

# 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  
Wednesday, February 28, 2024

## GENERAL SESSION

The General Session of the Council of the Corporation of the County of Renfrew met at 10:00 a.m. on Wednesday, February 28, 2024.

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 Debbie Grills, Glenn Doncaster attended virtually and Valerie Jahn was on a leave of absence. No pecuniary interest was disclosed.

Moved by Councillor Brose

Seconded by Councillor Weir

THAT the minutes of January 24 and 25, 2024, and January 31, 2024 be adopted. CARRIED.

Warden Emon addressed Council as follows:

During the month of February, I attended 26 meetings on County business.

Chair Anne Giardini, CAO Craig Kelley and I conducted interviews for the Director of Community Services position, and we are happy to announce that Andrea Patrick has accepted the position after being in the acting position for over a month.

On February 2, CAO Kelley and I met with local publishers from the Valley Gazette, North Renfrew Times and the Eganville Leader to listen to their concerns regarding advertising and publishing. They spoke of the increased costs associated with running the local newspapers and competing with online newspaper versions.

CAO Kelley and I met with the Miramichi Lodge Auxiliary to discuss a location for them to use as the room they have been using was only provided temporarily. I was extremely impressed with their volunteer success and fund raising in the past, along with their enthusiasm to continue volunteering.

On behalf of the Eastern Ontario Warden's Caucus, I was at Queen's Park to meet with the Director of Policy within the Premier's Office, with Minister Lisa Thompson, Ministry of Agriculture, Food and Rural Affairs, and Minister Kinga Surma, Minister of Infrastructure to discuss the EOWC 7 in 7+ Regional Housing Plan.

Mayor Gervais and I met with staff at Algonquin College, Pembroke Waterfront Campus, to discuss the Province's announcement regarding capping enrollment of international students and what the impact would be on the College and our community.

On February 22<sup>nd</sup>, it was my pleasure to welcome the four new international Personal Support Worker recruits at Bonnechere Manor. Fleury Dushime of Burundi, Achile Awashare and Linda Samule-Uche of Nigeria, and Mavis Kissi of Ghana.

I participated in a fireside chat at the Ottawa Valley Business Summit held by the Upper Ottawa Valley Chamber of Commerce. Topics discussed included:

- An overview of County Council and how it relates to local municipalities and the Province.
- An update on the Renfrew County Virtual Triage and Assessment Centre, and the continuance of their success and ongoing development.
- The County role in the local economy understanding the labour shortages, how to attract new residents to the area, and continuing to make Renfrew County an attractive and welcoming community, as well as what partnerships can be gained through the private sector and not-for-profit agencies.

On February 26<sup>th</sup>, I, along with MPP John Yakabuski, CAO Kelley and Director Lee Perkins attended a post-ROMA Conference meeting with the Ministry of Infrastructure Parliamentary Assistant Amarjat Sandhu to further discuss the implementation of a consistent Provincial mandated Pavement Condition Index (PCI) process and expansion of highway 417 including alternative solutions.

I would like to thank Deputy Warden Dan Lynch and the Community Services Department for attending the Coldest Night of the Year walk, hosted by The Grind. County Council and staff also supported fundraising initiatives organized by the Community Services Department over the past few weeks.

I have continued to Chair the Warming Centre meetings supported by Clerk Gwen Dombroski, CAO Craig Kelley, now Director Patrick and Chief Nolan. A report recounting the progress is forthcoming.

I was invited to participate on a United Way of Eastern Ontario panel on rural Ontario economic development and opportunities. I spoke about municipal sustainability challenges and the results of many years of provincial down loading.

I attended the Short Term Accommodations meeting arranged by Laurentian Valley with politicians and staff, including CAO Kelley, Director Jason Davis and Manager Melissa Marquardt to discuss the issues and concerns with short term rentals. It was fulsome discussion and a report will be coming in the future.

This past Sunday, I attended the book launch of Jamie Bramburger's new book Sudden Impact - The Almonte Train Wreck of 1942, a well-research novel of the horrific events in our neighbouring community.

The Ottawa Valley Tourist Association has launched the 2024 Tourism Awards which recognize and honour tourism champions across the Ottawa Valley. The Ottawa Valley Tourism Awards are presented annually by the OVTA to individuals, businesses, and events that recognize the importance of working together for the growth of the local tourism industry, as well as offering exceptional visitor experiences.

Award nominations are now being accepted in the following categories:

- Tourism Champion
- Business/Organization of the Year
- Event of the Year
- Sustainability Champion
- Tourism Marketing
- New Tourism Product

The nomination deadline is March 25, 2024. I will be a member of the judging panel. The awards will be presented during the OVTA's Annual General Meeting and Tourism Conference on April 16 in Renfrew.

There is a poster on your desks which we ask you display at your municipal offices to encourage people to nominate deserving individuals, businesses and events in their communities.

On behalf of Council, I wish to express our sincere condolences to the family, friends, and Arnprior community on the passing of Glenn Arthur, who passed away on February 16, 2024. Glen spent 35 years leading Arnprior's recreation department and was integral in bringing in and running youth sports programs, seniors' activities, sports, festivals, and facilities to the Arnprior area. He continued being a volunteer in the community after his retirement and received Arnprior's Volunteer of the Year in 2023. Glenn was a key player in the origins of planning the 2023 Ontario Winter Games and he stepped in at the last moment to assist us with an event in Arnprior.

Thank you for showing your support on Pink Shirt Day, also known as Anti Bullying Day, by wearing pink and for your continued respect towards each other in the chambers. Your actions set a positive example for our community and promote a culture of kindness and inclusivity. We appreciate your dedication to creating a safe and respectful environment for all.

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) 10:11 a.m. - Dr. Jason Morgenstern, Medical Officer of Health, Renfrew County and District Health Unit.  
Dr. Jason Morgenstern spoke to the Strengthening Public Health Initiative mergers presented to Health Units August 2023 by Ontario's Deputy Premier and Minister of Health, Sylvia Jones. The Renfrew County District Health Unit is currently participating in studies with neighbouring Health Units and assessing merging options. He added that the implementation date for proposed mergers is January 2025.
  
- b) 10:39 a.m. - Ian Duff, President and Nancy Johnston, Director – Strategic Initiatives, McSweeney & Associates  
Mr. Duff introduced and reviewed the Economic Development Strategic Plan.

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

Council recessed at 11:10 a.m. Council reconvened at 11:19 a.m. with the same persons present, including Debbi Grills (virtually).

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

February 28, 2024

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. Health and Housing Crisis Engagement Team**

The Director of Emergency Services provided Health Committee with a presentation on the new MESA Team (formerly referred to as the “Hub” model). This collaborative initiative led by the Paramedic Service, Community Services, and the Development and Property Department will address the root causes of homelessness, addictions, and mental health while fostering a resilient and healthier community for all residents in Renfrew County.

The new MESA Team, the proposed name for the Health and Housing Crisis Engagement Team marks a pivotal initiative within the County of Renfrew to address the critical intersection of health and homelessness. Recognizing the urgent need for a unified and multi-sectoral approach, MESA establishes an evidence-to-action model that not only acknowledges the complex challenges at the nexus of health and homelessness but also delineates a roadmap for coordinated, integrated solutions. This report underscores the commitment of the County of Renfrew's administration, community services, development and property, and emergency services departments to work synergistically in executing a transformative strategy that goes beyond individual silos and leverages the collective expertise and resources of the community. MESA embodies a bold and compassionate endeavor to address the root causes of homelessness while fostering a resilient and healthier community for all residents of the County of Renfrew. The name is derived from the term used for a flat-topped hill; a formation that has steep sides all around, resembling a table (Mesa comes from the Latin mensa, meaning "table"). Tables represent a sturdy and helpful resources and have the means to stand up on their own feet without any assistance; traits that we are sure we would want our clients to have at the end of our engagement.

This initiative enhances Strategic Goal #3, Community Wellness and Healthcare.

## 2. **Emergency Management**

The Director of Emergency Services provided the Health Committee with a presentation on the Emergency Management Program with an all hazards approach to coordinating local resource utilization.

The County of Renfrew includes major river systems such as the Petawawa, Bonnechere, Madawaska and Ottawa. With over 900 lakes, many of which are watershed basis for these major river systems, flooding to some degree happens on an annual basis dependent on the watershed experience, precipitation and the rate of thaw experienced each spring. With a land area of 7,357.94 km<sup>2</sup> (2,840.92 sq mi), and a population density of 14.5/km<sup>2</sup> (37.4/sq mi) in (2021) the County of Renfrew and its residents are no stranger to flooding that has severely impacted critical infrastructure, bridges, culverts, roads, water intake systems and septage.

Critical infrastructure, residential, commercial, and seasonal properties have sustained irreparable damage due to major flooding emergencies in recent years. Multiple freshets annually and major floods in 2017, 2019, and 2023 have resulted in total loss of property and infrastructure as well as weeks long evacuations and displacement of families lasting years. Despite a persistent belief that the '100-year flood' is an irregular and unanticipated event, we have experienced record setting flooding since 2017 on many waterways that eclipse all historic records for the County. The province has assisted the residents through disaster relief funding and expert advice from Emergency Management Ontario in cooperation with the County of Renfrew and local Community Emergency Management Coordinators and councils. The need for enhanced readiness and capability enhancement is clear.

The Emergency Management department has applied for the Ontario Community Emergency Preparedness Grant to help communities and organizations purchase critical supplies, equipment and deliver training and services to improve local emergency preparedness and response. The goal of the grant is to purchase a gravity-feed sandbag processing machine, supplies and equipment to be shared among all local municipalities and First Nations.

The balance of the application focuses on services such as coordination of staff operators / volunteers from the County of Renfrew and participating local municipalities and partners for the delivery of shared public education, training, planning and coordination for flood mitigation, readiness, response, and recovery efforts across the County of Renfrew and its 17 member municipalities and the Algonquins of Pikwakanagan First Nation.

A 2024 goal for the Emergency Management department is to adopt a local response model of coordinating local staff and local volunteers i.e., one staff and up to six volunteers from each of the 20 organizations coming together to learn the essentials of basic emergency management, command, and control models, how to lead flood

mitigation efforts locally and how to support one another through inter-operable teams across Renfrew County.

The department has begun the planning phase of building this capability in advance of the spring freshet with the assistance of The Federal Agency for Technical Relief (THW) a governmental non-profit organization (NGO) under the auspices of the Federal Ministry of the Interior (BMI) and CPYC, a National Capital Region Disaster Relief organization that has assisted the County during the floods of 2017 and 2019. We will also be incorporating this training with a multi-municipal exercise for local municipal control groups that would like to participate.

This activity supports Strategic Plan Goal #6 – Environmental Resiliency.

### 3. **Dedicated Off-Load Nursing Funding Application**

The Paramedic Service will be applying for Dedicated Off-Load Nursing Funding for the 2024/25 year. Funding in the amount of \$421,000 was received in 2023/24 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.

