

# COUNTY OF RENFREW



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

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**- Ordinary Session -**

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County Council  
Pembroke, Ontario  
November 29, 2023

## GENERAL SESSION

The General Session of the Council of the Corporation of the County of Renfrew met at 10:00 a.m. on Wednesday, November 29, 2023.

The Warden, Peter Emon, presided.

Warden Emon recited the Land Acknowledgement, identifying that the meeting was being held on the traditional territory of the Algonquin People.

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

The roll was called and all members were found to be present, except Councillor Jahn. Councillor Grills, Councillor MacKenzie and Councillor Willmer attended virtually. No pecuniary interest was disclosed.

Moved by Councillor Bennett

Seconded by Councillor Mayville

THAT the minutes of October 29, and November 9, 2023 be adopted. CARRIED.

Warden Emon on behalf of Council wished Councillor Giardini a Happy Birthday.

Warden Emon addressed Council as follows:

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

I presented the EOWC's Regional Housing Plan at the ROMA Board Meeting held on Friday, November 10.

On Thursday, November 23, I attended meetings with several key members of the Ontario Legislature at Queen's Park to discuss the strategic priorities of the Eastern Ontario Warden's Caucus, and brought greetings from Renfrew County.

This past Monday I attend the 2023 Housing Forum in Toronto, where we discussed the following:

- Housing enabling infrastructure, such as water and wastewater capacity, further to our conversation at Development and Property with respect to communal systems.
- Activating the Missing Middle. The Missing middle refers to all housing types that fall between detached houses and mid to high rise buildings. To provide diverse housing options Ontario will need to build more missing middle homes.
- Inclusive Housing as part of an effective Housing Supply Action Plan. The Province will need to ensure it is building housing that is both affordable and meets the needs of all Ontarians.
- Fresh approaches are needed to tackle Ontario's housing crisis, including modular and innovative homes can be part of the solution. On this point, Minister Calandra announced that they were taking a proactive approach to prequalification of suppliers, and the procurement process would be streamlined.

We continue to meet weekly on the issue of a warming centre in Pembroke. Movement has been made to use the site of the Pembroke Farmers' Market and the infrastructure is due to be ready over the next week.

As announced at the Community Services Committee, I would like to congratulate the Director of Community Services, Laura LePine on receiving the 2023 Ontario Municipal Social Services Association (OMSSA) Patti Moore Human Services Integration Award. This award recognizes an OMSSA member who has displayed extraordinary leadership and has made an exceptional contribution to human services. Laura will be receiving the award at a special recognition event tomorrow evening.

On behalf of Council, I wish to express our sincere condolences to both the Briscoe Family and the Township of Admaston Bromley work family on the passing of Beverly Briscoe, who passed away on November 9, 2023. Bev was the Clerk Treasurer at Admaston Bromley Township for 37 years.

On behalf of Council, I wish to express our sincere condolences to the Pecoskie family and the community of the Township of Killaloe, Hagarty, Richards on the passing of former Councillor Stanley Pecoskie. Stanley was a huge supporter of local events and relished his role as a municipal councillor.

Recently the Algonquins of Pikwakanagan declared a State of Emergency due to the opioid crisis. The County of Renfrew shares their concerns and are committed to addressing that society is facing a serious public health, social and safety issue due to the opioid crisis.

On December 6, 2023 at 12 noon, EVA – Renfrew County will be holding a vigil at the Women’s Monument at 2 Harry Street in Petawawa. This vigil will honour the 14 women who were killed in Montreal, honour the women killed in Renfrew County and will remember the missing and murdered indigenous women. Everyone is invited to attend this event. Earlier this year, the County of Renfrew, along with many local municipalities have declared Intimate Partner Violence an epidemic. This vigil commemorates those who we have lost to Intimate Partner Violence and reminds us that the work to end Intimate Partner Violence is still ongoing.

EVA – Renfrew County is also one of this year’s recipients of United Way’s Community Builder of the Year Award, for their work that has had a unique and lasting impact on our community, that exemplifies compassion for others, and that builds stronger, healthier communities for everyone.

Today, Council and Staff are wearing white ribbons which signify the White Ribbon Pledge which is an international campaign aimed at raising awareness about and ending violence against women. By wearing a white ribbon, individuals pledge to never commit, condone or remain silent about violence against women. The campaign encourages people to take an active role in promoting gender equality, raising awareness, and taking action to prevent violence. Thank you for wearing white ribbons.

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

This concludes my address for this session of County Council.

Peter Emon, Warden

Delegations were heard as follows:

- a) The Director of Planning and Development presented the Warden’s Community Service Awards, as follows:

**Individual - Wanda Hilts (she/her)**

**Individual – Clair Cox (he/him)**

**Not-For-Profit Organization – Whitewater Sno-Goers Snowmobile Club**

Council recessed at 10:26 a.m. Council reconvened at 10:41 a.m. with the same persons present.

- b) Sabine Mersmann, President and CEO, and Scott Coombes, Vice President of Finance and Corporate Services/Chief Financial Officer, Pembroke Regional Hospital, addressed Council

at 10:42 a.m. and overviewed a PowerPoint presentation outlining the services and outreach of Pembroke Regional Hospital, including the proposed conversion of electronic medical records, the proposed costs, and potential funding. They concluded their presentation by requesting that the County of Renfrew consider investing in the conversion to the Hospital Information System.

- c) 2023 Report Card, Craig Kelley, CAO/Clerk, overviewed the 2023 County Council Report Card, highlighting the Strategic Plan Goals achievements and accomplishments that have been completed or have been initiated throughout 2023.

