area or spots within the Building Common Areas as assigned by the Licensor in its sole, absolute and unfettered discretion, during business hours on Business Days; and
- (x) access to the Licensed Premises during business hours of the Building, being 8:00 AM to 4:00 PM Monday through Friday, and as otherwise mutually agreed upon by the parties;

(b) During the Term, the Licensor shall provide the following services at the Licensee's expense which fees shall be payable in addition to the License Fee and in the same manner as set forth at 16(c) within ten (10) days of receipt of an invoice with respect to same:

- (i) photocopying, scanning, printing and fax services at the Licensor's then prevailing rate for such services as requested by the Licensee.

(c) Notwithstanding this Section of this Agreement, the Licensee covenants and agrees that the Licensor shall not be responsible to the Licensee or its employees, clients, agents and licensees for any failure or interruption of services provided under this Section 17 or for any and all damages, losses, injuries, expenses, and costs arising therefrom, even if they are the result of the negligence of the Licensor or those for whom the Licensor is acting in law.

18. Major Damage or Destruction. If all or part of the Property is substantially damaged or destroyed to the extent that, in the Licensor's opinion, it cannot be rebuilt or repaired within ten (10) days or the Licensed Premises cannot be used for the Permitted Use, the Licensor shall have the right to terminate this Agreement on Ten (10) days prior written notice to the Licensee.

19. Insurance. The Licensee covenants and agrees to, at the Licensee's expense, obtain and maintain throughout the Term and to maintain throughout the Term: commercial general liability insurance covering third party bodily injury (including death), personal injury, and property damage or loss that occurs at the Licensed Premises or the Property in connection with the Licensee's occupancy and use of and operations at the Licensed Premises or its use of the Building Common Areas; insurance covering loss of or damage to the Licensee's personal property at the Property from any reason; business interruption insurance; and such other insurance as reasonably required by the Licensor. All such Licensee's insurance shall be in amounts approved by the Licensor, include the Licensor and its mortgagee(s) as

additional insureds as their interests may appear, and contain cross-liability, severability, and waiver of subrogation clauses as reasonably required by the Licensor. The Licensee shall provide evidence of such insurance to the Licensor prior to the commencement of the Term and upon request by the Licensor from time to time during the Term.

20. Release. The Licensee hereby releases the Licensor from all liability (including, without limitation, claims and costs) for loss of, damage or injury (including bodily injury, personal injury, and death) to the Licensee, other people or entities, the Licensee's property, or the property of other people or entities, arising from, connected with or resulting from: the Licensee's occupation, use and operations at the Licensed Premises, the Licensee's use of the Building Common Areas, the granting or exercise of the Licensee's rights or performance of its obligations under this Agreement, or a breach of this Agreement by the Licensee, whether or not the Licensee, Licensor or both has or is required under this Agreement to have insurance covering such loss, damage, or injury, and whether or not such loss, damage, or injury was caused by the Licensor's negligence or the negligence of the Licensor's representatives, employees, contractors or those for whom it is responsible for in law. Without limiting the foregoing, the Licensee agrees that the Licensor has no liability whatsoever to the Licensee for loss of or damage to the Licensee's property while such property is in the Licensed Premises or elsewhere on the Property from theft or any other reason whatsoever, including, without limitation, from fire, floods, or the interruption of any public utility or service, or similar perils, or the negligence of the Licensee or those for whom it is responsible for in law.

21. Indemnity. The Licensee hereby indemnifies the Licensor, its officers, directors, shareholders, representatives, agents, and employees and holds each and all of them harmless from and against, and all claims, costs and other liabilities whatsoever that any or all of them may incur in connection with damage to or loss of any person's or entity's property or bodily or personal injury to any person or entity or any other type of claim, loss, cost, or other liability arising from, in connection with, or resulting from the Licensor granting this Agreement, the exercise of the Licensee's rights or performance of its obligations under this Agreement, the use of the Licensed Premises or Building Common Areas by the Licensee or anyone that the Licensee is responsible for in law, and/or a breach of this Agreement by the Licensee, whether or not the Licensee, Licensor or both has or is required under this Agreement to have insurance coverage for such loss, damage, injury, claim, cost, or other liability and whether or not such loss, injury, damage, claim, cost or other liability was caused by the Licensor's negligence or the negligence of the Licensor's representatives, employees, contractors or those for whom it is responsible for in law.

22. Force Majeure. Notwithstanding any other provision in this Agreement, in the event that either the Licensor or the Licensee shall be unable to fulfill or shall be delayed or restricted from its performance of any term or obligation under this Agreement by reason of any Force Majeure Event, other than the Licensee's obligation to pay the Licence Fee or any other monies owed by the Licensee under this Agreement, such party shall, so long and to the extent that any such delay or restriction exists, be relieved from the performance of such obligation

and shall be granted a reasonable period of time to perform the obligation once the Force Majeure Event ceases to exist and the other party shall not be entitled to compensation for any resulting loss, damage, inconvenience, nuisance, or discomfort. For this Section 22 to apply, the party claiming it is delayed or restricted from performing any of its terms or obligations under this Agreement by reason of a Force Majeure Event shall give the other party written notice within Three (3) days of the commencement of the Force Majeure Event, explaining the Force Majeure Event, the term or obligation under the Agreement that is restricted or delayed from being performed because of the Force Majeure Event, and how long the delay or restriction on performance is expected to continue. In the event that the term or obligation under this Agreement that is restricted or delayed from being performed by a Force Majeure Event as set out in the notice remains restricted for a period of Ten (10) days following written notice under this Section 22, the Licensor may thereafter terminate the Agreement upon Five (5) days' prior written notice to the other party. Both the Licensor and Licensee acknowledge and agree that this Section 22 does not apply to the Licensee's obligations to pay the Licence Fee or other monies owed under the Agreement when due.

23. Transfers by Licensee. The Licensee covenants and agrees that it shall not assign, give as security, sublicense, or in another way transfer all or part of the Licence, this Agreement, or possession of all or part of the Licensed Premises, or change the ownership of the Licensee, without the prior written consent of the Licensor, which may be reasonably withheld or delayed.

24. Subordination. The Licensee covenants and agrees that the Licence and this Agreement are automatically subordinate to all mortgages (including leasehold mortgages and freehold mortgages) of all or part of the Property regardless of when such mortgages are or were granted and registered and without the need to execute any further documentation to give effect to such subordination. The Licensor shall have the right to terminate this Agreement if this Agreement places the Licensee in default of a Licensor's mortgage of all or part of the Licensed Premises or Property.

25. Remedies. In addition to any other remedies the non-defaulting party has under this Agreement, in law, or in equity, upon a party committing an Event of Default, the other party may terminate the Agreement upon Twenty (20) days' prior written notice to the defaulting party and pursue any other remedies available to the other party at law or in equity.

26. Registration. The Licensor and Licensee covenant and agree that this Agreement or any copy of this Agreement shall not be registered on title to all or any part of the Property.

27. Notice. All notices, requests, consents, claims, demands, waivers, and other communications hereunder shall be in writing and shall be deemed to have been given: (a) when delivered by hand (with written confirmation of receipt); (b) when received by the addressee if sent by a nationally recognized overnight courier (receipt requested); (c) on the date sent by facsimile or email of a PDF document (with confirmation of transmission) if sent during normal business hours of the recipient, and on the next Business Day if sent after normal business hours of the recipient; or (d) on the third day after the date mailed, by certified

or registered mail, return receipt requested, postage prepaid. Such communications must be sent to the respective parties at the following addresses (or at such other address for a party as shall be specified in a notice given in accordance with this Section 27):

To the Licensor:

Renfrew Town Hall
127 Raglan Steet S.
Renfrew, Ontario
Attn: Chief Administrative Officer

To the Licensee:

28. Time of the Essence. Time shall be of the essence of this Agreement.

29. Amendments. No amendment or modification of this Agreement shall be binding unless in writing and signed by the Licensor and Licensee.

30. Further Assurances. Each of the parties hereto shall execute and deliver such additional documents, instruments, conveyances, and assurances and take such further actions as may be reasonably required to carry out the provisions of this Agreement.

31. Enurement. This Agreement shall be binding upon and shall enure to the benefit of the parties hereto and their respective permitted assigns.

Governing Law. This Agreement is governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in that Province.

33. Entire Agreement. This Agreement constitutes the sole and entire agreement of the parties with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to such subject matter.

34. Counterparts and Electronic Delivery. This Agreement and any amendments, waivers, consents, or supplements hereto may be executed in counterparts (and by different parties hereto on different counterparts), each of which shall constitute an original, but all of which when taken together shall constitute a single contract. Delivery of an executed counterpart of

a signature page to this Agreement by facsimile or by sending a scanned copy ("pdf") by email shall be as effective as delivery of a manually executed counterpart of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date written above.

LICENSOR:
CORPORATION OF THE TOWN OF
RENFREW

By: _____

Name:

Title:

Name: _____

Title:

I have authority to bind the Corporation

LICENSEE:
RENFREW & AREA CHAMBER OF
COMMERCE

By: _____

Name:

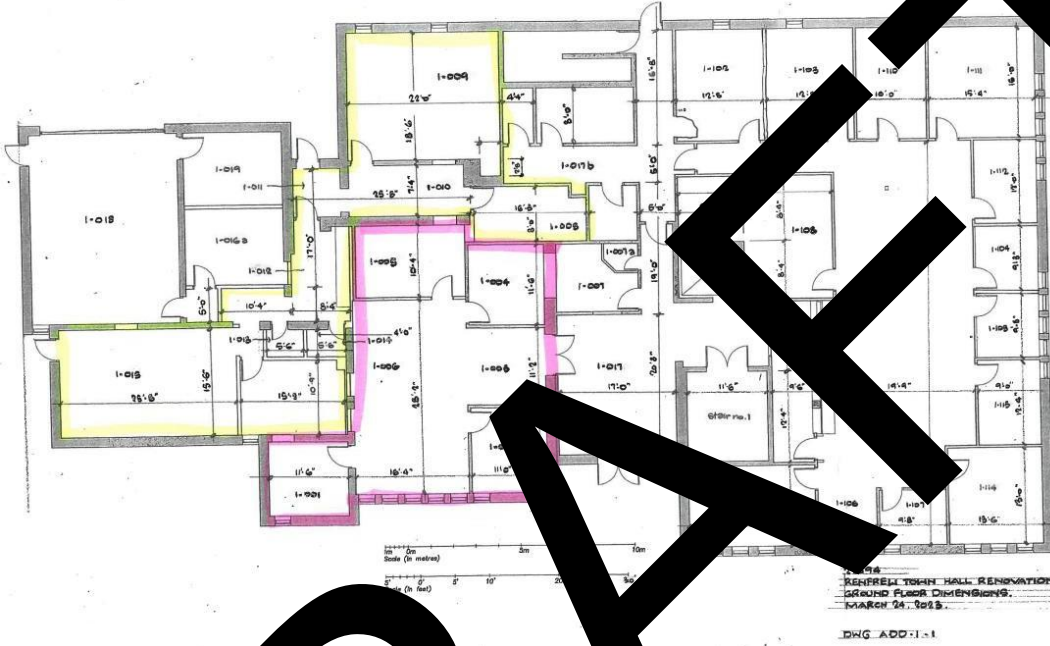
Title:

*I have authority to bind the Renfrew & Area
Chamber of Commerce*

DRAFT

SCHEDULE A

Licensed Premises



DRAFT

SCHEDULE A

Rules

All licensees will be required to book the meeting rooms, conference rooms and cubicles/desk space in advance of their use thereof.

Meeting rooms, conference rooms, cubicles/desk space and common facilities/amenities are booked on a first come first serve basis. Licensor reserves the right to exercise discretion regarding bookings and to decline a booking in order to ensure all licensees receive equal or otherwise fair use of space(s). Use of meeting rooms may vary due to increase or decrease in licensees.

All licensees will be provided with a code/identification number that will be required to access the Licensor's Office Equipment for the purpose of allocating costs of use thereof.

The Licensed Premises is designed to be a shared/collaborative office space, therefore there will be natural sound migration from other office spaces within the Licensed Premises. Respect of others' privacy and need for reasonable sound levels is required.

Licensee employees, contractors, agents, representatives, and guests are required to clean up after themselves when using the common areas within the Building and the Licensed Premises, including but not limited to kitchen and washrooms. This means dishes used are to be washed properly and returned to their cupboard. All garbage and food waste is to be disposed of in designated garbage/recycling bins provided.

With respect to the internet connectivity provided in the Building and in the Licensed Premises, licensees will not be allowed to download any software or access any online content contrary to applicable laws; or download or stream content not appropriate for a shared professional workspace.

The sidewalks, entrances, elevators, stairs and corridors of the Building shall not be obstructed or used by the licensee, its agents, servants, contractors, invitees or employees for any purpose other than access to and from the Licensed Premises.

The sinks, drains, washrooms and other water apparatus shall not be used for any purpose other than those for which they were constructed, and no sweepings, rubbish, rags, ashes or other substances, such as chemicals, solvents, noxious liquids or pollutants shall be thrown therein, and any damage resulting to them from misuse shall be borne by the Licensee by whom or by whom employees, agents, servants, contractors or invitees the damage was caused.

The Licensee shall not perform any acts or carry on any activity which may damage the Licensed Premises or the common areas or be a nuisance to any other licensee.

No animals or birds shall be brought into the Building or kept on the Licensed Premises.

The Licensee shall not mark, drill into, bore or cut or in any way damage or deface the walls, ceilings or floors of the Licensed Premises. No wires, pipes or conduits shall be installed in

the Licensed Premises. No broadloom or carpeting shall be affixed to the Licensed Premises by means of a non-soluble adhesive or similar products.

No one shall use the Licensed Premises for sleeping apartments or residential purposes, for the storage of personal effects or articles other than those required for business purposes, or for any illegal purpose.

The Licensee must observe strict care not to allow windows to remain open so as to admit rain or snow, or so as to interfere with the heating of the Building. The Licensee neglecting this rule will be responsible for any damage caused to the property of other Licensees, or to the property of the Licensor, by such carelessness. The Licensee, when closing the Licensed Premises, shall close all windows and lock all doors.

The Licensee shall not without the express written consent of the Licensor, place additional locks upon any doors of the Licensed Premises and shall not permit any duplicate keys to be made therefor; but shall use only additional keys obtained from the Licensor, at the expense of the Licensee, and shall surrender to the Licensor on termination of the Lease all keys of the Licensed Premises.

No inflammable oils or other inflammable, toxic, dangerous or explosive materials shall be kept or permitted to be kept in or on the Licensed Premises or adjacent Property.

No bicycles or other vehicles shall be brought within the Licensed Premises or upon the Licensor's Property, including any lane or courtyard, unless otherwise agreed in writing.

Nothing shall be placed on the outside of windows or projections of the Licensed Premises. No air conditioning equipment shall be placed at the windows of the Licensed Premises without the consent in writing of the Licensor.

The Licensor reserves the right to restrict the use of the Building before 8:00 a.m. and after 4:00 p.m.

Canvassing, soliciting and recruiting is prohibited.

The Licensee shall not obtain in writing the consent of the Licensor to any alteration or modification to the electrical system in the Licensed Premises and all such alterations and modifications shall be completed at the Licensee's expense by an electrical contractor acceptable to the Licensor.

The Licensee shall not obtain in writing the consent of the Licensor to the placement by the Licensee of any garbage containers or receptacles outside the Licensed Premises or Building.

The Licensee shall not install or erect on or about the Licensed Premises television antennae, communications towers, satellite dishes or other such apparatus.

The Licensor shall have the right to make such other and further reasonable rules and regulations and to alter, amend or cancel all rules and regulations as in its judgement may from time to time be needed for the safety, care and cleanliness of the Building and for the preservation of good order therein and the same shall be kept and observed by the Licensee, his employees, agents, servants, contractors or invitees. The Licensor may from time to time

waive any of such rules and regulations as applied to particular licensees and is not liable to the Licensee for breaches thereof by other licensees.

DRAFT

FORESTRY REPORT

Prepared by: Lacey Rose, County Forester
 Prepared for: Development and Property Committee
 November 14, 2023

INFORMATION**1. 2023 Harvest Operations Update**

Operations have commenced at Round Lake East Tract. All other 2023 operations are complete.

Tract	Sale #	Harvest Type	Total Bid Received (\$)*	Status	Invoiced** to Date for 2023 (\$)	% of bid price
Crow's Nest	01-23	Red Pine Plantation	\$17,880.00	Complete	\$18,427.32	103%
Centennial Lake	02-23	Red and White Pine Plantation	\$101,800.00	Complete	\$112,533.62	111%
Pershick	03-23	Red Pine and Spruce Plantation	\$17,200.00	Complete	\$12,201.88	71%
Beachburg	03-22	White Pine Shelterwood	\$117,400.00	Complete	\$174,723.56	149%
Brudenell	02-22	Cedar and Poplar	\$28,530.00	Complete. Most revenue in 2022.	\$12,366.00	104%
Round Lake East	04-22	Red Pine Thinning	\$35,489.80	Harvest and hauling underway.		
TOTAL			\$318,299.80		\$330,252.38	109%

* Actual invoiced amount will depend on actual, weighed volume (m3) harvested. Bid is based on estimated volume.

**Invoicing can occur as long as 30 days post-haul. Mills must send in weigh slips before invoicing can occur.

2. Well Filled – Petznick Lake Tract

A well from previous settlement was filled at the Petznick Lake Tract for safety and environmental reasons. Wells associated with old homesteads are discovered and filled on an ongoing basis on Renfrew County Forests.

