

COUNTY OF RENFREW



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

- Ordinary Session -

County Council
Pembroke, Ontario
Wednesday, March 27, 2024

GENERAL SESSION

The General Session of the Council of the Corporation of the County of Renfrew met at 10:0 a.m. on Wednesday, March 27, 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 Keith Watt. Councillor Bennett attended virtually.

No pecuniary interest was disclosed.

Moved by Councillor Weir

Seconded by Councillor Mayville

THAT the minutes of February 28, 2024 be adopted. CARRIED.

Warden Emon addressed Council as follows:

During the month of April, I attended 18 meetings on County business.

On March 8, 2024, I had the opportunity to participate in the Upper Ottawa Valley Chamber of Commerce International Women's Day event. I would like to acknowledge all of our female

staff and express our appreciation for your dedication and hard work. I value the contributions that all have made. I hope that we can continue to support and uplift each other both in and outside of the workplace. Let's celebrate the diversity and strength that each brings to the team and continue to work together towards our common goals.

I enjoyed a quiet week at home during March Break and hope all that had vacations planned enjoyed them, whether they travelled or were able to enjoy their own back yard, here in the County.

On March 19, 2024, the CAO, Craig Kelley, and I met with the Eastern Ontario Wardens Caucus (EOWC) for the afternoon to discuss the EOWC Regional Housing Plan which also included a meeting with the Prime Minister's Office. During the meeting, we advocated for the 7in7+ Plan, referencing that affordable rental housing and attainable rental is out of reach for so many in the region, largely because of a lack of supply. We stressed the importance of funding and the substantial investment needed, explaining that our communities have the same housing supply challenges as large cities. I look forward to the Housing Summit scheduled for Thursday, April 4, at the Ma-Te-Way Centre in Renfrew (MyFM Centre) to discuss all these issues with the municipal and development community. The summit will strive to identify innovative opportunities, share success stories, and facilitate the development of critical relationships to grow affordable housing in the County of Renfrew. Staff have informed me that the registration has been brisk and over 100 people have registered at this point.

Upon returning to the County that evening, CAO Kelley, Treasurer/Manager of Finance, Daniel Burke, and I were scheduled as a delegation at the Pembroke City Council Meeting to present the 2024 County Operating Budget. Within the Budget presentation, we also introduced the Mesa initiative.

Interviews have been taking place over the last two weeks for the Director of Corporate Services position and the first round will be concluded this week. We were fortunate to receive several outstanding resumes for the position.

On March 21 and 22, the CAO and I were in Kingston to attend EOWC planning sessions, which included Strategic Plans, Strategic Initiative Framework, and additional projects analyzed to determine common themes and action items across the EOWC members.

The Province released their 2024 budget yesterday, and I am encouraged by many of the items included, namely continued funding for RC VTAC, a path for funding our new Mesa program, a new \$1 billion Municipal Housing Infrastructure Program, that we are hopeful we are eligible to apply for, an increase to the Housing-Enabling Water and Sewer Fund, that we hope will also address our small rural systems, including communal systems, and a new \$200 million community, sport and recreation infrastructure fund that may help aging facilities in our communities. We will be reviewing the impact of our ability to offer a reduced municipal property tax rate on new purpose-built rental properties, while awaiting the effect of the lack of update to property assessments until the Ministry of Finance has completed a review of the

property tax system. We will continue to advocate for our fair share of infrastructure funding, including a commitment for Highway 17 expansion to and beyond the Town of Renfrew.

On behalf of Council, I wish to express our sincere condolences to Councillor Giardini and the Giardini family, on the passing of her mother-in-law, Concetta Giardini, who passed away on March 2, 2024 and also to Councillor Jahn and her family on the passing of her mom, Beatrice Kuehl, who passed away on March 6, 2024. Welcome back Councillor Jahn.

The warm weather came early this year, along with early snow melt and less precipitation, resulting in dry conditions that could result in an early fire season, as already witnessed in many of our municipalities. We are asking residents to be extremely careful with any open air burning.

Happy Easter to you and all who are celebrating this weekend. I wish you a successful and prosperous chocolate egg hunt!

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) Lorenz Kelo – Ontario Senior Achievement Award 2023
Mayor Emon and Councillor Brose presented a certificate to Lorenz Kelo recognizing his volunteer commitment in the North Algona Wilberforce Community and congratulating him on receiving the Ontario Senior Achievement Award 2023.

Correspondence was read as follows:

The CAO noted that a letter was being circulated from Minister Calandra regarding correspondence he received from federal Minister Sean Fraser regarding Ontario's National Housing Strategy (NHS) Action Plan, which indicated that the federal government is cutting \$355 million in funding that goes to support the most vulnerable in the province. The letter will be forwarded to Council and they were encouraged to speak to their MP as this announcement could have a devastating impact on funding for the Community Services Department services and housing.

Closed Meeting

Moved by Councillor Donohue

Seconded by Councillor Giardini

BE IT RESOLVED THAT Council move into a closed meeting pursuant to Section 239 of the Municipal Act, 2001, as amended, for the purpose of a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of

the municipality or local board (Renfrew County and District Health Unit) and (c) a proposed or pending acquisition or disposition of land by the municipality or local board (transitional housing). Time: 10:34 a.m. CARRIED.

Moved by Councillor Brose

Seconded by Councillor Grills

THAT the meeting resume as an open session of County Council. Time: 11:09 a.m. CARRIED.

The CAO provided historical information regarding earlier prospective mergers of the Renfrew County and District Health Unit dating back to 2019 and the potential of new negotiations and a merger with the County of Renfrew. The draft paper will be available to the public, once it is completed. Council discussed the draft proposal to consolidate the Renfrew County and District Health Unit with the County of Renfrew, noting that it was a reinvestment in public health. The draft proposal would constitute a board corporation of the Renfrew County and District Health Unit, including governing with their own by-laws. It was noted that the Board of Health unanimously voted to negotiate a merger with the County of Renfrew.

Moved by Councillor Murphy

Seconded by Councillor Donohue

THAT County Council direct staff to meet with the Renfrew County and District Health Unit, and Ottawa Public Health where appropriate, to discuss shared/combined service delivery models; AND THAT a report containing the results and recommendations be brought back to the Health Committee for consideration, understanding that the information, shared, discussions and possible recommendations in some instances may be confidential and should be treated as such; AND THAT the Warden be directed to send a letter to the Honourable Sylvia Jones, Ontario Minister of Health, to consider such conversations in the same category as has been suggested throughout the consideration of voluntary health unit mergers. CARRIED.

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

March 27, 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. Monthly Capital Project Updates

During the 2024 construction season, staff intend to issue monthly updates on construction projects being undertaken by the Public Works and Engineering Department. The update, provided through a link on the County of Renfrew website, will connect to the [Zencity](#) engagement platform for the 2024 Transportation Infrastructure Projects and shared with County staff, County Council, local municipalities, OPP, and social media. The 2024 Transportation Infrastructure Projects page provides the option for individuals to subscribe and receive notifications when a monthly project update is posted.

The first update will commence during the first week of April and will describe all projects planned for 2024. Each subsequent update will consist of:

- a) **Upcoming Projects** – a brief description of each project planned to commence over the next month, including anticipated start and completion dates, and traffic impacts.
- b) **Ongoing Projects** – a brief description of each project in progress and anticipated to stretch into or through the next month, including anticipated completion dates, and traffic impacts.
- c) **Completed Projects** – a brief description of each project completed over the past month.

The construction update will also include contact information for the Public Works and Engineering Department if the public has questions or concerns, as well as a link to [Municipal511](#) for more detailed information on traffic impacts from active construction projects.

2. Inspection of County Structures

A Request for Proposal (RFP) was issued to prequalified firms for the inspections of County of Renfrew and Town of Petawawa structures, and the results received are as follows:

- | | |
|---|--------------|
| 1. HP Engineering Incorporated, Ottawa, Ontario | \$101,900.58 |
| 2. WSP Canada Inc., Ottawa, Ontario | 253,683.65 |
- All amounts exclude applicable taxes.

A total of 126 County structures were included for the standard OSIM inspections, 12 County structures for enhanced OSIM, and 8 County structures for structural evaluation for the purposes of load posting evaluations. Two Town of Petawawa structures were included as part of the standard Ontario Structure Inspection Manual (OSIM) inspections. The proposals submitted were evaluated on a range of criteria, including understanding of the assignment, capabilities of the project team, previous experience on similar assignments, performance on past assignments for the County, schedule, and cost. The proposal submitted by HP Engineering Incorporated was the best combination of all factors considered.

The 2024 Infrastructure Management budget is \$240,000 and approximately \$120,000 of that budget is anticipated to be allocated for this assignment. Committee directed staff to proceed with awarding the contract to HP Engineering Incorporated. Staff will be invoicing the Town of Petawawa for their two structures once the inspections are completed.

3. Winter Operations

Attached as Appendix I is a five-year summary of the winter events and precipitation amounts since the 2018/2019 winter season. 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 |
| Feb | 15 | 11:50AM | Feb | 16 | 1:00PM | Snow |

4. 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 extend to May 31. The County placed advertisements in the local newspapers and provided notifications to the local municipalities to advise the public and commercial haulers that spring load restrictions commenced on March 4, 2024. Staff will be monitoring the progress of the spring breakup to determine whether or not it will be possible to lift road restrictions prior to May 31. The signs indicating the restrictions will be adjusted to reflect any changes to the period of the restrictions.

RESOLUTIONS

5. Requests for Speed/Traffic Study Reviews

RESOLUTION NO. OP-CC-24-03-23

Moved by Chair

Seconded by Committee

THAT County Council implement a \$750 fee for speed/traffic review requests generated outside of the Corporation of the County of Renfrew.

Background

To achieve a balance between the quantity of applications and the associated expenses for the requested studies, a fee of \$750 covers the services of the Infrastructure Technician. This includes tasks such as installing and overseeing data collection, interpreting the gathered data, and drafting a report for County Council. Currently, most County Roads are designed for efficient material and goods transportation at a speed rating of 80 km/hr. Staff receive approximately three to four speed/traffic review requests per year. These requests for speed reductions are typically denied based on the road geometry—characterized by straightness, width, and well-defined shoulders and ditches—which does not yield the intended impact. Additionally, the prevailing industry norm acknowledges that, in the majority of studies conducted in recent years, up to 15% of drivers exceeding the posted speed limit are considered acceptable. People engage in speeding for various reasons, and it is important to note that individual motivations may differ. Some common reasons why people may choose to exceed speed limits include:

- **Running Late:** One of the most common reasons is the desire to reach a destination quickly. Individuals who are running late for appointments, work, or other commitments may speed to save time.
- **Impatience:** Some people have a natural inclination towards impatience. They may feel frustrated by slow-moving traffic or long commutes, leading them to speed as a way to cope with their impatience.
- **Lack of Awareness:** Some drivers may not be fully aware of the speed limits in a given area or may not recognize the potential dangers associated with excessive speed.
- **Perceived Safety:** Some individuals may believe they have the skills to handle high speeds or may feel that their vehicles are equipped to handle it safely.
- **Social Influence:** The behavior of other drivers on the road can influence an individual's decision to speed. If a person perceives that speeding is common and socially acceptable, they may be more likely to engage in it themselves.
- **Emotional State:** Emotional factors such as stress, frustration, or anger can contribute to speeding. In some cases, individuals may use driving at high speeds as a way to cope with or release emotional tension.
- **Risk-Taking Behaviour:** Some people are naturally more inclined to take risks. Speeding may be a manifestation of a broader pattern of risk-taking behavior.