### 4. **Long-Term Care Resident Statistics**

Bonnechere Manor Statistics	November 2023	December 2023	January 2024
Population at end of Month	177	172	177
# of Female Residents	100	98	101
# of Male Residents	77	74	76
Vacant Beds at End of Month	1	5	3
YTD Occupancy Rate: LTC	99.46%	98.91%	96.51%
Resident Deaths	2	6	5
Resident Discharges	1	0	0
Resident Admissions	4	1	10

Miramichi Lodge Statistics	November 2023	December 2023	January 2024
Population at end of Month	164	158	156
# of Female Residents	105	101	99
# of Male Residents	59	57	57
Vacant Beds at End of Month	2 LTC / 0 Respite	6 LTC / 2 Respite	8 LTC / 2 Respite
YTD Occupancy Rate: LTC	98.19%	98.12%	95.65%
Respite	56.44%	53.70%	59.68%
Resident Deaths	6	7	9
Resident Discharges	1 LTC / 2 Respite	0 LTC / 4 Respite	0 LTC / 4 Respite
Resident Admissions	7 LTC / 3 Respite	3 LTC / 2 Respite	7 LTC / 4 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	112	36	148
Caessant Care Cobden	40	21	61
Deep River & District Hospital – The Four Seasons Lodge	9	4	13
Grove (The) Nursing Home	127	34	161
Groves Park Lodge	39	19	58
Marianhill Inc.	54	17	71
Miramichi Lodge	241	51	292
North Renfrew LTC Services	53	21	74
Valley Manor Inc.	43	15	58
<b>Totals</b>	<b>718</b>	<b>218</b>	<b>936</b>

As of February 13, 2024, there were 58 applicants on the combined Bonnechere Manor and Miramichi Lodge crisis waitlist for long-term care placement. There are 20 applicants residing in their homes, 17 applicants in retirement homes and 21 applicants are patients in hospitals. The County of Renfrew Paramedicine Program supports 55% of the applicants on the crisis waitlist for long-term care. To note, long-term care applicant statistics including total waitlisted and category assignment are subject to change on a daily basis.

### 5. **International Recruitment Strategy – Bonnechere Manor**

The first four of the anticipated twenty international personal support workers as approved by Council in May of 2023, commenced employment with Bonnechere Manor on February 22, 2024. This endeavour is intended to bolster permanent staffing stability.

This activity supports Strategic Plan Goal #2 – Workforce Development.

### 6. **Community Services Base Funding – Bonnechere Manor Senior/Adult Day Program**

Ontario Health, through Ontario Health East, advised that the Corporation of the County of Renfrew, Bonnechere Manor Senior/Adult Day Program will receive a 2% increase in base funding in the amount of \$9,744 in fiscal year 2023/2024, and a 3% increase in base funding in the amount of \$14,617 in fiscal year 2024/2025 to support Community Services Funding.



7. **Equipment and Training Fund – Miramichi Lodge**

Ontario Health, through Ontario Health East, advised the Corporation of the County of Renfrew, Miramichi Lodge will receive one-time funding in the amount of \$10,000 in the fiscal year 2023-24 to support the purchase of diagnostic equipment and/or associated training that targets improvements in the management and treatment of conditions that commonly lead to avoidable emergency department visits.

8. **Emergency Management Funding**

The Emergency Services Department has applied for the Ontario Community Emergency Preparedness Grant to help communities and organizations purchase critical supplies, equipment and deliver training and services to improve local emergency preparedness and response. The goal of the grant is to purchase a gravity-feed sandbag processing machine, supplies and equipment to be shared among all local municipalities and First Nations.

The balance of the application focuses on services such as coordination of staff operators / volunteers from the County of Renfrew and participating local municipalities and partners for the delivery of shared public education, training, planning and coordination for flood mitigation, readiness, response, and recovery efforts across the County of Renfrew and its 17 member municipalities and the Algonquins of Pikwakanagan First Nation.

As our 2024 goal, we will adopt a local response model of coordinating local staff and local volunteers i.e., one staff and up to six volunteers from each of the 20 organizations coming together to learn the essentials of basic emergency management, command, and control models, how to lead flood mitigation efforts locally and how to support one another through inter-operable teams across Renfrew County.

Attached as Appendix I is a letter from the Honourable Caroline Mulroney, President of the Treasury Board, Minister Responsible for Emergency Management providing confirmation of our successful grant application. The Emergency Services Department application was for \$49,600.00.

**RESOLUTIONS**

9. **Reallocation of Capital Funds – Bonnechere Manor**

**RESOLUTION NO. H-CC-24-02-20**

Moved by Chair

Seconded by Committee

THAT County Council approve the reallocation of the Bonnechere Manor Capital Funds for resident tubs in the amount of \$70,000 for the purchase of ARJO Huntleigh resident tub chair lifts at a cost of \$64,392.78 inclusive of HST.

**Background**

With the recent inspection of our resident bathing tubs and tub chair lifts, it was determined, that the tub chair lift replacements are a higher priority than the bathing tubs. As per Corporate Policy GA-01 Procurement of Goods and Services, Section 22.1(c) “where only one source of supply would be acceptable and/or cost effective due to compatibility, or safety and liability concerns” the Chief Administrative Officer and the Director of Long-Term Care support the sole purchasing of the resident tub chair lifts to ARJO Huntleigh. All the lifts within the Home have been purchased from ARJO Huntleigh, which allows consistency for staff training, and usage, and as well, the maintenance and upkeep is manageable on standardized equipment.

10. **Long-Term Care Service Accountability Agreement Schedule E – Form of Compliance Declaration**

**RESOLUTION NO. H-CC-24-02-21**

Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden and Chief Administrative Officer/Clerk to sign the annual Schedule E – Form of Compliance Declaration issued pursuant to the Long-Term Care Service Accountability Agreement for each of Bonnechere Manor and Miramichi Lodge.

**Background**

Attached are the annual Schedule E-Form of Compliance Declarations to be signed for each of Bonnechere Manor and Miramichi Lodge and returned by the March 1, 2024 deadline.

11. **Surplus Vehicle Disposal**

**RESOLUTION NO. HC-CC-24-02-25**

Moved by Chair

Seconded by Committee

THAT County Council approve four County of Renfrew decommissioned 2018 vehicles be sold to St. John’s Ambulance (1), Algonquin College (1), and St. Lawrence College (2) at a purchase price of \$5,000 per vehicle.

**Background**

St John’s Ambulance, Algonquin College, and St Lawrence College support the goals of the County of Renfrew Paramedic Service. Educational institutions (Algonquin and St. Lawrence) provide paramedic students with driver training experiences and St. John Ambulance adds to the County of Renfrew Paramedic Service surge capacity and provides volunteer support of local community events. For these reasons, we recommend an extension of the municipal partner pricing to these organizations.

Per Corporate Policy GA-02: Disposal of Assets the Service has declared a surplus of four 2018 Mercedes Sprinter Ambulances. Local municipalities were notified of this surplus on January 2, 2024, with starting bids of \$5000.00 per vehicle. At deadline, no municipalities expressed interest in the purchase of any of these units.

Expression of interest for the vehicles at the municipal price was then solicited to the following charitable/educational organizations:

- Carefor – not interested.
- Sunshine Coach – not interested.
- St John’s Ambulance Pembroke – interested in purchasing one ambulance.
- Algonquin College – interested in purchasing one ambulance.
- St. Lawrence College – interested in purchasing two ambulances.

## **BY-LAWS**

### **12. ZOLL ONE Lease Agreement**

#### **RESOLUTION NO. HC-CC-24-02-26**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Chief Administrative Officer/Clerk to sign a lease agreement with ZOLL Canada for the ZOLL ONE Program to acquire and operationalize thirty-five (35) X-series monitor/defibrillator units to replace the existing fleet of monitor/defibrillators at an annual cost of \$344,241.30.

#### **Background**

The cardiac monitor/defibrillator is a vital piece of equipment that allows paramedics to perform vital signs, cardiac monitoring and provide lifesaving interventions of cardioversion or defibrillation. Most of the existing fleet of 33 Defibrillators were purchased by the County in 2012 and are now two years beyond their recommended lifecycle. Provisions were made in the 2024 budget workshop for the acquisition of new monitors. The Service has been researching replacement options and has solicited the results of a recent similar process undertaken by the County of Simcoe through a competitive Request for Proposal process and the Prescott-Russell Paramedic Service through a non-competitive process. The result of Prescott-Russell’s procurement was a lease agreement with ZOLL Canada which included a “piggy-back” clause for neighboring Paramedic Services.

We are seeking an exemption to the purchasing policy GA-01 to sole source this purchase under section 22.1 d) “where there is an absence of competition for technical or other reasons and the goods and/or services can only be supplied by a particular supplier and no alternative exists.”

We note the following reasons for choosing this supplier as a non-competitive purchase:

- 1) ZOLL One a lease (rental) for a 10-year term. During the first 5 years, a changeover of all initial units for brand new devices is included. The cost represents **two complete** fleets of cardiac monitors over the course of 10 years.
- 2) When changing the units at around 4-5 years, the Service can choose the new generation products if they are available by then, without any change in the payment terms. New products usually come at a higher price point, but ZOLL ONE users are not affected.
- 3) This program protects the Service from: increases in cost of productions (good costs), interest hikes or inflation.
- 4) This offer includes chargers, extra batteries, and initial accessories to get started (SPO2, NIBP cuffs, pads, training pads, simulators, etc.).
- 5) All units will be unlocked and active for Rescuenet Live (streaming) and CaseReview software which provides valuable clinical feedback on Paramedic performance such as:
  - Pediatric algorithm and approval for use in SEMI-AUTOMATIC MODE (analyzebutton).
  - Pediatric CPR feedback (depth and rate feedback in real time).
  - Adult CPR feedback (depth and rate), proven to more than double survival rates. The CPR challenge and clinical testing provides evidence that this technology will help County of Renfrew Paramedics provide better care to patients.
  - Real Time BVM feedback (volume and Rate)
- 6) All units have a license to push cases to the ZOLL Online Database for Storage, QA / QI for the duration of the program.
- 7) The program comes with a worry-free warranty. Even a broken screen that is not covered under a normal warranty is covered with the Worry-Free warranty.
- 8) Includes preventive maintenance for the duration of the term (10 years), with a white glove service (on-site technician).
- 9) Includes battery replacements, so there should not be any more battery purchases over the term of the program.
- 10) 1 x 12-leads cable replacement per year per unit.
- 11) Discount on accessories.
- 12) Includes complete deployment: opening the boxes, configuring the units, training trainers, super-users, end users. E-learning accesses.

The leasing option with ZOLL Canada shifts funding from capital purchasing to the annual operational budget and the cost has been included in the 2024 Emergency Service budget.

13. **Advance Care Nurse Call System – Miramichi Lodge**

**RESOLUTION NO. HC-CC-24-02-28**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Chief Administrative Officer/Clerk to sign the agreement with Resident Nurse Alert Technology Inc. for the installation of phase three of the Advanced Care Nurse Call System at Miramichi Lodge for the price of \$291,947.71 excluding HST as budgeted through the 2024 Miramichi Lodge Capital Budget.

**Background**

Over the last two years, Miramichi Lodge has completed two of the required three phases to upgrade the Nurse Call System. The first phase included required software conversion (migration of Connexcall & SMAs) over the next four years. Phase two involved replacement of the resident home area Advance Care Displays / Nurse Phone System Integration of “Smart Report Module” in support of call time-reporting and analysis. Phase three is the replacement of the original nurse call equipment (20 years old) with the Hardwired Advance Care IP Nurse Call system using existing cable and new CAT5e/CAT6 cable infrastructure.