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

Councillor Anne Giardini, Chair of the Community Services Committee brought in and read the resolutions of the following report:

November 29, 2023

To the Council of the Corporation  
Of the County of Renfrew

Members of County Council:

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

## **INFORMATION**

### **1. Patti Moore Human Services Integration Award**

Attached as Appendix I is a letter from the Ontario Municipal Social Services Association (OMSSA) president and executive director notifying that Laura LePine is the 2023 recipient of the Patti Moore Human Services Integration Award. This award is an annual award that is given to a social services leader who has a proven and respected track record of achievement in human services and in the development and/or application of the theory and practice of human services integration; demonstrated experience and commitment in placing clients/people at the centre of the planning and administration of human services and someone who has strengthened or broadened internal and external relationships to achieve a common vision of seamless service delivery. The award will be presented at the OMSSA Annual Policy Conference in Toronto November 30, 2023, to December 1, 2023. In addition to receiving the award, Laura will be featured in OMSSA's Knowledge Exchange Blog for January. Congratulations to Laura on this tremendous achievement.

### **2. Senior Women Living Together (SWLT)**

Attached as Appendix II is a poster announcing that the program Senior Women Living Together will be launching in Renfrew County in January 2024. SWLT is a housing program/platform that connects senior women to shared housing opportunities. Originally operating in Peterborough, ON and to its success, the program is branching out into other communities, Renfrew County being the first in the area that this program is moving into.

### **3. Canadian Union of Public Employees (CUPE) Local 4425 Update**

On October 3, 2023, the County of Renfrew received formal notice from CUPE Local 4425 that represents Renfrew County Housing Corporation unionized staff, expressing their intent to initiate collective bargaining for the existing agreement set to expire on December 31, 2023. Additionally, during the month of July 2023, CUPE Local 4425 submitted a request for a job evaluation and pay equity review, as outlined in Article 2

of the Collective Agreement and the associated Job Evaluation Terms of Reference. Job evaluation and pay equity reviews and discussions are underway.

**4. 2023 Third Quarter (July to September) Homelessness Prevention Program (HPP)**

Budget Summary (April 1, 2023, to March 31, 2024)

Capital Component	\$1,000,000
Strong Communities Rent Supplement Program	\$200,000
Emergency Minor Home Repairs Program	\$200,000
Rent Allowance Program	\$845,000
Homelessness Prevention Program (Emergency Assistance)	\$845,740
Additional Supports for Chronic Homelessness and Food Security	\$300,000
5% Program Administration Fees	\$178,460
<b>Total Budget</b>	<b>\$3,569,200</b>

**5. Strong Communities Rent Supplement Program**

This program provides monthly rent-geared-to-income subsidies within approved private market rental units.

Number of ongoing subsidies: 21

Third Quarter Expenditure: \$33, 588

\*Actively seeking additional units

**6. Emergency Minor Home Repairs**

This program helps low-income homeowners stay safely housed within their home by covering essential minor home repairs up to \$7,500.

Number of Applications Approved-Third Quarter: 4

Third Quarter Expenditure: \$21,895.64

\*As of November 1, 2023, there are an additional 3 applications in process.

**7. Rent Allowance Program**

This program provides a monthly rent allowance of \$300 for households without children and \$400 for households with children.

Average of ongoing allowances: without children 115; households with children 48

Third Quarter Expenditure: \$142,100

\*Onboarding of additional recipients via the chronological waitlist is underway.

**8. Homelessness Prevention Program (Emergency Assistance)**

This program provides emergency financial assistance to help maintain housing and to help with emergency expenses related to homelessness. Eligible expenses may include temporary hotel/motel stay, rent arrears, rent deposits, utility arrears, transportation, or other extraordinary expenses. Maximum eligibility is \$1,500 for households without children and \$2,000 for households with children.

Number of Applications Approved – Third Quarter: 297

Third Quarter Expenditure: \$237,235.59

**9. Point-In-Time Count Survey**

The Point-In-Time Count (PIT) is an annual homelessness enumeration survey that helps identify how many people experienced homelessness on a set date. This year the PIT date was Friday, October 27<sup>th</sup> and the survey period extended from that date up to Friday, November 3<sup>rd</sup>. Surveys were completed at over a dozen locations across the County of Renfrew by the staff and volunteers of various agencies, as well as staff from Community Services, Paramedic Services, and the Renfrew County District Health Unit. Thank you to the participants who shared their information and to the surveyors who helped to not only collect data but to connect people with services.

Attached as Appendix III is an infographic that summarizes the survey results.

Attached as Appendix IV is a summary of the data for each question asked.

**RESOLUTIONS**

**10. Support of Resolution from the Municipality of Bluewater**

**RESOLUTION NO. CS-CC-23-11-47**

Moved by Chair

Seconded by Committee

THAT County Council supports the resolution from the Municipality of Bluewater respecting childcare availability, and directs staff to send a letter of support to the Ministry of Children, Community and Social Services with copies being sent to the Premier of Ontario.

**Background**

Attached as Appendix V is correspondence dated October 2, 2023, from the Municipality of Bluewater regarding the critical issue of childcare availability in the province of Ontario and how it is linked to educational requirements and low wages within the childcare sector.

## **BY-LAWS**

11. **An Agreement With Licensed Home Child Care Service Providers, be Amended to Enter Into An Agreement with Candace Gellert (Laurentian Valley)**

### **RESOLUTION NO. CS-CC-23-11-49**

Moved by Chair

Seconded by Committee

THAT the County Council recommend that By-law No. 50-17 authorizing the County of Renfrew to enter into an agreement with Licensed Home Child Care service providers, be amended to enter into an agreement with Candace Gellert (Laurentian Valley).