3. **Black Ash Comments Submitted**

As per Resolution DP-C-23-10-117 “THAT the Development and Property Committee recommends that Forestry staff submit supportive comments for Environmental Registry of Ontario # 019-7378 Protecting Black Ash and its habitat under the Endangered Species Act, 2007 as it pertains to sustainable forest management; AND FURTHER THAT clarification be sought on the frequency of change of the mapped area, if there will be a threshold for assessment of “healthy” Black Ash trees, for more information on the assessment process, and any other concerns expressed by other departments and committee members,” which was passed at the October 10, 2023, Development and Property Committee meeting, comments were submitted on [ERO 019-7378: Protecting Black Ash and its Habitat under the Endangered Species Act, 2007](#). Planning and Forestry staff coordinated the response that is attached as Appendix FOR-I.

Department of Development &
Property



9 INTERNATIONAL DRIVE
PEMBROKE, ON, CANADA
K8A 6W5
613-735-7288
FAX: 613-735-2081
www.countyofrenfrew.on.ca

November 1, 2023

Public Input Coordinator
Species at Risk Branch
Ministry of Environment, Conservation and Parks
300 Water Street
5th Floor, North Tower
Peterborough, ON K9J 8M5

Re: ERO 019-7378, Protecting Black Ash and its Habitat under the Endangered Species Act, 2007

To Whom it May Concern,

Thank you for the opportunity to provide input on [ERO listing 019-7378](#), Protecting Black Ash and its Habitat under the Endangered Species Act, 2007. The County of Renfrew has submitted comments on several previous stages of consultation on this topic and wishes to congratulate the Ministry of Environment, Conservation and Parks for reaching a balanced approach to the protection of this species.

We appreciate that the posting recognizes Emerald Ash Borer (EAB) as the primary threat to Black Ash in Ontario, and that Black Ash is currently abundant in the province. However, there are still some protection measures that will impact planning and development, forest management on private land and regular infrastructure maintenance activities in parts of the County of Renfrew. We ask you to consider the following points as you move forward in this process:

- 1) Further direction and consideration be provided for the definition, assessment process and threshold for what constitutes a “Healthy Black Ash” is required. In a rural environment, there is a capacity issue for those who could be considered a “qualified professional”, and there will be an associated cost for assessment and documentation of black ash when removal is necessary for road maintenance, public safety and in development of rural lands. The definition of “Healthy Black Ash” provided is reasonable for a professional to interpret, but unless a greater threshold or “how-to” is defined for what trees warrant assessment, it seems likely that MECP will be overwhelmed with supportive documentation. Some suggested points to improve clarity for the general public include:
 - How to identify black ash vs. other types of ash without having to seek the advice of a professional.
 - When protection and assessment by a professional is necessary – if all black ash trees are still living in an area within the mapped regulated area, do they need to be assessed and/or protected? Do dead or nearly dead trees need to be assessed?
 - Threshold for “appears to have survived exposure to EAB”. Within the five mapped lower-tier municipalities included in the Protected Area in the County of Renfrew, significant ash mortality has occurred along major roads and water bodies, but there are still vast areas where EAB has not

reached. Clarity on how someone who is not a “qualified professional” can assess exposure survival (e.g. a single or few black ash survived in an area clearly impacted by EAB vs. all live black ash in the mapped area where EAB has not reached yet) would benefit landowners, public works and MECP staff to avoid a flood of documentation.

- 2) We understand that the responsibility for complying with the Endangered Species Act lies with the property owner. According to the Provincial Policy Statement, planning authorities are prohibited from allowing development and site alteration in habitats of endangered and threatened species unless in line with provincial requirements. If areas within 30 meters of a healthy black ash tree are now considered habitat within the mapped area, what are the Ministry's expectations regarding affected municipalities when they assess planning applications, such as minor variances, site plans, zoning amendments, or the issuance of building permits? Mapping, surveying, and identifying which trees qualify as "protected habitat" will pose significant challenges for municipalities. It would be greatly appreciated if the Ministry could offer guidance to municipalities on their roles, responsibilities, and expectations for implementing this new regulation. Ideally, the responsibility for safeguarding the habitat of healthy Black Ash trees should not become an additional checkbox for municipalities to address when reviewing planning and building permit applications.
- 3) We are pleased to see the Proposal recognize that forest management may in fact mitigate the threat of EAB and forest operations are not considered a threat to the species, and applaud the recognition of the role of Registered Professional Foresters and forest management planning on mitigating impacts on black ash during operations – both on Crown and private land. We ask that you consider including Associate members of the Ontario Professional Foresters Association (working within their scope of practice) in this clause for private land, as well as lands managed under a Managed Forest Tax Incentive Plan and/or certified under a third-party forest certification program (e.g. CSA, FSC or SFI).
- 4) Can you provide information on how often the [Geographic Scope of Regulatory Approach for Black Ash map](#) will be updated? As a county that is dissected by the current mapped area, this would be helpful in the prioritization of staff training and internal work plans.

Please do not hesitate to contact us if you would like to discuss any of the information provided in this submission.

Sincerely,

Lacey Rose, RPF
County Forester, County of Renfrew
rose@countyofrenfrew.on.ca
613-602-1911

Bruce Howarth, MCIP, RPP
Manager of Planning Services
bhowarth@countyofrenfrew.on.ca
613-735-7288

REAL ESTATE DIVISION REPORT

Prepared by: Kevin Raddatz, Manager of Real Estate

Prepared for: Development and Property Committee

November 14, 2023

INFORMATION

1. Real Estate – 2023 Capital and Capital Under Threshold Projects

Attached as Appendix RE-I is a summary report of capital and capital under threshold projects approved in the 2023 budget.

2. 1030 Lea Street – New Build – Progress Report

Progress continues 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 framing phase is now officially complete, and the asphalt shingles on the roof have been installed. The contractor is currently focused on the interior work, particularly the electrical and HVAC systems within the units. Paving has been temporarily delayed due to unfavorable weather, with an anticipated completion later this month. Authorized changes to date total \$199,663.13 with a revised construction value to date of \$3,314,342.86. A cost savings change order is still forthcoming with an approximate estimated value of \$30,000-\$40,000.

3. Request for Proposal - Building Condition Assessment – Renfrew County Housing Corporation

Renfrew County Housing Corporation issued a request for proposal to hire a consulting firm to perform Building Condition Assessments. The deadline for proposals was 2:00 p.m. on October 25, 2023. The last building assessments completed were in 2017. The proposal submission allowed County staff the ability to evaluate each proponent and assess their relative qualities solely on the factors and sub-factors specified in the solicitation. Twelve companies submitted proposals to complete the project as follows:

Consultant	Total	Total Points based on Evaluation
BLDG Sci Advisory Inc., Burlington ON	\$71,880.00	67.8
Paradigm Engineering Group Ltd, Markham ON	\$89,521.00	80.3
BOLD Engineering Inc., Toronto ON	\$111,274.00	65.9
Pinchin Ltd, Mississauga ON	\$149,630.00	76.1
Roth IAMS Ltd., Oakville ON	\$182,480.00	84.2
UL Business Solutions Canada Inc., Ottawa ON	\$220,000.00	66.9
Accent Building Sciences Inc., Markham ON	\$259,650.00	75.1
McIntosh Perry Consulting Engineers Ltd., Carp ON	\$260,250.00	76.5

Stephenson Engineering Limited, Toronto ON	\$260,400.00	74.6
CIMA Canada Inc., Mississauga ON	\$294,870.00	74.7
Green PI Inc, Mississauga ON	\$299,300.00	71.5
IN Engineering, Brockville ON	\$528,318.43	65.8

All amounts exclude applicable taxes

In accordance with the Renfrew County Housing Corporation’s Policy RCHC-02 for the Procurement of Goods and Services, competitive tenders with results greater than \$100,000 require approval through the Renfrew County Housing Corporation Committee. Staff will be recommending that the Request for Proposal to Roth IAMS Ltd., Oakville, Ontario, in the amount of \$182,840 at the Renfrew County Housing Corporation Committee on November 15, 2023. This allocation will allow for contingency funds in case of any unknown factors or change orders. The staff confirms that there are sufficient funds in the 2023 Departmental budget to complete the project.

The procurement of the services included in this proposal followed the requirements set out in Policy RCHC-02.

Completion of these Building Condition Assessments reflects an action item for Goal #5 of the 2023-2026 Strategic Plan; Attainable Housing and Infrastructure.

Real Estate - 2023 Capital Projects

Location	Work Description	Status			Comments
		Budget	Quote	Status	
County Admin Building					
	Generator Transfer Switch	\$33,000		Deffered	Carryover 2024
	Barrier Free Doors (EFA grant)	\$59,385	\$21,000	Completed	100% complete Oct.
Renfrew County Place	HVAC - Replacement/upgrade	\$220,000	\$90,603	Awarded to Irvcon	Work to commence - mid Nov.
	Paramedic Parking Shelter	\$425,000	\$301,350	Completed	100% complete Oct.
	Parking Lot - Paving	\$50,000	\$36,000	Awarded to Greenwood	Scheduled for week of Nov 20th
	Flat Roof Replacement	\$341,000	\$238,621	Awarded to Irvcon - deffered	Carryover - Q2 2024
80 McGonigal					
Paramedic Bases	Arnprior - Asphalt/concrete curbs	\$10,000		Deffered	Carryover 2024
	Petawawa - Asphalt/concrete curbs	\$20,000		Deffered	Carryover 2024
	Petawawa - Refurbish concrete floor	\$17,600	\$9,800	Completed	100% complete Oct.
OPP	Parking Lot - geotechnical investigation	\$16,500	\$9,880	Completed	Further review -2024

PLANNING DIVISION REPORT

Prepared by: Bruce Howarth, MCIP, RPP, Manager of Planning Services
Prepared for: Development and Property Committee
November 14, 2023

INFORMATION**1. Staffing Update/Approvals Timeline**

To date the Planning Division has not been successful in finding a qualified candidate for the County Planner position, which has been vacant since February. In addition, as part of the overall departmental reorganization, one of the Junior Planner positions was converted to a needed GIS position. The Planning Division has engaged a part-time consultant to assist with consent reports, but this is not a replacement for a full-time County Planner. The Division is operating with two less planners than this time last year.

Planning staff are working hard to keep files moving, especially local approvals like Official Plan Amendments, Zoning Amendments, and Site Plans that now have financial penalties for the local municipalities. Despite best efforts, the Division is not keeping up with the volume of applications and our timelines for approvals are being delayed.

Local municipalities have also been reaching out to the County for additional support regarding local application review and approvals, which we have unfortunately declined as we do not have the resources to assist. In addition, we have had to delay and not commit to starting special projects, such as comprehensive zoning updates, for some municipalities. The County and local municipalities are hearing concerns from ratepayers and applicants regarding the longer than ideal approval timelines. For example, Horton Township has requested that County planning staff attend a Council meeting this month to explain the long processing times.

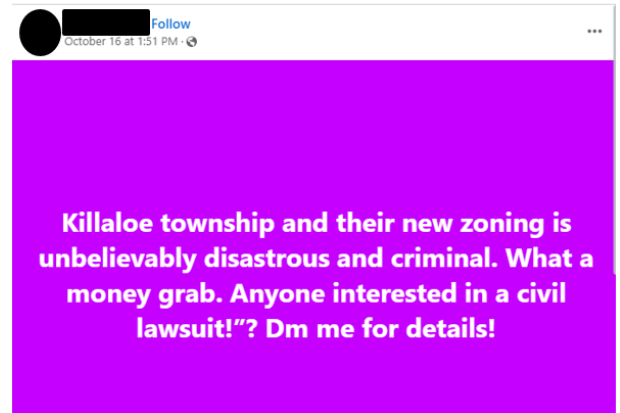
Even if the County is successful in hiring a new planner in the upcoming months, there will be a time of six to eight months of training/onboarding the new hire before it is anticipated that we will see improvements in the approval times.

Adding to the unexpected workload are that certain projects/approvals like Official Plan updates and Zoning By-law amendments that the County is processing (either as County approvals, or undertaking on behalf of a municipality) are taking longer, requiring additional reports and/or meetings. Frequently these projects are being hijacked by individuals and groups who are spreading erroneous information at planning meetings and on social media, and making concerted efforts to misinform the general public. Examples of these projects include the County Official Plan amendment to update policies regarding the recent provincial Planning Act changes, Whitewater-Cobden boundary review, and various by-law projects such as the Township of Killaloe, Hagarty

and Richards (KHR) Zoning By-law. This results in staff spending unnecessary weeks of workload responding and correcting the conspiracies that are spread by these groups.

For the KHR Zoning By-law project alone, it is estimated that staff have spent over 50 hours (to date) dealing with the issues related to the false claims like:

- The County and municipalities are trying to shut down rural Ontario;
- Trying to expropriate the land (or constructive taking);
- Municipalities are exceeding their authority under the Planning Act;
- Municipalities aren't allowed to plan (zoning or official plan) for private property;
- Need the consent of landowners;
- 15-minute cities to restrict movement of citizens;
- Crown land patents exempt properties from municipal regulation/by-laws;
- Municipalities have to buy/own the property to be able to plan for it.



County staff have provided legal opinions and reports dispelling several of these myths, but the certain groups continue to put forth fabricated theories. County staff have even attended local meetings of these groups to provide information on the planning process in Ontario. These staff hours could have been used to address relevant questions about the project, or spent on other development approvals like consent and subdivision applications, thereby reducing processing times.

Staff will continue to work on better communication including using tools, such as Zencity, to provide information on development proposals. In addition we will continue to work with local municipalities to provide information related to these concerns.

2. **Subdivision Activity**

During the month of October, the County received six applications for subdivision approval (we typically average 3-4 a year) as follows:

- 47T-23003 – Elias Lane (Greater Madawaska) – 8 lots
- 47T-23004 – Sipolins Road (Greater Madawaska) – 6 lots
- 47T-23005 – Rose Lane (Greater Madawaska) – 6 lots
- 47T-23006 – River Road Estates (McNab/Braeside) – 23 lots
- 47T-23007 – Robinson Lane (Laurentian Valley) – 156 lots (55 singles, 34 semi, 34 multi attached, 33 condo)
- 47T-23008 – Black Bay Road (Petawawa) – 56 lots

Staff are in the process of circulating these applications for review to the local municipalities, the required agencies under the Planning Act, peer reviewers, and the public. As a result of recent changes to the Planning Act there will be no public

meetings regarding these developments. Attached as Appendix PLAN-I are the initial planning reviews for these subdivisions.

3. Emergency Services – ArcGIS Online – Homelessness Survey

The GIS team worked with County of Renfrew Paramedics on their Homelessness Survey. As part of our Enterprise License Agreement (ELA) with Esri, we are able to host applications that can assist with data capture and data display. The GIS team created an application using the Survey123 that the paramedics could use directly on their own phone to capture information about homelessness. After the data was captured, the GIS team used other ArcGIS Online tools to create a web map and a dashboard that displayed the collected results.

4. County of Renfrew On-line Hosted Web Mapping Application

The County hosts a web-based GIS mapping program available to County staff, local staff, and members of the public. Our hosted web mapping application (Geocortex Web Mapping Application) requires an update in 2024/2025. This update is due to the retirement of JavaScript Version 3.x that the web mapping application currently runs on. JavaScript 3.x is set to be retired on July 1, 2024. Our current hosting company, VertiGIS, has created a new application called VertiStudio that runs on JavaScript Version 4.x. To keep the on-line web mapping working, we will be required to migrate our current web mapping application Geocortex Essentials to the new VertiGIS Studio and this will come with a cost of approximately \$62,000. The County is looking into various options that will be considered for the 2024 budget:

- i) Continue a hosting partnership with VertiGIS and move forward with the migration/update to the newest version of the program.
- ii) Move forward with the installation of our own ArcGIS Server and other Esri web based tools (instead of using a host) to allow the County to continue using mail notifications and allowing access to the severance history Adobe files.
- iii) Look at creating our own web mapping application using ArcGIS Online with less functionality on the secure site (i.e. no mail notification report, Municipal Plan Review (MPR) function, or access to severance data).
- iv) End our Agreement with VertiGIS and not provide online mapping.

5. Webinar on School Closures in Ontario

Planning staff participated in an interactive webinar on November 9, 2023, regarding on-going research looking at the issue of school closures, their impact on rural communities, and the need for a process that better considers the importance of schools to communities and community development. The study is being co-investigated by the universities of Queen's, Waterloo, Guelph, Victoria, and Western Ontario.

The purpose of this study is to examine the decision-making processes and consequences of school closures in Ontario for the development of justice-informed

decision-making guidelines on the fate of Ontario's schools. The study is guided by three objectives:

- a) To verify the dynamics and shortcomings of Pupil Accommodation Review processes as employed by school boards in Ontario;
- b) to expose the consequences of these processes and resulting school closures at the community-level in Ontario; and,
- c) to draw from these sources of evidence to collaboratively conceive of an informed decision-making model.

6. **Climate Action Plan**

Ainsworth Inc. was awarded the proposal for the creation of a Climate Action Plan for the County of Renfrew. County staff have been working and meeting with members of Ainsworth Inc. to move this project forward. A working group has been established to provide Ainsworth Inc. with the necessary data on County buildings and fleet to undertake the emissions calculations. Ainsworth Inc. is also working on a communications plan and will provide a presentation to County Council in 2024.

7. **Student Planner Position**

County Council passed a resolution in March 2021, approving a Planning Internship Program for an initial four-month program, and to assess the success of the program prior to a second and further intake as follows:

“RESOLUTION NO. DP-CC-21-03-32

THAT County Council approve the Planning Internship Program beginning April/May 2021 for an initial four-month program, and to assess the success of the program prior to a second and further intake.”