The cost for the removal and installation of the New Advance Care IP Hardwired Nurse Call System is \$291,947.71 excluding HST. The 2024 Miramichi Lodge Capital Budget included \$315,000 for this upgrade. Resident Nurse Alert Technology Inc. was the original installer of the equipment in 2005. The new equipment is a proprietary system requiring their software to run diagnostics and change hardware.

Corporate Policy GA-01 Procurement of Goods and Services, Article 22.1 c) supports that “where only one source of supply would be acceptable and/or effective due to compatibility, or safety and liability concerns,” the requirement for competitive bid solicitation for goods, services and construction may be waived under joint authority of the appropriate Director and the Chief Administrative Officer. The Chief Administrative Officer and the Director of Long-Term Care support the sole purchasing of phase three Advance Care Nurse Call System. The value of this contract requires approval of County Council.

All of which is respectfully submitted.

Michael Donohue, Chair

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

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

February 28, 2024

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. Taste of the Valley 2023 Report**

Attached as Appendix I is the wrap-up report for the 2023 Taste of the Valley events.

### **2. Invest Renfrew County Newsletter**

The latest edition of the [Invest Renfrew County newsletter](#) was released on January 24, 2024.

### **3. Ottawa Valley Tourism Conference and Annual General Meeting (AGM)**

The Ottawa Valley Tourist Association's (OVTA) annual tourism conference and AGM is scheduled for April 16, 2024, during National Tourism Week. This full day event includes speakers and presentations about relevant tourism matters, the annual general meeting, and the presentation of the Ottawa Valley Tourism Awards. Location and registration information will launch in the coming weeks.

### **4. Enterprise Renfrew County Sponsorship Package**

Enterprise Renfrew County (ERC) has developed a sponsorship package that offers community partners, municipalities, and stakeholders the opportunity to formally support entrepreneurs accessing programs, training, and events regionally. The package and various sponsorship opportunities are available on the [Enterprise Renfrew County website](#).

### **5. Summer Company 2024 and Starter Company Plus**

Enterprise Renfrew County is now actively recruiting for the 2024 edition of the Summer Company and the spring intake session of the Starter Company Plus programs.

The Summer Company program, which is open to students aged 15-29 who plan to return to school in the fall, has five seats available. The program provides training and financial support up to \$3,000 for youth entrepreneurs who successfully run their own

business during the summer. More information, including how to apply before the May 15, 2024 deadline is available at <https://www.enterpriserenfrewcounty.com/summer-company>.

Starter Company Plus is a fast-tracked program that provides new or existing adult entrepreneurs, who have been in operation for less than five years, with training and support in establishing their business. Participants learn how to create a business plan, develop cash flow projections, understand insurance, legal and accounting requirements, and have the opportunity to compete for a grant up to \$4,000. Virtual information sessions for the spring intake of the Starter Company Plus program are scheduled for April 2 and 4, 2024, with an application deadline of April 12, 2024 at 12:00 p.m.

In order to receive a program application, interested applicants must participate in an information session. There is no cap on the number of program participants; however, financial grants are limited and not every participant will receive a grant. More information about the Starter Company Plus program, including how to register for an information session is available at <https://www.enterpriserenfrewcounty.com/starter-company-plus>.

#### 6. **Update on the Protection of Black Ash and its Habitat under the Endangered Species Act, 2007**

A decision has been reached and posted by the Ministry of the Environment, Conservation and Parks (MECP) on how the Endangered Species Act, 2007 protections apply to black ash and its habitat.

As of January 26, 2024, healthy black ash over 8cm at 1.37m diameter at breast height (DBH) are protected under the Endangered Species Act, 2007 (ESA) in the Town of Arnprior, and the Townships of Admaston/Bromley, Greater Madawaska, Horton, and McNab/Braeside.

Should any black ash in these areas greater than 8cm DBH require removal, it needs to be assessed by a “qualified professional”. If the tree is deemed “unhealthy”, a report can be submitted and it can be removed. If the tree is deemed “healthy”, it needs to be protected by a 30m radius reserve.

No decision has been made on the proposal for a new conditional exemption for forestry operations on private and municipal lands.

Forest operations on Crown land and in a forest management unit in accordance with the Crown Forest Sustainability Act (CFSA), are exempt from certain provisions of the ESA and will not be impacted. Further details are posted here: [Protecting Black Ash and its habitat under the Endangered Species Act, 2007 | Environmental Registry of Ontario](#).

Since 2021, comments have been submitted by County staff at all stages of consultation on this process. The comments submitted on the last stage of consultation are attached as Appendix II.

7. **Subdivision Activity Update**

47T-23002 – Draft approval was issued for the Morison Townhouses development in Deep River for 12 units. The developer will have up to 3-years to clear the conditions and attain final approval.

47T-24001 – The first subdivision application of 2024 was received and deemed complete. The subdivision is being called “River Lane Estates” and is located in the Township of Greater Madawaska on the south side of the Madawaska River and adjacent to the Township of McNab/Braeside. The subdivision proposes to create 26 waterfront lots. The proposal includes a plan of condominium 47CD-24002 for the creation of a private road to be used for access to the proposed waterfront lots. All of the information has been posted on the County of Renfrew [Zencity](#) engagement platform for public review.



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**RESOLUTIONS**

8. **Expression of Interest for Housing Alternatives**

**RESOLUTION NO. DP-CC-24-02-20**

Moved by Chair

Seconded by Committee

THAT County Council direct staff to create and issue an Expression of Interest (EOI) to develop affordable housing on County-owned lands; AND FURTHER THAT staff provide recommendations to Council at a future meeting.

**Background**

This Expression of Interest (EOI) will invite all interested parties to express interest in developing, and/or operating, and/or supporting, and/or owning the alternative housing on County-owned lands.

This EOI process is a modified approach from our traditional Request for Proposal process to develop affordable housing, with a focus on innovation, learning, and action. This modified approach will encourage innovative thinking, embrace flexibility to work in new ways, explore new relationships, pursue funding opportunities, and be responsive to learning. The expectation is to receive a wide variety of submissions from the development and social services sectors, presenting creative ways to use alternative housing technology (i.e., modular or pre-fabricated) to enhance our community and



provide affordable housing. We intend to document the process in order to replicate alternative housing development throughout the County.

The purpose of this EOI process is to develop a pilot project for alternative housing options. The process is governed by the following objectives:

- To leverage municipally-owned housing land assets, community stakeholder experience, and the innovative spirit of Renfrew County to prototype the development of alternative housing as infill housing;
- To reimagine all elements of affordable housing development including design, construction, management, funding, and environmental sustainability through the use of new and innovative approaches; and
- To efficiently address strategic directions and actions identified in the 10 Year Housing and Homelessness Plan and the Renfrew County Housing Master Plan.

To encourage innovative proposals, the EOI provides general, high-level guidelines. The County encourages new and creative solutions to develop alternative housing that explore different operating models, financing options, inventive partnerships between all types of stakeholders (builders, agencies, private/not-for-profit/charity, levels of government), the needs of the current tenants, and the size and type of dwelling to be developed.

9. **2024-2026 Economic Development Strategic Plan**

**RESOLUTION NO. DP-CC-24-02-21**

Moved by Chair

Seconded by Committee

THAT County Council adopt the 2024-2026 Economic Development Strategic Plan as presented.

**Background**

Attached as Appendix III, is the Economic Development Division's new three-year strategic plan. The Economic Development Division's strategic planning process was conducted in partnership with the Renfrew County Community Futures Development Corporation (RCCFDC) and resulted in a separate plan for each organization. The RCCFDC Board of Directors adopted their plan on February 13, 2024. Staff will continue to work with the consultants over the next couple of weeks to finalize the implementation plan.

10. **Memorandum of Understanding – Town of Renfrew**

**RESOLUTION NO. DP-CC-24-02-28**

Moved by Chair

Seconded by Committee

THAT County Council direct the Warden and Chief Administrative Officer/Clerk to

execute a Memorandum of Understanding with the Town of Renfrew regarding the potential development(s) at Renfrew County Place and Bonnechere Manor, both in Renfrew, Ontario.

**Background**

In August 2023, County Council directed staff to review opportunities with housing providers for the use of County of Renfrew owned land. County staff have identified the potential for two different development concepts on County owned land(s) within the Town of Renfrew at Renfrew County Place and Bonnechere Manor.

**BY-LAWS**

**11. Lease Agreement – 450 O’Brien Street, Renfrew**

**RESOLUTION NO. DP-CC-24-02-22**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to enter into a lease agreement for a two-year period commencing March 1, 2024 with Paradise Childrens Programs Inc. for space at Renfrew County Place, 450 O’Brien Street, Renfrew, Ontario.

**Background**

In 2023 Paradise Childrens Programs Inc., operating as Child’s Paradise Day Care, expressed interest in entering into a new lease agreement with the County of Renfrew to continue business in the current space of 4,558 square feet at Renfrew County Place as the previous lease expired. After preliminary discussions and negotiations, Paradise Childrens Programs Inc. confirmed the lease agreement to be satisfactory.

The lease agreement between the Corporation of the County of Renfrew and Paradise Childrens Programs Inc. is for a two-year period, with an option to extend, commencing March 1, 2024 and expiring February 28, 2026.

**12. Official Plan Amendment No. 43 – Township of McNab/Braeside**

**RESOLUTION NO. DP-CC-24-02-23**

Moved by Chair

Seconded by Committee

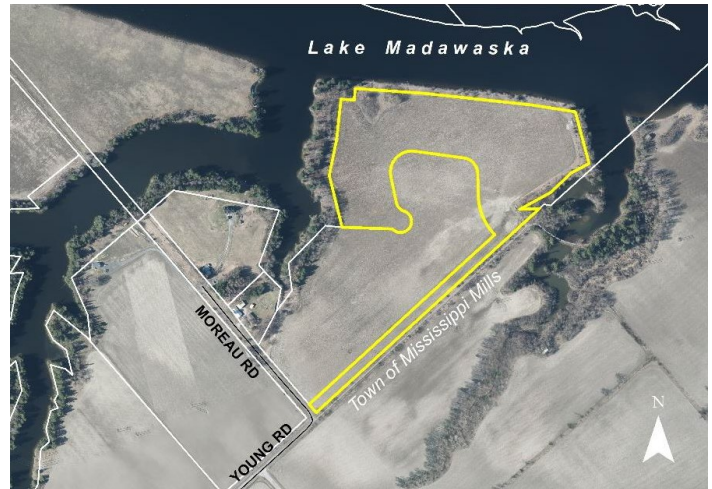
THAT County Council adopt a By-law to approve Official Plan Amendment No. 43 to change the designation of the lands from Agriculture to Rural.

**Background**

Official Plan Amendment No. 43 is submitted by Jp2g Consultants on behalf of 1332712 Ontario Inc. The application to amend the County of Renfrew Official Plan proposes to re-designate a vacant 9.0 hectare waterfront property along the Madawaska River (Lake Madawaska above the Arnprior Generating Station) from Agriculture to Rural. The

property was previously severed from a larger farm and includes direct access to Moreau Road.