### **Background**

Since 2018, the County of Renfrew has been licensed by the Ministry of Education to operate a Licensed Home Child Care Agency. Currently, there are eight homes operating under the license. One home is located in Arnprior, one in Eganville, one in Hayley Station and five homes are located in Pembroke.

Attached as Appendix VI is the By-law to amend By-law 50-17 authorizing the County of Renfrew to enter into an agreement with Licensed Home Child Care providers, as well as the Funding Agreement with Candace Gellert.

All of which is respectfully submitted.

Anne Giardini, Chair

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

The Report was adopted as presented.

Council congratulated the Director of Community Services on receiving the Patti Moore Human Services Integration Award Patti Moore award.

Council recessed at 12:00 p.m. Council reconvened at 12:48 a.m. with the same persons present.



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

November 29, 2023

To the Council of the Corporation  
of the County of Renfrew

Members of County Council:

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

### **INFORMATION**

1. **Monthly Project Status Report**

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

2. **Capital Program Variance Report**

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

3. **Policy PW-22 – Naming Bridges and Culverts Policy**

Attached as Appendix III, is Policy PW-22 – Naming Bridges and Culverts, which has been developed to ensure that the naming of bridges and culverts is consistent with the Public Works and Engineering Department’s primary objective of providing and maintaining a safe road system. This also provides an opportunity to honour the heritage of the area. In order to be considered as part of the final policy to be presented to County Council in February 2024, staff are requesting that comments be provided to the Director of Public Works and Engineering, Lee Perkins, by January 15, 2024.

4. **Operational Status and Winter Readiness**

The Public Works and Engineering Department reached 100% fleet readiness on October 31, 2023, as per the Winter Maintenance Operations Guidelines.

### **RESOLUTIONS**

5. **Haley Station – All-Way Stop Warrant – County Road 61 (Haley Road) at Godfrey Road**

**RESOLUTION NO. OP-CC-23-11-128**

Moved by Chair

Seconded by Committee

THAT County Council direct staff to advise the Township of Whitewater Region that the

intersection of County Road 61 (Haley Road and Godfrey Road) with Haley Road and Fire Hall Lane does not meet the warrants for an all-way stop.

### **Background**

Attached as Appendix IV is a resolution received from the Township of Whitewater Region dated September 20, 2023, requesting that the County of Renfrew investigate the need for an all-way stop at the intersection of Haley Road with Godfrey Road and Fire Hall Lane.

On October 18, 2023, staff completed a turning movement intersection count at the noted location. The results of the count have been inputted into the “All-Way Stop Sign Control Warrant Worksheet” as used in the Ontario Traffic Manual Book 5, for determining if an all-way stop is warranted at this location.

As Haley Road has been identified as a Collector Roadway, the requirement for an all-way stop is determined by two factors, being:

- i) The total vehicle volume for the intersection must exceed 250 vehicles for the average of four peak hours of the day; and,
  - ii) The volume split does not exceed an average of 70/30 based on those same counts.
- The results of the four peak hours of the count indicate total intersection volumes, for vehicles and pedestrians combined, are 158, 78, 67, and 150. In order for an all-way stop to be warranted, all four of these peak hours would require volumes in excess of 250 vehicles and pedestrians combined.

The warrant spreadsheet and a map showing the location of the intersection is attached as Appendix V.

## **BY-LAWS**

### **6. Policy PW-21 – Entrance Policy and Design Guidelines**

#### **RESOLUTION NO. OP-CC-23-11-127**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law approving Policy PW-21 Entrance Policy and Design Guidelines; AND FURTHER THAT By-law 32-98 being a By-law to Regulate the Construction or Alteration of any Entranceways, Private Roads or Access to a County Road be rescinded.

### **Background**

In 1998, By-law 32-98 being a By-law to Regulate the Construction or Alteration of any Entranceways, Private Roads or Access to a County Road was adopted. This By-law is no longer applicable as it includes County Roads and fees that are incorrect. Policy PW-21 Entrance Policy and Design Guidelines has been in place for several years; however, is

not included as part of the Corporate Policies for the Public Works and Engineering. Staff are recommending that Policy PW-21 be adopted as a Corporate Policy to replace By-law 32-98.

7. **PWO-2023-10 – Wheeled Excavator and Attachments**

**RESOLUTION NO. OP-CC-23-11-129**

Moved by Chair

Seconded by Committee

THAT County Council approve the bid submitted by Toromont CAT, Ottawa, Ontario, for the acquisition of one wheeled excavator and required attachments, in the amount of \$533,424.00, plus applicable taxes; AND FURTHER THAT County Council adopt a By-law to Authorize Execution of the Contract.

**Background**

Submissions were requested and received from two suppliers through the Canoe Procurement Program as follows:

- |   |              |
|---|--------------|
| 1. Toromont CAT, Ottawa, Ontario  | \$606,287.00 |
| 2. Brandt Tractor Ltd., Regina, Saskatchewan<br>Amount excludes applicable taxes. | Rejected     |

**Financial Implications**

The combined approved budget for the wheeled excavator and all attachments is \$550,000.00. The total bid received from Toromont CAT is \$606,287.00, plus applicable taxes. To remain within the approved budget, staff are proposing to purchase the excavator and the immediate required attachments, which are the ditching bucket and the forestry head, in the amount of \$533,424.00, plus applicable taxes.

All of which is respectfully submitted.