It is essential to address the issue of speeding through a combination of education, awareness campaigns, law enforcement, and infrastructure improvements. Understanding the reasons behind speeding behavior can help inform strategies to promote safer driving habits and reduce the associated risks on the roads.

The County of Renfrew will only consider a speed/traffic review request upon receipt of a resolution from the local municipality.

6. County Road 62 and Highway 60 Realignment

RESOLUTION NO. OP-CC-24-03-24

Moved by Chair

Seconded by Committee

THAT County Council support the Township of Madawaska Valley request for the realignment of County Road 62 and Highway 60 to a maximum upset limit of \$175,000, pending approval of Madawaska Valley's application to the Connecting Links program.

Background

Attached as Appendix II is a request for assistance in the realignment of an intersection in Barry's Bay. The junction of County Road 62 (Bay Street) and Highway 60 is experiencing challenges related to traffic turning movements and flow. The Township of Madawaska Valley is pursuing Connecting Links funding from the provincial government and is urging County Council to commit \$175,000 for the successful execution of this project. After careful evaluation, it has been identified that savings from various projects in the 2025 season can be allocated to accommodate this request.

7. Municipal Operator Course – Fanshawe College

RESOLUTION NO. OP-CC-24-03-25

Moved by Chair

Seconded by Committee

THAT County Council adopt the resolution for the development of a Municipal Operator Course at Fanshawe College, and initiated by the Association of Ontario Road Supervisors (AORS), as follows:

WHEREAS municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents; and,

WHEREAS if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen; and,

WHEREAS municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which

will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease; and,

WHEREAS there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment.

THEREFORE BE IT RESOLVED that the County of Renfrew supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue;

AND FURTHER THAT the County of Renfrew calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund;

AND FURTHER THAT a copy of this resolution be sent to the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, the Honourable Jill Dunlop, Minister of Colleges and Universities, MPP John Yakabuski, Renfrew-Nipissing-Pembroke, the Association of Municipalities of Ontario, the Association of Ontario Road Supervisors, the Rural Ontario Municipal Association, and the Ontario Good Roads Association.

Background

Attached as Appendix III is a request from the Association of Ontario Road Supervisors (AORS) to support the development of a Municipal Operator Course at Fanshawe College. This course would provide potential municipal equipment operators the basic knowledge required to begin maintaining core infrastructure.

8. Province of Ontario Road Assumption/Funding

RESOLUTION NO. OP-CC-24-03-26

Moved by Chair

Seconded by Committee

THAT County Council support the resolution from the County of Lambton requesting the Province of Ontario to upload from local municipalities the responsibility of and costs associated with the continued construct, operation and maintenance of major municipally-owned highways throughout the Province of Ontario to the Ontario Ministry of Transportation, or increase the Ontario Community Infrastructure Fund to municipalities; AND FURTHER THAT that the Warden send a letter of support to the Honourable Prabmeet Singh Sarkaria, Ontario Minister of Transportation, the Honourable Doug Ford, Premier of Ontario, MPP John Yakabuski, Renfrew-Nipissing-Pembroke, the Association of Municipalities of Ontario, and the Eastern Ontario Wardens' Caucus.

Background

Attached as Appendix IV is a resolution received from the County of Lambton requesting that the Province of Ontario upload from local municipalities the responsibility of and costs associated with the continued construct, operation and maintenance of major municipally-owned highways throughout the Province of Ontario to the Ontario Ministry

of Transportation, or increase the Ontario Community Infrastructure Fund to municipalities.

9. Municipal Fleet Survey

RESOLUTION NO. OP-CC-24-03-27

Moved by Chair

Seconded by Committee

THAT County Council direct staff to move forward with incorporating white vehicles as part of their fleet for future purchases.

Background

Under the direction of the Operations Committee, staff initiated a survey, conducted by the Renfrew County Supervisors Association, to explore the idea of having all upper-tier and lower-tier municipal public works vehicles coordinated to be the same colour (white) and specifications in the future. The following is a summary of the comments received from all the municipalities that responded to the survey.

| Municipality | Response |
|-------------------------------|--|
| Town of Arnprior | Has started to implement this with all new vehicles. Smaller fleet vehicles (cars, half tons and vans, etc.) are all white and plow trucks are white cabs with yellow boxes. Currently they are staying with the yellow sand/salt units as it is still a standard colour for them and stands out fairly well during winter operations. |
| Town of Renfrew | Currently purchase all new vehicles to this standard, light vehicles are all white, plow units are white cabs with brown dump box/salt unit. Most of their fleet is white. |
| Township of Admaston/Bromley | Currently purchase white smaller vehicles, half tons, ¾ tons, and 1 tons. See no issues with newer purchases of tandem trucks being white with plain coloured boxes. |
| Township of Bonnechere Valley | Not in favour of white; brighter is better especially for winter. For the equipment, choose to have one attachment supplier to have less parts on hand. Unsure if County truck tenders fit their township truck applications. |
| Township of Greater Madawaska | Is interested; currently has most of their 1 tons and half tons already in white. |

| Municipality | Response |
|------------------------|--|
| Township of Horton | In favor of the initiative and already has this in place; all fleet and plow trucks are standard white with grey boxes on plow trucks. |
| Township of Whitewater | Has started to specify white for light vehicles but have purchased yellow cab tandem trucks in the past. |
| City of Pembroke | Interested in getting more information on the logistics of how this might work and be advantageous for the City. |

10. **PWC-2024-09 – Rehabilitation of County Structure C012 (Farquharson’s Culvert)**

RESOLUTION NO. OP-CC-24-03-31

Moved by Chair

Seconded by Committee

THAT the rehabilitation of County Structure C012 (Farquharson’s Culvert) not proceed as tendered; AND FURTHER THAT staff continue to monitor the service life of the structure.

Background

Along with two other County Structures, tenders were requested for the rehabilitation of County Structure C012 (Farquharson’s Culvert), located on South McNaughton Road, Township of Admaston/Bromley. The lowest tender amount received for Farquharson’s Culvert was \$313,782.

The 2024 Capital budget allocation for the rehabilitation of C012 (Farquharson’s Culvert) is \$200,000. A comparison of the 2024 proposed budget and projected costs is provided in the table below:

| County Structure C012 (Farquharson’s Culvert) | 2024 Budget | Low Tender | |
|--|----------------|------------|--------------------------|
| | | Projected | Variance Over/(Under) |
| Construction - Liner (PWC-2024-11) | 110,000.00 | 313,782.00 | 203,782.00 |
| Construction - Slopes, Surface, & Guiderail | 30,000.00 | 30,000.00 | - |
| Engineering - Design/Tendering | 5,000.00 | 5,000.00 | - |
| Engineering - Contract Administration & Supervision | 25,000.00 | 25,000.00 | - |
| Material Testing (Allowance) | 15,000.00 | 15,000.00 | - |
| Contingency | 12,059.00 | 16,008.80 | 3,949.80 |
| Applicable Taxes | 2,941.00 | 6,058.04 | 3,117.04 |
| Total | 200,000.00 | 410,848.84 | 210,486.84 |
| * Projected costs are based on Tender results, internal costs, and line painting | | | |

As shown in the above table, the cost for rehabilitation of Farquharson’s Culvert is substantially higher than was budgeted. Staff estimate the projected rehabilitation cost

of \$410,878.84 would only be slightly less than the cost to replace the structure in its entirety. As such, the financial benefit of performing this rehabilitation at this stage in the structure's life is not present. It is recommended that the rehabilitation of Farquharson's Culvert not proceed as tendered and that replacement of the structure be planned in 6-10 years when the structure nears the end of its service life. Minor costs will still be incurred for the structure in 2024, but they are anticipated to be less than \$50,000.

BY-LAWS

11. County Road 16 (Victoria Street) Pedestrian Crossover Request – Town of Petawawa

RESOLUTION NO. OP-CC-24-03-28

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law designating County Road 16 (Victoria Street) at Wolfe Avenue as a Pedestrian Crossover.

Background

Attached as Appendix V, is a resolution received from the Town of Petawawa, requesting that the County of Renfrew permit the installation of a pedestrian crossover at the intersection of Victoria Street (County Road 16) and Wolfe Avenue.

In accordance with Corporate Policy PW-14, Pedestrian Crossings on County Roads, Public Works and Engineering staff have conducted a review of the proposed location, including a traffic count, to determine if the location meets the warrants for a dedicated pedestrian crossover. The results, which have been included as Appendix VI, indicate that the location does not meet the warrants for a pedestrian crossover based upon the total traffic and pedestrian volumes. Regardless of the findings, staff is in favour of permitting the installation since the Town Council has shown their support for it and tendered the installation as part of an upcoming Town construction project. It is noted that the location does provide a link between a Town trail and Municipal sidewalks, although it does not appear that the majority of pedestrians use this location to cross Victoria Street.

In order to permit the installation, the County must first designate the subject location as a Pedestrian Crossover with the passing of a By-law. As a condition of the County's Policy, the Town of Petawawa is required, and agrees, to accept responsibility for all costs associated with the initial construction of the crossing, including pavement markings and signage. The Town will also be responsible for the future replacement of the Pedestrian Crossing equipment. The County will be responsible for the annual maintenance of the crossing and signage.

12. PWC-2024-09 – Rehabilitation of County Structures C001 (Berlanquet Creek Culvert) and C134 (Campbell Drive Culvert)

RESOLUTION NO. OP-CC-24-03-30

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2024-09 as submitted by Clearwater Structures Inc., Ajax, Ontario, for the rehabilitation of County Structures C001 (Berlanquet Creek Culvert), located on County Road 5 (Stone Road), Township of Admaston/Bromley and C134 (Campbell Drive Culvert), located on Campbell Drive, Township of McNab/Braeside, in the amount of \$833,656.50, 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 Structures C001 (Berlanquet Creek Culvert), located on County Road 5 (Stone Road), and as indicated above, C012 (Farquharson’s Culvert), located on South McNaughton Road, both in the Township of Admaston/Bromley, and C134 (Campbell Drive Culvert), located on Campbell Drive, Township of McNab/Braeside.

The results received for the lowest cost options submitted are as follows:

| | |
|---|----------------|
| 1. Clearwater Structures Inc., Ajax, Ontario | \$1,147,438.50 |
| 2. Goldie Mohr Ltd., Ottawa, Ontario | 1,316,054.00 |
| 3. Bonnechere Excavating Inc., Renfrew, Ontario | 1,707,853.05 |
| 4. Michels Canada Co., Nisku, Alberta | 1,828,815.95 |
| 5. Trilith Contracting Inc., Roslin, Ontario | 2,139,799.85 |

All amounts exclude applicable taxes.

Two rehabilitation alternatives for each structure were permitted in the tender, Option A was a ‘concrete invert liner’, and Option B was a ‘spray in structural liner’ (geopolymer or thermoset flexible system). These methods of rehabilitation are beneficial when the culvert structure has not yet met the end of its service life in order to significantly extend its service life at a lesser cost than would be incurred for replacement. Given the unique nature of lining works included in this tender, only the lining works for the culverts themselves were included; this will be the first step in the rehabilitation of each structure and additional works will be undertaken to repair slopes, install guiderail, and replace surface materials where required after this contract is completed.

The lowest cost submission, as submitted by Clearwater Structures Inc. is for Option A, rehabilitation with a concrete invert liner.