The application submission includes a Planning Justification Study, prepared by Jp2g Consultants Inc., dated November 2, 2023. The study includes a 2005 Planning Justification Report prepared by Jp2g Consultants and an Agricultural Soils Assessment, prepared by AgPlan Limited, in December 2004. In accordance with the requirements of the Planning Act, a public meeting was held at the Township of McNab/Braeside municipal office on January 16, 2024.



A significant amount of public feedback was received through written submissions and attendance at the public meeting. Correspondence included submissions from the Renfrew County Federation of Agriculture, the Arnprior Regional Federation of Agriculture, and a petition that included 85 signatures. The comments can be generally summarized as opposition to the application and a concern for the preservation of agriculture lands. A complete list of the submissions and details regarding the concerns are included in the detailed staff report attached as Appendix IV.

Planning staff reviewed the application and support the approval of the requested Official Plan Amendment. This property has a long-history of previous planning approvals/review. The lands were formally designated by the Official Plan as rural, and are currently zoned for rural residential uses. When the Official Plan was modified by the Province through the comprehensive update, the designation was changed to Agriculture. We assume the Province was unaware of the history of this site and that the principle of development had been previously established through proper planning approvals. Staff view this application as a technical amendment to reinstate the Rural designation.

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

Councillor Murphy referenced Item #1 – Taste of the Valley, and expressed that the Township of Bonnechere Valley would be interested in hosting the 2024 Holiday Edition of Taste of the Valley.

Councillor Donohue referenced Item #6 – Protection of Black Ash, and invited the County Forester and the Manager of Planning Services as a delegation to an upcoming meeting at the Township of Admaston Bromley to further discuss the black ash legislation.

Councillor Weir provided an update on Item #7 – Subdivision Update Report.

The Director of Planning and Development provided an update on Item #8 - Expression of Interest for Housing Alternatives. It was noted that if municipalities would like to be included in the initiative and have surplus land that they are interested in developing, they can contact the Director of Planning and Development.

Councillor Donohue referenced Item #12 - Official Plan Amendment No. 43 – Township of McNab/Braeside, and questioned if the land ownership was the same as in 2005. Staff advised that the land was currently in a company name, however, the developer was the same person as in 2005. A supplementary question referenced the initial intent of the subdivision and the difference in zoning; if there is a timeline for a planned subdivision, it was noted there is not one; and if the land was inadvertently changed to agriculture. The Manager of Planning Services provided historical information on the agricultural zoning of the property.

Council recessed at 12:05 p.m. Council reconvened at 1:04 p.m. with the same persons present.

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

February 28, 2024

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. **2023 Fourth Quarter (October – December 31) Community Housing Registry Waitlist**

	<b>New Applications</b>	<b>Cumulative Applications</b>	<b>Transfer Applications</b>	<b>Special Priority Applications</b>
<i>Senior</i>	0	63	20	1
<i>Adult</i>	144	900	33	10
<i>Family</i>	30	502	34	76
<i>Total</i>	174	1465*	87	87

**\*Total Number of Applications – Bedroom Size Requested**

<i>Bedroom Size Requested</i>	<i>Senior</i>	<i>Adult</i>	<i>Family</i>
1	59	852	0
2	4	43	213
3	0	4	161
4	0	1	82
5	0	0	46
<i>Totals</i>	63	900	502

2. **2023 Fourth Quarter (October – December 31) Move Ins, Move Outs, and Internal Transfers Comparison**

	<b>Move Outs</b>	<b>Move Ins</b>	<b>Internal Transfers</b>
<i>Pembroke &amp; Area</i>	15	11	4
<i>Renfrew</i>	3	4	0
<i>Arnprior</i>	5	0	1
<i>Total</i>	23	15	5

3. **2023 Fourth Quarter (October – December 31) Landlord and Tenant Board Notices and Applications**

	Arnprior	Renfrew	Pembroke & Area
<i>N4-Notice to Terminate Tenancy Early for Non-Payment of Rent</i>	79	95	258
<i>N5-Notice to Terminate Tenancy Early</i>	15	8	28
<i>L1-Application to Evict a Tenant for Non-payment of Rent and to Collect Rent</i>	3	3	12
<i>L2-Application to End a Tenancy and Evict a Tenant or Collect Money</i>	1	2	5

4. **Affordable Homeownership Program Summary for 2023**

The Affordable Homeownership Program can provide up to \$25,000 towards the purchase of a new home for qualified households. Applications are currently open and are available on the County of Renfrew website or can be requested by contacting a Community Services office.

	Approved Applications	2023 Spending	Geographical Area
	1	\$19,900	City of Pembroke
	2	\$25,000	Town of Deep River
	3	\$25,000	Town of Renfrew
	4	\$18,500	City of Pembroke
	5	\$25,000	Town of Renfrew
<i>Total</i>	5	\$113,400	-

5. **2023 Ontario Renovates Program Summary for 2023**

The Ontario Renovates Program can provide up to \$10,000 for essential household repairs or accessibility upgrades. The program is currently closed; however, it will open again for applications in the spring of 2024. There will be a media release to announce the program opening date and eligibility requirements. Applications will be available on the County of Renfrew website or by contacting a Community Services office.

	Payment Amount	Date Issued	Geographical Area
	\$9,150.18	February 28, 2023	Township of Madawaska Valley
	\$7,000.00	February 28, 2023	Township of Horton
	\$10,000.00	February 28, 2023	City of Pembroke

	<b>Payment Amount</b>	<b>Date Issued</b>	<b>Geographical Area</b>
	\$2,105.26	March 31, 2023	North Algona Wilberforce
	\$10,000.00	March 31, 2023	Township of Whitewater Region
	\$8,245.50	March 31, 2023	Township of Brudenell Lyndoch & Raglan
	\$7,560.00	April 20, 2023	City of Pembroke
	\$960.00	April 30, 2023	Township of Horton
	\$4,350.00	June 30, 2023	Township of Whitewater Region
	\$5,434.00	July 15, 2023	City of Pembroke
	\$10,000.00	July 15, 2023	City of Pembroke
	\$5,400.00	July 31, 2023	City of Pembroke
	\$9,827.47	September 30, 2023	Town of Petawawa
	\$2,818.22	December 31, 2023	Township of Whitewater Region
<i>Total</i>	\$92,850.63	-	-

6. **2023 Fourth Quarter (October – December 31) Renfrew County Housing Corporation Rent Arrears**

Attached as Appendix I is the Arrears report.

Attached as Appendix II is the Arrears Comparison report.

7. **County of Renfrew Affordable Housing Activities**

Initiatives are currently underway to achieve the County of Renfrew’s strategic goal #5 of Attainable Housing and Infrastructure. The following is a list of recent and upcoming activities:

- The construction of nine affordable housing units and one rebuilt rent-geared-to-income unit within the City of Pembroke. Occupancy is anticipated for Spring 2024, providing ten households from the Renfrew County Housing Corporation’s centralized waitlist with a new home.
- The Renfrew County Housing Corporation (RCHC) Board approved the initiation of a 10-year strategic Housing and Homelessness Plan. Key areas of focus include maintaining and revitalizing RCHC stock, supporting non-profit housing viability, developing affordable units through consultation, implementing funding plans for private market rent affordability, engaging community partners for effective

homelessness prevention programs, and providing supportive housing services within the RCHC portfolio for tenants needing additional support.

- A Memorandum of Understanding was created between the County of Renfrew and the Town of Deep River on a shared opportunity to purchase the former Keys Public School at 167 Brockhouse Way in Deep River.
- Staff commenced an assessment of vacant properties and possible housing provider partnerships regarding the creation of affordable housing on County of Renfrew and Renfrew County Housing Corporation owned lands.
- Planning is underway for a County of Renfrew Housing Summit during 2024 that will provide community education and seek feedback regarding the development of attainable housing, possible partnerships, and funding opportunities.
- An application for additional Canada-Ontario Housing Initiative (COCHI) funding was submitted to the Ministry of Municipal Affairs and Housing this month for the addition of up to five new duplexes (10 two-bedroom units) on existing Renfrew County Housing Corporation property.
- Building Condition Assessments are currently being conducted regarding the state of community housing properties in the County of Renfrew.

#### 8. **Affordable Housing Corporation Overview**

Acknowledging the urgent need for affordable housing in Renfrew County and Pembroke, during the August 30, 2023 Council meeting, staff received direction to explore the establishment of an entity like the Prince Edward County Affordable Housing Corporation. Staff were asked to assess the feasibility of creating an additional corporation dedicated to affordable housing that would provide guidance and foster collaboration among upper and lower tiers, partners, and developers, with the aim of alleviating the housing shortage.

Attached as Appendix III is a presentation that was shared at the June 2023 Rural Ontario Municipal Association Board Meeting that provides an overview of the Prince Edward County affordable housing strategy. During 2017, Prince Edward County Council directed staff to propose recommendations for addressing the County's increasing affordable housing challenges and allocated \$250,000 in their 2018 budget to do so. In 2018, it was proposed that Prince Edward County establish an independent, not-for-profit affordable housing corporation to increase the supply of affordable housing. The newly formed corporation became operational in July 2020 and currently has eight housing projects at various stages of development. They project to have up to 800 affordable, supportive, and sustainable housing units in the next three years.

When evaluating the Prince Edward County model in the context of local applicability, factors to consider include:

- Comparability and viability of existing housing stock
- Council decisions regarding municipal contributions (land, construction, and the annual operating expenses of an additional board)



- Existing corporate structure and services
- Local strategic planning activities that are underway

The Prince Edward County model prominently utilizes private and public partnerships to foster financial stability in a blend of market and affordable rental units. Project ‘shovel readiness’ relies heavily on the availability and stacking of funding from various government levels and partners. Viability is additionally influenced by the promotion of business-friendly environments within local government that encourage growth, provide incentives for private sector development, and support the increase of new housing starts.

Several local initiatives were undertaken in 2023 with the aim of analyzing and expanding housing options for our residents. The current initiatives are aligned with the County of Renfrew’s Strategic Plan and are anticipated to have a positive impact on the level of affordable and attainable housing in Renfrew County. Staff expect that the forthcoming Housing and Homelessness Plan, along with other key strategic initiatives, will offer Council and the community an opportunity to shape the future of housing development within Renfrew County.

9. **Community Housing Capital Projects Update**

Attached as Appendix IV, is the Renfrew County Housing Corporation 2024 Capital Projects Update as of January 31, 2024.

10. **Priority Projects for Municipalities – Business Case**

Attached as Appendix V is a memo from the Ministry of Municipal Affairs and Housing (MMAH) dated January 22, 2024 providing municipalities with an opportunity to apply for funding under the Canada-Ontario Community Housing Initiative (COCHI) Residual allocation. Municipalities were invited to submit a business case for their top construction-ready priority project (with a funding cap of \$5 million) where funding can be committed within the 2023-24 fiscal year.

The County of Renfrew submitted a proposal to build five new duplexes in Renfrew and Arnprior using the same design and project management concepts as were used for the Cecil Street project in Pembroke, which replaced a single-unit residence with a duplex on the existing lot. Although the initial staff submission focuses on converting single detached buildings to duplexes, our team is open to collaborating with local planners to explore the potential of converting these structures into triplexes or even quadplexes. We aim to be flexible and responsive to the needs and opportunities presented in the planning process. Should funding be approved by MMAH, a detailed plan will be brought to the Renfrew County Housing Corporation Board for consideration and approval. Funding decisions are expected by late February/early March 2024.