Glenn Doncaster, Chair

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

The Report was adopted as amended.

Councillor Nicholson requested that Item #5 of the Operations Report, Haley Station – All-Way Stop Warrant – County Road 61 (Haley Road) at Godfrey Road was severed from the report and voted on separately.

**RESOLUTION NO. OP-CC-23-11-128**

Moved by Chair

Seconded by Committee

THAT County Council direct staff to advise the Township of Whitewater Region that the

intersection of County Road 61 (Haley Road and Godfrey Road) with Haley Road and Fire Hall Lane does not meet the warrants for an all-way stop. MOTION DEFEATED.

Staff were directed to bring Item #5 of the Operations Report, Haley Station – All-Way Stop Warrant – County Road 61 (Haley Road) at Godfrey Road back to the Operations Committee in January.

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

November 29, 2023

To the Council of the Corporation  
of the County of Renfrew

Members of County Council:

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

## INFORMATION

### 1. Long-Term Care Resident Statistics

#### Bonnechere Manor Resident Statistics

Statistics	August 2023	September 2023	October 2023
Population at end of Month	174	176	176
# of Female Residents	96	99	100
# of Male Residents	78	77	76
Vacant Beds at End of Month	2 LTC / 2 Respite	0 LTC / 2 Respite	2 LTC / 2 Respite
YTD Occupancy Rate: LTC	98.71%	99.03%	98.88%
Respite	0.00%	0.00%	0.00%
Resident Deaths	8	3	6
Resident Discharges	0	0	0
Resident Admissions	8	5	6

#### Miramichi Lodge Resident Statistics

Statistics	August 2023	September 2023	October 2023
Population at end of Month	164	163	163
# of Female Residents	108	106	107
# of Male Residents	56	57	56
Vacant Beds at End of Month	0 LTC / 2 Respite	3 LTC / 0 Respite	2 LTC / 1 Respite
YTD Occupancy Rate: LTC	98.05%	98.07%	98.15%
Respite	49.18%	53.85%	55.10%
Resident Deaths	2	8	3

<b>Statistics</b>	<b>August 2023</b>	<b>September 2023</b>	<b>October 2023</b>
Resident Discharges	0 LTC / 6 Respite	0 LTC / 3 Respite	0 LTC / 4 Respite
Resident Admissions	3 LTC / 5 Respite	5 LTC / 5 Respite	4 LTC / 3 Respite

### Home & Community Care Support Services Champlain Client Waitlist Information

Renfrew County Long-Term Care Homes (LTCHs)	Patients waiting for 1 <sup>st</sup> choice from Community/Hospital	Patients waiting for 1 <sup>st</sup> choice to transfer from another LTCH	Totals
Bonnechere Manor	110	31	141
Caessant Care Cobden	40	18	58
Deep River & District Hospital – The Four Seasons Lodge	8	8	16
Grove (The) Nursing Home	123	27	150
Groves Park Lodge	38	18	56
Marianhill Inc.	48	17	65
Miramichi Lodge	227	47	274
North Renfrew LTC Services	53	22	75
Valley Manor Inc.	38	13	51
<b>Totals</b>	<b>685</b>	<b>201</b>	<b>886</b>

## 2. Ministry of Long-Term Care – Revised Masking Requirements

The Ministry of Long-Term Care has updated the COVID-19 Guidance Document for Long-Term Care Homes in Ontario, with enhanced masking requirements to take effect no later than November 7, 2023. Upon consideration of the advice of the Chief Medical Officer of Health, the following enhanced masking measures will be implemented for Bonnechere Manor and Miramichi Lodge regardless of outbreak status:

- All persons excluding residents must wear a medical grade mask while in the Home. This includes staff, students, support workers, volunteers, visitors, and essential caregivers.
- Staff may remove their masks in break areas when eating, drinking and when outdoors.
- Visitors/essential caregivers may remove their mask when with the resident in the resident's room or when eating or drinking with the resident in communal spaces.

## 3. Accreditation Canada

Accreditation Canada surveyors Darlene Oakes (Team Lead) and Angela Patrick attended both Bonnechere Manor and Miramichi Lodge from June 25 until June 29, 2023, for the first joint accreditation survey. The County of Renfrew Long-Term Care Homes successfully defended the highest of all ratings previously achieved as individual Homes - Accredited with Exemplary Standing.

This accreditation not only reflects the quality of our work but also the trust and confidence that our residents and families place in us. We can take immense pride in knowing that our contributions have made a meaningful impact on the reputation of our Homes and the care that our residents receive. This is a result of not only the professionalism and dedication of our staff, but also the invaluable support from our community – residents, family members, volunteers, Resident and Family Councils, Auxiliary, Foundations, and our elected officials. Thank you to Warden Peter Emon, Health Committee Chair Michael Donohue and Chief Administrative Officer Craig Kelley for participating in the first joint County of Renfrew Long-Term Care Homes Accreditation Canada survey.

#### **4. Delegation – Integrated Virtual Care**

Executive Director of the Petawawa Centennial Family Health Centre, Ms. Judy Hill, and Medical Lead, Renfrew County Virtual Triage and Assessment Centre, Dr. Jonathan Fitzsimon, presented an update of the Integrated Virtual Care Program.

The Petawawa Centennial Family Health Centre was congratulated for being awarded the Association of Family Health Teams of Ontario 2023 Bright Lights Award in the category of: Using a population-based approach to provide care to the community Achievement: Integrated Virtual Care.