Financial Implications

The 2024 Capital budget allocation for the rehabilitation of Berlanquet Creek Culvert is \$750,000. A comparison of the 2024 proposed budget and projected costs is provided in the table below:

| County Structure C001 (Berlanquet Creek Culvert) | 2024 Budget | Low Tender | |
|--|-------------------|-------------------|--------------------------|
| | | Projected | Variance Over/(Under) |
| Construction - Liner (PWC-2024-11) | 480,000.00 | 375,993.00 | (104,007.00) |
| Construction - Slopes, Surface, & Guiderail | 150,000.00 | 110,000.00 | (40,000.00) |
| Engineering - Design/Tendering | 10,000.00 | 10,000.00 | - |
| Engineering - Contract Administration & Supervision | 30,000.00 | 30,000.00 | - |
| Material Testing (Allowance) | 15,000.00 | 15,000.00 | - |
| Contingency | 53,409.00 | 18,481.45 | (34,927.55) |
| Applicable Taxes | 11,591.00 | 7,086.58 | (4,504.42) |
| Total | 750,000.00 | 566,561.03 | (183,438.97) |
| * Projected costs are based on Tender results, internal costs, and line painting | | | |

The 2024 Capital budget allocation for the rehabilitation of Campbell Drive Culvert is \$600,000. A comparison of the 2024 proposed budget and projected costs is provided in the table below:

| County Structure C134 (Campbell Drive Culvert) | 2024 Budget | Low Tender | |
|--|-------------------|-------------------|--------------------------|
| | | Projected | Variance Over/(Under) |
| Construction - Liner (PWC-2024-11) | 420,000.00 | 457,633.50 | 37,633.50 |
| Construction - Slopes, Surface, & Guiderail | 70,000.00 | 150,000.00 | 80,000.00 |
| Engineering - Design/Tendering | 5,000.00 | 5,000.00 | - |
| Engineering - Contract Administration & Supervision | 30,000.00 | 30,000.00 | - |
| Material Testing (Allowance) | 15,000.00 | 15,000.00 | - |
| Contingency | 50,917.50 | 22,881.68 | (28,035.82) |
| Applicable Taxes | 9,082.50 | 11,117.56 | 2,035.06 |
| Total | 600,000.00 | 691,632.74 | 91,632.73 |
| * Projected costs are based on Tender results, internal costs, and line painting | | | |

Award of the rehabilitation of Berlanquet Creek Culvert and Campbell Drive Culvert would incur a total contract value of \$833,656.50. The projected savings of \$183,438.97 on the budget for C001, and projected overage of \$91,632.73 on the budget for C134, would balance to an overall projected savings of \$91,806.24 to the 2024 Capital Program for the two projects.

Staff confirm that there are sufficient funds allocated to Berlanquet Creek Culvert and Campbell Drive Culvert in the 2024 Capital budget for the completion of these projects.

13. PWC-2024-10 – Rehabilitation of County Structure C204 (Bellows Creek Culvert)

RESOLUTION NO. OP-CC-24-03-32

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2024-10 as submitted by Premier North Ltd., Huntsville, Ontario, for the rehabilitation of County Structure C204 (Bellows Creek Culvert), located on County Road 12 (Westmeath Road), approximately 4.5km east of County Road 21 (Beachburg Road), Township of Whitewater Region, in the amount of

\$963,752, 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 Structure C204 (Bellows Creek Culvert), located on County Road 12 (Westmeath Road), approximately 4.5km east of County Road 21 (Beachburg Road), Township of Whitewater Region, and the results received are as follows:

- | | |
|--|--------------|
| 1. Premier North Ltd., Huntsville, Ontario | \$963,752.00 |
| 2. 2274084 Ontario Ltd o/a GMP Contracting, Markham, Ontario | 1,155,907.64 |
| 3. Clearwater Structures Inc., Ajax, Ontario | 1,326,370.00 |
| 4. Bonnechere Excavating Inc., Renfrew, Ontario | 1,546,023.00 |
- All amounts exclude applicable taxes.

Financial Implications

The 2024 Capital budget allocation for the rehabilitation of Bellows Creek Culvert is \$1,200,000. A comparison of the 2024 proposed budget and projected costs is provided in the table below:

| County Structure C204 (Bellows Creek Culvert) Rehabilitation | 2024 Budget | Low Tender | |
|--|---------------------|---------------------|--------------------------|
| | | Projected | Variance Over/(Under) |
| Construction | 1,010,000.00 | 963,752.00 | (46,248.00) |
| Engineering - Design/Tendering | 10,000.00 | 10,000.00 | - |
| Engineering - Contract Administration & Supervision | 45,500.00 | 70,000.00 | 24,500.00 |
| Material Testing (Allowance) | 15,000.00 | 15,000.00 | - |
| Contingency | 100,747.20 | 48,187.60 | (52,559.60) |
| Applicable Taxes | 18,752.80 | 18,370.04 | (382.76) |
| Total | 1,200,000.00 | 1,125,309.64 | (74,690.36) |

* Projected costs are based on Tender results

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

14. Contract PWO-2023-03 – Pavement Marking Contract Extension

RESOLUTION NO. OP-CC-24-03-33

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWO-2023-03 for pavement marking as submitted by Trillium Pavement Marking (TPM), Carleton Place, Ontario, dated March 21, 2023, for an additional year (2024) in the amount of \$690,471.23, plus applicable taxes; AND FURTHER THAT County Council adopt a By-law to execute the contract extension.

Background

County Council adopted By-law 57-23, being a By-law for the execution of Contract PWO-2023-03 for Pavement Marking awarding the contract to Trillium Pavement Marking (TPM), Carleton Place, Ontario on April 26, 2023, in the amount of \$650,117.40, plus applicable taxes.

Clause TC-19.1 of the Contract contains provisions to permit an extension of the contract for up to four additional one-year periods, subject to satisfactory service, price, terms and conditions. Further, extensions are to be mutually acceptable and subject to a continued requirement for Council and budget approval.

TPM has proposed that the unit prices increase are in alignment with the Consumer Price Index of 2.9%. As a result, there will be an increase in the cost of the work in the amount of \$19,459.34, making the estimated value of the County's share of the contract \$690,471.23, plus applicable taxes. This figure reflects the actual amount spent in 2023, which is \$671,011.89, plus applicable taxes. Staff confirm that there are sufficient funds included in the 2024 Departmental Safety Devices budget of \$798,000 to cover the proposed amount.

To ensure timely submission of paperwork, the contractor has agreed to add a clause regarding Liquidated Damages to the contract of \$1,000 per week.

The work performed by TPM has been acceptable and staff recommends that the contract be extended for the 2024 season.

All of which is respectfully submitted.

Glenn Doncaster, Chair

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

Councillor Murphy referenced Item #9 and that Bonnechere Valley could be included in the support of white vehicles.

The Report was adopted as presented severing Item #5 from the report.

Councillor Mayville requested Item #5 be severed from the report and voted on separately.

5. Requests for Speed/Traffic Study Reviews

RESOLUTION NO. OP-CC-24-03-23

Moved by Chair

Seconded by Committee

THAT County Council implement a \$750 fee for speed/traffic review requests generated outside of the Corporation of the County of Renfrew. CARRIED.

Council recessed at 11:56 a.m. Council reconvened at 12:48 p.m. with the same persons present.

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

March 27, 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. Bioeconomy Development Opportunity (BDO) Zone Report and Rating

Attached as Appendix I is the Bioeconomy Development Opportunity (BDO) Zone report and rating. Staff will be marketing, promoting and hosting a public webinar on the results of the report over the coming months.

2. 1030 Lea Street – New Build – Progress Report

Progress continues on the multi-unit affordable and supportive housing complex at the corner of Lea and Douglas Streets in Pembroke, Ontario. A [Zencity](#) webpage for the project, featuring construction updates, provides the viewer with a description of the project along with progress images. Status of the overall project is approximately 70% complete. The exterior siding is roughly 80% complete. The interior insulation and vapor barrier are 90% complete. Drywall including taping and finishing is roughly 60% complete. Plumbing and electrical is roughly 75% complete. Authorized changes to date total \$165,934.58, with a revised construction value to date of \$3,280,614.31.

3. Eganville Paramedic Base – Progress Report

Work on the retrofit of the new Eganville Paramedic Base is ongoing. A [Zencity](#) webpage for the project, featuring construction updates, provides the viewer with a description of the project along with progress images. The status of the overall project is approximately 60% complete. The current interior phase on the lower and upper levels including the washrooms, insulation, vapor barrier, drywall, and taping is approximately 75% complete. The contractor is on schedule to have this phase completed in the early second quarter. There have been no changes to the contract value to date in this phase.

4. Paramedic Base Storage Shed – Renfrew County Place

Tenders were requested for the construction of a Storage Shed at Renfrew County Place, 450 O'Brien Road, Renfrew, Ontario, and the results received are as follows:

| | |
|---|-----------|
| 1. Stephen Sons Construction Inc., Douglas, Ontario | \$128,600 |
| 2. 11425579 Canada Inc. O/A William Sons, Petawawa, Ontario | 147,700 |
| 3. TS General Contracting, Pembroke, Ontario | 155,500 |
| 4. Fred Trottier Construction Limited, Ottawa, Ontario | 226,510 |
| 5. Brawn Construction Ltd., Ottawa, Ontario | 240,900 |
| 6. Premium Construction, Ottawa, Ontario | 275,890 |
| 7. Orr Developments Inc., Arnprior, Ontario | Rejected |

All amounts exclude applicable taxes.

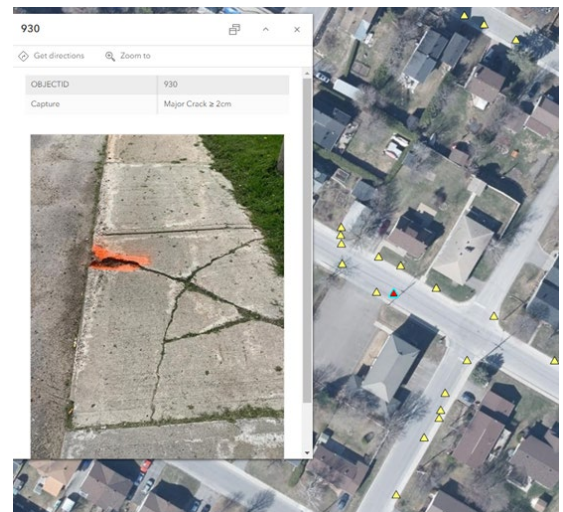
Staff confirmed there are sufficient funds available in the budget to move forward with the project as tendered. The contract has been awarded to Stephen Sons Construction Inc., Douglas, Ontario.

5. Enterprise Licensing Agreement – ESRI

The County of Renfrew entered into an Enterprise Licensing Agreement (ELA) with ESRI in 2022 for the use of their product for both the County and local municipalities. The funding is being covered by the County of Renfrew and the modernization grant for the first three years. This agreement provides unlimited license access to ESRI's ArcGIS Software, including ArcGIS and ArcPro, at all software levels and specialized extensions for technical data analysis. Additionally, we now have unlimited ESRI usernames that grant access to ArcGIS Online for both the County and local municipalities, where we can create and publish web maps and applications.

GIS staff sent an email to all local municipalities encouraging them to explore the numerous possibilities for utilizing GIS tools. This year is a great opportunity to test out field maps, Survey123, and Quick Capture with staff and summer student positions. These tools can be either used privately for municipal projects or made publicly available to provide or gather information. Examples of how the tools can be used includes public works, planning, tourism, asset management, tracking/inspections of licensed items (i.e. complaints, dog tags, short-term rentals, trailers, etc.). If municipalities need assistance in setting up a work plan for data collection or upgrading existing information, they can reach out to the County's GIS team.