11. **Letters from Township of Whitewater Region**

Attached as Appendix VI and Appendix VII are letters from the Township of Whitewater Region Council, highlighting needs seen in their region regarding child care and water and wastewater system affordability in rural Ontario.

12. **Health and Housing Crisis Engagement Team**

The new MESA Team, the new proposed name for the Health and Housing Crisis Engagement Team (formerly referred to as the ‘Hub’ model), marks a pivotal initiative within the County of Renfrew to address the critical intersection of health and homelessness. This collaborative initiative will be led by the Paramedic Service, Community Services, and Development and Property departments. Recognizing the urgent need for a unified and multi-sectoral approach, MESA establishes an evidence-to-action model that not only acknowledges the complex challenges at the nexus of health and homelessness but also delineates a roadmap for coordinated, integrated solutions. This report underscores the commitment of the County of Renfrew’s administration, community services, development and property, and emergency services departments to work synergistically in executing a transformative strategy that goes beyond individual silos and leverages the collective expertise and resources of the community. MESA embodies a bold and compassionate endeavor to address the root causes of homelessness while fostering a resilient and healthier community for all residents of the County of Renfrew. The name is derived from the term used for a flat-topped hill; a formation that has steep sides all around, resembling a table (Mesa comes from the Latin mensa meaning ‘table’). Tables represent a sturdy and helpful resources, and have the means to stand up on their own feet without any assistance; traits that we are sure we’d want our clients to have at the end of our engagement.

This initiative enhances Strategic Goal #3, Community Wellness and Healthcare.

13. **Ontario Works Caseload Statistics**

<b>Month</b>	<b>2023 Total Caseload</b>	<b>2022 Total Caseload</b>
January	1,161	1,052
February	1,167	1,083
March	1,182	1,118
April	1,185	1,127
May	1,189	1,147
June	1,182	1,143
July	1,168	1,120
August	1,167	1,132
September	1,161	1,149
October	1,187	1,131
November	1,209	1,143
December	1,204	1,124

14. **Child Care Inclusion Services Statistics**

The following chart indicates Inclusion Services monthly statistics from January 2023 to December 2023.

<b>Month</b>	<b>Children Served</b>
January	176
February	173
March	177
April	180
May	179
June	175
July	184
August	177
September	181
October	180
November	180
December	189

15. **Licensed Home Child Care Statistics**

The following chart indicates the County of Renfrew Licensed Home Child Care program monthly statistics from January 2023 to December 2023.

<b>Month</b>	<b>Children Served</b>	<b>Open Homes</b>	<b>Children on Waitlist</b>
January	38	7	131
February	37	7	120
March	36	7	135
April	39	7	138
May	44	7	148
June	45	7	155
July	43	7	168
August	44	7	153
September	47	8	171
October	48	8	190
November	50	8	196
December	42	7	204

16. **Licensed Child Care Statistics**

The following chart indicates monthly statistics for Licensed Child Care in Renfrew County from January 2023 to December 2023.

Month	Licensed Capacity	Operating Capacity	Children Served	Children Served, receiving Fee Subsidy
January	2275	1593	1584	343
February	2275	1598	1612	343
March	2275	1595	1625	353
April	2363	1633	1680	343
May	2363	1659	1727	343
June	2363	1682	1767	341
July	2363	1503	1422	322
August	2363	1528	1471	321
September	2503	1768	1753	309
October	2503	1789	1752	325
November	2503	1785	1802	344
December	2503	1785	1771	303

17. **Canada-Wide Early Learning and Child Care (CWELCC) Update**

On March 28, 2022, the Canada-Wide Early Learning and Child Care (CWELCC) agreement was signed by the federal and provincial governments with the vision that more families in Ontario will have access to high quality, affordable, flexible, and inclusive early learning and child care. CWELCC is a five-year plan (2022-2026) to reduce the cost of licensed child care for children under six to an average of \$10/day by 2026.

As the designated Service System Manager, the County of Renfrew Child Care and Early Years division is responsible for planning, directing, and managing growth at the local level under the CWELCC system. Since 2022, there have been a number of actions taken to help implement the CWELCC system in the County of Renfrew, including:

- Enrollment of 30 out of 32 licensed child care programs into the CWELCC system
- Reduction of parent fees for eligible children up to 52.75% from March 2022 rates
- Reduction of child care contributions for eligible families receiving fee subsidy by 50%
- Funding issued to licensed child care providers to increase wages for eligible Registered Early Childhood Educators (RECE's)

As part of the CWELCC agreement, Ontario has made the commitment to increase access to high-quality, affordable child care by allocating funding to support the creation of 86,000 new spaces by the end of 2026. This includes 33,000 new spaces that have already been created between 2019 and August 2022. The Ministry of Education

allocated CWELCC expansion targets to all municipalities in May 2023 as part of the Directed Growth Strategy and identified specific population criteria to be considered for the new spaces, including:

- Low-income families
- Children with special needs
- Children from diverse communities
- Indigenous families
- Francophone families

The Ministry of Education approved a total of 427 new CWELCC spaces to be created in the County of Renfrew between 2022 and 2026 as part of the Directed Growth Strategy. The following chart indicates the space allocation from May 2023.

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>Total Spaces</b>
<b>School-based Spaces</b>	127	122	42	0	0	<b>291</b>
<b>Community-based Spaces</b>	26	48	62	0	0	<b>136</b>
<b>Total Spaces</b>	<b>153</b>	<b>170</b>	<b>104</b>	<b>0</b>	<b>0</b>	<b>427</b>

Out of the 427 spaces, 291 are designated as school-based spaces that were pre-approved projects by the Ministry of Education prior to the CWELCC agreement in 2022. All of these spaces are required to be counted in the total allocation for the County of Renfrew. The remaining 136 spaces are designated as community-based spaces. All spaces that have been allocated have already been created or are accounted for with existing projects in 2024 within the County of Renfrew. As per the chart, all space creation has been assigned to the years 2022-2024 and there has been zero growth allocated for the County of Renfrew in 2025 and 2026.

The Ministry of Education has formally provided opportunities for Service System Managers to request adjustments to their CWELCC space allocations in 2023. Every opportunity has been taken to request additional spaces for growth in the County of Renfrew and there have been no increases approved for the County of Renfrew to date.

## **RESOLUTIONS**

### **18. Increased Licensed Child Care Space**

#### **RESOLUTION NO. CS-CC-24-02-07**

Moved by Chair

Seconded by Committee

THAT County Council advocates to the Province regarding the need for an increase to the licensed child care space allocation for the County of Renfrew through the Canada-

Wide Early Learning and Child Care (CWELCC) system; AND FURTHER THAT a resolution be drafted and brought to County Council for consideration.

### **Background**

The federal and provincial governments entered into the Canada-Wide Early Learning and Child Care agreement on March 28, 2022, that will span from 2022 to 2026 and will provide funding to assist with the goals of:

- Reaching an average base fee of \$10 per day for licensed child care spaces for children aged 0 to 5 by late 2025/early 2026
- Creating 86,000 new, high-quality, affordable licensed child care spaces (relative to 2019 levels) by the end of 2026
- Addressing barriers to provide inclusive child care, and
- Providing more opportunities to value the early child care workforce as well as providing them with training and development opportunities

In May 2023, the Ministry of Education provided all municipalities with their Directed Growth target numbers for new licensed child care spaces through the CWELCC system. The County of Renfrew was allocated the ability to create 427 new spaces during the span of the CWELCC agreement. All 427 spaces were designated to be created in 2022, 2023 and 2024 and the County of Renfrew was the only municipality in Ontario that was allocated zero growth for 2025 and 2026. All of the spaces that have been allocated have already been created or are accounted for with existing projects, meaning that there is no room for new growth within the CWELCC system in the County of Renfrew.

All of which is respectfully submitted.

Anne Giardini, Chair

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

The Report was adopted as presented.

Councillor Nicholson provided an update on a recent meeting that was held with the Townships of Whitewater Region, Madawaska Valley, Town of Renfrew, MPP John Yakabuski, and the Parliamentary Assistant to the Minister of Infrastructure in regards to the recently passed resolution regarding the affordability of water and wastewater rates in rural municipalities.

Moved by Councillor Serviss  
Seconded by Councillor Giardini

WHEREAS in May 2023, the Ministry of Education provided all municipalities with their Directed Growth target numbers for new licensed child care spaces through the CWELCC system up to 2026; and

WHEREAS the Ministry of Education allocated spaces to Service System Managers to progress towards a target provincial ratio of spaces to children, or access rate, of 37% and the access rate for the County of Renfrew was approximately 20% in 2022 when the CWLECC agreement came into effect; and

WHEREAS the County of Renfrew was the only municipality in Ontario that was allocated zero growth for 2025 and 2026; and

WHEREAS all of the spaces that have been allocated for 2022, 2023, and 2024 have already been created or are accounted for with existing projects; and

WHEREAS in consultation with licenced child care operators in the County of Renfrew, and the County of Renfrew Community Services Department, it has been identified that there is an extreme shortage of child care spaces not only across the County but the province as a whole;

NOW THEREFORE the Council of the County of Renfrew recommends to the Hon. Stephen Lecce, Minister of Education, that the County of Renfrew be allocated 388 additional CWELCC spaces between now and the end of the CWELCC agreement in 2026 as requested in the Directed Growth Report that was submitted to the Ministry of Education on September 30, 2023. These spaces will allow for growth in licensed child care centres and the ability to increase licenced home-based child care in our rural municipalities, which will address waitlists and provide care to children in our region who need it; and

THAT this recommendation be forwarded to Hon. Doug Ford, Premier of Ontario | Hon. Michael Parsa, Minister of Children, Community & Social Services | Mr. John Yakabuski, MPP of Renfrew-Nipissing-Pembroke. CARRIED.

The Director of Community Services provided clarification on the current guidelines surrounding the CWELC system, the staffing requirements and challenges with the spots provided by the County of Renfrew.

Councillor David Bennett, Vice-Chair of the Operations Committee brought in and read the resolutions in the following report:

February 28, 2024

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. Winter Operations

Attached as Appendix I, is a summary of the winter events and precipitation amounts since the 2018/2019 winter season. This summary indicates the type of events which were responded to, as well as the type and amount of material used during the response. In viewing the data provided, it must be noted that the precipitation recorded is the total of a mixture of snow, rain, and freezing rain, etc.

The Table below outlines the Significant Weather Events declared to date for the 2023/2024 winter season. Staff continues to be ready to respond to winter events as they occur.

Declaration Start			Declaration End			Reason
Dec	3	8:30AM	Dec	4	9:30AM	Snow
Jan	9	9:00AM	Jan	10	9:50AM	Snow
Jan	12	9:00AM	Jan	13	5:00PM	Snow
Jan	24	11:00AM	Jan	26	2:30PM	Ice

### 2. Spring Load Restrictions

County of Renfrew By-law 11-12 is a By-law to Designate a Reduced Load Period on County Roads and pertains to spring load restrictions which may be imposed commencing March 1 and extending to May 31. Over the coming weeks, staff will be monitoring the spring weather conditions to determine the optimum time to impose the spring load restrictions. The County will be placing notices in the local newspapers and on the website to advise haulers of the spring load restrictions.