#### **5. Renfrew County Virtual Triage and Assessment Centre (RC VTAC)**

In October, the Renfrew County Virtual Triage and Assessment Centre (RC VTAC) launched the new Focused Paramedic Health Review. This service is for unattached patients, who are between the ages of 40 to 64 years old and have used RC VTAC more than three times in the last year. In the RC VTAC system, there are approximately 1,300 patients identified who qualify for this service.

During an appointment, a Focused Paramedic Health Review will be conducted with the patient in person, focusing on health promotion, disease prevention and health education. An RC VTAC physician may be consulted for interventions as needed.

#### **6. Improving Community Resilience – Emergency Management Application for Funding**

The Ontario government is investing \$5 million to ensure communities across the province have the resources and equipment they need to prepare for natural disasters and emergencies.

The Provincial government is now accepting applications for the new Community Emergency Preparedness Grant to help communities and organizations purchase critical supplies, equipment and deliver training and services to improve local emergency preparation and response.

The Emergency Services Department will be submitting an application to the Ontario Community Emergency Preparedness Grant to improve the resilience of our communities.

The application will be to improve our readiness and response capabilities for flood and natural disaster mitigation and recovery. This application will request financial assistance to purchase a sandbag processing machine, supplies and equipment to be shared among all local municipalities and First Nations as well as funding to support the organization and training for staff and volunteers from local municipalities and First Nations.

The deadline for this application is November 30<sup>th</sup>, 2023. Further information will be provided to Health Committee as it becomes available.

## **BY LAWS**

### **7. Dedicated Off-Load Nurses Program**

#### **RESOLUTION NO. H-CC-23-11-126**

Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden and Clerk to sign a Memorandum of Agreement with the Ministry of Health for \$421,000.00 in one-time funding for the 2023/24 funding year to support the Dedicated Offload Nurses Program.

#### **Background**

A notification of funding was received from the Deputy Premier and the Minister of Health, the Honourable Sylvia Jones in the amount of \$421,000.00 for the Dedicated Off-Load Nurses Program which was brought to Committee in September. Attached is a Memorandum of Agreement and proposed budget.

### **8. Offload Staffing Job Description and Memorandum of Agreement**

#### **RESOLUTION NO. H-CC-23-11-127**

Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden and Clerk to sign a Memorandum of Agreement with the Pembroke Regional Hospital for Advanced Care Paramedics to participate in the Emergency Department to facilitate early ambulance offload transfers of patients onto hospital stretchers.

#### **Background**

Attached is a Memorandum or Agreement between the County of Renfrew and the Pembroke Regional Hospital for Advanced Care Paramedics to participate in the Emergency Department as team-members to facilitate early ambulance offload transfers of patients onto hospital stretchers and to provide clinical care and management to increase patient flow in the Emergency Department.

### **9. Agreement - Influenza Vaccine Administration**

#### **RESOLUTION NO. H-CC-23-09-128**



Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden and Clerk to sign a Memorandum of Agreement with the Renfrew County and District Health Unit to contract the Community Paramedic Program to deliver/assist with delivery of influenza and COVID-19 vaccinations for the term October 30, 2023, to December 31, 2023.

**Background**

A Memorandum of Agreement between the County of Renfrew and the Renfrew County and District Health Unit for the delivery of Influenza and COVID19 vaccine by Paramedics. The term of this Agreement will be October 30, 2023, to December 31, 2023. A rate of \$42.27 plus 44% benefit for a Primary Care Paramedic and \$46.51 plus 44% benefit for an Advanced Care Paramedic per hour will be paid for the scheduled training and duration of services, carried out by County of Renfrew Community Paramedic Service employees.

10. **Leased Space – 2<sup>nd</sup> Floor - Miramichi Lodge**

**RESOLUTION NO. H-CC-23-11-130**

Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden and Clerk to sign a lease agreement between Miramichi Lodge and Ms. Brenda Kincaide, Foot Care Service Provider, for the occupancy of a leased space room within Miramichi Lodge, located at 725 Pembroke Street West, Pembroke Ontario, at an annual amount of \$4,764.00 for the period of January 1, 2024, to December 31, 2024.

Background

Miramichi Lodge was designed to include additional space to lease in order to generate revenue. Ms. Brenda Kincaide, Foot Care Service Provider at Miramichi Lodge, currently leases the 240 square foot space located on the second floor and provides foot care services to external clients. Ms. Kincaide has indicated that she wishes to continue to lease the space for a twelve (12) month term. The County of Renfrew Development and Property Department has assessed the area and determined a fair market rent would be a 2% increase from the last agreement, which was in 2020, with a reprieve during the Pandemic, for an annual amount of \$4,764.00 payable in monthly installments of \$397.00. The lease agreement and by-law are attached.

All of which is respectfully submitted.

Michael Donohue, Chair

And Committee Members: P. Emon, D. Grills, V. Jahn, J. Murphy, N. Nicholson, R. Weir, M. Willmer

The Report was adopted as presented.

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

November 29, 2023

To the Council of the Corporation  
of the County of Renfrew

Members of County Council:

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

## **INFORMATION**

### **1. 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 it 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 of 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 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.

## 2. **Funders Forum**

The Renfrew County Community Futures Development Corporation (CFDC) 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.

## 3. **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 over 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.

## 4. **Invest Renfrew County Newsletter**

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

## 5. **CORE Business Consultations and Services Report**

The following data details Enterprise Renfrew County's 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
<b>Starter Company Plus Program</b> (\$32,000 in grants were issued to 9 recipients in November as part of the fall Starter Company Plus intake)		
Number of Completed Approved Participants	10	12
Number of Grants Issued	17 (\$60,000)	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
<b>Summer Company Program</b>		
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

#### 6. **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. 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.

## 7. **Subdivision Activity**

During the month of October, the County received six applications for subdivision approval (typically the average is 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 with 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.