As an example, Arnprior has been using the QuickCapture app to generate maps for compliance with sidewalk minimum maintenance standards. Their Summer Students geolocate and photograph all significant cracks, and paint those



that exceed 2cm. In the past, they have generated public facing maps to send to a sidewalk grinding company with data points for just the repairs within their scope of work. They are piloting a separate quick capture app that allows workers to log when a repair is complete with a geolocated photo.

Looking ahead to 2025, our three-year financing arrangement will expire. Staff will be developing a cost-sharing plan with all 17 municipalities to ensure the continuation of the ELA.

6. County of Renfrew Official Plan Amendment No. 44 (OPA 44) – Alternative Notice Provisions

As directed by Council, staff have initiated an Official Plan Amendment No. 44 (OPA 44) to implement alternative notice provisions due to the closing down of some of the print media, which makes meeting Planning Act requirements for providing printed notice impossible for some municipalities. The Planning Act allows for local alternatives for providing notice, on the requirement that the Official Plan contains policies specifying details of the alternative notice. The County has circulated a draft wording of the proposed policy changes to local municipalities for comments.

The Development and Property Committee will host the required public meeting in accordance with the Planning Act on April 9, 2024 at 9:30 a.m. at the start of the Development and Property Committee meeting. The Notice of Application and Public Meeting has been posted in all the local newspapers (print and electronic), and the County of Renfrew website and social media platforms, to meet the requirements of a 20-day notice. The notice was also sent to the local municipalities for posting on their websites.

7. Town of Deep River Official Plan Amendment No. 6 (OPA 6)

The Town of Deep River adopted Official Plan Amendment No. 6 to the Town's Official Plan. The County of Renfrew provided approval for the amendment, which proposed to re-designate the lands from Residential to Residential - Exception Five, in order to permit future development on partial servicing (municipal water and individual septic systems). The new policies are proposed to ensure that future residential development will be designed to be compatible with the surrounding neighbourhood. This amendment was approved by the County on February 27, 2024.

RESOLUTIONS

8. Support for the Modernization of VIA Rail's Long-Distance, Remote and Regional (LDRR) Fleet

RESOLUTION NO. DP-CC-24-03-32

Moved by Chair

Seconded by Committee

THAT County Council direct the Warden to send a letter to the Honourable Christyia Freeland, Deputy Prime Minister and Minister of Finance, and the Honourable Pablo Rodriguez, Minister of Transport in support of modernizing VIA Rail's long-distance, remote and regional fleet to provide passengers with a more reliable, appropriate, comfortable, sustainable and accessible travel experience.

Background

VIA Rail is seeking support for the modernization of their long-distance, remote and regional fleet by advocating for increased funding from the federal government.

Operating since 1977 and under a Crown Corporation structure, VIA Rail is Canada's only nationwide passenger rail service serving destinations from coast-to-coast-to-coast. The service provides vital access to many Canadian destinations, including remote and Indigenous communities, and offers a popular way of travel for Canadians and thousands of visitors from around the world who choose to explore the country by rail each year.

Despite the fleet being a vital link for remote and Indigenous communities and contributing significantly to regional economies, the current fleet serving these regions dates back to the 50s and 60s and has become obsolete, does not meet regulatory standards for accessibility, and is past its prime.

VIA Rail has introduced an additional repair program for the fleet over the next few years, however, certain cars will still need to be phased out as early as 2032, in accordance with the engineering standards for the length of service life. Without the necessary equipment, certain routes could be significantly affected.

In an effort to avoid this scenario, VIA Rail submitted a business case to the federal government in July 2022, outlining the critical situation of the fleet, indicating it would take almost 10 years for new trains to enter service.

At a time when some airlines and bus companies are reducing service, passenger rail transport is more important than ever. The connections provided by VIA Rail play an important role in the development and growth of regional, sustainable, accessible, Indigenous, and year-round tourism. Not to mention, new equipment will also pay long-term economic, social and environmental dividends, contributing to Canada's ambitions for a sustainable future.

While Renfrew County no longer benefits from passenger rail service, it is a popular service used by many of our residents and businesses, with stations located in nearby Smiths Falls, Fallowfield, and Ottawa. It is also an important transportation link for many tourists that come to the region, including international visitors travelling along the Québec City-Windsor corridor.

9. **2024 Ottawa Valley Tourist Association Budget**

RESOLUTION NO. DP-CC-24-03-33

Moved by Chair

Seconded by Committee

THAT County Council adopt the Ottawa Valley Tourist Association 2024 budget as presented.

Background

The Ottawa Valley Tourist Association (OVTA), the City of Pembroke, and the County of Renfrew are partners in the delivery of tourism marketing and tourism business development for the City of Pembroke, Renfrew County, and the Ottawa Valley. This relationship and the financial support provided by the County of Renfrew and the City of Pembroke is guided by County Council By-law 46-23, which adopted an Agreement for a five-year term from 2023-2027 in 2023. In that Agreement, the annual budget approval is obtained first by the OVTA Board of Directors, secondly by approval of City of Pembroke Council and thirdly, by approval of County of Renfrew Council. The OVTA Board and City of Pembroke Council have both approved the 2024 OVTA budget, which is attached as Appendix II.

10. **Renfrew County Forest Tract Renaming Initiative**

RESOLUTION NO. DP-CC-24-03-34

Moved by Chair

Seconded by Committee

THAT County Council direct staff to request a meeting with Norm Lemke, Ontario Municipal Liaison and the Ontario Ministry of Indigenous Affairs for an update on the Agreement in Principle and the communication process.

Background

In 2022, in the spirit of reconciliation, it was recognized that the Indian River Tract of the Renfrew County Forest should be renamed. On February 8, 2022, the Development and Property Committee passed Resolution No. DP-C-22-02-14 directing staff to engage with the Algonquins of Ontario to review the Indian River Tract name and request possible new names that may reflect the historical significance of the geographic location of the tract to the Algonquin Nation and to provide candidates for a new tract name to Committee for review at a future date.

In February 2022, a request was made by Warden Robinson to the Algonquins of Pikwakanagan First Nation (AOPFN) to propose alternative names for the Tract.

Several follow-ups have occurred since 2022 and recently discussion has occurred with Councillors of the AOPFN. It has been communicated by the Councillors that staff, knowledge keepers, and language specialists will be required for this consultation, and there will be an associated cost for this and any other consultation. It should be noted

that all previous consultations for activities on the Renfrew County Forest (2017-26 Forest Management Plan, communication about forest values, seeking assistance for updating signage, and other items as they arise) has occurred through the Algonquins of Ontario office. It has been communicated by the AOPFN that any consultation should occur separately from now on, consultation is expected on all activities that occur on Renfrew County Forests, and a cost would be associated with all AOPFN staff time.

11. Another Pulpwood Mill Closure

RESOLUTION NO. DP-CC-24-03-35

Moved by Chair

Seconded by Committee

THAT County Council direct the Warden to send a letter of support to the Minister of Natural Resources and Forestry, and the Premier's Office, for biomass initiatives that can benefit the wood basket of Renfrew County mills; AND FURTHER THAT staff continues to be engaged and support the forest sector on any biomass project possibilities in our area; AND FURTHER THAT this issue be raised at any appropriate delegation opportunity.

Background

Cascades corrugated medium mill in Trenton, Ontario has permanently closed. Traditionally, this has been a major destination for pulpwood, particularly poplar pulpwood from forestry operations in Renfrew County. This follows the closure of other feasible local pulpwood destinations in recent years in Espanola and Thurso.

The few remaining pulpwood mills (Rayonier in Maniwaki and Temiskaming) will feel additional pressure and will likely be unable to take all material from this area. As a result, some harvest areas with high pulpwood volumes will have to be bypassed, meaning sawmills will receive less sawable materials. The increased complexity and less area available for harvest will further exasperate the already challenged logging workforce, attracting less entrants and making it even less viable to invest in new equipment. There will also be continued negative impacts on the forest, as areas with a high component of over mature and degrading poplar will continue to decline and succumb to natural mortality.

No forest sector can be viable without a market for low-end material. Local industry and government reports point to biomass as being the solution to the excess of pulpwood volume. Recently, three local mills were the recipients of funding to explore possibilities for local biomass facilities.

BY-LAWS

12. PWC-2024-11 – Rehabilitation of Three Bridges – Algonquin Trail

RESOLUTION NO. DP-CC-24-03-31

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2024-11 as submitted by Grand-Calumet Construction Inc., Luskville, Québec for the rehabilitation of three bridges located on the Algonquin Trail, in the area of Garrison Petawawa, near Deluthier Road and Landry Road, Town of Laurentian Hills, in the amount of \$386,524.31, plus applicable taxes; AND FURTHER THAT County Council adopt a By-law to Authorize Execution of the Contract.

Background

Construction of the Algonquin Trail through Garrison Petawawa to connect with the open section near Chalk River is continuing. At this time, the rehabilitation of three bridges in the northern section is required in order to allow for the application of base and surface granular materials to continue. Once these three bridges are rehabilitated, it will permit the development of the remaining section, approximately 4.4km, of trail to be completed.

Tenders were requested for the rehabilitation of the three bridges, and the results received are as follows:

| | |
|---|--------------|
| 1. Grand-Calumet Construction Inc., Luskville, Québec | \$386,524.31 |
| 2. Lyncon Construction Inc., Lynden, Ontario | 450,252.82 |
| 3. Dalcon Constructors Ltd., Ottawa, Ontario | 483,500.00 |
| 4. KB Civil Constructors Inc., North York, Ontario | 489,999.99 |
| 5. Bonnechere Excavating Inc., Renfrew, Ontario | 529,500.00 |
| 6. Willis Kerr Contracting Inc., Mountain, Ontario | 603,007.00 |
| 7. GIP Paving Inc., Kingston, Ontario | 796,319.50 |

All amounts exclude applicable taxes.

Financial Implications

The 2024 Algonquin Trail Development budget includes funds in the amount of \$4,029,538; of which, approximately \$1,200,000 was estimated for the rehabilitation of the three bridges and completion of the trail connection through Garrison Petawawa. Staff confirm that there are sufficient funds allocated to complete the rehabilitation of these three bridges on the Algonquin Trail in Garrison Petawawa.

13. Delegation of Authority to GIS Coordinator

RESOLUTION NO. DP-CC-24-03-37

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to delegate authority for sharing GIS data with corporations to the GIS Coordinator.

Background

There are several corporations that utilize municipal GIS data to provide their services, including Google, Waze, and Community maps. Many Renfrew County residents and visitors (to and through the County) rely on these programs mainly for navigation purposes. To ensure that routes and navigation is accurate on these web based services, staff needs to provide updates to these corporations. Recently, these companies requested that the data be provided in a manner that is clear that it is coming from a person who has the authority to “bind the corporation” or “authorized by the County of Renfrew to share this information” and that the data can be freely shared without any confidentiality or copyright concerns. Instead of bringing these updates or requests for data to Committee or the Chief Administrative Officer, staff recommends that this role and authorization be delegated to the GIS Coordinator. This proposed By-law has been reviewed with the Clerk and IT Manager.

The authority would include the following:

- a) Determine the specific GIS data to be shared with corporations, taking into account factors such as accuracy, relevance, and potential impact on public safety.
- b) Ensure the secure transfer of GIS data to corporations, ensuring compliance with applicable privacy and data protection laws.
- c) Enter into agreements or contracts with corporations governing the sharing of GIS data, including provisions related to data usage, confidentiality, and liability.
- d) Monitor the use of shared GIS data by corporations and take appropriate measures to address any issues or concerns that may arise.