Upon completion of the initial Planning Internship Program, in August 2021, County Council approved the continuance of the program by passing the following resolution:

“RESOLUTION NO. DP-CC-21-08-78

THAT County Council approve the continuance of the Planning Division Internship Program.”

This initial intake resulted in the County hiring a Junior Planner who has now moved on to take a position with the Township of Whitewater Region.

Based on the initial success, we are recommending that this become a permanent/year-round placement.

A typical co-op placement is for a 4-month term (3 different students yearly). The County and local municipalities are struggling to fill planning positions. Bringing in students will provide the full-time County Planners with some assistance on processing planning files. Often the training and overview of the students by the full-time staff

counter-act much of the “workload” of the student. The larger benefit of the proposal is to introduce potential new planners to the Renfrew County area and provide a base level of training. Hopefully after a couple of years, upon the completion of their degrees there will be a “planner pipeline” to Renfrew County which either the County of Renfrew or local municipalities would have the opportunity to hire permanently.

The inclusion of a student planner will be included as of the 2024 Budget discussions.

RESOLUTIONS

8. Official Plan Amendment – Alternative Notice Provisions

Recommendation: THAT the Development and Property Committee recommends that County Council provide direction to staff to undertake an Official Plan Amendment to introduce alternative notice policies for Planning Act Applications; AND FURTHER THAT a letter be sent under the Warden’s signature, in support of the resolution from the Corporation of the Municipality of Wawa requesting the Provincial Government to make an amendment to the Legislation Act, 2006, to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations.

Background

Recently it was announced that Metroland is shutting its print division. This has left the County of Renfrew (and local municipalities) without a print paper that reaches the public to satisfy the Planning Act requirement for circulation when we undertake an initiative that is municipal-wide (like this proposed Official Plan Amendment (OPA)). The Planning Act allows for local alternatives for providing notice on the requirement that the Official Plan contains policies specifying details of the notice. Staff propose a County Official Plan Amendment to introduce alternative notice provisions. Staff would reach out to the local municipalities for input into the policy. As a first draft, we propose the following policy:

Public Consultation

Consultation is intended to foster communication, education of issues, and conflict resolution early in the planning process. The County recognizes that public consultation is a key component of the planning process.

All Planning Act applications shall adhere to the prescribed measures for public consultation strategies, public meetings, and notification procedures in accordance with the Planning Act and associated regulations. Applicable regulations under the Planning Act include, but are not limited to, O. Reg. 545/06 on Zoning By-Laws, Holding By-Laws, and Interim Control By-Laws; O. Reg. 544/06 on Plans of Subdivision; O. Reg. 543/06 on Official Plans and Plan Amendments; O. Reg. 200/96 on Minor Variance Applications; and O. Reg. 197/96 on Consent Applications. In some instances, public consultation required by the County may exceed these requirements as deemed appropriate and as outlined in this Plan.

In addition, and as it relates to the ceasing print publications, attached as Appendix PLAN-II, is a resolution from the Council of the Municipality of Wawa, which advises that

their local newspaper company the “Algoma News Review” has ceased print publication. Wawa is requesting the Provincial Government to make an amendment to the Legislation Act, 2006 to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations.

Policies for Public Consultation

- a) The County and local municipalities shall use a variety of communication methods to seek input on planning matters and to provide information to the public. Depending on the issues, and in accordance with the Planning Act and associated regulations, the approval authority shall choose the most appropriate method of communication, which may include any or all of the following:
 - i) Personal service or prepaid first class mail;
 - ii) E-mail;
 - iii) Public notice signs;
 - iv) Surveys, electronic or mail-out;
 - v) Neighbourhood Open Houses and/or Public Information Centres;
 - vi) Neighbourhood Working Groups or Focus Groups;
 - vii) Information meetings;
 - viii) Statutory Public meetings;
 - ix) Website or internet engagement platforms (e.g. Zencity); and/or any other methods as deemed necessary by the approval authority and established by amendment to this Plan;
 - x) Public meetings (where required by the Planning Act) shall be held to inform and obtain feedback from the public on Planning Act applications, the policies of this Plan, and where required by the County. The format of the public meeting shall be based on the type of Planning Act application and may be in the form of an Information Meeting, Statutory Public Meeting, or require both;
 - xi) Depending on the nature and scope of the development application, the approval authority may require the applicant to hold a Neighbourhood Open House as part of Pre-Consultation prior to submission of a complete application. As prescribed by the Planning Act and associated regulations, the approval authority may require the applicant to complete and submit a Public Consultation Strategy as part of an Official Plan Amendment, Zoning By-Law Amendment and Plan of Subdivision;
 - xii) The Approval Authority may require the applicant to hold additional meetings beyond that of the Pre-Consultation Meeting, Neighbourhood Meeting, Information Meeting and Statutory Public Meeting to provide the community additional information regarding the proposal such as technical studies and to provide opportunities for conflict resolution;
 - xiii) Policies for Alternative Public Consultation Measures (Planning Act s. 17(19.3), s. 34 (14.3), s. 51(19.3.1), s 53(4.3)) 2.2.17 – The Approval Authority may establish alternative public consultation measures to notify prescribed persons and public bodies of proposed development using a combination of the measures above that the municipality deems suitable for providing public notice;
 - xiv) The County and/or local Municipalities may develop a Municipal Consultation Strategy, which provides additional direction for Planning Act matters for which

they are the approval authority. Where a Municipal Consultation Strategy has been approved, the direction of the Strategy shall be followed; and,

xv) Community consultation requirements for the Community Planning Permit System may be developed by local Municipalities seeking to pursue the use of such System.

REVIEW MEMORANDUM

File Nos.: 47T23003 High Country Estates (Elias Lane)
 47T23004 High Country Estates (Sipolins Road)
 47T23005 High Country Estates (Rose Lane)

Municipality: Township of Greater Madawaska
 Applicant: J. Lacourse Carpentry and Son Inc. (Agent: Jp2g Consultants Inc.)
 Date Application Rec'd: September 22, 2023
 Target Date: 120 days (January 20, 2023)
 Location: Part of Lots 14 and 15, Concession 9 (Matawatchan)
 Date of Public Meeting: not applicable
 municipal Water: n
 Sanitary Sewers: n
 Storm Sewers: n

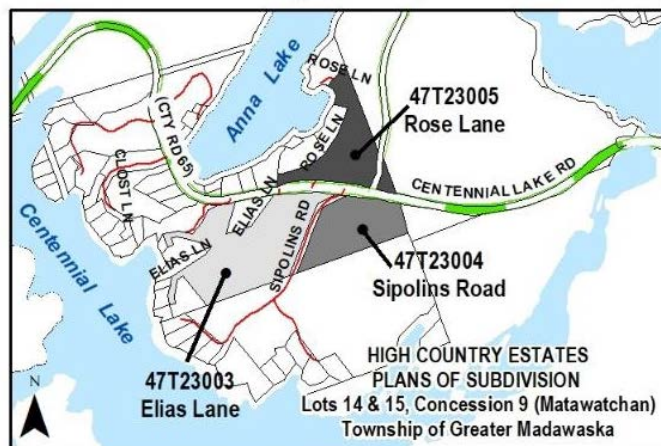
Submission Review:

The submission can be considered complete and the application may be circulated for review and comment by the required agencies, and peer review.

Subject Sites and Surrounding Uses:

The development proposal involves three separate properties located in Lots 14 and 15, Concession 9, geographic Township of Matawatchan, all owned by J. Lacourse Carpentry and Son Inc. Collectively, the development is referred to as High Country Estates, consisting of three small rural residential subdivisions proposed on Elias Lane, Sipolins Road and Rose Lane.

The properties are located approximately 11.7 kilometres southeast of the village of Griffith. They are located along Centennial Lake Road (County Rd 65) in proximity to Centennial Lake and Anna Lake. The properties and proposed subdivisions are summarized below:



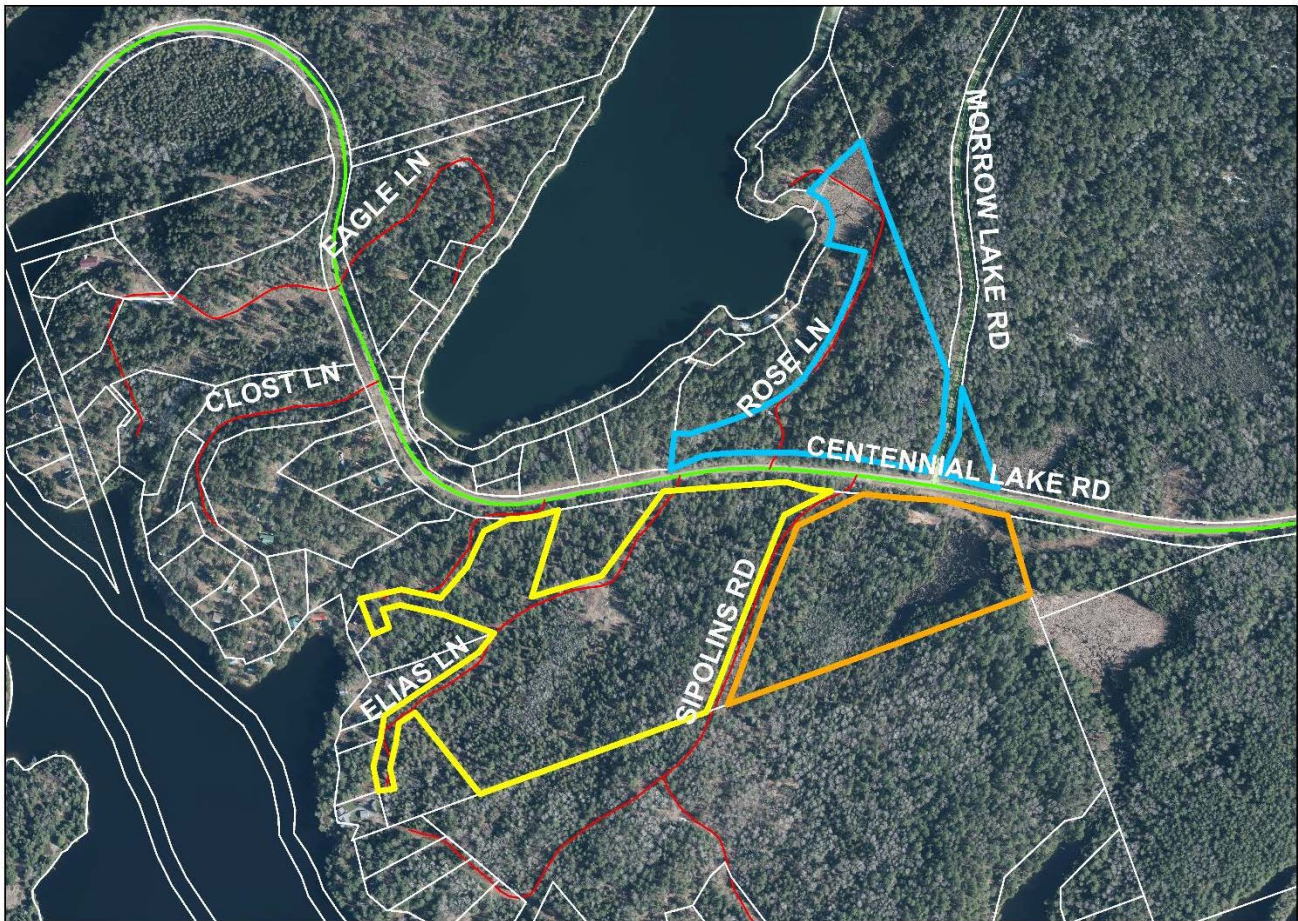
APPLICATION	SIZE	ROAD ACCESS	No. of LOTS	No. of BLOCKS
47T23003 ELIAS LANE	11.06 Ha	Elias Lane (existing private road)	8 single detached (1.0 to 1.52 Ha)	A (Elias Lane)
47T23004 SIPOLINS ROAD	5.72 Ha	Sipolins Road (existing private road not owned by applicant)	6 single detached (0.79 to 1.08 Ha)	N/A
47T23005 ROSE LANE	5.44 Ha	Rose Lane (existing private road) Morrow Lake Rd (existing private road not owned by applicant)	6 single detached (0.51 to 0.76 Ha)	A (Rose Lane) B (Morrow Lake Rd) 1 Parkland and water access (for lots on Rose Lane) 2 Additional Lands (non- development)

All three properties are vacant of structures and are mostly covered with natural bush. The topography is undulating. Each property abuts Centennial Lake Road (County Rd 65) and only the Rose Lane property has water frontage, on Anna Lake. The Sipolins Road site contains local wetlands. Both the travelled Elias Lane and Rose Lane both fall within their respective development lands and are owned by the applicant. Sipolins Road is owned by a different land owner and will require right-of-way access for the proposed Sipolins Road development. Morrow Lake Road is a forced private road used by logging companies to access Crown Land. MNRF has confirmed it is

not a Crown road.

The overall surrounding area consists of large rural properties and Crown land, with natural tree cover, wetlands and small water bodies associated with the Madawaska River and Centennial Lake. The Centennial Lake ANSI is located east and south of the subject sites. The immediate surrounding land uses consist of:

- North: Rural residential lots along Centennial Lake Road and waterfront residential lots on the west and south sides of Anna Lake; Crown lands interspersed with large rural properties
- East: Crown lands interspersed with large rural properties; part of Centennial Lake ANSI
- South: waterfront residential lots along Centennial Lake, large rural vacant properties, Crown Land and part of Centennial Lake ANSI
- West: waterfront residential lots along Centennial Lake, large rural properties



Provincial Policy Statement 2020

The following are the key policies applicable to this development:

- 1.1.1 Healthy, liveable and safe communities
- 1.4.3 Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market and affordable housing needs for current and future residents
- 1.6.6.2. *Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety.*

Within *settlement areas* with existing *municipal sewage services* and *municipal water services*, *intensification* and *redevelopment* shall be promoted wherever feasible to optimize the use of the services.

- 1.6.6.4 Where *municipal sewage services* and *municipal water services* or *private communal sewage services* and *private communal water services* are not available, planned or feasible, *individual on-site sewage services* and *individual on-site water services* may be used provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*. In *settlement areas*, *individual on-site sewage services* and *individual on-site water services* may be used for infilling and minor rounding out of existing development.
- 1.6.6.7 Stormwater management is to be integrated with planning for sewage and water services to ensure systems are optimized, feasible and financially viable over the long term by: minimizing/preventing contaminant loads; minimizing erosion and changes in water balance, mitigating risks to human health, safety, property and the environment; maximizing extent and function of vegetative and impervious surfaces; and promoting stormwater best management practices
- 2.1.1 Natural features and areas shall be protected for the long term.
- 2.1.6 *Development* and *site alteration* shall not be permitted in *fish habitat* except in accordance with *provincial and federal requirements*.
- 2.1.7 *Development* and *site alteration* shall not be permitted in *habitat of endangered species and threatened species*, except in accordance with *provincial and federal requirements*.
- 2.2.1 Planning authorities shall protect, improve or restore the *quality and quantity of water* by:
- e) maintaining linkages and related functions among *ground water features, hydrologic functions, natural heritage features and areas*, and *surface water features* including shoreline areas;
 - i) ensuring stormwater management practices minimize stormwater volumes and contaminant loads, and maintain or increase the extent of vegetative and pervious surfaces.
- 2.6.1 Significant built heritage resources and significant cultural heritage landscapes shall be conserved.
- 2.6.2 Development and site alteration shall not be permitted on lands containing archaeological resources or areas of archaeological potential unless significant archaeological resources have been conserved.
- 3.1.8 *Development* shall generally be directed to areas outside of lands that are unsafe for *development* due to the presence of *hazardous forest types for wildland fire*.

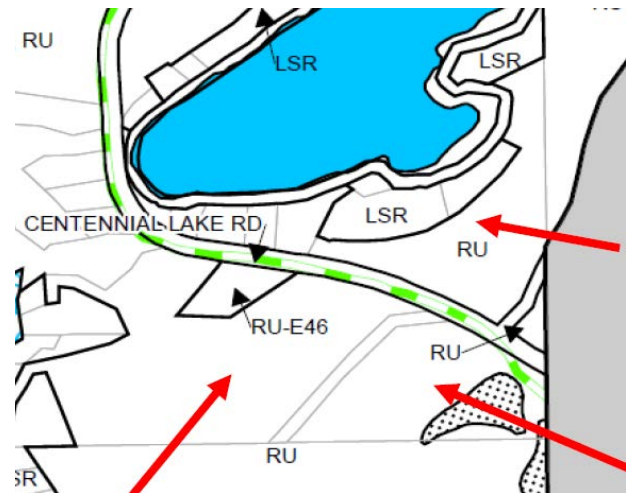
Development may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.