## 8. **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, due to the retirement of JavaScript Version 3.x 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.

## RESOLUTIONS

### 9. Official Plan Amendment – Alternative Notice Provisions

#### **RESOLUTION NO. DP-CC-23-11-129**

Moved by Chair

Seconded by Committee

THAT County Council directs 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.

#### **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)).

In addition, as it relates to the ceasing of print publications, attached as Appendix I, is a resolution from the Council of the Municipality of Wawa, which advises that their local newspaper "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.

The Planning Act allows for local alternatives for providing notice under 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, the public consultation required by the County may exceed these requirements as deemed appropriate and as outlined in this Plan.

### **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 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 the 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 with 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.

## **BY-LAWS**

### **10. Ottawa Valley Business Hive Space Sharing Agreement**

#### **RESOLUTION NO. DP-CC-23-11-128**

Moved by Chair

Seconded by Committee

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.

All of which is respectfully submitted.

James Brose, Chair

And Committee Members: D. Bennett, P. Emon, D. Lynch, M. MacKenzie, G. Serviss, K. Watt, R. Weir

The Report was adopted as presented.



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

November 29, 2023

To the Council of the Corporation  
Of the County of Renfrew

Members of County Council:

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

## **INFORMATION**

### **1. Service Delivery Review / StrategyCorp Update**

Since early October 2020, the County of Renfrew has been engaged with StrategyCorp on an update to the Service Delivery Review, including an examination of the composition and responsibilities of the Senior Leadership Team (SLT) given the impending changes coming due to retirements. To this point, interviews and consultations have occurred with members of the SLT, and with the Chairpersons of the standing committees. StrategyCorp has also received a list of municipal comparators, and all of the key strategic documents, in order to assist with a fulsome report. It is anticipated that the Chief Administrative Officer/Clerk will receive a draft report with several recommendations by the end of November 2023, and will bring them to a closed meeting of County Council when fully analyzed for potential impact.

### **2. Agenda Management System**

There are several municipalities using an Electronic Agenda Management Provider to streamline and improve this process. An Electronic Agenda Management System is a software application that is used to electronically create meeting documents, route them for review and approval (workflow) and publish those documents to websites. An Electronic Agenda Management System easily provides the opportunity to generate records from reports, and minutes from agendas, and Council directives or action items from the minutes for staff to complete. An Electronic Agenda Management System essentially manages the documents from creation to archive for easy retrieval. It allows for a single source publishing, meaning content is entered once into the report template and once entered it is used on multiple documents (agenda, motions) through to minute completion.

The Clerk's Office would like to adopt the practice of an agenda automation system to improve the workflow process and eliminate inefficiencies and duplication of work. Staff has determined that it is now time to move to a platform that suits the needs of the County of Renfrew.

Staff have been in touch with several of our colleagues across the eastern region group of clerks, as well as many of the local municipalities, on their preferred software platforms.

Over the course of the next few weeks, we will assess those platforms against the needs of the County of Renfrew and select one to move forward with.

Funding required for implementation will be included in the appropriate budget(s) and likely shared across departments.

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

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

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

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

5. **Provincial Offences Administration – East Region Manager's Meeting**

On September 25, 2023, Manager of Provincial Offences, Ashley Wilton attended an East Region Manager's meeting in Perth. His Worship, Regional Senior Justice of the Peace Kreling also attended. Discussion items included Clerk of the Court Reforms, Part III prosecution download and joint legal oversight options, body cam and dash cam evidence, 2024 court calendar and ongoing case backlog. His Worship Kreling has indicated that his resources have improved for 2024, and the Pembroke courts will see a return of judicial availability for special trials and the reallocation of some of the lost satellite court dates. The group also discussed advocacy options and the judicial appointment process. Subsequently, the United Counties of Leeds Grenville forwarded the letter to Minister Downey, which is attached as Appendix III.

6. **Provincial Offences Administration – Part III Prosecution Services Update**

Director of Corporate Services, Jeffrey Foss and Manager of Provincial Offences, Ashley Wilton met with the new County of Renfrew Ontario Court of Justice Crown Attorney James Bocking on October 26, 2023 regarding the transfer of Part III prosecution services. A tentative target of Q2 in 2024 was set to accept this transfer of Part III prosecutions. Concurrently, the Manager of Provincial Offences has been coordinating with the United Counties of Leeds and Grenville (UCLG) and the Town of Perth regarding group oversight options for prosecution responsibilities. Attached as Appendix IV are the standard transfer documents provided by the Crown's Office related to this transfer agreement. Further information will be brought forward in early 2024.

7. **Take Our Kids to Work Day 2023**

Take Our Kids to Work Day is an annual career exploration event, held every November, where Grade 9 students across Canada spend the day in the life of a working professional. This year's event took place on November 1. The County was pleased to

have students at our workplaces again this year. The experiences on this day enhance the student's understanding of the realities of working life and supports them in their own career exploration to make more informed choices. The event also gives parents the opportunity to discuss career prospects with their children, allows our organization the opportunity to share knowledge, experience and advice around career choices and relevant skills required in today's workplace.