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

Staff were directed to invite Norm Lemke to an upcoming Council meeting to provide additional information regarding the agreement in principle on Item #10.

Staff were requested to provide an update on Item #12 regarding the Algonquin Trail and the migration of the Algonquin Trail between the two departments, Operations and Development and Property. The CAO explained that changes needed to take place to the Striking Committee and Terms of Reference be reviewed and brought back to Council for review.

The Report was adopted as presented.

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

March 27, 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. Community Services Manager Job Descriptions

In response to evolving organizational objectives and corporate strategic goals, the job descriptions for the Community Services managers have been updated. The revisions aim to enhance alignment with current priorities and ensure that managers are equipped to drive initiatives that resonate with our overarching vision. The Community Services Manager positions are listed below with their primary area of responsibility:

- Manager of Community Housing – manage programs and supports for Community Housing tenants and work collaboratively with Development and Property Department to revitalize housing stock and increase supply of affordable housing in Renfrew County
- Manager of Community Supports – manage delivery of financial programs and supports for low-income families and support implementation/operation of the mesa team to help increase community wellness
- Manager of Children’s Services – manage childcare programs and services, including the Canada-Wide Early Learning and Child Care program, promoting child development, and fostering a safe and nurturing environment for children

By integrating these updates, we anticipate greater synergy between the responsibilities of the Community Services managers, other departments within the corporation, and the corporation’s overall strategic direction.

2. Mesa Supportive Housing

In the pursuit of tackling chronic homelessness within Renfrew County, an interdisciplinary collaborative team of county staff, in partnership with community service providers, is moving forward with a transitional supportive housing model. With a clear vision of prioritizing a “Housing First” approach, this model aims to establish supportive housing for individuals enduring chronic homelessness, defined as lasting more than six months and compounded by health complexities such as mental health disorders and/or addictions. The mesa supportive housing initiative embodies this vision, offering comprehensive wrap-around supports to facilitate independent living. While still in its early planning stages, this initiative is progressing rapidly. County staff

are diligently crafting a memorandum of understanding to secure rental acquisition of approximately 20 units within the Pembroke area. The ambitious objective is to welcome the first guests into their new homes by the fall of 2024, marking a significant stride towards addressing homelessness and fostering stability and health within the community.

3. **Ontario Works Service Plan**

Attached as Appendix I is the 2024 Ontario Works Service Plan. The Service Plan outlines service delivery strategies which will be undertaken to achieve provincial performance outcome targets considering community needs, caseload demographics, and internal resources. The Service Plan is submitted to the Ministry of Children, Community and Social Services as a required component of the service contracting process. It provides a comprehensive outline of how the municipal Service System Manager will perform all program management and risk management activities.

4. **Ontario Municipal Social Services Association Letter to the Ministry of Education**

Attached as Appendix II is a letter dated January 29, 2024, from the Ontario Municipal Social Services Association (OMSSA) to the Minister of Education, Stephen Lecce, regarding the reduction of early years and child care administrative funding for municipal Service System Managers in 2024. The letter speaks to the importance of the partnership between the province and municipalities in the continued implementation of the Canada-Wide Early Learning and Child Care (CWELCC) system and addresses concerns relating to the many additional requirements that have been added to Service System Managers due to CWELCC and how the reduction in administrative funding is detrimental to the work involved.

The letter proposes a meeting between OMSSA's Board of Directors and the Minister of Education, Deputy Minister, and Assistant Deputy Minister to discuss a reconsideration of the administrative funding changes in order to effectively move forward with the goals of CWELCC in the Province of Ontario.

5. **Affordable Housing Summit – April 4, 2024**

Attached as Appendix III is information on an Affordable Housing Summit, Renfrew County is gearing up to host on April 4, 2024, at the myFM Centre in Renfrew, bringing together industry experts and potential partners to delve into opportunities surrounding the utilization of vacant municipal land, innovative approaches to existing properties, and fostering collaboration to tackle pressing housing needs. Developers, non-profit organizations, and companies interested in exploring development opportunities are encouraged to secure their seat by registering on [Eventbrite](#).

This initiative enhances Strategic Goal #5, Attainable Housing and Infrastructure.

Also, attached as Appendix IV, is information regarding an upcoming Eastern Ontario Regional Housing Summit, scheduled for May 28, 2024 at the Ottawa Events and Conference Centre, Ottawa, Ontario.

6. Homelessness Prevention Program (HPP) Investment Plan 2024-2025

The Ministry of Municipal Affairs and Housing provided a letter to the County of Renfrew on March 24, 2023, regarding the planned HPP allocations for the fiscal periods of April 1, 2023, up to March 31, 2026.

| Program Fiscal Year | Allocation Amount |
|----------------------------|--------------------------|
| 2022-2023 | \$1,785,700 |
| 2023-2024 | \$3,569,200 |
| 2024-2025 | \$3,569,200 |
| 2025-2026 | \$3,569,200 |

Service Managers must follow the Homelessness Prevention Program Guidelines regarding eligible expenses; however, they have flexibility in choosing how to best use the provincial funding for local programs and services that address and prevent homelessness.

The Renfrew County Housing Corporation Board of Directors approved the proposed HPP Investment Plan for 2024/2025 which seeks to continue existing core services and expand upon strategies that address chronic homelessness and health complexities by creating new transitional and supportive housing as follows:

| Proposed Services 2024-2025 | Proposed Allocations for 2024-2025 | Allocations for 2023-2024 |
|--|---|----------------------------------|
| Emergency Minor Home Repair Program <ul style="list-style-type: none"> • Maximum \$7,500 for urgent home repairs • Total estimated applications: <ul style="list-style-type: none"> ○ 20 or more approved applications | \$150,000 | \$150,000 |
| Rent Supplement Program <ul style="list-style-type: none"> • Private Market Rent-Geared-To-Income <ul style="list-style-type: none"> ○ Total Estimated Caseload – 35 paid by HPP ○ Approximately 45 cases are funded through the RCHC budget | \$200,000 | \$200,000 |
| Rent Allowance Program <ul style="list-style-type: none"> • \$300/month households without children • \$400/month households with children • Total estimated caseload: <ul style="list-style-type: none"> ○ Without children – 135 households \$486,000 ○ With children – 70 households \$336,000 | \$822,000 | \$845,000 |

| Proposed Services 2024-2025 | Proposed Allocations for 2024-2025 | Allocations for 2023-2024 |
|--|---|----------------------------------|
| Emergency Housing Assistance Program <ul style="list-style-type: none"> • Rent arrears and utility arrears, other emergency expenses to aid in housing retention or acquisition • Up to \$1,500 per year for households without children • Up to \$2,000 per year for households with children | \$850,000 | \$845,740 |
| She C.A.N <ul style="list-style-type: none"> • Grants of up to \$5,000 to help victims of intimate partner violence with housing stability • Endorsed by Council on March 28, 2023, in follow up to the Culleton, Kuzyk & Warmerdam inquest recommendations | \$100,000 | \$100,000 |
| Hoarding and High Content Supports Pilot <ul style="list-style-type: none"> • Purchase of service for training, mentorship of RCHC staff, and clinical care of RCHC tenants • To improve & promote safe housing through health-focused practices | \$105,000 | \$0 |
| Homelessness Coordinator – Contract | \$90,100 | \$0 |
| Supportive Transitional Housing <ul style="list-style-type: none"> • For capital and/or operating expenses | \$823,640 | \$0 |
| Food Security and Winter Warmth Programs | \$250,000 | \$250,000 |
| Capital (affordable housing units) | \$0 | \$1,000,000 |
| Administration (maximum 5% allowed) | \$178,460 | \$178,460 |

7. **Renfrew County Hoarding Management Proposal**

Renfrew County Housing Corporation caseworkers have heightened wellness check inspections since January 2024, in direct response to escalating occurrences of tenant-caused building damages, hoarding, and squalor. Initial investigations indicate that approximately 70 residences are grappling with varying degrees of high content scenarios necessitating interventions to uphold tenant safety and property integrity.

As defined in the proposal, attached as Appendix V, hoarding constitutes a recognized mental health disorder. While not all instances of high content scenarios stem from hoarding, there exists a notable prevalence indicating the potential presence of other health ailments. This strategy aims to expedite the connection of tenants with therapeutic support services, enhance staff capabilities in managing high content situations through education and collaboration with healthcare professionals, and mitigate safety hazards posed by such residences.

The Renfrew County Housing Corporation Board of Directors approved the proposal from the Pembroke Regional Hospital Mental Health Service as presented.

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

March 27, 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. Community Paramedic Program

Mental Health Training

Community Paramedics were invited to the Algonquins of Pikwàkanagàn First Nation for an extensive third-party mental health training session led by the Algonquins of Pikwàkanagàn First Nation Mental Health Team. This specialized training equipped practitioners with enhanced skills and knowledge to engage and align with relevant local and broader knowledge and initiatives within the indigenous health circle.

Stakeholder Meetings and Training Sessions - Mesa

Community Paramedics engaged in meetings with stakeholders at the Grind Pembroke to discuss the creation of a comprehensive plan to provide support and resources for the precariously housed and mental health population in Renfrew County. Recognizing the importance of leveraging existing programs and services in a team-based approach to address identified barriers and challenges to safety and well-being and building a communication strategy platform to align with the mesa strategy. In addition to these meetings, Community Paramedics, in collaboration with Public Health, conducted CPR and Naloxone training sessions for volunteers working with vulnerable populations to enhance community safety and response in critical situations.

2. Paramedic 9-1-1 Operational Update

Ongoing benefits continue to be seen from the implementation of the additional 24 hours of paramedic coverage that began in July 2023. There is a steady decrease in operational staff end of shift overtime and a corresponding reduction in meal claim costs. Improved workload distribution across Paramedic units has resulted in increased availability for emergency response with a more consistent geographic spread of available units.

Commander in Dispatch

The presence of a Paramedic Service Commander in the Ministry of Health Renfrew Communication Centre has led to a marked increase in situational awareness for operations. As a result, there is enhanced deployment of 911 Paramedic Units, improved

coordination of specialty teams such as Sierra Team and Peer Support, and optimized use of Emergency Response Units and Operational Commanders. With the impending implementation of the Medical Priority Dispatch System at the Renfrew Central Ambulance Communications Centre, there have been significant planning and deployment related sessions over the past year. Public information will be available soon.

3. Butterfly Approach Project – Miramichi Lodge

Meaningful Care Matters Nurse Consultant Mary Kneale conducted an audit of the Miramichi Lodge 1A Resident Home Area (RHA) on Tuesday, February 27, 2024 for the Butterfly Model of Care Accreditation certification. The management team, staff, and volunteers have completed extensive training and have embraced a cultural shift to “feelings-based care” in support of meaningful engagement with residents living with dementia. Council will be kept apprised of the accreditation results.

RESOLUTIONS

4. Quality Improvement Plans

RESOLUTION NO. H-CC-24-03-35

Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden, Chief Administrative Officer, and the Director of Long-Term Care to sign and submit the Quality Improvement Plans (QIPs) for Bonnechere Manor and Miramichi Lodge and submit to Health Quality Ontario before the March 31, 2024, deadline.