## RESOLUTIONS

### 3. **Declaration of Surplus Land – County Road 51 (Petawawa Boulevard) – Part of Lot 9, Range B, Town of Petawawa**

#### **RESOLUTION NO. OP-CC-24-02-14**

Moved by Chair

Seconded by Committee

THAT County Council declare surplus to the needs of the County of Renfrew the land on County Road 51 (Petawawa Boulevard) road allowance, located in Part Lot 9, Range B, Town of Petawawa, as indicated on the attached sketch.

#### **Background**

The County of Renfrew Public Works and Engineering Department has been approached by a landowner who wishes to purchase some land adjacent to his property. The land currently forms part of the County Road 51 (Petawawa Boulevard) road allowance, located in Part Lot 9, Range B, Town of Petawawa and is shown on the attached sketch.

The adjacent property, being civic address 2551 Petawawa Boulevard, is a commercial lot with an existing business located on the property. Much of the existing parking area and entranceway is encroaching on the County road allowance due to the size of the lot and location of the building. In reviewing the property, staff is of the opinion that there is a section of land that could be sold to the adjacent owner. The actual dimensions of the land to be transferred would be determined by a legal survey and in consultation with potentially affected utilities.

County staff will report further once the survey has been completed in order to pass a By-law to stop-up, close, and convey the land to the adjacent landowner for the value determined by an appraisal.

### 4. **B232 (Cochrane Creek Bridge) Closure and Removal**

#### **RESOLUTION NO. OP-CC-24-02-15**

Moved by Chair

Seconded by Committee

THAT County Council direct staff to commence the process required for closure and removal of County Structure B232 (Cochrane Creek Bridge), located on Cement Bridge Road, Township of North Algona Wilberforce.

#### **Background**

The 2024 Capital budget includes funds in the amount of \$450,000 for the rehabilitation of County Structure B232 (Cochrane Creek Bridge), located on Cement Bridge Road, approximately 150m north of Burchat Road, Township of North Algona Wilberforce. The map attached as Appendix II, further illustrates the location of this structure. The preliminary design was recently completed and identified that the structure is nearing

the end of its design life, and in poor condition. The Preliminary Design Report has identified four alternatives for the bridge, with cost estimates, as shown below:

Option 1 - Minimal Repairs, 5 – 10 year service life increase .....	\$251,100
Option 2 - Major Rehabilitation, 20 – 25 year service life increase .....	\$672,800
Option 3 - Superstructure Replacement, 75 year service life .....	\$599,100
Option 4 - Full Replacement, 75 year service life .....	\$800,000

Option 3 provides a 75 year service life, at a cost of \$7,988 per year of service life added; while Option 1, which is a lower upfront cost, has a cost of \$25,110 per year of service life added. As such, if works were to proceed on this County Structure, Option 3 - Superstructure Replacement would be the most cost efficient.

Cochrane Creek Bridge is located on a seasonally maintained road, supports less than 10 vehicles per day during operational months, and would only incur an additional 7.6km of travel in the rare instance a traveller is attempting to reach the other side of the bridge from Burchat Road, as shown on the map attached as Appendix III. Provided this limited negative impact, and the cost to rehabilitate/replace the structure, it is recommended that rehabilitation/replacement not proceed. Instead, staff recommend that the structure remain 'as is' and be monitored, and that screening studies in compliance with Municipal Class Environmental Assessment (MCEA) commence to facilitate the closure and removal of the structure. Following completion of the Cultural Heritage Evaluation Report (CHER) and Archaeological Assessment, as required under the MCEA, closure of the structure could be planned to proceed once it is identified that the structure's condition, and subsequent risk of failure, has reached borderline levels. Closure of the structure is anticipated to include the removal of the structure, and closure of Cement Bridge Road from Burchat Road to Cochrane Creek. It is estimated that the cost of completing the MCEA process and enacting the full closure, including removals, would be approximately \$240,000. It is also estimated that the removal of this structure from the County system would have ongoing savings going forward, as biennial Ontario Structure Inspection Manual (OSIM) inspections at a cost of approximately \$500 every two years, maintenance, and capital planning for the structure would no longer be required.

**5. Updates to Public Works and Engineering Department 2024 Capital Budget**

**RESOLUTION NO. OP-CC-24-02-16**

Moved by Chair

Seconded by Committee

THAT County Council approve amending the 2024 Capital budget as follows:

- a) increase the budget for County Road 37 (Murphy Road) by \$922,365 from \$1,537,635 to \$2,460,000;
- b) decrease the budget for County Structure B103 (O'Grady Bridge) by \$198,500 from \$238,500 to \$40,000;

- c) decrease the budget for County Structure B156 (Burnt Bridge) by \$427,000 from \$477,000 to \$50,000; and,
- d) decrease the budget for County Structure B232 (Cochrane Creek Bridge) by \$350,000 from \$450,000 to \$100,000.

### **Background**

County staff have had ongoing discussions with the Town of Petawawa regarding cost sharing for the reconstruction and urbanization of County Road 37 (Murphy Road) from Woodland Crescent to County Road 51 (Petawawa Boulevard). Initial cost sharing formulas would have required the County to contribute approximately 60%, or \$3,440,000, of the overall project cost, most recently estimated at approximately \$5,740,000.

In further discussions, the Town of Petawawa has advised that a contribution from the County of Renfrew of \$2,460,000 would be acceptable. As the County would typically only complete works near the surface, the Town of Petawawa will be the lead on the project and an Agreement indicating that the Town will take on any liability for additional costs due to unforeseen circumstances will be initiated. The 2024 Capital budget includes a contribution from the County of \$1,537,635 for the project. The recommended contribution of \$2,460,000 is \$922,365 greater than the approved budget and will require further amendments, as described in Item 4 and below, to offset the impact on the overall 2024 Capital budget.

The 2024 Capital budget includes funds in the amount of \$238,500 for the rehabilitation of B103 (O'Grady Bridge), located on O'Grady Settlement Road, approximately 4.5km north of County Road 512 (Foymount Road), Township of Killaloe, Hagarty and Richards. Design is continuing for the structure and it has been recently identified that the scope of the rehabilitation may be greater than what has been allocated in the budget. As such, it is recommended that the design be completed in 2024 and that construction for the rehabilitation or replacement of the structure be planned for a future year.

The 2024 Capital budget includes funds in the amount of \$477,000 for the rehabilitation of B156 (Burnt Bridge), located on Burnt Bridge Road, approximately 11km south of County Road 515 (Palmer Road), Township of Brudenell, Lyndoch and Raglan. Design is continuing for the structure and it has been recently identified that the scope would be for major rehabilitation regardless of whether the works proceeded in 2024 or 2025. As such, it is recommended that the design be completed in 2024 and that construction for the rehabilitation of the structure be planned for 2025.

All proposed amendments to the 2024 Capital budget will result in a \$53,135 decrease in the total overall budget for Capital Works.

## **BY-LAWS**

### **6. Alterations to County Roads and Structures**

#### **RESOLUTION NO. OP-CC-24-02-12**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law approving the alterations to County Roads and Structures.

#### **Background**

Section 35 of the Municipal Act 2001, S.O. 2001, c.25, as amended allows a municipality to pass By-laws removing or restricting the common law right-of-passage by the public over a highway and the common law right-of-access to the highway by an owner of land abutting a highway. For several of our 2024 capital projects, the work may include temporary or permanent changes, alterations or restrictions to the use of the highway, or to private entrances. These works, therefore, should be authorized by By-law.

Approval of the alterations to a highway is intended to be the final step in the design process, wherein Council authorizes the work to proceed, subject to the budget and tender process. The approval is intended to apply only to those Capital Projects, which would result in alterations to the highway that could affect a person's access to and from their land, or that could significantly restrict or alter the use of the highway for a period of time. Only those projects that involve significant alterations are presented for approval.

The approval of the alterations deals solely with the nature and extent of the work and does not approve funding or contract awards for the work. The approval of funding and contracts for the work would remain part of the normal budget, tendering, review, and approval processes. Temporary road closures, lane restrictions, and entrance closures may be required during construction. All existing entrances will be reinstated. Schedule "I" to the By-law outlines the projects that will involve changes to the highways and infrastructure which could affect the common law right-of-passage over the highway, or vehicle access to an adjacent private property.

### **7. Policy PW-22 – Naming Bridges and Culverts**

#### **RESOLUTION NO. OP-CC-24-02-13**

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to approve Corporate Policy PW-22, Naming Bridges and Culverts, for all County of Renfrew owned Bridges and Culverts.

**Background**

A draft Policy PW-22, Naming Bridges and Culverts, was presented to County Council in November 2023 with a request to provide comments to the Director by January 15, 2024. No comments were received and staff are recommending that the Policy be adopted as presented.

**8. PWC-2024-02 – B102 (Brennans Creek Bridge) Rehabilitation**

**RESOLUTION NO. OP-CC-24-02-17**

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2024-02 as submitted by KB Civil Constructors Inc., North York, Ontario, for the rehabilitation of County Structure B102 (Brennans Creek Bridge), Township of Killaloe, Hagarty and Richards, in the amount of \$344,296.67, plus applicable taxes; AND FURTHER THAT County Council adopt a By-law to execute the Contract.

**Background**

County Structure B102 (Brennans Creek Bridge) is located located on County Road 512 (Queen Street), 1.45km south of Highway 60, Township of Killaloe, Hagarty and Richards.

Tenders were requested for the rehabilitation of Brennans Creek Bridge and the results received are as follows:

1. KB Civil Constructors Inc., North York, Ontario	\$344,296.67
2. Willis Kerr Contracting Ltd., Mountain, Ontario	380,506.90
3. Clearwater Structures Inc., Ajax, Ontario	413,233.00
4. Dalcon Constructors Ltd., Ottawa, Ontario	416,900.00
5. Bonnechere Excavating Inc., Renfrew, Ontario	420,279.00
6. 2274084 Ontario Ltd o/a GMP Contracting, Markham, Ontario	503,725.44
7. GIP Paving Inc., Kingston, Ontario	532,390.80
All amounts exclude applicable taxes	

**Financial Implications**

The 2024 Capital budget allocation for the rehabilitation of Brennans Creek Bridge is \$600,000. A comparison of the 2024 proposed budget and projected costs is provided in the following table:

County Structure B102 (Brennans Creek Bridge)	Low Tender		
	2024 Budget	Projected	Variance Over/(Under)
Construction	410,000.00	344,296.67	(65,703.33)
Engineering - Design/Tendering	10,000.00	10,000.00	-
Engineering - Contract Administration & Supervision	100,000.00	100,000.00	-
Material Testing (Allowance)	10,000.00	10,000.00	-
Contingency	61,004.00	17,214.83	(43,789.17)
Applicable Taxes	8,996.00	7,859.33	(1,136.67)
<b>Total</b>	<b>600,000.00</b>	<b>489,370.83</b>	<b>(110,629.17)</b>

\*Projected costs are based on Tender results, internal costs, and line painting

Staff confirm that there are sufficient funds allocated to this in the 2024 Capital budget for the completion of this project as tendered.