- 5.3(1) uses permitted in the Rural designation
- 5.3(3) site suitability for plans of subdivision
- 2.2(6)(5)(a) archaeological resources
- 2.2(8)(a) habitat of threatened and endangered species
- 2.2(8)(c) significant wildlife habitat
- 2.2(9)(d) wildland fire risk
- 2.2(11) water setback
- 2.2(12)(a)(iii) private services
- 2.2(23) Environmental Impact Study
- 2.2(30) storm water management
- 13.3(2) County Road requirements
- 14.4 subdivision/condominium requirements



Zoning By-law:

- 7.1 and 7.2 permitted uses and lot development requirements in the LSR Zone
- 19.1 and 19.2 permitted uses and lot development requirements in the RU Zone
- 3.15.1 and 3.15.2 lots to front on streets
- 3.28(b) County Road requirements
- 3.28(e) water setback requirements



Submitted Studies:

The following studies have been submitted with the subdivision Application:

Planning Justification Report, Jp2g Consultants Inc., September 19, 2023

- Provides overview of proposal, relevant PPS and Official Plan policies, zoning requirements, and findings of supporting studies
- 20 single detached lots on three plans of subdivision (Elias Lane; Sipolins Road and Rose Lane) with existing private road accesses (existing) to Centennial Lake Road
- A parkland and water access block is proposed on the Rose Lane site, only for use by proposed lots fronting on Rose Lane. Otherwise, a public boat launch is available within 10 km and otherwise, cash-in-lieu of parkland will be provided
- servicing is economically and feasible only by individual private well and septic systems – supported by the submitted Servicing Options Report, and Terrain Analysis and Hydrogeological Investigation
- Confirms conformity with various policies of the PPS:
 - o No adverse impact on financial well-being of municipality or province over the long term
 - o No environmental or public health and safety concerns
 - o Suitable infrastructure and community facilities are available to support the proposed development
 - o Will tie in with rural character and existing rural serving levels avoiding need for uneconomical expansion of infrastructure; and will conserve biodiversity
 - o Extension of municipal water and sewer is not feasible; site can accommodate private servicing

- Stormwater management policies are addressed in the functional servicing report; detailed stormwater management plans for the proposed subdivision will be required as a condition of draft approval
 - No negative impacts are anticipated on habitat of endangered and threatened species, or species of concern; No adverse impacts are anticipated on fish habitat
 - A Stage 3, and potentially Stage 4 archaeological assessment is required for Findspot 2 on the Elias Lane site. This additional assessment will proceed concurrently with the subdivision approval and be completed prior to final approval.
 - Wildland fire risk on site was evaluated as high risk, but can be mitigated with proposed recommendations.
 - Various studies have been prepared that make specific recommendations to ensure health and safety, protection of environmental and water features.
- Confirms conformity with various policies of the County Official Plan relating to:
- Appropriate rural residential development on rural services
 - Proposed development is in keeping with rural context of area
 - Protection of natural heritage features (habitat of endangered and threatened species)
 - Protection of surface water quality
 - Provision of private servicing that is suitable over the long term
 - Planned stormwater management through mitigation measures and detailed swm site plans
 - Proposed development complies with subdivision criteria, including 5.(3)(e) for small rural subdivisions on private roads
- Confirms proposed use conforms to Rural (RU) Zone. Zoning By-law will need to be amended to address protection of environmentally sensitive features, the proposed open space area and any other matters identified during subdivision review process.
- Concludes that the proposed development conforms to the PPS and Official Plan, and is good land use planning.
- Provides summary listing of the recommendations from the various supporting studies (summarized on pgs 12 to 15, inclusive, of the PJR) to be required as conditions of draft approval and be implemented through a subdivision agreement.

Stages 1 and 2 Archaeological Assessment, Past Recovery, July 14, 2022

- The Rose Lane and Elias Lane sites were determined to have archaeological potential
- Stage 1 Assessment:
- Previous archaeological assessments completed on lands west of Anna Lake with no archaeological evidence found
 - No other assessments have been completed in the vicinity of the proposed development
 - No known sites are identified in the *Sites Database* within 1 kilometre of the subject lands
 - Research of the history, physiography and natural environment of the sites/area enforce the potential for archaeological resources associated with both pre-contact and post-contact settlement
 - Stage 2 assessment recommended for the entire site prior to any development. Shovel test pit survey at 5 metre intervals to be completed, in accordance with industry guidelines.
- Stage 2 Assessment:
- site work completed August 3-18, 2022; a previously disturbed area next to Elias Lane, lands with steep slopes greater than 20°, roadways, or lands containing wetlands or standing water were considered to have low potential and were not studied
 - Three findspots were identified; pre-contact artifacts were recovered, cleaned and catalogued.
 - Findspot 1 (Lot 1, Elias Lane) revealed 3 pieces of lithic material that could not be associated with a particular time period or cultural affiliation and does not meet criteria for Stage 3 assessment.
 - Findspot 2 (Lot 2 & 3, Elias Lane) revealed 30 pieces of lithic material suggesting a short-term pre-contact campsite involving domestic activities, and reduction activities, such as tool manufacture and maintenance. They could not be associated with a particular time period or cultural affiliation. These meet criteria for registration in the Ontario Archaeological Sites Database and has been registered as BhGg-2, and a Stage 3 site-specific archaeological assessment.

- Findspot 3 (Lot 8, Elias Lane) revealed 3 pieces of lithic artifacts that could not be associated with a particular time period or cultural affiliation. These meet criteria for registration in the Ontario Archaeological Sites Database and has been registered as BhGg-1, but do not meet criteria for Stage 3 assessment.

Findings

- No further assessment required for Findspots 1 and 3. To determine if Stage 4 Assessment required prior to development, a site specific Stage 3 Assessment is required for Findspot 2, consisting of the excavation of one-metre-square test units on a five metre grid with an additional 20% of units placed in areas of interest, as per industry guidelines.
- The Algonquins of Ontario Consultation Office recommends that if any artifacts of Indigenous interest or human remains are encountered during development of the property that their office be contacted.

Ministry of Citizenship and Multiculturalism (MCM) Letter, July 22, 2023

Confirms receipt of the Stages 1 and 2 Archaeological Assessment, Past Recovery, July 14, 2022, and that it has been entered into the Ontario Public Register of Archaeological reviews without technical review.

Geotechnical Investigation, Morey Associates Ltd., January 2023

- Site work completed December 5th to 9th, 2022
- 11 test pits completed across the full site to 0.2 to 2.3 metres depth below ground surface to determine underlying soil conditions; laboratory tested for soil and chemical characteristics
- Subsurface conditions at the test pits
 - Site contains off shore marine deposits of clay; silty clay and silt
 - Topsoil thickness 0.2 metres; sand, silty sand or clayey silt 2 metres depth (loose to compact state of piling)
 - Bedrock encountered 0.7 to 2.3 metres below ground surface
- 6 of the test pits were tested for long term groundwater levels
 - No groundwater encountered 6 of the pits. In 5 of the pits, groundwater was observed at 0.7 to 1.1 metres bgs
 - One standpipe was dry; ground water in the other standpipes measured 0.2 to 0.7 metres bgs
- Seismic site response is classified as Site Class D, based on limited investigation
- Based on seismic conditions, soil types and depth of bedrock, no major damage should occur due to liquefaction
- Chemical testing found a 0.02% sulphate considered to have negligible attack on buried concrete; an ohm-cm resistivity and pH of 7, 143 and 8.15 are considered a slightly aggressive corrosion rate on buried concrete
- Geotechnical considerations for design includes detailed recommendations related to:
 - Footings for dwellings based on location on soils and/or bedrock to address differential settlement
 - No lot grade raise restrictions
 - Frost jacking protection measures
 - Underlying subgrade bases for pavement structures or walkways
 - Underlying subgrade bases for concrete slabs on grade
 - Foundation perimeter drains
 - Bedrock excavations for foundations; impacts related to hoe ramming and/or blasting – impacts on nearby existing residences; pre-construction structure and utility surveys
 - Road base subgrades and road base preparation for either paved or non-paved surfaces
 - Requirements for road upgrades versus road reconstruction
 - Recommended professional geotechnical engineer on-site inspections, approval of fill
 - Protection of native soils from construction equipment

Servicing Options Report, Jp2g Consultants Inc., July 7, 2023

- References PPS policies 1.1.3.1, 1.1.5.2, 1.1.5.5 1.6.6.3 and 1.6.6.4
- O.Reg 544/06, Section 18 of Schedule I – for more than 5 lots on well and septic – servicing options report and hydrogeological study required.
- County OP policy 2.2(12)(d) – private servicing permitted where site is suitable over the long term
- Evaluation:
 - Sites are over 39 kilometres from nearest available municipal piped services

- Full, communal and partial services are either not available, uneconomic to extend and maintain; would make project unfeasible or larger density would be required with greater impacts on groundwater resources
- Private servicing is most appropriate
- Hydrogeological study has been completed and supports private well and septic systems; most practical and economic option
- Complies with Rural servicing policies in the County OP and Provincial Policy statement

Terrain Analysis and Hydrogeological Investigation, Jp2g Consultants Inc., September 6, 2023

- Site is flat to hilly topography with wetland and surface water features
- Geology of site consists of Precambrian bedrock overlain by shallow overburden of sily, sand, silt and clay with depths ranging from 0.2 to 2.0 metres (11 test pits analysed in Morey Associates Ltd. Geotechnical Study)
- Hydrology used 11 well records within 500 metres and 4 on-site test wells – all completed in bedrock, 30 to 128 m deep; anticipated well yields of 11.4 to 37.9 Lpm, with one indicated at 100 Lpm.
- Groundwater impact assessment used nitrate dilution model option under D-5-4 Guidelines, based on 1000 l/day sewage effluent with 40 mg/L nitrate; Nitrate concentration at property boundary calculated to be 5.86 mg/L. Overall septic density for combined sites calculated to allow one system per 0.59 hectares (or 38 lots). Development of 20 lots is acceptable.
- Septic system design - partially or fully raised Class 4 as per OBC
- Impacts on nearby surface water features considered (Centennial Lake, Anna Lake, intermittent water course and ponded area) – minimum 30 metre and 10 metres setbacks and up to 18 metres from distribution pipe are recommended
- Retaining vegetative buffer within 30 water setback is sufficient to address phosphorous impacts on Centennial Lake, Anna Lake, five wetland features, and a ponded area.
- Groundwater quantity and quality determined using 4 of the 5 test wells on site (5th well not suitable; to be abandoned). Well depths ranged from 30-64 metres; Wells pumped at rates of 15.1 (7.5 hrs) and 18.9 Lpm (6 hrs). Calculated transmissivities, resultant drawdowns during pumping and measured recovery rates and interference effects support an adequate groundwater supply available for the proposed development.
- Water quality samples from the 4 test wells analysed and compared to Guideline D-5-5 G. All water quality tests indicated health-related parameters less than Ontario Drinking Water Criteria; bacteriological content met guidelines; and aesthetic guideline parameters were all met, under the same Guidelines, except for iron, total dissolved solids, dissolved organic carbon, chloride and hardness – all of which can be treated with conventional water treatment systems. Water is slightly hard and may be scale-forming
- Any wells for this development will be required to be drilled and completed in the underlying bedrock aquifer
- Groundwater source heat pumps were not taken into account – these units should not be used until additional water consumption testing is completed and impact on groundwater quantity and quality is assessed.
- Identifies various treatment units to address aesthetic parameter exceedances.
- Section 8.0 provides recommendations for setbacks, well development, septic systems and concludes the underlying aquifer and the site and terrain are suitable for the proposed development on private services.

Functional Servicing and Stormwater Management Report, Jp2g Consultants Inc.

Roads

- All roads currently one-lane, graveled; used by other property owners to get to their properties; Sipolins Road not owned by Lacourse; but owner has agreed to use for development, subject to upgrading
- Morrow Lake Road is not a Crown road; used intermittently by loggers
- All 4 roads for the development will be upgraded to Twp standards – condition of draft approval
- All accesses to Centennial Lake Road (Cty Rd 65) requires CoRPW&E approval – condition of draft approval

Design Criteria

- Stormwater quality will meet minimum 70% TSS removal using MECP SWMP&DM and LID Design Guide
- Stormwater quantity to meet minor system (local roads) design event (5-yr); no major system design event; no quantity control proposed based on large upstream drainage areas of the receiving water bodies - Anna Lake

and Centennial Lake

- Rose Lane site drains north and west to Anna Lake
- Sipolins Road site drains from the road east to a wetland
- Elias Lane site drains south and west to Centennial lake
- Centennial Lake Road has ditches on both sides of road

Pre- and post- development:

- Sub-catchment areas mapped, flow lengths and slopes, and impervious areas calculated and compared
- Pre-/post-development drainage patterns largely maintained; many flow paths unchanged
- Development area to remain mostly in natural state except for roads, ditches and building sites

Quality Control:

- Propose the use of BMP to address water quantity and erosion based on guidelines
- propose enhanced trapezoidal, flat-bottomed grass swales in roadside ditches with gentle slopes and use of rock check dams in sections with greater grades (i.e. 6% slopes); rip-rap to be used in locations prone to erosion
- resulting designed treatment train system, in addition to sheet drainage over vegetated portions of lots, to meet normal 70% TSS removal

Quantity Control

- stormwater control proposed to be directed via surface grading to roadways and ditches, draining through existing drainage pathways to Centennial Lake and Anna Lake; will also intercept upstream run-off via natural drainage patterns
- Rose Lane site and Sipolins Road site will each drain through culverts under the respective roadways through existing channels, respectively, to Anna Lake and Centennial Lake
- Elias Lane site and Morrow Lake lands will each drain through respective existing ditches/culverts to County road ditches on their respective sides of the County road, to respective wetlands
- Roadside ditch design proposed to capture/convey 5-yr storm event through gravity conditions with no overtopping of the driveway
- Storms exceeding 5-yr storm event may overtop the ditches to a maximum of 0.3 m at the edge of pavement
- Storm events exceeding design may overtop culverts and flow over driveway and roadway
- 450 mm diameter CSP culverts appear to be adequate for 5-yr design within proposed ditch systems
- 100-yr event was modeled for potential effects on downstream existing drainage from Rose Lane to Anna Lake and Elias Lane to Centennial Lake
- Pre-/Post-development catchment area flows analyzed
- Post-development peak flows were calculated related to pre-development rates::
- the north wetland will have lower flows;
- Anna Lake will have increased 5-yr flows but lower during 100-yr event – flooding impacts will be addressed at final design stage
- The southeast wetland will have increased peak flows for all events (up 4.29%)
- Centennial Lake will have increased peak flows for all events; 100-yr event up 11%; flood impacts for channel from Elias Lane to the lake to be addressed during final design stage
- The east wetland will have increased peak flows for all events; 100-yr event up 17.9%
- Centennial Lake Road will be receiving increased post-development peak flows for 5-yr and 100-yr storm events; during detailed design culverts and ditches will be investigated and may be upgraded as part of development

Findings:

- Quality control provided through a treatment train stormwater management design for 20-lot development; meeting 70% TSS standard
- Quantity control provided for 5-yr event; resulting in moderate increase in run-off; negligible impact due to the large drainage catchment areas of the receiving water bodies (Centennial Lake and Anna Lake)
- Portions of the design will be investigated during detailed design stage regarding flooding impacts
- Local roads serving the development are to meet Township standards, as a condition of draft approval
- Entrance and access designs of the local roads to County Rd 65 to meet County standards, as condition of draft approval

Environmental Impact Study, Jp2g Consultants Inc., Muncaster Environmental Planning Inc., July 6, 2023

- Site visits completed on October 3rd and 4th, 2022, and on June 3rd, 13th, 28th 29th, and July 4th, 2023
- Site consists primarily of forest, with existing roads, old logging trails and unmapped water surface features. Bedrock outcrops are noted throughout the entire site
- Various vegetation and wetland communities were mapped and documented
- A shallow marshland at the north end of the Anna Lake site includes an existing boardwalk and a portion of Rose Lane through the wetland
- Small isolated wetlands found on Rose Lane site, are shown but not required by Provincial guidelines to be mapped; small wetland areas on Elias Lane site (Lots 6 & 8) contain water; ponded area (0.31 ac) on Lot 8 should be retained
- Site not considered to have potential for bat habitat; lot area outside of building site, and overall area provide ample foraging habitat
- Black Ash listed as Endangered is found in some on-site wetlands; protections have been paused as the Ministry develops protocols to protect/enhance populations
- Breeding bird surveys identified no species of special concern on or adjacent to the site; Bobolink heard on adjacent property; site does contain habitat for evening grosbeak and eastern peewee; may be open structures nearby for barn swallows
- Butternut survey completed October 3rd and 4th, 2022 on-site – no butter nut trees on site or on adjacent lands
- No Eastern Whip-Poor-Wills were recorded on site or in proximity
- Potential fish habitat identified for Centennial Lake, Anna Lake and shallow marshes on-site, but not in the mixed swamps, isolated wetlands and watercourse on Rose Lane site; MNR and DFO records identify various fish species in the Lakes, including Northern Sunfish (special concern); 30 metre development setback recommended to protect fish species.
- Boardwalk and part of Rose Lane already exist within shallow marsh by Anna Lake; proposed gravel parking area to be a minimum of 15 metres from edge of these the Lake and shallow marsh
- Mitigation measures provided to protect potential for snake habitat on site
- Centennial Lake, Anna Lake and shallow marshes on-site/adjacent provide suitable habitat for Blanding's Turtle; the development site would be categorized as general habitat (Category 3); some of the site is within Category 2, but development will occur outside these lands, in Category 3. Lot sizes are large enough and 30 metre setbacks to water/marshland to be undisturbed.
- No PSWs but local wetland evaluation identified 4 small, isolated on-site wetlands; all but the ponded portion may need to be removed to accommodate development; other marshlands and swamps to be protected with setbacks
- Significant Wildlife Habitat, Rare Vegetation Communities, Specialized Wildlife Habitat, Habitat for Species of Conservation Concern, and Animal Movement Corridors all considered – no impact on various species anticipated subject to recommended mitigation measures
- Centennial Lake ANSI located more than 120 metres from site
- Stormwater – no study completed; no impacts provided post-development flow do not exceed pre-development flows and both quality controls, and the recommended mitigation measures of this study are implemented
- Wildland Fire Risk and Hazard Assessment Form completed indicating high risk of wildland fire; risk can be mitigated based on recommendations provided
- Water setback/shoreline integrity policies of County OP Section 2.2(11)(c) requires site evaluation report to address water quality protection for water bodies relating to surface water run-off, phosphorous loading and impacts, soil types, stormwater management and nature of vegetation. No adverse impact to water quality of Centennial Lake, Anna Lake, and associated evaluated and unevaluated wetlands, based on the following and provided recommended mitigation measures are implemented:
 - o The lakes are not at- or near-capacity lakes; they are large water bodies surrounded by abundant amounts of Crown land;
 - o Setbacks from Anna Lake, shallow marshes, mixed swamp, and the ponded area for development, including septic systems, and the proposed gravel parking area will be required
 - o Site contains sandy loam, rock outcrops, peat, muck, etc. Sandy loam soils will allow for infiltration
 - o Stormwater management report does not anticipate stormwater impact provided mitigation measures/recommendations followed
 - o Natural vegetation within recommended setbacks from water features, except for existing roads, boardwalk and proposed gravel parking area should be maintained
- Section 9.0 of report sets out ten detailed recommendations to be implemented through the subdivision agreement

- Concludes development on the overall site will be consistent with Natural Heritage policies of the PPS and County Official Plan provided recommendations/mitigation measures are properly implemented

One Window Screening:

Main issues identified for this proposal are wildland fire risk, habitat of threatened and endangered species, stormwater management, private road and County road requirements. The aforementioned studies/reports have been prepared to ensure the development conforms to the PPS and County of Renfrew Official Plan.

