

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, April 24, 2024

GENERAL SESSION

The General Session of the Council of the Corporation of the County of Renfrew met at 10:00 a.m. on Wednesday, April 24, 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 Councillor Doncaster and Councillor Bennett. Councillor Willmer and Councillor MacKenzie attended virtually.

No pecuniary interest was disclosed.

Moved by Councillor Mayville

Seconded by Councillor Murphy

THAT the minutes of March 27, 2024 be adopted. CARRIED.

Warden Emon addressed Council as follows:

Members of County Council:

During the month of April, I attended 20 meetings on County business.

On April 12, I met with MPP John Yakabuski to discuss the following:

- Queen's Park Days
- Mesa funding for the Carefor project
- Ministry of Transportation following up on the ROMA delegation on the Highway 17 brief
- Child Care – CWELLC issues
- Housing (funding and access/eligibility) modular project, housing stock revitalization
- Enterprise Renfrew County
- Renfrew County and District Health Unit

The first ever Renfrew County Housing Summit was held on April 8th at the myFM Centre in Renfrew. By all accounts it was a very successful event with over 110 attendees, representing various segments of the housing spectrum. Later in today's meeting, we will hear more about the summit, including a wrap-up video. A fulsome report will be forthcoming in the months to follow, including action items and a discussion about tangible targets. A huge thank you to all involved.

The Federal Government released their budget documents on April 16th. While the recently announced provincial budget had more direct implications to municipal operations, there were several items within the federal budget that focus on solving the housing and homelessness crises, including funding investments in infrastructure. I remain hopeful that the County of Renfrew will be an eligible partner in the funding allocations and applications when the programs are rolled out, including the \$6-billion Canada Housing Infrastructure Fund, and ask that we continue to work with partners like FCM to ensure that we are not forgotten.

Monday, April 22, was Earth Day, which raises awareness of the need to protect the Earth's natural resources for future generations and honours the achievements of the environmental movement. It is a day to remind us of our responsibility to protect our County and the planet. This year, citizens are encouraged to adopt new, sustainable modes of transportation. It is beneficial for our health and the planet's.

On April 17, the CAO and I met with the Renfrew County and District School Board to discuss items of mutual benefit. In attendance were the new Director of Education, Kristin Niemi, who was joined by Trustee Susan Humphries and Meredith Caplan Jamieson, Executive Officer of Public Affairs. The meeting identified several initiatives that the County and the School Board could collaborate on in the future.

This upcoming Friday, the Eastern Ontario Wardens' Caucus is being presented with the business plan for the Eastern Ontario Regional Housing Plan. We have been talking about the 7+ in 7+ plan for several months, and we will now have a clear path forward on how this initiative will roll out in the future. Thank you to EORN for all of the hard work put into this major milestone in the evolution of the strategy to grow our rental housing stock.

On behalf of Council, I wish to express our sincere condolences to Councillor Lynch and his family on the passing of his mother, Doris Lynch, who passed away on April 3 at 102 years

young and to Councillor Brose and his family on the passing of his sister, Elizabeth Hinson, who passed away on April 18. Elizabeth was part of the Ontario Works team for many years and was instrumental in training some of our current staff members.

Today is Administrative Professional's Day, and I would like to extend my deepest appreciation to all our dedicated administrative professionals who play a vital role in keeping our County running smoothly. Your hard work and commitment contribute significantly to our success and we are grateful for your support. Together, we make a great team and I am honoured to work alongside such talented individuals.

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) Ann Pohl, Spokesperson, Kitchissippi-Ottawa Valley (KOV) Chapter – Council of Canadians - Climate Action Petition in recognition of International Earth Day.

10:12 a.m. Judy Sauve, Ann Pohl and Carol Sulpher presented a PowerPoint presentation and requested that Council consider forming a valley-wide climate action committee. Council discussed the presentation and commended the delegations on the work they have done to date. Council noted the request to form a committee was premature as the County has engaged a consultant to provide direction on addressing climate action. Council further discussed funding, noting that several municipalities are addressing projects with climate action in mind.

Councillor Doncaster entered the meeting at 10:34 a.m.

The presentation concluded at 10:54 p.m.

- b) Jason St-Pierre, Chief Executive Officer and Lisa Severson, Director of Communications, Eastern Ontario Regional Network (EORN) - Renfrew County EORN Update .

10:54 a.m. – Jason St-Pierre and Lisa Severson presented a PowerPoint presentation on the EORN annual update.

The presentation concluded at 11:14 a.m.

Correspondence received has been forwarded to the appropriate committee.

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

April 24, 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. Mesa Stakeholder Engagement Meeting

On March 20, 2024, a Mesa stakeholder engagement session was held at the Carefor Centre in Pembroke. Representatives from the County of Renfrew's Community Services, Development and Property, and Emergency Services Departments participated in the meeting, along with local addictions and mental health service providers. The aim of the session was to exchange information on services and obtain feedback from stakeholders on strategies to better meet the needs of individuals experiencing mental health, addictions, and homelessness. All stakeholders present expressed their commitment to collaboration and working together to bridge existing service gaps.