9. **PWC-2024-06 – Relining of Various Culverts**

**RESOLUTION NO. OP-CC-24-02-18**

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2024-06, as submitted by Aqua Tech Solutions Inc., Schomberg, Ontario, for the relining of various culverts, in the amount of \$207,725, plus applicable taxes; AND FURTHER THAT County Council adopt a By-law to execute the Contract.

**Background**

Tenders were requested for the relining of various culverts within the County of Renfrew and the results received are as follows:

- |  |              |
|--|--------------|
| 1. Aqua Tech Solutions Inc., Schomberg, Ontario          | \$207,725.00 |
| 2. Clearwater Structures Inc., Ajax, Ontario             | 232,496.00   |
| 3. Goldie Mohr Ltd., Ottawa, Ontario                     | 347,000.00   |
| 4. PipeFlo Contracting Corp., Hamilton, Ontario          | 460,950.00   |
| 5. GFL Environmental Services Inc., Mississauga, Ontario | 666,977.67   |
| 6. Capital Sewer Services Inc., Vaughan, Ontario         | 752,437.05   |

All amounts exclude applicable taxes

### Financial Implications

The costs of Contract PWC-2024-06 will be split over multiple projects included in the 2024 Capital budget as identified below:

County Road 8 (Cobden Road), 1 liner	\$29,860.72
County Road 70 (Ruby Road), 2 liners	50,760.16
County Road 508 (Calabogie Road), 5 liners	127,104.12

A comparison of the 2024 budget for each project will be prepared when the tenders close for the rehabilitation of each road. It is anticipated that the above costs for relining the identified culverts on each of these projects is much less than the cost of including replacement of the cross-culverts in the road rehabilitation tender.

### 10. PWC-2024-64 – County Road 64 (Opeongo Road) Rehabilitation

#### RESOLUTION NO. OP-CC-24-02-19

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2024-64 as submitted by Greenwood Paving (Pembroke) Ltd., Pembroke, Ontario, for the rehabilitation of County Road 64 (Opeongo Road) from Wieland Shore Road to Constant Lake Road, a distance of 8.20km, Township of Bonnechere Valley, in the amount of \$1,718,606.60, plus applicable taxes; AND FURTHER THAT County Council adopt a By-law to execute the Contract.

#### Background

Tenders were requested for the rehabilitation of County Road 64 (Opeongo Road) from Wieland Shore Road to Constant Lake Road, a distance of 8.20km, Township of Bonnechere Valley, and the results received are as follows:

1. Greenwood Paving (Pembroke) Ltd., Pembroke, Ontario	\$1,718,606.60
2. Bonnechere Excavating Inc., Renfrew, Ontario	1,795,127.49
3. GIP Paving Inc., Carp, Ontario	1,894,656.00
4. B.R. Fulton Construction Ltd, Renfrew, Ontario	1,896,074.00
5. Thomas Cavanagh Construction Limited, Ashton, Ontario	1,896,608.95
6. McCrea Excavation Ltd., Pembroke, Ontario	2,073,109.00

All amounts exclude applicable taxes

#### Financial Implications

The 2024 Capital budget allocation for Opeongo Road is \$2,599,214. A comparison of the 2024 budget and projected costs is provided in the following table:

County Road 64 (Opeongo Road)	Low Tender		
	2024 Budget	Projected	Variance Over/(Under)
<b>Construction</b>	2,287,625.98	1,726,006.60	(561,619.38)
<b>Engineering - Design/Tendering</b>	9,000.00	9,000.00	-
<b>Engineering - Contract Administration &amp; Supervision</b>	23,000.00	23,000.00	-
<b>Material Testing (Allowance)</b>	10,000.00	10,000.00	-
<b>Contingency</b>	228,762.60	86,300.33	(142,462.27)
<b>Applicable Taxes</b>	40,825.42	30,940.92	(9,884.50)
<b>Total</b>	<b>2,599,214.00</b>	<b>1,885,247.85</b>	<b>(713,966.15)</b>

\*Projected costs are based on Tender results, internal costs, and line painting

Staff confirm that there are sufficient funds allocated to this in the 2024 Capital budget for the completion of this project as tendered and will review the impact of this project's surplus on the overall 2024 Capital Plan as tenders for other planned projects continue to close.

All of which is respectfully submitted.

Glenn Doncaster, Chair

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

The Report was adopted as presented.



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

February 28, 2024

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. Monthly Report – Chief Administrative Officer**

On a monthly basis, and as identified in meetings with the Warden and other Committee Chairpersons, it was agreed that regular communication/updates from the Chief Administrative Officer (CAO) would be beneficial to members of County Council. These reports are not an exhaustive list of all activities currently being completed in this office; rather, they offer context on the implementation of Council decisions and provide a look ahead to the next several weeks.

The primary focus in January was the completion of committee discussions, leading to the budget workshop meetings on January 24 and 25, 2024. These meetings were very successful and the engagement was welcomed. The process that was undertaken this budget year is being reviewed, and staff will be recommending some potential changes to the meeting and engagement structure for the 2025 budget year.

January was also the ROMA (Rural Ontario Municipal Association) conference in Toronto, where the CAO's office coordinated five delegations through the County of Renfrew, and assisted with an additional three delegations with the EOWC (Eastern Ontario Wardens' Caucus). Staff were pleased with the delegations and will be assessing outcomes over the next few weeks, while they follow up on communications with ministry staff. Staff will be evaluating the process followed for delegations and modifying how elected participants are prepared, to ensure it is being done in an effective manner.

Recruitment was underway for two key Senior Leadership Team members; congratulations to Andrea Patrick, the successful candidate for the Director of Community Services and recruitment is still ongoing for the Director of Corporate Services position. Further to discussions regarding the StrategyCorp Inc. organizational review, the position within Corporate Services has been redefined to put a greater emphasis on strategic planning and implementation, with an overall guidance role for the Treasury and other divisions within the department. It is expected that interviews

will take place throughout March. Other organizational changes are expected to roll out this month, as indicated in this report.

The focus for the next several weeks will be working with the collaborative efforts of the Paramedic Service, Community Services, and Development and Property on the new MESA Team, the new proposed name for the Health and Housing Crisis Engagement Team. Staff will be seeking meetings with the appropriate Ontario ministry staff and ministers in the coming months to advocate for funding for implementation and continuance. Staff will also be working with our partners in the health sector and with our municipal partners to ensure that the needs of the community are being met.

The CAO is the lead on the strategic advisory board of the EOWC, working alongside the Manager of Policy and Government Relations. Q1 2024 is shaping up to continue the busyness of 2023 with respect to the coordination of strategic planning efforts, coordination of the Chair's engagement with Provincial and Federal representatives, and rolling out key strategic priorities. Bi-monthly updates from the EOWC will be included in future meetings with County Council so information can be disseminated to the lower tier municipalities on efforts underway on a regional basis, including, but not limited to, the 7 in 7+ regional housing plan.

The CAO is also engaged with the Ottawa Valley Ontario Health Team (OVOHT) and is currently co-chairing a committee on Health Human Resources. This group is in the midst of a strategic review and consultation period with those in and adjacent to the section that are affected by the (lack of) resources. A full report is expected by Q2 2024.

A number of other key initiatives have been or will be addressed in other committee reports by their respective Director, including an update on this year's Warden's Golf Tournament (June 7) and County of Renfrew Appreciation Evening (November 21).

The Committee requested that the Chief Administrative Officer provide a quarterly update to Committee and County Council.

## **2. Communications Report**

Staff continue to make great strides in engagement with the public and will be reporting on successes and new initiatives in this report and future reports. The County Communique remains a key piece of information for local municipalities, and a preliminary effort to continue the conversation surrounding shared services. Staff are examining the possibility of using the Communique as a method of communication with the public, using limited advertising resources.

Between April 15 and December 31, 2023, the Media Relations and Social Media Coordinator wrote and prepared 13 media releases on County-related topics, and reviewed and distributed an additional 14 releases which were prepared by other departments.

Topics of the releases have ranged from the return of the Warden’s Golf Tournament to the wrap up of the successful Summer Company program with a participant showcase at the Petawawa Youth Market, the presentation of the Warden’s Community Service Awards and a release highlighting delegation meetings at the AMO conference.

On the social media side of things, staff continue to aim for daily social media posts on Facebook, Instagram and X (formerly Twitter). In some instances, it is more when sharing posts from other divisions within the Corporation with their own pages (shares cannot be scheduled, so they are done at different times of the day). The Media Relations and Social Media Coordinator will also be posting on the County’s LinkedIn account.

Social media posts include highlighting committee and council meeting dates, including sharing YouTube links to the meetings; employment opportunity posts, which are well received and shared widely; progress of Public Works projects including traffic disruptions; and available funding programs through the Community Services Department.

Another aspect of the Media Relations and Social Media Coordinator position is serving as an Emergency Information Officer. In this regard, Significant Weather Event Public

<b>PLATFORM</b>	<b>REACH</b>	<b>FOLLOWERS</b>	<b>CHANGE</b>	<b>VISITS</b>
<b>Facebook</b>	166.9 K (-24%)	5.3 K	+516 (+1.8%)	25,697 (+61.5%)
<b>Instagram</b>	2,518 (-13.9%)	1,279	+114	893 (+15.2%)
<b>X (formerly Twitter)</b>		2,786	+417	

Service Announcements and social media posts throughout the spring and winter, in addition to Water Condition Statements, flood watch and warnings and Air Quality Statements due to the widespread forest fires last spring are prepared. This information was well shared by local municipalities. This information sharing is meant to solidify the County of Renfrew’s position as a trusted source for information during emergencies.

The Media Relations and Social Media Coordinator continues to produce monthly committee meetings through the video communications system in council chambers and assist with other meetings when virtual attendance is required by some participants.

3. **2024 Final Budget**

Attached as Appendix I is the final County of Renfrew 2024 Consolidated Budget, this document includes all items approved at the Budget Workshop held on January 24 and 25, 2024. The Adobe and Excel versions of this document have been posted on the County of Renfrew website at the following link: [Budget and Finance Reports - County of Renfrew](#).

4. **Council Remuneration**

Attached as Appendix II is the Treasurer's Statement of Remuneration and Expenses paid to County Council as of December 31, 2023.

**BY-LAWS**

5. **Council Remuneration By-law**

**RESOLUTION NO. FA-CC-24-02-20**

Moved by Chair

Seconded by Committee

THAT County Council adopt the revised By-law for the Remuneration of Members of the Council of the County of Renfrew effective January 1, 2024.

**Background**

The Remuneration By-law states that "All future council remuneration increases will be consistent with percentage increases as per Employment By-law #1, except where noted". As per the County of Renfrew, Elected Officials Market Review Final Report, the following resolution was adopted at a Special County Council meeting held on March 23, 2022:

"THAT County Council accept the recommendations of the County of Renfrew, Elected Officials Market Review Final Report, March 23, 2022;

AND FURTHER THAT the staff be directed to implement the following recommendations as part of the 2023 budget preparations:

1. That the Warden base salary be maintained, adjust Councillor base remuneration to align closer to the market median (within  $\pm 5\%$ ) to \$20,825 over four years to 2026 not inclusive of COLA as per number 3.
2. Maintain the current per diem rate to \$243 per ad hoc committee meeting based on full attendance.
3. Establish a formal pay policy to align with the same target pay policy as that defined for non-union employees."