## 8. **Co-Op Placements**

Co-operative Education (Co-op) provides high school students with valuable community-based experience while earning credits towards a graduation diploma. Co-op, a type of experiential learning, allows students to apply and reflect on their learning in a setting outside school and helps engage and motivate students. Students are often more successful when learning is meaningful and connected to their lives and community. The County of Renfrew is currently hosting two co-op students at Miramichi Lodge and hopes the experience helps the students confirm career decisions before starting post-secondary education, including apprenticeships. Further, the County of Renfrew hopes the students can build an evidence-based career portfolio to support the application process for work, college or university. Lastly, the largest benefit to the County of Renfrew is the establishment of contacts in the workplace for networking opportunities and demonstrate that municipal jobs are an attractive career path.

## **RESOLUTIONS**

### 9. **Resolution to Support the EOWC 7 in 7 Plan With an Additional Contribution**

#### **RESOLUTION NO. FA-CC-23-11-96**

Moved by Chair

Seconded by Committee

THAT County Council approve that the County of Renfrew supports the total contribution of \$468,000.00 required for the Eastern Ontario Wardens' Caucus (EOWC) 7 in 7+ Regional Housing Plan deliverables to March 31, 2024 as presented by Eastern Ontario Regional Network (EORN), to be shared equally amongst the 13 member municipalities, with \$36,000.00 being the County's share.

#### **Background**

At the October 12, 2023, meeting of the Eastern Ontario Wardens' Caucus (EOWC), members received an update from the project manager for the regional housing plan (7 in 7+), the Eastern Ontario Regional Network (EORN). Over the past several months, EORN has been acting as the Project Manager, working with KWM Consulting to develop the regional business case. That contract has now been completed and further work is required to develop the business case into an affirmative business and action plan, including assessing financial aggregators, applications to upper-tier governments, arranging lobbying efforts, and the roll-out of a suitable procurement model. The EOWC had previously approved EORN as the Project Manager, and feels strongly that they

continue this work until the end of March 31, 2024, identifying this as a date when the final plans would be completed.

10. **Town of Arnprior – Community Improvement Plan**

**RESOLUTION NO. FA-CC-23-11-99**

Moved by Chair

Seconded by Committee

THAT County Council direct staff to review the information from the Town of Arnprior and provide a report to a future meeting of this Committee detailing the projected impact on the County of Renfrew to participate in the tax assistance program for the Town of Arnprior.

**Background**

Within the Town of Arnprior's Community Improvement Plan, there is a Brownfield Remediation Tax Assistance Program. Whereby, in accordance with Section 365.1 of the Municipal Act, the Town may defer or cancel all or a portion of municipal taxes during the period in which the brownfield site is being cleaned up or redeveloped (the rehabilitation period and statement period, as defined in the Municipal Act). Under the Program, it indicates that the Town may formally request the County of Renfrew to participate in the tax assistance program and the Town may also apply to the Minister of Finance, on behalf of the property owner, to have the education portion of the property taxes deferred or cancelled. The Town of Arnprior has recently received an application under this CIP program and are reaching out to the County of Renfrew to determine if the County of Renfrew has a program or if they would consider participating in the tax assistance program.

The County of Renfrew has advised the Town of Arnprior that there is no upper-tier Community Improvement Plan in effect. After reviewing Section 365.1 of the Municipal Act, the County of Renfrew also advised the Town of Arnprior that the next steps would be for them to send a letter of request to the County of Renfrew for consideration at a future meeting of the Finance & Administration Committee. Accordingly, attached as Appendix V from the Town of Arnprior is their formal request letter, a copy of the resolution and the recent staff report regarding their formal request for the County of Renfrew's participation in the Brownfield Remediation Tax Assistance Program under the Town's Community Improvement Plan.

**BY-LAWS**

11. **Benefits Renewal of Services**

**RESOLUTION NO. FA-CC-23-11-100**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to enter into a service agreement renewal with Cowan Benefits Consulting for the period January 1, 2024 to December 31, 2024; AND

FURTHER THAT a By-law to enter into a service agreement renewal with Manulife Financial for the provision of a benefits insurance program (Policy 4704) for the period of January 1, 2024 to December 31, 2024 be adopted.

**Background**

The Municipal Benefits Committee (MBC) met with our benefits consultants, Cowan Insurance, on October 27, 2023 to conduct a review of the services and plans. The renewal period for these services is January 1, 2024 – December 31, 2024. The MBC voted to continue with Cowan’s consulting services, as well as to continue with Manulife Financial for the provision of a benefits insurance program for the period of January 1, 2024 to December 31, 2024.

**Annual Employee Benefits Plan Renewal**

As a result of plan design management and the efforts of our benefits consultants, Cowan Insurance Group, our renewal rates have been negotiated for 2024 with an overall decrease on the annual premium of approximately \$165,000.00.

Attached as Appendix VI is the presentation that includes the executive summary from Cowan Insurance Group which shows the 2024 renewal information for the MBC as a whole.

All of which is respectfully submitted.

Jennifer Murphy, Chair

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

The Report was adopted as presented.

Council requested additional information be brought forward to an upcoming meeting on Community Improvement Plans.

Moved by Councillor Donohue

Seconded by Councillor Lynch

THAT the agenda be amended to move the Closed Session to Item 18 on the Agenda. CARRIED.