Agency Consultation:

Township of Greater Madawaska, County of Renfrew Public Works & Engineering, School Boards (RCDSB, RCCDSB, CECCE, CEPEO), Enbridge, Hydro One Networks Inc., Bell, Telus, Rogers, Canada Post, GIS/9-1-1, Cambium Inc. (County Peer Review agent)

As this is a preliminary review, additional concerns may be raised through agency comments or further review. Circulation of this application does not imply endorsement of the proposal.

RECOMMENDATION:

- The application and draft plan can be deemed complete and is ready to be circulated in accordance with the Planning Act for consultation.
- Copies of all the studies will be provided to the Township of Greater Madawaska
- Peer review by the County's agent Cambium Inc. is recommended for the Environmental Impact Study, and Terrain Analysis and Hydrogeological Investigation.
- Peer review of any other studies will be co-ordinated with the Township of Greater Madawaska (i.e. stormwater management, geotechnical).
- The County of Renfrew Public Works and Engineering Department will be circulated, including a copy of the Geotechnical Investigation which makes recommendation for private road connections to County Road 65, and the Stormwater Management Report which comments on impacts to County Road 65 ditching/drainage.

County Planner: _____

Date: _____

Manager of Planning Services: _____

Date: _____

REVIEW MEMORANDUM

File No.: 47T23006 River Road Estates
Municipality: Township of McNab/Braeside
Applicant: Jim Sawyer and Blackrock Property Equities Inc. (Agent: Jp2g Consultants Inc.)
Date Application Rec'd: September 22, 2023
Target Date: 120 days (January 20, 2024)
Location: Part of Lot 9, Concession B (13)
Date of Public Meeting: not applicable
Results:
Municipal Water: n
Sanitary Sewers: n
Storm Sewers: n

Submission Review:

The submission can be considered complete and the application may be circulated for review and comment by the required agencies, and peer review.

Subject Site and Surrounding Uses:

The property is located in the southern limits of the village of Braeside. It is 9.93 Ha in area with 218 metres of road frontage along River Road (County Road 1). The east and south portions of the site are open farmland. The remainder of the site is covered with natural bush. There are no buildings or structures. The overall site is relatively flat but the southwest corner contains steep slopes associated with Dochart Creek which is located just off-site. The site consists of clay; silty clay and silt underlain by limestone bedrock. Overburden is between 23 and 26 metres in depth.

The immediate surrounding land uses consist of:

- North: single detached residential subdivision development (Dochart Creek Estates)
- East: Class A-Above Water Pit (Cassidy) and Class B-Below Water Pit (Lakeview Gardens Sand Pit), and the Town of Arnprior municipal landfill site
- South: farmland; rural residential lots
- West: farmland

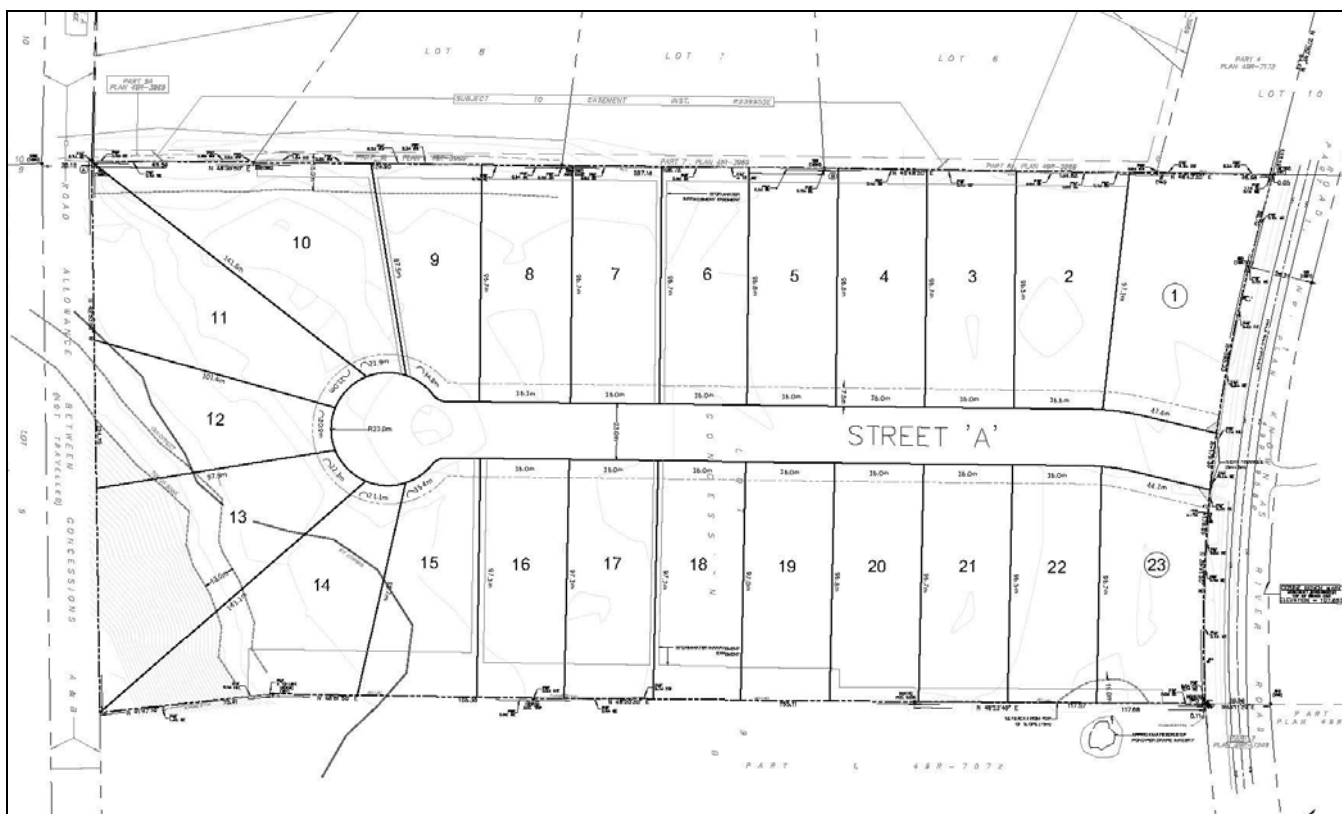


Purpose:

To develop a residential subdivision consisting of:

Land Use	Lot/Block Numbers	Area (Ha)	Number of Units
Single detached units	Lots 1 to 23, incl.	9.3	23
Streets	Street 1 ending in a cul-de-sac	0.63	0
Total	23 lots and 1 block	9.93	23 units

Lot areas ranged from 0.3478 to 0.5244 hectares
 Lot frontages range from 20.7 metres to 47.4 metres



Provincial Policy Statement 2020

The following are the key policies applicable to this development:

- 1.1.1 Healthy, liveable and safe communities
 - 1.1.3.1 Settlement areas to be the focus for growth and development
 - 1.1.3.2 Densities and mix of land uses in settlement areas which use land and servicing efficiently, minimize negative impacts, support active transportation
 - 1.1.3.6 New development to locate adjacent to built-up areas and include compact form with mix of uses and densities and use infrastructure and servicing efficiently
- 1.2.6.1 Protection of both major facilities and their long term operation, and sensitive uses through avoidance or by mitigating potential adverse affects and minimizing risk to public health and safety
- 1.2.6.2 Planning authorities to protect long term viability of existing or planned industrial, manufacturing or other

uses vulnerable to encroaching sensitive land use, by ensuring the latter is only permitted if there is a need for the use, no reasonable alternative locations, adverse impacts to both the industrial/manufacturing uses and the sensitive uses can be minimized or mitigated

- 1.4.3 Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market and affordable housing needs for current and future residents
- 1.5.1 Promote healthy, active communities through the planning for the needs of pedestrians, public streets, spaces, active transportation, connectivity and fostering social interaction
- 1.6.6.2. *Municipal sewage services and municipal water services* are the preferred form of servicing for *settlement areas* to support protection of the environment and minimize potential risks to human health and safety. Within *settlement areas* with existing *municipal sewage services* and *municipal water services*, *intensification* and *redevelopment* shall be promoted wherever feasible to optimize the use of the services.
- 1.6.6.4 Where *municipal sewage services* and *municipal water services* or *private communal sewage services* and *private communal water services* are not available, planned or feasible, *individual on-site sewage services* and *individual on-site water services* may be used provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*. In *settlement areas*, *individual on-site sewage services* and *individual on-site water services* may be used for infilling and minor rounding out of existing development.
- 1.6.6.7 Stormwater management is to be integrated with planning for sewage and water services to ensure systems are optimized, feasible and financially viable over the long term by:
minimizing/preventing contaminant loads; minimizing erosion and changes in water balance, mitigating risks to human health, safety, property and the environment; maximizing extent and function of vegetative and impervious surfaces; and promoting stormwater best management practices
- 2.1.1 Natural features and areas shall be protected for the long term.
- 2.1.5 *Development* and *site alteration* shall not be permitted in:
c) *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River);
d) *significant wildlife habitat*;
unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions*.
- 2.1.6 *Development* and *site alteration* shall not be permitted in *fish habitat* except in accordance with *provincial and federal requirements*.
- 2.1.7 *Development* and *site alteration* shall not be permitted in *habitat of endangered species and threatened species*, except in accordance with *provincial and federal requirements*.
- 2.2.1 Planning authorities shall protect, improve or restore the *quality and quantity of water* by:
e) maintaining linkages and related functions among *ground water features, hydrologic functions, natural heritage features and areas*, and *surface water features* including shoreline areas;
i) ensuring stormwater management practices minimize stormwater volumes and contaminant loads, and maintain or increase the extent of vegetative and pervious surfaces.
- 2.5.1 *Mineral aggregate resources* shall be protected for long-term use and, where provincial information is available, *deposits of mineral aggregate resources* shall be identified.

2.5.2.5 In known *deposits of mineral aggregate resources* and on *adjacent lands, development* and activities which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:

- a) resource use would not be feasible; or
- b) the proposed land use or development serves a greater long-term public interest; and
- c) issues of public health, public safety and environmental impact are addressed.

3.1 Development shall generally be directed, in accordance with guidance developed by the Province (as amended from time to time), to areas outside of:

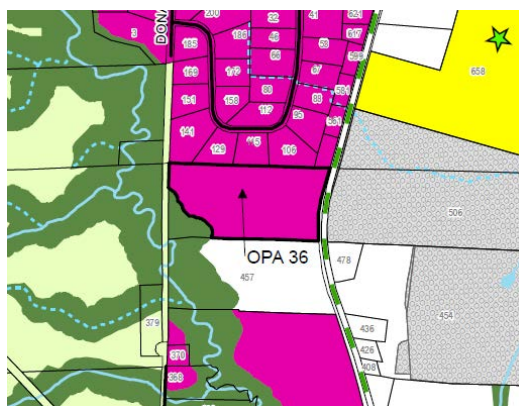
- b) *hazardous lands adjacent to river, stream and small inland lake systems* which are impacted by *flooding hazards* and/or *erosion hazards*; and
- c) *hazardous sites*

3.1.8 *Development* shall generally be directed to areas outside of lands that are unsafe for *development* due to the presence of *hazardous forest types for wildland fire*.

Development may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.

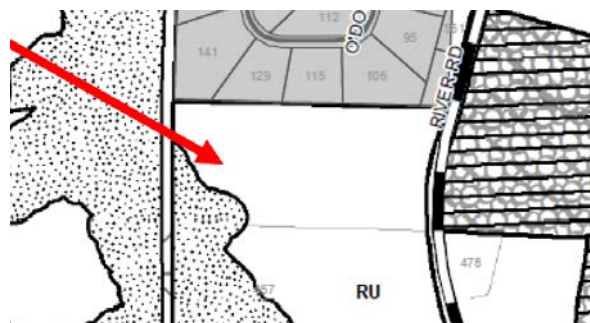
Official Plan Designation: Village Community (by OPA 36)

- 2.2(8)(a) habitat of threatened and endangered species
- 2.2(8)(e) significant woodlands
- 2.2(8)(f) significant valley lands
- 2.2(9)(b) and (c) unstable slopes and karst topography
- 2.2(11) water setbacks and shoreline integrity
- 2.2(12)(a)(iii), (f) and (g) private services
- 2.2(23) Environmental Impact Study (EIS)
- 2.2(29) parkland dedication
- 2.2(30) stormwater management
- 4.3(1) uses permitted in the Village Community designation
- 7.3(5)–(6) influence areas and impacts related to aggregate operations
- 8.3(1)–(2) permitted uses in the Environmental Protection designation
- 8.3(3) zoning requirements related to EP lands
- 12.3(3) influence areas and impacts related to waste disposal sites
- 13.3(2) County road requirements
- 13.3(3) local road requirements
- 14.4(4) subdivision requirements



Zoning By-law: Rural (RU) and Environmental Protection (EP)

- 3.13.2 lots to front on streets in registered plans of subdivision
- 3.22(a)(iii) minimum separations from the EM Zone
- 3.22(a)(vii) minimum separations from a waste disposal site
- 3.23(b) County road requirements
- 3.23(c) local road requirements
- 3.23(d) water setback requirements
- 12.1 and 12.2 permitted uses in the Disposal Industrial (DM) Zone
- 13.1 and 13.2 permitted uses in the Extractive Industrial (EM) Zone
- 20.1 and 20.2 permitted uses and lot development requirements in the EP Zone



Submitted Studies:

The following studies have been submitted with the subdivision Application:

Planning Justification Report, Jp2g Consultants Inc., September 19, 2023

- Provides overview of proposal, relevant PPS and Official Plan policies, zoning requirements, and findings of supporting studies
- 23 single detached lot plan of subdivision with new road and access to River Road; road entrance aligned with existing driveway on opposite side of River Road
- Recreational facilities are located in Braeside; no parkland is proposed. Cash-in-lieu of parkland will be provided
- Servicing is economically and feasible only by individual private well and septic systems – supported by the submitted Servicing Options Report, and Terrain Analysis and Hydrogeological Investigation

- Confirms conformity with various policies of the PPS:
 - o No adverse impact on financial well-being of municipality or province over the long term
 - o No environmental or public health and safety concerns
 - o Suitable infrastructure and community facilities are available to support the proposed development
 - o Logical extension of existing land development pattern
 - o Efficient use of land and resources
 - o Extension of municipal water and sewer is not feasible; site can accommodate private servicing
 - o No negative impacts are anticipated on habitat of endangered and threatened species; or on adjacent significant woodlands and linkages to it
 - o No adverse impacts are anticipated on fish habitat
 - o Various studies have been prepared that make specific recommendations to ensure health and safety, protection of environmental and water features.

- Confirms conformity with various policies of the County Official Plan relating to:
 - o Protection of natural heritage features (significant valleylands; significant woodlands; habitat of endangered and threatened species)
 - o Provision of private servicing that is suitable over the long term
 - o Planned stormwater management
 - o Lands recently redesignated to Village Community by OPA 36; proposed development is in keeping with permitted uses
 - o Confirms no negative impacts for development on nearby existing aggregate operations
 - o Confirms no negative impacts for development on nearby waste disposal site
 - o Proposed development complies with subdivision criteria

- Confirms Zoning By-law will need to be amended; lot to be rezoned from RU to R1-exception zones to address some reduced lot frontages; and reduced separation and increased side yard setback in relation to the nearby aggregate operation; EP zone line to be modified to implement top of slope setback. Zoning amendment to be required as condition of approval

- Concludes that the proposed development conforms to the PPS and Official Plan, and is good land use planning.

- Provides summary listing of the recommendations from the various supporting studies (summarized on pgs 12 to 15, inclusive, of the PJR) to be required as conditions of draft approval and be implemented through a subdivision agreement.

Land Use Compatibility and Aggregate Impact Assessment, Jp2g Consultants Inc., September 12, 2023

- Assesses two licenced pits located in a tertiary aggregate resource located within 300 metres of the subject lands.
- Cassidy Class-A Pit Above water (License No.16356) is located right across the road from the subject lands. It has a 22.5 Ha extraction area and the 300 metre area of influence covers more than half the subject land. The licensed area is buffered at River Road by a treed hydro easement. Extraction would be at least 45 metres from the front lot line and is at a lower elevation than the subject property. The licence allows for portable processing equipment and heavy vehicles.

- Lakeview Gardens Class-B Pit Below water License is located immediately south of the Cassidy Pit. It has an 8.5 Ha extraction area and the 300 metre influence area only impacts a small portion of the southeast corner of

the subject lands. The licenced area is primarily on sand which would preclude the need for processing.