Therefore, the Council base remuneration of \$16,428 was changed to \$18,001 on January 1, 2024, an annual phase in to the base salary of \$1,573 and as approved at the January 25, 2024 Budget Workshop, a 4.79% Cost of Living Allowance (COLA) increase was also approved, adjusting the Council base remuneration to \$18,863 effective January 1, 2024. The current per diem rate of \$243 per ad hoc committee meeting will be maintained.

<b>Position</b>	<b>2023</b>	<b>2024 Jan 1 - 4 year Adjustment (\$1,573 annually)</b>	<b>2024 COLA</b>
Warden	\$67,692		\$70,934
Councillor Salary	\$16,428	\$18,001	\$18,863
Standing Chairs	\$2,223		\$2,329
Standing Vice-Chairs	\$222		\$233
Ad Hoc Chairs	\$726		\$761
<b>Per Diem-No Change over 4 years</b>	<b>\$243</b>		<b>\$243</b>

6. **By-law to Appoint a Deputy-Clerk**

**RESOLUTION NO. FA-CC-24-02-21**

Moved by Chair

Seconded by Committee

THAT County Council approve that Craig Kelley be appointed as Deputy-Clerk for the County of Renfrew; AND FURTHER THAT the By-law to appoint a Deputy-Clerk for the County of Renfrew be adopted.

**Background**

Gwen Dombroski, was appointed as Deputy-Clerk effective September 1, 2023. Due to the recent structure changes presented through the StrategyCorp Inc. Report and adopted by County Council at the January 2024 Budget Workshop, By-law 109-23 a By-law to appoint a Deputy-Clerk in August 2023 is being repealed and a new By-law to appoint Craig Kelley as Deputy-Clerk for the County of Renfrew must be adopted.

7. **By-law to Appoint a Clerk**

**RESOLUTION NO. FA-CC-24-02-22**

Moved by Chair

Seconded by Committee

THAT County Council approve that Gwen Dombroski be appointed as Clerk for the County of Renfrew; AND FURTHER THAT the By-law to appoint a Clerk for the County of Renfrew be adopted.

**Background**

Gwen Dombroski, was appointed as Deputy-Clerk effective September 1, 2023. Due to the recent structure changes presented through the StrategyCorp Inc. Report and adopted by County Council at the January 2024 Budget Workshop, By-law 95-22 a By-law to appoint a Clerk in June 2022 is being repealed and a new By-law to appoint Gwen Dombroski as Clerk for the County of Renfrew must be adopted.

8. **By-law to Appoint a Treasurer**

**RESOLUTION NO. FA-CC-24-02-23**

Moved by Chair

Seconded by Committee

THAT County Council approve that Daniel Burke be appointed as the Treasurer for the County of Renfrew; AND FURTHER THAT the By-law to appoint a Treasurer for the County of Renfrew be adopted.

**Background**

Daniel Burke, Finance Manager, was appointed as Acting Treasurer effective November 20, 2023. Due to the recent structure changes presented through the StrategyCorp Inc. Report and adopted by County Council at the January 2024 Budget Workshop, By-law 131-23 a By-law to appoint an Acting Treasurer is being repealed and a new By-law to appoint Daniel Burke as Treasurer for the County of Renfrew must be adopted.

9. **Employment By-law #1**

**RESOLUTION NO. FA-CC-24-02-25**

Moved by Chair

Seconded by Committee

THAT County Council approve the following changes to the Non-Union Staff Salary Grid within Employment By-law #1:

1. Removal of the following positions:
  - a. Data Entry Clerk in Group 1;
  - b. Fundraising Coordinator in Group 2;
  - c. Accounting Clerk I – Finance in Group 5;
  - d. Executive Assistant/Deputy Clerk in Group 7;
  - e. Prosecutor in Group 8;
  - f. Manager Finance in Group 10.
2. Reclassification of the following positions:
  - a. Labourer from Group 1 to Group 2;
  - b. Construction Supervisor from Group 7 to Group 8.
3. Creation of the following positions:
  - a. Help Desk Support in Group 4;
  - b. Manager of Legislative Services/Clerk in Group 9;
  - c. Manager of Finance/Treasurer in Group 12;
4. Renaming of the following position:
  - a. Director of Corporate Services/Deputy Treasurer in Group 17;

AND FURTHER THAT the revised Employment By-law # 1 be adopted.

**Background**

A summary of the changes to Employment By-law #1 include items approved at the January 2024 budget workshop, Policy B-04 Classification Review System adjustments and the results of a housekeeping exercise are as follows:

## **2024 Budget Workshop Changes**

The following changes were a result of business cases presented and approved by County Council at the January 2024 budget workshop:

- a) Removal of the Executive Assistant/Deputy Clerk position in Group 7;
- b) Creation of the Manager of Legislative Services/Clerk position in Group 9;
- c) Removal of the Manager Finance position in Group 10;
- d) Creation of the Manager of Finance/Treasurer position in Group 12; and
- e) Renaming of the Director of Corporate Services/Deputy Treasurer position in Group 17.

### **B-04 Classification Review System Adjustments**

Consistent with County of Renfrew Policy B-04 Classification Review System requests completed in December 2023, several positions were brought forward with amended job descriptions. Accordingly, these positions were scored utilizing the County of Renfrew's job evaluation tool, which resulted in changes in their respective points, thereby warranting movement on the non-union staff salary grid within Employment By-law #1 as follows:

- a) Moving of the Labourer position from Group 1 to Group 2; and
- b) Moving of the Construction Supervisor position from Group 7 to Group 8.

### **Housekeeping Changes**

Due to organizational changes over the last several years, the following positions need to be removed or added:

- a) Removal of the Data Entry Clerk position in Group 1;
- b) Removal of the Fundraising Coordinator position in Group 2;
- c) Adding of the Help Desk Support position in Group 4;
- d) Removal of the Accounting Clerk I – Finance position in Group 5; and
- e) Removal of the Prosecutor position in Group 8.

## **10. Halton Region Resolution – FCM Board of Directors Election Process**

### **RESOLUTION NO. FA-CC-24-02-28**

Moved by Chair

Seconded by Committee

THAT County Council support the resolution from Halton Region – a proposal that the Federation of Canadian Municipalities (FCM) Board of Directors consider a biennial election process.

### **Background**

Members of the Ontario Caucus of the Federation of Canadian Municipalities (FCM) Board, of which Councillor Glenn Doncaster, Deep River, is part of, have been discussing the possibility of changing the election process for members of FCM. The resolution attached as Appendix III explains in great detail the benefits of this structural change. This item is intended to be brought forward to the FCM Board of Directors meeting in March.

All of which is respectfully submitted.

Jennifer Murphy, Chair

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

The Report was adopted as presented.



Moved by Councillor Murphy

Seconded by Councillor Mayville

THAT the following By-laws be enacted and passed:

- a) By-law 18-24 – A By-law to Enter into a Lease Agreement with Paradise Childrens Programs Inc., 450 O’Brien Road, Renfrew, Ontario .
- b) By-law 19-24 - A By-law to Adopt Amendment No. 43 to the Official Plan of the County of Renfrew.
- c) By-law 20-24 – A By-law to Alter Highways and Structures in the County of Renfrew.
- d) By-law 21-24 - A By-law to Establish Policy PW-22 – Naming Bridges and Culverts for County of Renfrew Owned Structures.
- e) By-law 22-24 - A By-law for the Execution of Contract PWC-2024-02 B102 (Brennans Creek Bridge) Rehabilitation.
- f) By-law 23-24 - A By-law for the Execution of Contract PWC-2024-06 Relining of Various Culverts.
- g) By-law 24-24 - A By-law for the Execution of Contract PWC-2024-64 County Road 64 (Opeongo Road) Rehabilitation.
- h) By-law 25-24 - A By-law to Provide for the Remuneration of Members of the Council of the County of Renfrew.
- i) By-law 26-24 – A By-law to Appoint a Deputy Clerk.
- j) By-law 27-24 – A By-law to Appoint a Clerk.
- k) By-law 28-24 – A By-law to Appoint a Treasurer.
- l) By-law 29-24 – Employment By-Law #1 For County Officers and Staff
- m) By-law 30-24 – A By-law to Enter into an Agreement with ZOLL Canada for the purchase of 35 defibrillators.
- n) By-law 31-24 – A By-law to Execute a Contract for the Phase Three Advance Care Nurse Call System Replacement at the Miramichi Lodge Long-Term Care Home.

CARRIED.

#### Written Reports from Representatives Appointed to External Boards

- a) Association of Municipalities Ontario (AMO) – no report
- b) Chalk River Laboratories Environmental Stewardship Council  
Councillor Lynch overviewed the Chalk River Laboratories Report
- c) Eastern Ontario Regional Network (EORN)  
Councillor Murphy noted she was not able to attend the EORN meeting due to a meeting conflict.
- d) Federation of Canadian Municipalities (FCM) – no report
- e) Rural Ontario Municipal Association (ROMA).  
Councillor Murphy overviewed the ROMA report.

## Members Written Motions

### **Brownfield Resolution – Councillor Dan Lynch**

Moved by Councillor Lynch

Seconded by Councillor Watt

THAT County Council approves a request for participation in a Brownfield Remediation Tax Assistance Program (BRTAP) from the Town of Arnprior for OVD Inc., owner of the property at 12 Thomas Street, Arnprior be approved with the following principles:

- 1) A total grant payable value of 75% of eligible costs, not to exceed a maximum cap of \$1,121,750.00 (shared between the County of Renfrew and Town of Arnprior);
- 2) The grant payment period being phased over a maximum of ten years of development; and
- 3) That the annual grant payable be set at 75% of the tax increment (new tax revenues less existing tax revenues) subject to the establishment of, and in accordance with, the terms and conditions of the Brownfield Remediation Tax Assistance Program (BRTAP) Agreement;

AND FURTHER THAT the Brownfield Remediation Tax Assistance Program (BRTAP) Agreement and a By-law be brought to a future session of County Council. TABLED.

Council discussed the Brownfield Remediation Tax Assistance Program (BRTAP) and sought clarification on the process of providing the assistance and the impact to the County. They further discussed the relationship of BRTAP with Community Improvement Plans (CIP) and questioned whether a policy was in place to address the request. It was noted that currently the County of Renfrew does not have a policy regarding Brownfield Remediation or a policy on participating in community improvement plans, and suggested that additional information be brought forward at an upcoming Council meeting. Council also discussed the financial impact of a BRTAP.

Moved by Councillor Lynch

Seconded by Councillor Donohue

THAT County Council table the Brownfield Resolution until a staff report with additional information is presented at an upcoming Council Meeting. CARRIED.

### New Business

Warden Emon reminded Council to fill out the Zencity Survey on the County's Website regarding the Algonquin Trails.

Councillor Lynch thanked the County staff that participated in The Grind's - Coldest Night of the Year Event fundraiser on Saturday, February 24, 2024.

Moved by Councillor MacKenzie

Seconded by Councillor Grills

THAT By-law 32-24, being a By-law to Confirm the Proceedings of the Council of the County of Renfrew at the meeting held on February 28, 2024 be now numbered, deemed read three times and passed. CARRIED.

Moved by Councillor Watt

Seconded by Councillor Willmer

THAT County Council adjourn. Time – 2:49 p.m. CARRIED.