Background

Ontario Health, Ministry of Health, and the Ministry of Long-Term Care continue to align quality improvement efforts to better reflect current priorities and health system changes and requires the submission of an annual Quality Improvement Plan (QIP). A QIP is a formal, documented set of commitments that a health care organization makes to its residents, staff, and community to improve quality through focused targets and actions. QIPs are used in many sectors to assist organizations in delivering quality programs and services. Ontario Health defines the priority indicators and populates the relevant data through the annual resident satisfaction survey and the Resident Assessment Instrument – Minimum Data Set (RAI-MDS).

5. Long-Term Care Homes Smoking Policy

RESOLUTION NO. H-CC-24-03-36

Moved by Chair

Seconded by Committee

THAT County Council recommends that Policy G-009 Smoking Regulations for the County of Renfrew Long-Term Care Homes, Bonnechere Manor and Miramichi Lodge remain applicable, permitting residents of Bonnechere Manor and Miramichi Lodge to smoke on the properties, in a designated outdoor smoking area.

Background

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

After reviewing the smoking practices at both Homes over the past year, each Home has noted an increase in applicants who smoke seeking placement. At times, this presents as a challenge where a resident no longer able to smoke independently in a safe manner, requires smoking cessation and is unwilling to do so. Notwithstanding, the rationale to permit resident smoking on Home grounds as a means to mitigate potential injury associated with vacating each of the Home properties remains germane. Council's support is requested for the County of Renfrew Long-Term Care Homes Policy G-009 Smoking Regulations, remain applicable until such time a reassessment maybe warranted.

BY-LAWS

6. Emergency Management Funding

RESOLUTION NO. H-CC-24-03-32

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to accept the Community Emergency Preparedness Grant - Transfer Payment Agreement that outlines the approved funding and required actions to receive \$49,600 in support of emergency preparedness in the County of Renfrew.

Background

Attached as Appendix ES-I is a Letter of Approval, containing funding terms and conditions, from Ms. Ruby Nayyar, Senior Manager, Design and Implementation Unit, Emergency Management Ontario confirming funding and providing terms of from the Community Emergency Preparedness Grant ("CEPG") Program in the amount of \$49,600 in support of emergency preparedness in the County of Renfrew. The agreement for this funding was previously circulated to Council.

This initiative supports Strategic Goal #6, Environmental Resiliency.

7. 2023/24 – 2025/26 Community Paramedic Website and Education Agreement

RESOLUTION NO. H-CC-24-03-33

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Clerk to sign an agreement with Ontario Health for the development of a Community Paramedicine website in consultation with industry partners.

Background

Ontario Health will provide funding to the County of Renfrew, to develop a Community Paramedicine website in consultation with industry partners, including migrating the current Community Paramedic Secretariat domain and establishing an online knowledge translation tool for Community Paramedicine programs and partner organizations.

8. Local Priorities Fund – Miramichi Lodge

RESOLUTION NO. H-CC-24-03-37

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Clerk to sign the 2023/24 Local Priorities Fund – Batch 3 Agreement for specialized equipment associated with IV and wound care in the amount of \$47,100 with Ontario Health.

Background

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 \$47,100 in the fiscal year 2023-24 to support the purchase of specialized equipment and/or associated training for IV care and wound care that commonly lead to avoidable emergency department visits.

9. Short-Stay Respite Care Beds Agreement with Ontario Health

RESOLUTION NO. H-CC-24-03-38

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Clerk to sign the 2024 Short-Stay Respite Care Beds Agreement with Ontario Health for the operation of two short-stay respite care beds at Miramichi Lodge, effective January 1, 2024, to December 31, 2024. CARRIED.

Background

Miramichi Lodge agreed to operate two short-stay respite care beds in 2024. Ontario Health, through Ontario Health East, informed Miramichi Lodge on March 1, 2024, of the approval to operate two short-stay respite care beds effective January 1, 2024, to December 31, 2024.

Ontario Health, through Ontario Health East, advised that Bonnechere Manor's two short-stay respite care beds will be discontinued in 2024 and that the beds will be converted to long-stay beds. Bonnechere Manor will consider the reopening of the two short-stay beds in 2025 if the staffing complement permits.

10. Ocean-Caredove Integration

RESOLUTION NO. H-CC-24-03-46

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Clerk to sign the Ocean Health Information Network Agreement and Participant Licensing Agreement with the Family Medicine Care Innovations to streamline online booking and referral services for community programs.

Background

The Community Paramedic Program will be able to integrate transcription of referral data between systems, thereby enhancing efficiency and improving communication among stakeholders. The Ocean-Caredove integration is currently operational across multiple pathways within our Ontario Health Team (OHT). This new partnership with Ocean and Caredove will enable the County of Renfrew Paramedic Service to transition away from time-consuming fax referrals by facilitating secure online booking through Caredove and expediting the referral process. The Ocean integration will eliminate the need to use different systems to refer patients to the Community Paramedic Program, aligning with the service integration strategy of Ottawa Valley Ontario Health Team.

11. Mental Health Crisis Worker Pembroke Regional Hospital – Letter of Agreement

RESOLUTION NO. H-CC-24-03-47

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Clerk to sign a Letter of Agreement with the Pembroke Regional Hospital as represented by the Mental Health Services of Renfrew County (MHSRC) to provide Mental Health services to assist individuals in navigating the mental health care system through the mesa project, with the goal of reducing the number of community deaths and visits to hospital emergency departments.

Background

The mesa team represents an innovative care model that strategically aligns the Paramedic Service with the Community Services and Development and Property departments to provide a comprehensive approach to compassionate care by integrating a Homelessness Coordinator with existing Community Services and Community Paramedic programs. The goal of the Letter of Agreement (LOA) is to foster closer collaboration with Pembroke Hospital by introducing mental health crisis workers to our team. These efforts enhance community partnerships and leverage lived experience expertise to support individuals in mental health crises. Additionally, this mental health crisis team possesses expertise in addiction services and navigation, which will benefit the more vulnerable populations.

12. PREHOS Electronic Patient Medical Record

RESOLUTION NO. H-CC-24-03-48

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Clerk to sign a Software as Service Subscription Agreement with PREHOS Inc. to provide a platform for electronic patient call reports (ePRC)s.

Background

The County of Renfrew Paramedic Service has selected Prehos as the electronic patient call reports (ePCR) service provider after a comprehensive evaluation of Request for Proposal submissions. The roll-out of the new software will commence, should it receive Council approval, and will include the acquisition of hardware, integration with Renfrew CACC, educating staff, and deploying the software. Detailed plans and timelines will be communicated once approved.

It is important to note that the costs associated with this software change were approved in accordance with our current annual budget. This software is also being used by the Community Paramedic Program, which will ensure that both the 911 program and community program will be able to share data and program metrics creating efficiency within the system.

13. Community Paramedic for Long Term Care (CPLTC) Funding Extension

RESOLUTION NO. H-CC-24-03-49

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Clerk to sign a Transfer Payment Agreement between the County of Renfrew and the Ministry of Long-Term Care.

Background

The Government of Ontario, under the Ministry of Long-Term Care is providing the County of Renfrew with up to \$4,000,000 in one-time funding for a two-year period over the 2024/25 to 2025/26 fiscal years. This funding will include up to \$2,000,000 in 2024/25; and up to \$2,000,000 in 2025/26, to continue operation of the Community Paramedicine for Long-Term Care Program. The Ministry of Long-Term Care funds the community paramedicine program to support seniors on the Provincial Long-Term Care waitlist, or soon to be eligible for long-term care, by providing them with community paramedicine services in their homes.

14. Personal Support Worker Initiatives 2023-26 Funding Support Agreement with Ontario Health

RESOLUTION NO. H-CC-24-03-51

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Clerk to sign the Personal Support Worker (PSW) Initiatives 2023-26 Funding Support Agreement with Ontario Health for participation in any or all of the 2023-26 PSW initiatives, including the Clinical Placement Stipend, Recruitment Incentive and/or Relocation Incentive.

Background

Ontario Health is providing incentive funding to attract personal support workers (PSWs) to work in long-term care homes as well as home and community care agencies.

Available funding provides:

- Up to \$5,440 to PSW students as a stipend during their clinical placement in a long-term care home and/or home and community care employer,
- \$10,000 to recent PSW graduates in exchange for 12-month commitment to work in a long-term care home or for a home and community care employer; and
- An additional \$10,000 to support relocation costs for those recent PSW graduates committing to work in a long-term care home or with a home and community care employer in rural, remote, or northern area for 12 months.

15. Long-Term Care Service Accountability Agreement (LSAA)

RESOLUTION NO. H-CC-24-03-52

Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden and Clerk to sign the “Extending Letters” for the extension of the Long-Term Care Service Accountability Agreements from March 31, 2024 until March 31, 2025, between Ontario Health and each of Bonnechere Manor and Miramichi Lodge for submission by the deadline of March 28, 2024; AND FURTHER THAT County Council pass a By-law to Amend By-law 59-23, being a By-law Authorizing the Warden and Clerk to continue the Long-Term Care Service Accountability Agreement.

Background

Bonnechere Manor and Miramichi Lodge each entered into a Long-Term Care Service Accountability Agreement (LSAA) with Ontario Health with a request to sign “Extending Letters” for the extension of the LSAs for each of Bonnechere Manor and Miramichi Lodge from March 31, 2024, until March 31, 2025, and submit by the deadline of March 28, 2024.

16. Multi-Sector Service Accountability Agreement (MSAA) - Bonnechere Manor Senior/Adult Day Program

RESOLUTION NO. H-CC-24-03-53

Moved by Chair

Seconded by Committee

THAT County Council authorize the Warden and Clerk to sign the “Extending Letter” for the extension of the Multi-Sector Service Accountability Agreement from March 31, 2024, to March 31, 2025, between Ontario Health and Bonnechere Manor Senior/Adult Day Program for submission deadline of March 28, 2024. AND FURTHER THAT County Council pass a By-law to Amend By-law 60-23 being a By-law Authorizing the Warden and Clerk to continue the Multi-Sector Service Accountability Agreement.

Background

Bonnechere Manor has been operating the Senior/Adult Day Program in Renfrew since February 1997. For the continuation of funding for the Bonnechere Manor Senior/Adult Day Program, Ontario Health is requesting a sign the “Extending Letter” for the extension of the Multi-Sector Service Accountability Agreement (MSAA) from March 31, 2024, until March 31, 2025, and submit to Ontario Health by the deadline of March 28, 2024.

All of which is respectfully submitted.

Michael Donohue, Chair

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

March 27, 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. **Save the Date - 17th Annual Wardens Golf Tournament – Friday, June 7, 2024**

The 2024 Warden's Golf Tournament has been scheduled for Friday, June 7, 2024 at the Dragonfly Golf Links – 955 Opeongo Road, Renfrew. Details are currently being finalized, but the entry fee will once again include green fees, riding cart, boxed lunch, swag bag, after game appetizers and door prizes. Online registration will be available in the upcoming month, so please save the date for this exciting fundraising event. The County of Renfrew is looking forward to another successful year.

2. **Save the Date - 2024 Annual Service Awards – Thursday, November 21, 2024**

In 2024, the County of Renfrew introduced a different format for the County of Renfrew Service Awards and Staff Appreciation, with last year's event being held in November at Pembroke Festival Hall. Staff are planning on repeating this very successful staff appreciation evening on Thursday, November 21, 2024; the Chief Administrative Officer/Deputy Clerk has promised to start shopping for new shiny pants much earlier. Staff are working on the agenda for this event and will release information once details have been confirmed. For now, please note the date in your calendar. This initiative contributes to Strategic Plan Goal #2, Workforce Development.