- Water Supply Impacts – Cassidy pit (above water) will have no impact on water supply or sanitary services. Lakeview Gardens (below water) - potential impacts on water supply will be managed through well construction with pressure grouted casing from bedrock to ground surface.
- Dust/Visual Impacts – Cassidy pit includes a natural vegetated buffer at River Road; extraction area is at a lower grade than subject lands; pit plan contains approved dust and noise mitigation measures.
- Noise/Vibration Impacts – Cassidy pit includes processing activities; must be setback 150 metres within the licensed extraction area; noise and vibration impacts expected to be infrequent due to Class B status of maximum 20,000 tonnes of aggregate extraction per year. No equipment is on site as of writing of report. Noise and vibration could occur occasionally from both pits. Ministry approved mitigation measures are in place to deal with groundwater monitoring, dust suppression, noise control, etc. to reduce impact. There should be minimal impact on neighbouring residential uses.
- Traffic Impacts – River Road is suitable for truck traffic and is used by several aggregate operations as a haul route. Residents should be advised of this use of the road.
- Topographic conditions, vegetation and mitigation measures should minimize overall impact to the proposed subdivision. Both licenses cover all of the mapped resources; pit expansions unlikely. Quality and quantity of resource supports no further extraction expansion. The subdivision will have no impact on the existing pits.
- Recommends measures to be implemented through draft approval conditions and subdivision agreement:
 - R1-ex zone for development to reduce 150 m zoning separation distance to 40 metres. Site-specific zoning for Lots 1 and 23 for increased 14 m exterior side yard depth.
 - Subdivision agreement include mitigation measures for well grouting; 5 metre vegetated buffer along River Road; warning clauses for future owners regarding noise, dust, visual and truck traffic impacts related to Cassidy Pit.

Environmental Impact Study, Jp2g Consultants Inc., Muncaster Environmental Planning Inc., July 6, 2023

- Site visits completed on June 2nd, 11th, 13th, 14th and 24th; and on July 9th, 2022
- Site consists of forests, wetlands and fields; contains some pockets of pooled water; high water table
- Drainage ditch runs along back of lots in abutting Dochart Estates
- Various vegetation and wetland communities were mapped and documented
- Site not considered to have potential for bat habitat
- Bobolink heard on adjacent property; no bobolinks or eastern meadowlarks observed on site
- No whip-poor-wills were recorded on site or in proximity
- A variety of birds were recorded on site or in proximity; only species of concern was the eastern wood peewee
- No butternut trees found on site or on adjacent lands
- No aquatic SAR observed in Dochart Creek, but they could use it
- No hickorynut observed in Dochart Creek or within 120 metres
- No blanding's turtle occurrences in area but Dochart Creek would meet general description for blanding's turtle habitat. Category 2 habitat within 30 metres and Category 3 habitat within 240 metres of the edge of Dochart Creek apply to this site; subject to mitigation measures
- Unevaluated wetlands exist on site, lacking large areas of water and not containing many features and functions; may be removed subject to mitigation measures
- 24 acres of forest on site mapped as part of larger 123.5 acre woodland along Dochart Creek. The creek results in a canopy break from the rest of the woodland; no interior forest habitat is located on site. Approximately 12 acres of woodlands will be lost on site due to development but the remaining woodlands on site and adjacent lands still meets size criteria for significant woodlands, post-development. Linkage functions associated with the creek will continue; subject to mitigation measures
- Dochart Creek adjacent to subject site is mapped as Significant Valleyland; there is at least, a 30 m wide vegetated buffer, plus recommended 13 m top of slope setback (geotech rpt) to protect the valleyland; subject to mitigation measures
- Significant Wildlife Habitat and Specialized Wildlife Habitat considered – no impact on various species anticipated subject to recommended mitigation measures
- No rare vegetation communities identified on site

- Habitat for Species of Concern – Eastern Wood Peewee observed on site. Sufficient woodland will remain on and adjacent to the site, subject to recommended mitigation measures
- Animal movement corridors – forested areas along Dochart Creek and wetlands on site will be large enough post-development subject to recommended mitigation measures and best management practices, as per SWM report, are implemented for stormwater management
- No ANSIs
- Fish Habitat is present in Dochart Creek – no impact provided
- Report contains 8 recommendations for mitigation measures pertaining to:
 - o Timing of vegetation removal and site work preparation
 - o Barriers, vegetated buffers; planting native trees and shrubs and minimal clearing for building sites
 - o Protocols and permits for filling on-site wetlands
 - o Re-vegetating cleared/exposed soils
 - o Erosion/sediment controls; silt fencing during construction
 - o Protocols for construction equipment on-site
 - o DFO approval prior to construction of swm outlet to creek
 - o Quality control and BMP as detailed in SWM report
 - o SAR protocol is followed for observances on site; info submitted to NHIC
 - o MECP contacted if SAR or habitat found on-site

Geotechnical Investigation, LRL Engineering, October 2022

- Site work completed Jun 20 to 23, 2022
- 12 boreholes completed to 7 metres depth to determine underlying soil conditions
- 3 boreholes tested for over burden thickness
 - o Site contains off shore marine deposits of clay; silty clay and silt
 - o Topsoil thickness 0.69 metres; Silty Clay 7 metres depth (stiff to soft; moisture 17 – 26%)
 - o Glacial Till ~ 23-26 metres depth – loose to very dense state of packing
- 3 boreholes tested for long term groundwater levels
 - o Groundwater at 1.2, 1.6 and 1.4 metres bgs
- No evidence of karst on site
- Liquefaction not an issue on site
- Class “D” seismic response for site
- Geotechnical considerations for design includes detailed recommendations related to:
 - o Settlement
 - o Frost protection
 - o Foundation backfill; groundwater control including permits to take water
 - o Basement construction
 - o Foundation drainage
 - o Tree planting
 - o Pipe bedding requirements and trench backfilling

Slope Analysis for Dochart Creek

- Steepest slope 5H:1V; some slope toe erosion
- Conservative analysis considered full saturation through slope profile resulted in Factors of Safety as follows:
 - Drained Condition 1.53 (1.5 required)
 - Undrained Condition 1.61 (1.5 required)
 - Seismic Condition 1.13 (1.10 required)
- Calculated 13 metres setback from top of slope (limit of hazard lands)
 - o No permanent structures permitted (incl. houses, sheds, gazebos, decks, etc.)
 - o No disturbance to existing vegetation
 - o LRL to be contacted regarding significant grade raises
 - o Site drainage away from slopes
 - o Recommendations provided for drainage outlets
 - o No backfill
 - o No modification to slope profiles
- Detailed comments provided for pavement structures; subgrade prep for parking areas
- Geotechnical engineer inspections required during construction re: subsurface conditions.

Landfill Site Impact Assessment, Jp2g Consultants Inc., February 1, 2023

- Assessment as per D-4 Guidelines for impact of Arnprior Waste Disposal Site at 658 River Road on subject lands (within 500 metres of perimeter of fill area)
 - Arnprior MECP ECA No. A412602 applies to 40.44 Ha property with a 9.6 Ha landfill site, with a 6.2 Ha approved fill area; accepts non-hazardous household waste and dewatered sewage treatment sludge. ECA requires environmental monitoring for groundwater flow direction; characterization of leachate plume; assessment of negative impacts on ground water and surface water; assessment of landfill gas impacts; operational impacts on neighbouring properties relating to noise, odour, dust, vermin/vector
 - 2021 Annual Report reviewed:
 - o Groundwater flows north; northeast towards Ottawa River from waste mound
 - o Up-gradient wells have no discernable leachate
 - o Site exceeds Reasonable Use Performance Objectives (RUPO) at down-gradient groundwater monitoring wells along northern boundary of land fill site
 - Subject lands (limit of proposed subdivision) are ~445 metres from active fill area and up-gradient – no concern with landfill gas migration
 - Subject lands are buffered by distance and existing vegetative buffer between it and active landfilling area
 - Little to no impact anticipated from odour, noise, visually, dust, litter, vermin & vectors or vehicle traffic air emissions
 - 2021 Annual Report identified 10 odour complaints from same resident (unidentified); Town responded with more vigorous cover application
- Concludes – no negative impact on proposed development

Servicing Options Report, Jp2g Consultants Inc., September 13, 2023

- References PPS policies 1.1.3.1, 1.1.5.2, 1.1.5.5 1.6.6.3 and 1.6.6.4
- O.Reg 544/06, Section 18 of Schedule I – for more than 5 lots on well and septic – servicing options report and hydrogeological study required.
- County OP policy 2.2(12)(d) – private servicing permitted where site is suitable over the long term
- Evaluation:
 - o Full, communal and partial services are either not available, costly to extend and maintain; would make project unfeasible or larger density would be required with greater impacts on groundwater resources
 - o Private servicing is most appropriate
 - o Hydrogeological study has been completed and supports private well and septic systems; most practical and economic option
 - o Complies with Village Community servicing policies in the County OP

Terrain Analysis and Hydrogeological Investigation, Jp2g Consultants Inc., September 21, 2023

- Geology of site was taken from LRL geotechnical study
- Hydrology used 12 well records within 500 metres and 3 on-site test wells – all completed in bedrock, 29 to 57 m deep; confirmed deep overburden and anticipated well yields of 18.9 to 45.4 Lpm
- Groundwater impact assessment based on system isolation option under D-5-4 Guidelines
- Clay layer underlying site and north and south of site is thick 4 to 30 metres based nearby wells
- Area is not hydrogeologically sensitive (i.e. no karst; no thin soils over highly permeable soils)
- Hydraulic conductivity of overburden on site is 10⁻⁷ metres/second
- Receiving groundwater for septic effluent will be in shallow (2 m) overburden, resting on clay
- Water quality samples from 2 nearby residents have nitrate levels significantly less than 10 mg/L
- Any wells for this development will be required to be drilled and completed in the underlying bedrock aquifer
- Septic system design - partially or fully raised Class 4 as per OBC; a specific percolation rate and filter bed size is recommended – detailed grading plan required for site features on a lot-by-lot basis
- Impacts on nearby surface water features considered (Dochart Estates ditch, pond and Dochart Creek) – minimum 15 m setbacks up to 18 metres from distribution pipe have been planned for.
- Retaining vegetative buffer within water setback is sufficient to address phosphorous impacts on water features including Dochart Creek
- Well testing done on samples from 83 and 141 O'Donnell Crescent – laboratory tested as per Guideline D-5-5
- Fluoride exceedance of ODWS guidelines at 141 O'Donnell and elevated sodium and low hardness may be due to water softening
- Nitrate, nitrite and bacteria sampling suggests water safe for consumption
- Aesthetic parameters below Ministry Drinking Water Objectives except for TDS, pH and hardness
- Well samples taken reveal suitable potable groundwater supply; wells on site to be completed in bedrock and

- analyzed for fluoride
- Groundwater Quantity – 3 wells on site drilled to 42-44 m depth; 15.1 Lpm pump rate for 6 hours; drawdowns of 0.183 and 0.265 metres; recovery measured in 3 wells to be 95% or greater within 24 hours – adequate supply of groundwater is available for the proposed development; proposed lot density will not result in unacceptable lot-to-lot well interference.
- Groundwater source heat pumps were not taken into account – these units should not be used until additional water consumption testing is completed and impact on groundwater quantity and quality is assessed.
- Groundwater Quality – 3 wells on site tested – only well 2 had elevated fluoride as per health related parameters; level should reduce with use of well; all 3 lots were below aesthetic parameters except for iron and hardness, and colour and turbidity and (3 and 6 hour pump tests). Iron and colour are within treatable limits; turbidity will reduce below ODWS levels with further well development; hardness can be treated with water softener. Corrosiveness was measured; higher water temperature would render the water to be slightly scale forming
- Identifies various treatment units to address aesthetic parameter exceedances.
- Concludes the underlying aquifer and the site and terrain are suitable for the proposed development on private services.
- Section 10 lists clauses a) to g), inclusive that are recommended to be included in the subdivision agreement

Stormwater Management Report, LRL Engineering, April 18, 2023

- Proposed site drainage will be via lot level grading that will direct flow to rear yard swales and a roadside ditch and outlet to a retention area for temporary storage during main storm events with outlet to Dochart Creek
- Design storm assessed 4 scenarios (5 yr storm- 12 and 24 hour, and 10-yr storm-12 and 24 hour)
- Quantity and quality control design elements include low slope lot grading, road surface drainage over gravel shoulders, grassed, trapezoidal road side ditches, with raised culverts to slow water velocity and peak flows, and allow for pollutant retention and infiltration – draining to a centralized, very low sloping vegetated outlet channel to encourage ponding time and additional filtering. Roadside ditches to be supplemented with a sub-drain system of perforated piping and filter sock. Outlet to Dochart Creek proposed through a concrete structure with 450 mm outlet pipe, at southwest property boundary.
- Design elements incorporated into this site design are taken from LID Stormwater management Planning and Design Guide and the MOE Stormwater Management Planning and Design guidelines
- Recommendations provided for erosion and sediment control measures – silt fencing, straw bale check dams, removal of sediment build-up, mud-mat for construction vehicles
- Post development stormwater release rates will not exceed pre-development flows

Civil Plans (Sediment & Erosion Control; Grading & Drainage; Pre- and Post- Development Watershed; Construction) LRL Engineering

- Erosion and Sediment Control Plan C101
- Grading and Drainage Plans C301 and C302
- Proposed Plan & Profiles C501 and C502
- Pre-Development Watershed Plan C701
- Post-Development Watershed Plan C702
- Construction Detail Plan C901

One Window Screening:

Main issues identified for this proposal are compatibility with a nearby landfill site; nearby sand and gravel pits, habitat of threatened and endangered species, fish habitat, stormwater management, unstable slopes, significant valleylands, significant woodlands, efficient and cost-effective servicing, and suitable and sufficient servicing over the long-term. The aforementioned studies/reports have been prepared to ensure the development conforms to the PPS and County of Renfrew Official Plan.

Agency Consultation:

Township of McNab/Braeside, County of Renfrew Public Works & Engineering, School Boards (RCDSB, RCCDSB, CECCE, CEPEO), Enbridge, Hydro One Networks Inc., Bell, Telus, Rogers, Canada Post, GIS/9-1-1, Cambium Inc. (County Peer Review agent for EIS and Hydro-ge), Town of Arnprior

As this is a preliminary review, additional concerns may be raised through agency comments or further review. Circulation of this application does not imply endorsement of the proposal.

RECOMMENDATION:

- The application and draft plan can be deemed complete and is ready to be circulated in accordance with the Planning Act for consultation.
- Copies of all the studies will be provided to the Township of McNab/Braeside.
- Peer review by the County’s agent Cambium Inc. is recommended for the Environmental Impact Study and Terrain Analysis and Hydrogeological Investigation.
- Peer review of any other studies will be co-ordinated with the Township of McNab/Braeside (i.e. stormwater management, geotechnical).
- The County of Renfrew Public Works and Engineering Department will be circulated, including a copy of the Geotechnical Investigation which makes recommendation for new road connection to County Road 1, and the Stormwater Management Report.

County Planner: _____

Date: _____

Manager of Planning Services: _____

Date: _____

REVIEW MEMORANDUM

File No.: 47T23007 TMM Pembroke Inc.
Municipality: Township of Laurentian Valley
Date Application Rec'd: October 13, 2023
Target Date: 120 days (February 9, 2024)
Location: Part of Lots 22 and 23, Concession 2 (geog. Twp. of Pembroke)
Date of Public Meeting: N/A
Results:
Municipal Water: y
Sanitary Sewers: y
Storm Sewers: y

Submission Review:

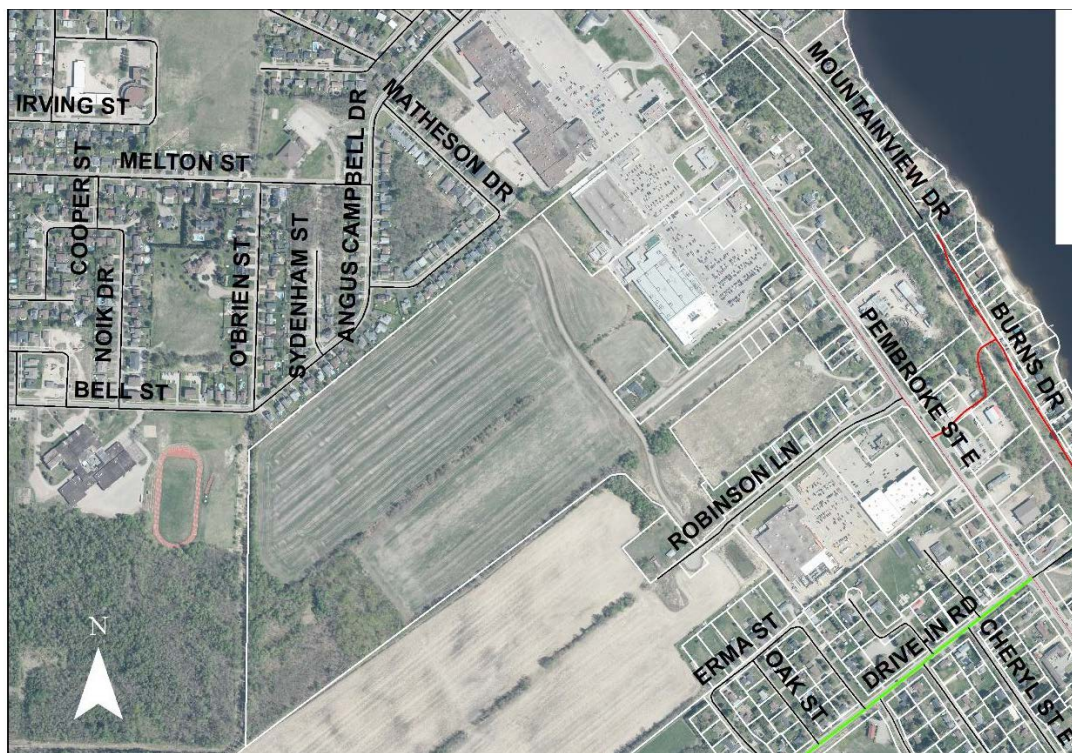
The submission can be considered complete and the application may be circulated for review and comment by the required agencies, and peer review.