Moved by Councillor Grills

Seconded by Councillor Mayville

THAT the following By-laws be enacted and passed:

- a) By-law 139-23 – A By-Law To Establish Policy PW-21 – Entrance Policy and Design Guidelines Within the Jurisdiction of The Corporation of the County of Renfrew
- b) By-Law 140-23 - A By-Law for the Execution of Contract PWO-2023-10 Supply and Delivery of One Wheeled Excavator and Attachments
- c) By-Law 141-23 - A By-Law to Enter into a Lease Agreement with the Town of Renfrew Office Space – 127 Raglan Street South
- d) By-law 142-23 – A By-Law to Enter into a Memorandum of Agreement with the Ministry of Health for \$421,000 in one-time funding for the 2023/24 funding year to support the Dedicated Offload Nurses Program.
- e) By-law 143-23 – A By-Law to Enter into a Memorandum of Agreement with the Pembroke Regional Hospital for Advanced Care Paramedics to participate in the Emergency Department to facilitate early ambulance offload transfers of patients onto hospital stretchers.
- f) By-law 144-23 – A By-Law to Enter into a Memorandum of Agreement with the Renfrew County and District Health Unit to contract the Community Paramedic Program to deliver/assist with delivery of influenza and COVID-19 vaccinations for the term of October 30, 2023 to December 31, 2023.
- g) By-law 145-23 – A By-Law to Enter into a Lease Agreement between Miramichi Lodge and Ms. Brenda Kincaide, Foot Care Service Provider, for the occupancy of a leased space room within Miramichi Lodge, located at 725 Pembroke Street West, Pembroke, Ontario, at an annual amount of \$4,764.00 for the period of January 1, 2024, to December 31, 2024.
- h) By-law 146-23 – A By-Law to Amend By-Law 50-17 to Authorize the County of Renfrew to Enter Into an Agreement With Licensed Home Child Care Service Providers.
- i) By-law 147-23 - A By-law to Authorize the Clerk to Enter Into a Service Agreement Renewal with Cowan Benefits Consulting for a Benefits Program.
- j) By-law 148-23 - A By-law to Authorize the Clerk to Enter Into a Service Agreement with Manulife Financial for the Provision of a Benefits Program.

CARRIED.

13. Written Reports from Representatives Appointed to External Boards

- a) Association of Municipalities Ontario (AMO) – Meeting Friday - no report
- b) Chalk River Laboratories Environmental Stewardship Council – no report
- c) Eastern Ontario Regional Network (EORN) – no report

- d) Federation of Canadian Municipalities (FCM)  
Councillor Doncaster provided the FCM Fall Economic Statement:  
“Housing affordability is a top priority for Canadian municipalities. Today’s Fall Economic Statement takes some steps to improve housing affordability by increasing federal financing for new rental housing construction, increasing federal grants for affordable housing by \$1 billion over three years, increasing funding for co-op housing development, and supporting municipalities in regulating short-term vacation rentals .  
“While FCM acknowledges the federal investments to support new housing construction announced today, the reality is that we cannot rapidly scale up new housing construction without also investing in the municipal infrastructure that supports it. In May 2023, the federal government made a commitment to deliver a landmark investment in infrastructure across this country this fall.  
We are concerned that the Fall Economic Statement does not reflect the scale of infrastructure investment required to meet the national housing supply gap, and FCM will be looking to Budget 2024 for a comprehensive, ambitious investment in community infrastructure that matches the record-breaking population growth currently underway in Canada. With winter approaching, we are also calling for urgent action on the homelessness crisis impacting communities across the country.  
“The challenge of investing sufficiently in infrastructure to support ambitious new levels of housing will deeply influence the quality of life of Canadians in their communities for decades to come, and forms the core of FCM’s detailed recommendations as submitted to the Standing Committee on Finance in August 2023.  
“In the last year alone, Canada’s population increased by more than 1.1 million. With every home built, there is a corresponding infrastructure need that must be met. New housing depends on new municipal infrastructure: from water, to roads, to wastewater facilities, to community amenities, to public transit facilities. This is what makes the difference between laying brick and mortar, and ensuring vibrant, successful communities into the future.  
“That is why FCM has consistently called on the federal government to make targeted investments in the Canada Community-Building Fund to help boost local infrastructure. It’s why FCM is leading the national call for a new Municipal Growth Framework: a new revenue tool or a set of revenue tools that are tied to Canada’s growth and redefines how we work across orders of government.  
“As our nation grows, the need for municipalities to confidently meet that growth is clearer than ever. Municipalities are on the frontlines of challenges related to homelessness and mental health, climate change and more. As Budget 2024 approaches, we will, as the order of government of proximity, continue to engage with our federal counterparts, putting forward detailed, future-focused recommendations that will empower Canadians by empowering communities.”

- e) Rural Ontario Municipal Association (ROMA). Councillor Murphy reviewed her report.

Notice of Motion – None

Members' Written Motions

Councillor Serviss withdrew his Motion to Rescind, as per Section 65 of the Procedural By-Law, the decision made by Council with respect to the formula for the billing of the Fire Dispatch System.

Council recessed at 2:13 p.m. Council reconvened at 2:23 p.m. with the same persons present.

Moved by Councillor Donohue

Seconded by Councillor Weir

BE IT RESOLVED THAT Council move into a closed meeting pursuant to Section 239 of the Municipal Act, 2001, as amended, to discuss personal matters about an identifiable individual, including municipal or local board employees. CARRIED. Time 2:23 p.m.

- a) CAO/Clerk Performance Appraisal

Moved by Councillor Nicholson

Seconded by Councillor Willmer

THAT this resume as an open session of County Council. CARRIED. Time 2:51 p.m.

Moved by Councillor Watt

Seconded by Councillor Serviss

THAT By-law 149-23, being a By-law to Confirm the Proceedings of the Council of the County of Renfrew at the meeting held on November 29, 2023 be now numbered, deemed read three times and passed. CARRIED.

Moved by Councillor Murphy

Seconded by Councillor Lynch

THAT County Council adjourn. CARRIED. Time 2:53 p.m.