3. **Employee Recognition Q3 2023**

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

Attached as Appendix I is the bulletin announcing the round of winners and nominees of the County's Employee Recognition Program for the Q3 period of July to September, 2023. Q4 closed December 31, 2023 and staff are currently distributing the Certificates and taking the photos; this information will be provided at a future meeting.

Nominations are now open for the January to March 2024 period, closing March 31. The nomination can be done via the County of Renfrew website found here: <https://forms.countyofrenfrew.on.ca/Public-Site/County-of-Renfrew-Employee-Recognition-Nomination>

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

This policy contributes to Strategic Plan Goal #2, Workforce Development.

4. **Recruitment Efforts – Career Fairs**

On February 13, 2024, Human Resources Manager Greg Belmore, Human Resources Coordinator Amanda Nesbitt, Commander Kerri-Lynn McGrath and Bonnechere Manor Administrative Assistant II Megan Ferneyhough, attended a career fair at Algonquin College in Ottawa from 10:00 a.m. to 3:00 pm. This provided an excellent opportunity for staff to promote County of Renfrew and lower tier available positions, but also promote the County as a place to search for employment opportunities. This event was very well attended, with over seventy employers present.

On February 22, 2024 members of the County of Renfrew Human Resource Division attended a career fair hosted by Ontrac at the Renfrew Legion from 12:30 to 3:30 pm.

These initiatives are in support of Strategic Plan Goal #2, Workforce Development, and part of the identified actions to achieve the objectives in 2024.

5. **2024 Tax Policy**

The Treasurer hosted a Tax Policy Working Group meeting on Monday, March 4, 2024 at 11:00 a.m. and all the local municipal treasurers were invited to attend. A Tax Policy Working Group Report and Taxation By-laws will be provided at the April meeting of the Finance and Administration Committee, which will include all recommendations from the March Tax Policy Working Group meeting.

6. **Investment Update**

As requested at the Committee meeting, staff have included additional information within the investment update. However, due to changes in the investment policy, benchmarking against external interest rates is no longer prescribed. Also, BMO Nesbitt Burns statements have changed format and are no longer conducive to being attached; therefore, the details were summarized and provided below.

The municipality has the power to invest under Section 418 of the *Municipal Act, 2001*, *S.O. 2001 c.25* and only in those securities prescribed under the Eligible Investments Regulation (O. Reg. 438/97) to the Municipal Act as may be amended from time to time.

The Treasurer of the municipality shall prepare and provide to the council, each year or more frequently as specified by the council, an investment report.

In accordance with the County of Renfrew's Corporate Policy GA-06 – Investment Policy, cash not required for current operations may be invested and reinvested with a view to:

- a) Securing safety of the principal contributed to the Fund;
- b) Maintaining a high degree of liquidity within the Fund; or
- c) Obtaining a competitive rate of return through a diversified portfolio of permitted investments.

All investments shall be selected based on the projected cash flow requirements, keeping the total investment portfolio within the following parameters:

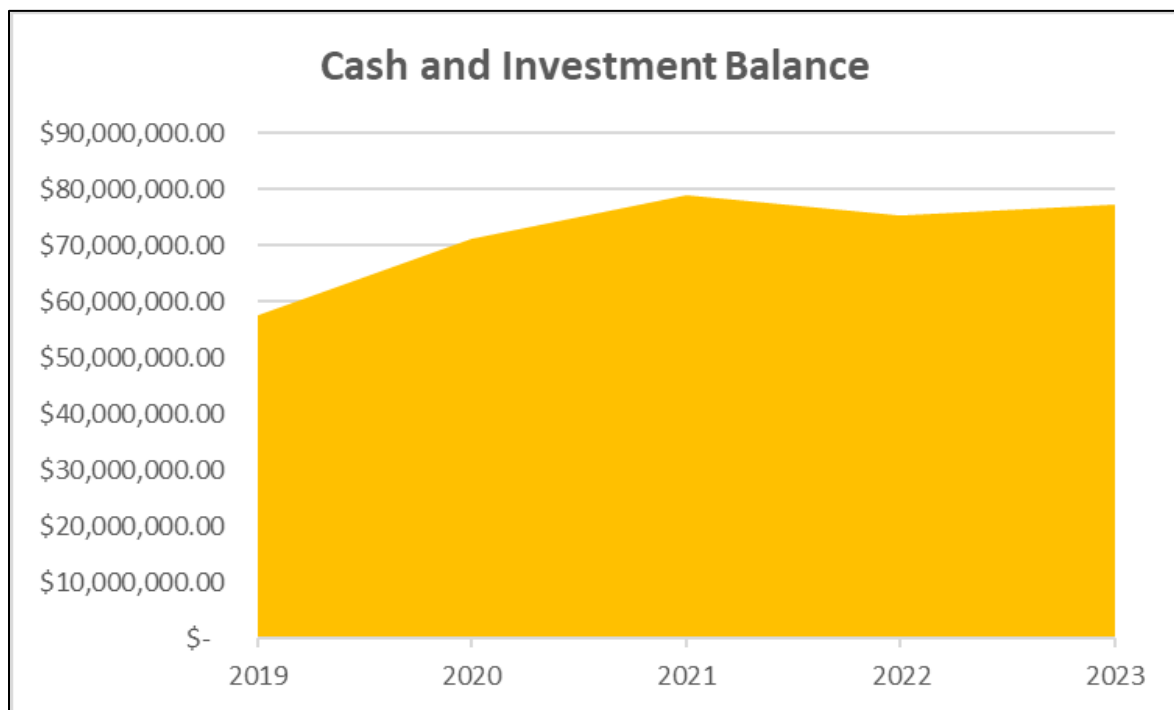
| Type of investment, as defined by O. Reg. 438/97 | Minimum – Maximum percent of total investment portfolio |
|---|---|
| O. Reg. 438/97 s.2(1), (federal, provincial and municipal indebtedness) | 0% - 100% |
| O. Reg. 438/97 s.2(3) (schedule 1,2 and 3 bank deposit receipts, notes, and similar instruments) | 0% - 100% |
| O. Reg. 438/97 s.2(4) (bank and credit union guaranteed bonds) | 0% - 25% |
| O. Reg. 438/97 s.2(7.1) and s.2(8.1) (corporate bonds and shares invested through One Investment) | 0% - 20% |

No more than 20% of the total investment portfolio will be made up of instruments issued or guaranteed by a single entity/organization, with the exception of a Canadian Federal or Provincial Government or Schedule 1 bank.

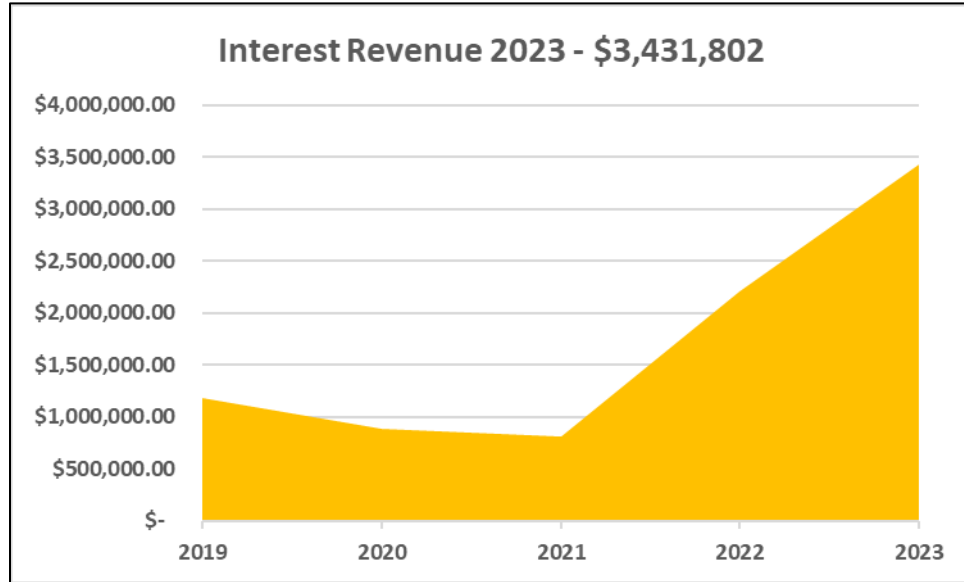
The investment report referred to shall contain:

- (a) a statement about the performance of the portfolio of investments of the municipality during the period covered by the report:

| | Maturity Date | Interest Rate | Face value as at December 31, 2023 | Face value as at December 31, 2022 |
|---|----------------------|----------------------|---|---|
| BMO RAAG operating bank accounts | Current | Prime less 1.5% | \$70,057,336 | \$68,079,937 |
| Bank of Montreal GIC | November 6, 2023 | 3.51% | | \$1,000,000 |
| Bank of Montreal GIC | May 8, 2024 | 2.63% | \$1,000,000 | \$1,000,000 |
| CDN Western Bank | May 8, 2024 | 2.90% | \$1,000,000 | \$1,000,000 |
| Bank of Montreal GIC | September 23, 2024 | 4.55% | \$500,000 | \$500,000 |
| Bank of Montreal GIC | October 15, 2024 | 2.31% | \$1,000,000 | \$1,000,000 |
| Bank of Montreal GIC | May 7, 2025 | 2.11% | \$1,000,000 | \$1,000,000 |
| Equitable Bank GIC | September 23, 2026 | 2.15% | \$100,000 | \$100,000 |
| Equitable Trust GIC | September 23, 2026 | 2.15% | \$100,000 | \$100,000 |
| Home Trust GIC | September 23, 2026 | 2.15% | \$100,000 | \$100,000 |
| Home Equity Bank GIC | September 23, 2026 | 2.15% | \$100,000 | \$100,000 |
| Manulife Bank GIC | September 23, 2026 | 1.75% | \$600,000 | \$600,000 |
| Presidents Choice Bank GIC | September 23, 2026 | 1.95% | \$100,000 | \$100,000 |
| RFA Bank of Canada GIC | September 23, 2026 | 1.85% | \$100,000 | \$100,000 |
| Canadian Western Bank GIC (shared - RCHC) | November 25, 2027 | 5.15% | \$100,000 | \$100,000 |
| Home Equity Bank GIC (Shared - RCHC) | November 25, 2027 | 5.16% | \$100,000 | \$100,000 |
| BMO Trust Company GIC | December 6, 2027 | 4.75% | \$400,000 | \$400,000 |
| Bank of Montreal GIC | November 6, 2028 | 5.45% | \$1,000,000 | |
| Totals | | | \$77,357,336 | \$75,379,937 |



| Interest Income | |
|------------------|-------------|
| 2019 | \$1,180,324 |
| 2020 | \$884,752 |
| 2021 | \$814,343 |
| 2022 | \$2,201,552 |
| 2023 (unaudited) | \$3,431,802 |



| Average BMO RAAG Balance | |
|--------------------------|-------------------------|
| Jan-23 | \$ 66,932,760.44 |
| Feb-23 | \$ 62,072,075.66 |
| Mar-23 | \$ 62,837,788.39 |
| Apr-23 | \$ 74,815,782.02 |
| May-23 | \$ 72,870,303.82 |
| Jun-23 | \$ 70,465,663.35 |
| Jul-23 | \$ 78,592,912.94 |
| Aug-23 | \$ 74,861,187.20 |
| Sep-23 | \$ 71,456,920.62 |
| Oct-23 | \$ 75,080,777.36 |
| Nov-23 | \$ 68,782,217.63 |
| Dec-23 | \$ 61,296,088.10 |
| Average | \$ 70,005,373.13 |

- (b) a description of the estimated proportion of the total investments of a municipality that are invested in its own long-term and short-term securities to the total investment of the municipality:

| Maturity Dates: | Balance | Percentage of Portfolio | Average Interest Rate |
|------------------------|---------------------|--------------------------------|------------------------------|
| Current | \$70,057,336 | 91% | 5.70% |
| 2024 | \$3,500,000 | 5% | 2.89% |
| 2025 | \$1,000,000 | 1% | 2.11% |
| 2026 | \$1,200,000 | 2% | 1.91% |
| 2027 | \$600,000 | 1% | 4.89% |
| 2028 | \$1,000,000 | 1% | 5.45% |
| | \$77,357,336 | 100% | 5.46% |

- (c) a statement by the Treasurer as to whether or not, in their opinion, all investments were made in accordance with the investment policies and goals adopted by the municipality:
- It is the opinion of the Treasurer, that all investments were made in accordance with the investment policies and goals adopted by the County of Renfrew.
- (d) a record of the date of each transaction in or disposal of its own securities, including a statement of the purchase and sale price of each security.
- Redeem one Bank of Montreal GIC that is maturing November 6, 2023 for \$1,000,000 and reinvest in a Bank of Montreal 5.45% GIC for \$1,000,000 maturing November 6, 2028.