Subject Site and Surrounding Uses:

The property is located adjacent to the southeast limit of the City of Pembroke, immediately southwest of the Canadian Tire Store and Walmart. The overall property is 36.74 Ha in area, with 10 Ha proposed to be developed through this application. The site has access via Robinson Lane that connects to Highway 148 (Pembroke Street West) at a controlled intersection. The property is largely cultivated farmland, with a wooded area and wetland in the southwest corner. A municipal drain traverses the site. Tree cover is located in the fence lines along the property borders to the west. There are no buildings or structures. The overall site is relatively flat to rolling.

The immediate surrounding land uses consist of:

- North: single detached residential subdivision development in the City of Pembroke
- East: Commercial development consisting of big box stores fronting on Hwy 148, with the Ottawa River further east
- South: future development lands and beyond that long-established residential areas
- West: institutional school use and future development lands in the City of Pembroke



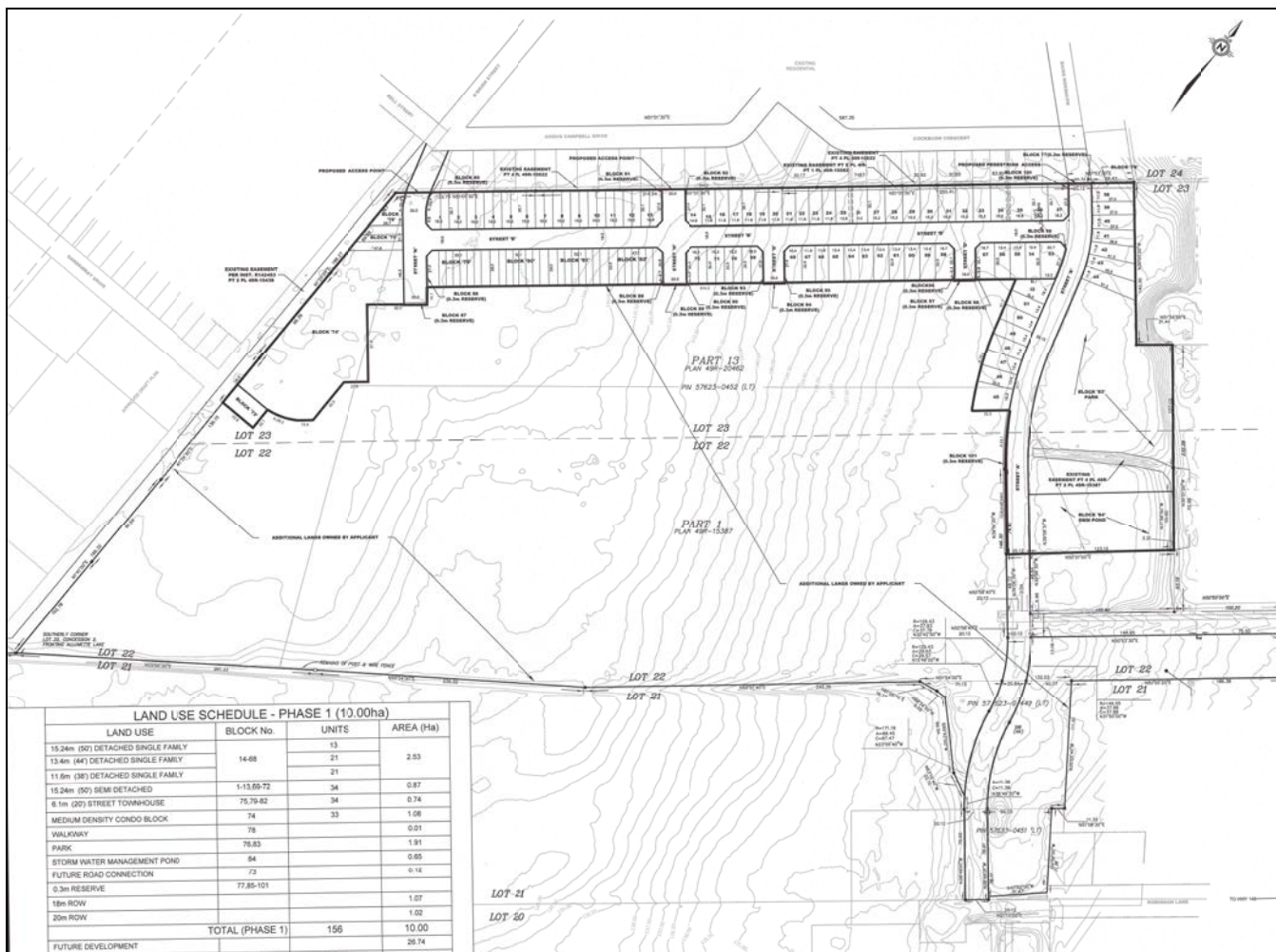
Purpose:

To develop a residential subdivision consisting of:

Land Use	Lot/Block Numbers	Area (Ha)	Number of Units
Single detached units	Lots 14-68, incl.	2.53	55
Semi-detached units	Lots 1-13, incl. And Lots 69-72, incl.	0.87	34
Multiple attached units	Blocks 75, 79-82, inclusive	0.74	34
Multiple attached condo units	Block 74	1.08	33
Parkland	Blocks 76 and 83	1.91	-
Walkway	Block 78	0.01	-
Stormwater management	Block 84	0.65	-
Future road connection	Block 73	0.12	-
0.3 metre reserves	Blocks 77, and 85-101	-	-
Streets (2)	18 m and 20 m road allowances	2.09	-
Total	72 lots and 29 blocks	10.00	156 units

Minimum lot areas for single and semi-detached are 370 m2 and 240 m2 , respectively

Minimum lot frontages for singles, semi-detached and townhouse are 11.6, 7.6 and 6.1, respectively



Provincial Policy Statement 2020

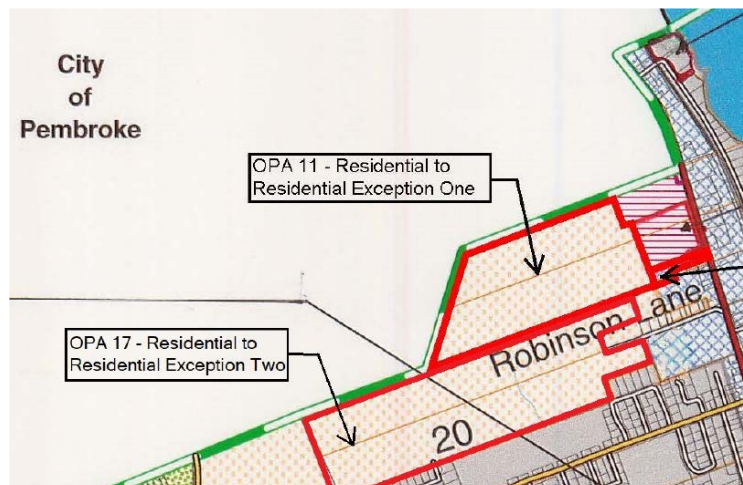
The following are the key policies applicable to this development:

1.1.1 Healthy, liveable and safe communities

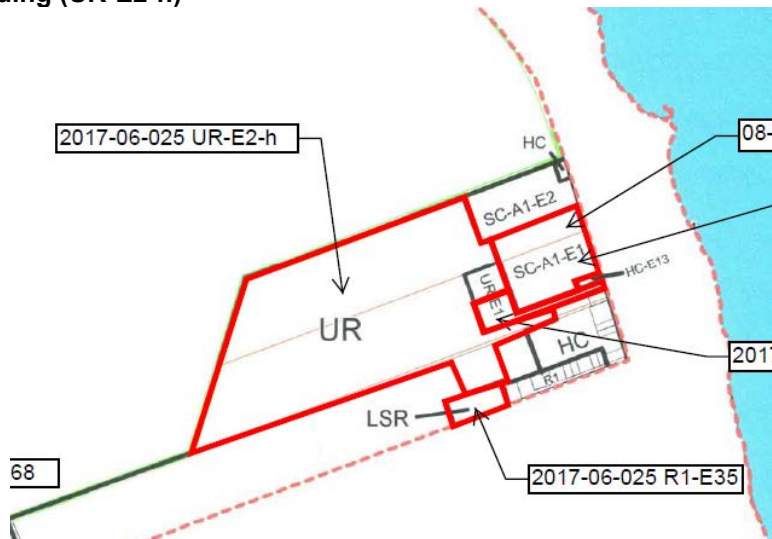
- 1.1.3.1 Settlement areas to be the focus for growth and development
- 1.1.3.2 Densities and mix of land uses in settlement areas which use land and servicing efficiently, minimize negative impacts, support active transportation
- 1.1.3.6 New development to locate adjacent to built-up areas and include compact form with mix of uses and densities and use infrastructure and servicing efficiently
- 1.2.6.1 Protection of both major facilities and their long term operation, and sensitive uses through avoidance or by mitigating potential adverse affects and minimizing risk to public health and safety
- 1.4.3 Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market and affordable housing needs for current and future residents
- 1.5.1 Promote healthy, active communities through the planning for the needs of pedestrians, public streets, spaces, active transportation, connectivity and fostering social interaction
- 1.6.6.2. *Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services.*
- 1.6.6.7 Stormwater management is to be integrated with planning for sewage and water services to ensure systems are optimized, feasible and financially viable over the long term by: minimizing/preventing contaminant loads; minimizing erosion and changes in water balance, mitigating risks to human health, safety, property and the environment; maximizing extent and function of vegetative and impervious surfaces; and promoting stormwater best management practices
- 2.1.1 Natural features and areas shall be protected for the long term.
- 2.1.5 *Development and site alteration shall not be permitted in:*
 - d) *significant wildlife habitat;*
unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions*.
- 2.1.6 *Development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements.*
- 2.1.7 *Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.*
- 2.2.1 Planning authorities shall protect, improve or restore the *quality and quantity of water* by:
 - e) maintaining linkages and related functions among ground water features, hydrologic functions, natural heritage features and areas, and surface water features including shoreline areas;
 - i) ensuring stormwater management practices minimize stormwater volumes and contaminant loads, and maintain or increase the extent of vegetative and pervious surfaces.

Official Plan Designation: Residential Exception One

- 2.2(9) forestry, spawning beds, deer yards and wildlife habitat
- 2.2(22) quality of environmentally sensitive areas
- 2.2(25) servicing
- 6.3(1) uses permitted in the Residential designation
- 6.3(2) development of lands adjacent to serviced areas
- 6.3(3) development by plan of subdivision
- 6.3(4) mix of housing types for developments of 25 or more lots
- 6.3(5) cost-effective development standards to reduce housing costs
- 6.6(6) multiple residential uses
- 6.4(1) Residential-Exception One permitted uses
- 16.4(4) Township roads
- 17.3(1)-(3), (6) general servicing policies
- 17.5 stormwater management and drainage
- 18.3 plan of subdivision criteria

**Zoning By-law: Urban Reserve-Exception Two-holding (UR-E2-h)**

- 3.24.1(a)(i) 1 parking space per detached, semi-detached dwelling
- 3.24(a)(ii) 1.5 parking space per rowhouse, apartment dwelling
- 3.24(gf) minimum parking space dimension
- 3.28(c) local road requirements
- 26.1 and 26.2 permitted uses and lot development requirements in the Urban Reserve (UR) Zone
- 26.3(b) additional requirements in the UR-E2 Zone

**Submitted Studies:**

The following studies have been submitted with the subdivision Application:

Planning Justification Report, Jp2g Consultants Inc., October 11, 2023

- Provides overview of proposal, relevant PPS and Official Plan policies, zoning requirements, and findings of supporting studies
- Proposed subdivision covers 10 ha of the existing 36.74 ha site
- An overall conceptual road layout is provided for the entire site; anticipating approximately 1000 units (3 phases)
- The 10 Ha subdivision proposes a total of 156 residential units (55 singles; 34 semis, 34 towns (5 blocks), 33 condo towns (1 block); two parkland blocks and stormwater blocks also functioning as natural open spaces
- road connections proposed at Robinson Lane and in principle to streets in Pembroke, at Bell Street/O'Brien Street /Angus Campbell Drive intersection and at a mid-point to Angus Campbell Drive; pedestrian access proposed at Matheson Drive. No access is proposed directly to Pembroke Street East (Hwy 148).
- Confirms conformity with various policies of the PPS:
 - No adverse impact on financial well-being of municipality or province over the long term
 - No environmental or public health and safety concerns
 - Suitable infrastructure and community facilities are available to support the proposed development
 - Logical extension of existing land development pattern
 - Efficient use of land and resources

- No negative impacts are anticipated on habitat of endangered and threatened species provided recommended mitigation measures are followed
- Various studies have been prepared that make specific recommendations to ensure health and safety, protection of the environment.
- Confirms conformity with various policies of the Laurentian Official Plan relating to:
 - The provision of a range of housing types and forms; increased density lends to more affordable units
 - Smaller lot sizes proposed to increase density and reduce cost of development
 - More than 5% of land for parkland dedication to be provided for a park and gateway parkette
 - Economical extension and use of full municipal services proposed due to density of development
 - Lands fall within the Residential designation where logical extensions to built up area and services are to occur
 - The development has been designed to tie in with existing and future development
- Confirms Zoning By-law will need to be amended; lands are zoned UR-E2-h holding the lands for future comprehensive development. Propose R3 or R4 zone that reflects current urban standards elsewhere; to be honed as application proceeds. Proposes 1 parking space per single and semi-detached and 1.5 spaces for dwelling with 3 or more parking spaces. Zoning amendment application to proceed after draft approval.
- Concludes that the proposed development conforms to the PPS and Official Plan, and is good land use planning.

The Township of Laurentian Valley will be provided a copy.

Environmental Impact Study, Jp2g Consultants Inc. and Muncaster Environmental Planning, October 2, 2023

- Site visits completed on June 3rd, 8th, 13th, 17th and 30th, and July 7th, 2022.
- Site is relatively flat to gently rolling and consists of woodlands, wetlands, agricultural fields, and open areas – no buildings or structures exist.
- Surrounding lands consist of woodlands, wetlands, agricultural fields, open areas, commercial, institutional and existing residential development.
- Various vegetation communities were mapped and documented
- Bird breeding surveys and whip-poor-will surveys were conducted to determine potential for natural heritage features on-site and adjacent to.
- The Pleasantview municipal drain and associated Pembroke Branch, and the North-West Tile Drain are located on and adjacent to the site.
- The site contains cultural meadow with a thicket swamp in the south-western portion of the site containing water. Ditching along the west property line contains an intermittent watercourse. Deciduous forest is also located in the southwestern portion.
- Adjacent lands contain similar vegetation communities to the subject lands; residential and commercial development is located north and southeast, and institutional (high school) to the west
- A review of the County Official Plan Schedule Bs only identified a significant valleyland on adjacent lands, including an intermittent watercourse. No natural heritage features were identified on the Laurentian Valley Official Plan Schedule C.
- Reported species at risk and potential for species at risk, both on site and adjacent to the site are as follows:
 - No high potential for maternity bat roost habitat on site; some loss of potential foraging habitat due to development but no significant impact to area if mitigation measures are followed;
 - Black ash found on site; recently listed, but protections are on pause for 2 years while the Ministry develops approach to protect/enhance species
 - Bobolink and Eastern Meadowlark (threatened) not observed on site which was planted in soybeans; none observed on adjacent lands; same findings during 2023 visit – no adverse impacts anticipated
 - Breeding bird surveys carried out recorded many bird species; only the wood thrush (special concern) was noted. They utilize the deciduous forests and no impacts anticipated provided mitigation measures followed;
 - Bitternut sapling located in western fencerow of subject lands; a Bitternut Health Assessment categorized the tree as Category 1 (unhealthy); not required to be retained or compensated for. The BHA to be submitted to MECP for review; can be removed as per applicable measures;
 - Eastern Whip-poor-will surveys carried out due to forest proximal to open areas on site – none heard or observed;
 - Potential habitat in the Pleasantview municipal drain and associated Pembroke Branch that drains to the

Ottawa River 1.05 km away. MNR and DFO fish occurrences and aquatic species tools identified a number of aquatic species associated with the Ottawa River; potential species at risk not anticipated to use the on-site/adjacent marginal fish habitat due to small channels; no adverse impacts provided mitigation measures followed;

- Turtles - no suitable habitat on-site; nearby swm pond does not meet criteria for Blandings turtle habitat
- Mitigation measures provided should protect any turtles that might use the site or adjacent lands for movement corridors
- No PSWs; no ANSIs
- Significant Woodland – small deciduous forest on site has a small (0.2 ha) interior forest habitat that will be removed for the proposed development; the larger adjacent forest will meet significant woodland criteria and will remain; mitigation measures provided
- Mapped significant valleylands with intermittent watercourse identified on adjacent lands to the south was not observed during a site visit; ditches and municipal drains are man-made and do not qualify as significant valleylands; mitigation measures provided to avoid adverse impacts on water quality or downstream habitat due to the development
- Site qualifies as Stratum II deer wintering area; no adverse impacts if mitigation measures implemented
- Amphibian breeding habitat potential in wetland in southwest corner of site; mitigation measures provided to mitigated adverse impacts
- Animal movement corridors will sufficiently remain on site, subject to mitigation measures
- Study makes 12 recommendations (pages 13-16, incl.) for mitigation measures that should be implemented through a subdivision agreement between owner and Township pertaining to:

**Township of Laurentian Valley will be provided a copy
Copy to be forwarded to Cambium for peer review**

Geotechnical Investigation, Thurber Engineering Ltd., June 2023

- Site generally slopes northeast to the Ottawa River; primarily agricultural field, with woodlot in the southwest corner. Linear treed feature along edges of fields; a few drainage ditches are present.
- Proposed development mostly low-rise residential with potential for some high-rise residential and proposed roads, municipal sewers and swm pond; no commercial or institutional uses
- Mapping indicates site is primarily silty, sandy stony glacial till with marine deposits of silt and clay and alluvial sand deposits in northeast; site may be within area of potential karst; No karst found as per County protocol
- Site work completed July 19 and 22, 2022
- 15 boreholes completed to depths ranging from 5.9 to 17.5 metres depth to determine underlying soil conditions
- 5 boreholes used for groundwater measurements
- 3 boreholes tested for over burden thickness
 - Surficial deposits (1.5 to 2.3 m thick) consisted of silty sand with organic matter with areas of fill consisting of silt and sand with some gravel to silt with some clay and trace sand. Loose to compact density. Fill moisture ranged from 9-26%
 - Soils (1.1 to 4.9 m thick) beneath the surficial deposits consisted of native silt to sandy silt and sand. Loose to compact relative density. Moisture 7-32%. Native marine clay deposit encountered; thicker in the north part of site, decreasing to nothing in the south part of the site. Clay has firm to very stiff consistency.
 - Beneath clay, was found native deposit of silty clayey sand to sandy clay (0.6 to 7.5 m thick) – very loose relative density. Moisture contents 10-40%.
 - Glacial till found below clay consisting generally of silty clay with variable amounts of gravel, with occasional cobbles and boulders; loose to very dense relative density. Moisture content 3 to 24.
 - Auger refusal encountered in 2 boreholes; unclear if it hit bedrock or boulders
 - Topsoil thickness 0.69 metres; Silty Clay 7 metres depth (stiff to soft; moisture 17 – 26%)
 - Glacial Till ~ 23-26 metres depth – loose to very dense state of packing
 - 5 boreholes tested for long term groundwater levels
 - Groundwater recorded as dry to 7.31 m, 3.2 m, 1.4 m and 1.9 m bgs
- 3 borehole soil samples tested for pH, sulphide, water soluble sulphate and chloride concentrations, resistivity and conductivity.
- Findings:
 - Ground conditions vary significantly across the site
 - Seismic site response is Class D in the southwest and Class E for the remainder of the site
 - Glacial till deposit not susceptible to liquefaction during seismic event; the clay deposit not susceptible to cyclic

mobility or softening during seismic event; very loose silty clayey to sandy clay deposit may be susceptible to loss of strength and settlement during a significant seismic event.

- Potential for differential settlement in northeast end of site due to variable ground conditions; max 1 metre grade raise with fill placed 3 months in advance of construction; other areas may take greater grade raises
- Generally for site grading, site should be stripped of all vegetation, organic soils and softened materials to predictable structure and services performance. Areas void of proposed structures, services or roadways, soil may be left in place with some settlement
- Geotechnical considerations for design includes detailed recommendations related to:
 - Foundation design
 - Engineered fill
 - Frost protection to 1.9 m
 - Basement construction and garage floor slabs
 - Foundation backfill;
 - Site servicing
 - Pavement design
 - Corrosion and Cement Type
 - Tree planting to avoid settlement in relation to marine clays
 - Detailed slope stability assessment required for any structure in relation to 5 metre high slope bordering Canadian Tire and Walmart
 - Guidance for pools and building additions
 - Excavations for construction
 - Subgrade preparation
 - Dewatering/ groundwater control including permits to take water
 - Basement construction
 - Foundation drainage
 - Pipe bedding requirements and trench backfilling

The Township of Laurentian Valley will be provided a copy.

Preliminary Servicing and Stormwater Management Report, Jp2g Consultants Inc., October 13, 2023

Roads and Grading

- The site split drains, partly to the north/northeast and partly through the Pembroke Branch of the Pleasantview Drain
- Proposed drainage on new lots will be split with front yard drainage to the street and rear yard drainage to catch basins to the stormwater system
- Roads will be a combination of 20 m wide collector (with sidewalks on 2 sides) and 18 m wide local (with sidewalk on one side) roads
- Roads will accommodate water, sanitary, storm, curb, sidewalk(s), fire hydrants, light standards and utilities
- 8.6 m wide travel surface to accommodate 2-way traffic and on-street parking
- New street in development to access Bell St/O'Brien St/Angus Campbell Dr intersection and converted to a 4-way stop; intersection will not require complete reconstruction – can meet TAC requirements
- Detailed intersection design and sidewalk design to be co-ordinated with LV Twp and Pembroke
- Future connectivity to abutting proposed developments in Pembroke are subject to a joint Twp/City Joint Transportation Master Plan

Water Servicing

- Municipal water available along Angus Campbell Dr, at Matheson and Cockburn intersection, and on Robinson Lane
- Connection design and construction to meet Water and Wastewater Services Agreement (Nov 14, 2022)
- Existing water trunk capped connection at O'Brien Street where new water main will run through proposed development and connect at Matheson Drive resulting in looping
- No anticipated pressure issues for development less than 4 stories; booster pumps may be required for more than 4 stories; detailed design will confirm available pressure and flow rates. Fire hydrants to be located at regular intervals; any apartments will have larger diameter connections
- Overall site development will loop out and connect at Robinson Lane. Future trunk water main down Street K to service future phases; size and route to be determined with input from Twp, City and developer

Sanitary Servicing

- A main trunk sewer at O'Brien/Angus Campbell to Cockburn Cres conveys sewage from the Townline pump station across Matheson Drive, between Canadian Tire and Walmart, through the Pembroke mall to the Rankin Street wastewater treatment plant
- Downstream capacity information is dated, the main at Robinson Lane and Hwy 148 cannot accommodate flows from the subject lands – the Twp and City are conducting a comprehensive review of municipal infrastructure and available capacity
- A sewer main connected at Matheson Drive can accept and convey all sanitary flows from this development and the remaining lands
- Proposed development is 156 units / 518 persons generating 12.0 L/sec peak sanitary flows which is less than 35.5 L/sec flow capacity as per a previous 2005 study on these lands
- Future sanitary conveyance is proposed by gravity feed to common connection on Street A then out to Matheson and Cockburn
- Anticipated peak sanitary flows for entire site to be 46.4 L/sec
- Residential reserve lands on concept plan will require a pump station or a separate gravity feed to Hwy 148
- Capacity for additional dwelling units considered – 300 mm sanitary outlet pipe has capacity for 369 units increasing peak flow to 57.5 L/s; municipalities would need to monitor/track ADUs to determine impacts on capacity

Stormwater Servicing

- Drainage splits on the property and drains to three good and sufficient outlets – Walmart ditch/easement; Pleasantview Drain; and City of Pembroke Cockburn rear yard easement
- Potential impact on inline stormwater pond associated with the Pleasantview Drain should be reviewed by Twp's engineer; stormwater management pond beside Boston Pizza is for their own development and not impacted by this development
- Existing release rates of each outlet was calculated with recommendations for each outlet
- Preferred stormwater design is to direct as much flow as possible through Cockburn Crescent to avoid having to oversize the proposed stormwater management pond, and maintain natural drainage patterns
- Conceptual recommendations are made for each of the three outlets to manage quality and quantity of stormwater flow and meet pre-development limits and capacities per design of existing infrastructure

Concludes that site can be serviced by full municipal services and there is available capacity for the proposed lots. Detailed designs required for roads, lot grading and drainage, stormwater management, sanitary and water services.

Township of Laurentian Valley will be provided a copy

Transportation Impact Study, Parsons, August 21, 2023

- Proposed multi-phase development for 1000 residential units; anticipated build-out of 15 or more years
- Phase 1 to consist of 156 units (2026)
- Development is outside MTO's 400 m access control area for Hwy 148
- Existing roadway conditions evaluated for Angus Cambell Dr., Bell St., Hwy 148, Robinson Ln, and Drive-In Rd. including intersection turning movement counts
- Upcoming Hwy 148 improvements (side walks, auxiliary turning lane improvements and signalized Hwy 148/Drive-In Rd intersection were assumed to be in place
- Proposed subdivision traffic generation was forecasted – Phase 1 being 87 and 110 veh/hour for peak morning and afternoon hours, respectively; full build out forecasted at 559 and 704 veh/hour for peak morning and afternoon hours
- Future background conditions, without the subdivision, were projected – intersection capacities would have satisfactory levels of service and delays for 2026, 2031 and 2038 time horizons
- Future projected conditions, with the subdivision, were projected - intersections capacities would be satisfactory for levels of service and delays for Phase 1 (2026), Phase 2 (2031) and Phase 3 (2038)
- The proposed development can be accommodated by the adjacent road network without significant investment in roadway capacity
- Subdivision access will consist of:
 - For Phase 1 at two locations

- Bell Street - does not warrant traffic signals; all-way stop control to be considered
- Mid-block connection on Angus Campbell Dr. has sufficient sight lines both ways; no turn lanes required, but new east leg of the intersection should have a stop-control
Matheson Drive may be considered for one-way access to the development; with lane calming measures
- As development phases progress Robinson Lane will serve as additional route to Hwy 148 – connection configuration unknown at this time

Findings:

Phase 1 and subsequent phases can be accommodated by adjacent road network without significant undue capacity constraints. Recommendations provided, in addition to access comments above, include:

- Providing sidewalks on at least one side of development streets with connections at Bell St, Angus Campbell Dr. and Matheson Dr.

Township of Laurentian Valley will be provided a copy

One Window Screening:

Main issues identified for this proposal are habitat of threatened and endangered species, stormwater management, capacity and design of municipal water, sanitary and storm sewers, geotechnical considerations, and traffic impacts. The aforementioned studies/reports have been prepared to ensure the development conforms to the PPS. The County will engage peer review for the Environmental Impact Study (EIS). The Township will determine peer review requirements (i.e. geotechnical and stormwater management studies)

Agency Consultation:

Township of Laurentian Valley, Ministry of Transportation, School Boards (RCDSB, RCCDSB, CECCE, CEPEO), Enbridge, Hydro One Networks Inc., Bell, Telus, Rogers, NRTC Communications, Canada Post, GIS/9-1-1, Cambium Inc. (County Peer Review agent for EIS), City of Pembroke

As this is a preliminary review, additional concerns may be raised through agency comments or further review. Circulation of this application does not imply endorsement of the proposal.

RECOMMENDATION:

- The application and draft plan can be deemed complete and is ready to be circulated in accordance with the Planning Act for consultation.
- Peer review by the County’s agent Cambium Inc. is recommended for the Environmental Impact Study.

County Planner: _____

Date: _____

Manager of Planning Services: _____

Date: _____

REVIEW MEMORANDUM

File No.: 47-T-23008
Municipality: Town of Petawawa
Date Application Rec'd: November 2, 2023
Target Date: 180 days
Location: Part of Lot 11, Range C, geographic Township of Petawawa
Municipal Water: yes
Sanitary Sewers: no

PROPOSAL:

The applicant has submitted a Plan of Subdivision application. The proposed plan of subdivision consists of a total of 56 residential lots, intended to be developed with detached dwellings, a new public road, and a parkland block. The lots vary in size from 0.2 to 0.44 hectares (0.5 to 1.1 acres) with road frontages ranging from 29.8 to 38 metres. All the lots, with the exception of Lot 56, will be accessed by the new public road. Lot 56 will be accessed by Black Bay Road. The plan of subdivision contains seven blocks. Block 1 is a parkland block that is approximately 0.83 hectares in area. The parkland block is situation adjacent to the Algonquin Trail. Five blocks are designated as one foot reserves, and one block is designated for future road access to the adjacent property to the north. There is a remnant parcel of land along Black Bay Road which are additional lands owned by the applicant. These lands will not form part of the subdivision. The proposed lots are to be serviced by municipal water and individual septic systems.

BACKGROUND:

The property is 16.6 hectares (41.2 acres) in area with approximately 81 metres of road frontage on Black Bay Road. The property is adjacent to the Algonquin Trail. The property is primarily comprised of vacant woodlands with an existing detached dwelling, garage and outbuildings. All the existing buildings are proposed to be demolished. The topography of the site and surrounding area is relatively flat, with the site sloping down towards the eastern edge of the property.

The development will be accessed by a new public road in the form of a ring road that will connect to Black Bay Road, which is a municipally maintained road. A block for a future road connection to the lands to the north has also been included in the plan.

The surrounding land uses include:

North: Vacant woodlands, residential uses, commercial uses along Petawawa Boulevard
East: Algonquin Trail, Petawawa Boulevard, commercial uses, residential uses
South: Residential uses, Vacant woodlands, Pembroke and Area Airport
West: Rural residential uses, vacant lands, Petawawa Industrial Park

The draft plan shows a Bell easement and a CL road that goes through the proposed plan of subdivision.

The following studies were submitted in support of the plan of subdivision application:

- Planning Justification Report, including a Servicing Options Assessment, prepared by Jp2g Consultants Inc., dated October 25, 2023
- Environmental Impact Study, prepared by Jp2g Consultants Inc. and Muncaster Environmental Planning, dated October 23, 2023;
- Geotechnical Investigation, prepared by GEMTEC, dated October 19, 2023;
- Hydrogeological Evaluation and Terrain Analysis Report, prepared by Jp2g Consultants Inc., dated October 17, 2023;
- Noise Study, prepared by Freefield Ltd., dated November 2023;
- Transportation Impact Study, prepared by HDR Inc., dated September 26, 2023; and

- Functional Servicing Report and Stormwater Management Plan, prepared by Jp2g Consultants Inc., dated October 2023.

AGENCY CONSULTATION:

The plan of subdivision application will be circulated to the following agencies:

- Town of Petawawa,
- Ontario Power Generation,
- Hydro One Networks Inc.,
- Enbridge,
- TransCanada Pipelines,
- 911 Civic Addressing and Road Names,
- Canada Post,
- CoR Public Works and Engineering Department,
- School Boards - RCDSB, RCCDSB, CEPEO, CECCE,
- RCJTC,
- Bell,
- Rogers,
- Telus,
- NRTC, and
- Ministry of Natural Resources and Forestry

STUDY REVIEW:

- Planning Justification Report – to be reviewed by County/Town
- Environmental Impact Study – to be peer reviewed by Cambium Consulting (County)
- Geotechnical Investigation – to be reviewed by the Town/County
- Hydrogeological Evaluation and Terrain Analysis Report – to be peer reviewed by Cambium Consulting (County)
- Noise Study – to be peer reviewed by Cambium Consulting (County)
- Transportation Impact Study – to be reviewed by the Town/County
- Functional Servicing Report and Stormwater Management Plan – to be reviewed by the Town

RECOMMENDATION:

That the application be circulated to the above listed agencies for comment, and the following studies are peer reviewed by Cambium Consulting:

- Environmental Impact Study
- Hydrogeological Evaluation and Terrain Analysis Report
- Noise Study

Senior Planner: _____

Date: _____

Manager of Planning Services: _____


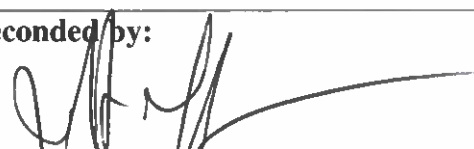
Date: _____



REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, November 7, 2023

Resolution # RC23263	Meeting Order: 8
Moved by: 	Seconded by: 

WHEREAS the local newspaper company Algoma News Review has ceased the print publication of its weekly newspaper and printed its final edition on July 6, 2022; and

WHEREAS the *Legislation Act, 2006* provides a definition of “newspaper” which applies to every Ontario Act Regulation, as in a provision requiring publication, means a document that, (a) **is printed in sheet form**, published at regular intervals of a week or less and circulated to the general public, and (b) consists primarily of news of current events of general interest; (“journal”); and

WHEREAS Ontario Municipalities are required to follow publication and notice requirements for Provincial Acts and Regulations; and

WHEREAS communities such as the Municipality of Wawa cannot comply with publication requirements in Provincial Acts and Regulations as the Algoma News Review publication is no longer being printed in sheet form and there are no other local news publications fitting the definition of “newspaper”; and

WHEREAS some small rural Ontario Municipalities may not have the means to bring an application to the Court to ask for directions and approval of an alternate manner of providing notice;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of Wawa does hereby support the Township of McKellar and request the Provincial Government to make an amendment to the *Legislation Act, 2006* to include digital publications as an acceptable means of publication and notice requirements for Provincial acts and Regulations; and

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The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

FURTHERMORE request the support of all Ontario Municipalities; and

FURTHERMORE THAT this resolution be forwarded to the Minister of Municipal Affairs and Housing Paul Calandra, Algoma Manitoulin MPP Michael Mantha, and the Association of Ontario Municipalities (AMO).

RESOLUTION RESULT		RECORDED VOTE		
<input checked="" type="checkbox"/>	CARRIED	MAYOR AND COUNCIL	YES	NO
<input type="checkbox"/>	DEFEATED	Mitch Hatfield		
<input type="checkbox"/>	TABLED	Cathy Cannon		
<input type="checkbox"/>	RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
<input type="checkbox"/>	PECUNIARY INTEREST DECLARED	Jim Hoffmann		
<input type="checkbox"/>	WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: _____

MAYOR – MELANIE PILON	CLERK – MAURY O’NEILL