RESOLUTIONS

7. June Standing Committee Meeting

RESOLUTION NO. FA-CC-24-03-35

Moved by Chair

Seconded by Committee

THAT the Finance and Administration Committee meeting be held on Monday, June 17, 2024.

Background

Due to a significant conflict that would result in the absence of our Warden, the Chair of the Finance and Administration Committee, the Chief Administrative Officer and the Clerk, a change in date for the June Standing Committee Meeting has been approved.

Section 74 (a) of the Procedural By-law states:

Committees will meet at such time and place as the Presiding Officer determines, subject to the direction of Council. Presiding Officer will utilize as a guideline for consideration to change the time, date or location of a committee meeting, a 60-day notice requirement and subject to 100% agreement of committee members. Failing full agreement of a revised date, the original meeting date will remain.

BY-LAWS

8. Employment By-law #1

RESOLUTION NO. FA-CC-24-03-36

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. Reclassification of the following positions:

a. Manager, Human Resources from Group 10 to Group 11;

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:

B-04 Classification Review System Adjustments

Consistent with County of Renfrew Policy B-04 Classification Review System, a review of positions that had not had updated and approved job descriptions, nor updated job evaluations, was required in the Human Resources Division. At the request of the Chief Administrative Officer, and to avoid undue bias and/or influence from those affected by the evaluation, a third-party evaluator was enlisted to provide this evaluation; Jane Mizanski of Gallagher Benefit Services (Canada) Group Inc. Accordingly, these positions were scored utilizing the County of Renfrew's job evaluation tool which resulted in changes in their respective points; however only affecting grid movement of one position on the Employment By-law #1 staff salary grid. The following positions were evaluated:

Manager, Human Resources: from Group 10 to Group 11; and

Human Resources Coordinator: no change in Grouping.

9. User Fee By-law and Schedule

RESOLUTION NO. FA-CC-24-03-38

Moved by Chair

Seconded by Committee

THAT County Council adopt a revised By-law to Establish and Require Payment of User Fees and Charges; AND FURTHER THAT the previous User Fee By-law 69-23 be repealed.

Background

As part of our annual budget process, a review is made of the County of Renfrew User Fee By-law and Schedule.

Administration – The Hourly Rates have not been changed since 2016, the proposed increase represents an ongoing effort for cost recovery.

Public Works – The Operations Committee approved a recommendation that County Council implement a \$750.00 fee for speed/traffic review requests. To achieve a balance between the quantity of applications and the associated expenses for the requested studies, a fee of \$750.00 covers the services of the infrastructure technician. This includes tasks such as installing and overseeing data collection, interpreting the gathered data, and preparing a report for County Council. Currently, most county roads are designed for efficient material and goods transportation at a speed rating of 80 km/hr. Requests for speed reductions are typically denied based on the road geometry—characterized by straightness, width, and well-defined shoulders and ditches—which does not yield the intended impact. Additionally, the prevailing industry norm acknowledges that, in the majority of studies conducted in recent years, up to 15% of drivers exceeding the posted speed limit is considered acceptable. People engage in speeding for various reasons, and it's important to note that individual motivations may differ. This change in fee structure has been reflected in the User Fee By-law. Staff indicated that traffic counts and speed studies are completed on all county roads on a five-year continuous basis. These completed studies are available to any local municipality free of charge, but if a current request is required, the \$750.00 is being proposed on a cost recovery basis only for staff time required to complete the request.

| Service | Current Fee | Proposed Fee |
|--|-------------------|---------------|
| Administration | | |
| All Departments | | |
| Hourly Rates (travel time is 50% of service rate) | | |
| - CAO/Department Head | 130.00 | 140.00 |
| - Manager/Supervisor | 100.00 | 110.00 |
| - Technical / Coordinator | 75.00 | 80.00 |
| - Maintenance/Janitorial Person | 65.00 | 70.00 |
| - Clerical | 55.00 | 60.00 |
| Public Works | | |
| Cost Recovery – Requests for a Traffic Review | NEW | 750.00 |

There were no further changes recommended by any other departments to the User-Fee By-law for 2024.

10. **Corporate Policies and Procedures – Human Resources**

RESOLUTION NO. FA-CC-24-03-39

Moved by Chair

Seconded by Committee

THAT County Council cancel the following Corporate Policy:

- a) J-06 Return of Service Incentive Program;

AND FURTHER THAT a By-law to amend By-law 63-03, being a By-law to establish Human Resources Corporate Policies and Procedures for the County of Renfrew be adopted.

Background

Our Committee is recommending that County Council cancel Corporate Policy J-06 Return of Service Incentive Program.

All of which is respectfully submitted.

Jennifer Murphy, Chair

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

Staff were requested to utilize the previously established template for Item #6.

The Report was adopted as presented.

Moved by Councillor Murphy

Seconded by Councillor Jahn

THAT the following By-laws be enacted and passed:

- a) By-law 33-24 – A By-law to Designate County Road 16 (Victoria Street) at Wolfe Avenue as a Pedestrian Crossover.
- b) By-law 34-24 - A By-law for the Execution of Contract PWC-2024-09 Rehabilitation of County Structures C001 (Berlanquet Creek Culvert) and C134 (Campbell Drive Culvert).
- c) By-law 35-24 – A By-law for the Execution of Contract PWC-2024-10 Rehabilitation of County Structure C204 (Bellows Creek Culvert).
- d) By-law 36-24 – A By-law For the Execution of an Extension to Contract PWO-2023-03 for Pavement Marking.
- e) By-law 37-24 - Employment By-Law # 1 for County Officers and Staff.
- f) By-law 38-24 - A By-law to Establish and Require Payment of User Fees and Charges.
- g) By-law 39-24 - A By-law to Amend By-Law 63-03 Human Resources Corporate Policies and Procedures for the County of Renfrew.
- h) By-law 40-24 – A By-law for the Execution of Contract PWC-2024-22 for the Rehabilitation of Three Bridges – Algonquin Trail.
- i) By-law 41-24 – A By-law to Delegate Authority to the GIS Coordinator for Sharing GIS Data with Corporations.
- j) By-law 42-24 – A By-law to Enter into an Agreement with the Province of Ontario to Accept the Community Emergency Preparedness Grant in Support of Emergency Preparedness in the County of Renfrew.
- k) By-law 43-24 – A By-law to Enter into an Agreement with Ontario Health for the Development of a Community Paramedicine Website in Consultation with Industry Partners.
- l) By-law 44-24 – A By-law Authorizing the Warden and Clerk to Execute an Agreement Between the County of Renfrew and Ontario Health for IV and Wound Care Specialized Equipment .
- m) By-law 45-24 – A By-law Authorizing the Warden and Clerk to Execute an Agreement Between the County of Renfrew and Ontario Health to Operate Two Short-Stay Respite Care Beds at Miramichi Lodge Effective January 1, 2024 to December 31, 2024.
- n) By-law 46-24 - A By-law Authorizing the Warden and Clerk to Execute an Agreement Between the County of Renfrew and Ontario Health for the Personal Support Worker Initiatives 2023-26 Funding Support Agreement.
- o) By-law 47-24 – A By-law to Amend By-law 59-23 Being a By-law Authorizing the Warden and Clerk to Execute an “Extending Letter” for the Long-Term Care Service Accountability Agreement with Ontario Health.
- p) By-law 48-24 – A By-law to Amend By-law 60-23 Being a By-law Authorizing the Warden and Clerk to Execute an “Extending Letter” for the Multi-Sector Service Accountability Agreement with Ontario Health for the Senior/Adult Day Program.

- q) By-law 49-24 – A By-law to Enter into an Agreement with Ocean Family Medicine Care Innovations to Streamline Online Booking and Referral Services.
- r) By-law 50-24 - A By-law to Enter into an Agreement with Pembroke Regional Hospital as Represented by the Mental Health Services of Renfrew County (MHSRC) to Provide Mental Health Services.
- s) By-law 51-24 – A By-law to Enter A By-Law to Enter into an Agreement with PREHOS Inc. to Provide a Platform for Electronic Patient Call Reports (ePCR)s.
- t) By-law 52-24 – A By-law To Enter Into An Agreement Extension With The Ministry Of Long-Term Care For An Two-Year Funding Extension For The Community Paramedic For Long-Term Care (CPLTC) Program. CARRIED.

Written Reports from Representatives Appointed to External Boards

- a) Association of Municipalities Ontario (AMO) – Warden Emon noted that due to a scheduling conflict, he did not attend the recent AMO meeting.
- b) Chalk River Laboratories Environmental Stewardship Council – Councillor Lynch overviewed the Chalk River Laboratories Environment Stewardship Council Report. It was noted that the Chalk River Laboratories Environmental Stewardship Council would now be reported through the Development and Property Committee.
- c) Eastern Ontario Regional Network (EORN) – No report.
- d) Federation of Canadian Municipalities (FCM) – Councillor Doncaster overviewed the Federation of Canadian Municipalities Report.
- e) Rural Ontario Municipal Association (ROMA) – No report.

Members Written Motions.

Brownfield Resolution – Councillor Dan Lynch – February 28, 2024 Council Meeting

Moved by Councillor Lynch

Seconded by Councillor Weir

THAT County Council withdraw the following motion:

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.

WITHDRAWN

The Treasurer and Manager of Planning overviewed the Brownfield Remediation Tax Assistance Program Staff Report. Direction was given to staff to further investigate and report to the Development and Property Committee.

New Business

Councillor Jahn thanked Council for their compassion and understanding during her recent leave of absence.

Councillor Lynch invited Council to the Arnprior Transportation Master Plan Meeting being held at 6:00 p.m. on March 27, 2024

Councillor Brose invited Council to the Shaw Woods Education Centre for their annual Easter egg hunt on Saturday, April 8, 2024.

Moved by Councillor Doncaster

Seconded by Councillor Willmer

THAT By-law 49-24, being a By-law to Confirm the Proceedings of the Council of the County of Renfrew at the meeting held on March 27, 2024 be now numbered, deemed read three times and passed. CARRIED.

Moved by Councillor Bennett

Seconded by Councillor Lynch

THAT County Council adjourn. Time – 2:10 p.m. CARRIED.