2. Food Affordability Report

Attached as Appendix I is the Food Affordability in Renfrew County and District, 2023 Report prepared by the Renfrew County and District Health Unit (RCDHU). Public Health units in Ontario are directed by the Ministry of Health to monitor local food affordability, and food insecurity rates annually. The report identifies that nearly one in six (17%) households in Renfrew County are food insecure. The RCDHU website [Eating and Nutrition | Renfrew County and District Health Unit \(rcdhu.com\)](https://www.rcdhu.com) contains further information on the negative health impacts of food insecurity and how the public can take action to advocate for change.

3. 2023 Licensed Child Care Annual Report

The Early Years and Child Care Division for the Ministry of Education has released the [2023 Early Years and Child Care Annual Report](#) which contains detailed information about the child care and early years system, as well as Ontario's progress in line with its commitments to Canada. This data has been collected from the Child Care Licensing System (CCLS) and annual data collection from licensed child care centres and home child care agencies.

4. **Bill C-35 – An Act Respecting Early Learning and Child Care in Canada**

On December 8, 2022, Bill C-35, an Act respecting Early Learning and Child Care in Canada, was introduced in the House of Commons with the intention of enshrining the principles of the Canada-Wide Early Learning and Child Care System into federal law. The Bill received Royal Assent on March 19, 2024, therefore establishing a long-term commitment to federal funding for the Early Learning and Child Care System across Canada.

5. **Homelessness Prevention Program (HPP) Eligibility Criteria**

Homelessness Prevention Program (HPP) eligibility criteria are determined locally by service managers. The income cut-off levels used for eligibility were last updated several years ago and are based on Statistics Canada’s after-tax Low-Income Measure (LIM). At that time, the County of Renfrew opted to align the HPP eligibility criteria with the Ontario Energy Support Program (OESP), which also uses LIM.

Recently, the OESP implemented new guidelines with updated LIM rates, effective March 1, 2024. In light of this change, staff recommend adopting the new LIM rates outlined in the OESP guidelines for determining eligibility for the HPP.

The Renfrew County Housing Corporation Board of Directors approved the proposed eligibility criteria as outlined below, retroactive to April 1, 2024, as the preferred option because the HPP assists with hydro arrears, and aligning eligibility criteria with the OESP and Low-Income Energy Program (LEAP) ensures consistency in rules and processes across programs. This consistency can streamline administration and provide clarity for applicants and program caseworkers alike.

Current versus Proposed Eligibility Criteria:

Household after Income Tax	Household Size						
	1	2	3	4	5	6	7+
Current: < \$28,000 Proposed: \$38,000 or less	Eligible	Eligible	Eligible	Eligible	Eligible	Eligible	Eligible
Current: < \$39,000 Proposed: \$38,001 – \$54,000		Eligible	Eligible	Eligible	Eligible	Eligible	Eligible
Current: < \$48,000 Proposed: \$54,001 - \$65,000			Eligible	Eligible	Eligible	Eligible	Eligible
Current: < \$52,000 Proposed: \$65,001 - \$71,000					Eligible	Eligible	Eligible

BY-LAWS

6. Ontario Transfer Payment Agreement – 2024 Ontario Works Administration Funding

RESOLUTION NO. CS-CC-24-04-18

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Clerk to enter into a 2024 Ontario Works Administration Transfer Payment Agreement with the Minister of Children, Community and Social Services.

Background

An Ontario Transfer Payment Agreement is required to be executed for the Corporation of the County of Renfrew to accept the 2024 Ontario Works Administration Funding in the total amount of \$2,022,000. This total amount conforms with the Ontario Works 2024 approved budget.

All of which is respectfully submitted.

Anne Giardini, Chair

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

Councillor Brose requested additional information regarding the recent announcement that the Federal Government has budgeted for a breakfast for school program. The Director of Community Services offered to provide information as it is received.

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

April 24, 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 Programs - Mesa

On March 20, the Mesa team, in collaboration with the Ontario Health Teams, hosted a community meeting with 20 community partners to discuss the new Collaborative Approach to Compassionate Care. One of the key themes that came out of this meeting was that Mesa is a 'people centered approach' while breaking down the silos of the different programs involved to work collaboratively to help those in need.

Paramedics involved in the Mesa team are participating in regular visits with the Ontario Provincial Police and the Mental Health Crisis Rapid Response Team. They are involved in regular clinics at The Grind in Pembroke and the demand for services is increasing as we build trust and respect through educational programs, system navigation, RCVTAC consultations and paramedic-lead interventions.

Since the launch of Mesa, the Mesa team is already making a difference; there have been 71 encounters, 30 of which were 911/support follow-ups, 21 resulted in 911 and emergency department diversions, 14 had alternative transportation arranged and 13 were related to wellness checks or reported concern. The Director of Emergency Services provided an overview of the 'live' Mesa Activity Tracker that was developed to capture live patient interactions.

2. Community Paramedic Response Unit (CPRU)

The Community Paramedics finished their March Education Session focusing on new clinical pathways, current updates, and progress with ongoing changes including:

- The new Caredove v.2 referral platform,
- The skin tear pilot, update, and referral pathways
- New assessment tools using otoscopes.

The team is spending time strengthening relationships with community partners to help close the gaps within services and provide a complete wrap around care model with our clients, while keeping them at home. This involves reaching out to community partners

and educating staff regarding available services and possibilities for collaboration to reach more vulnerable community members.

3. Medical Priority Dispatch System (MPDS)

Paramedic staff education has commenced related to the implementation of the Medical Priority Dispatch System. MPDS is a protocol tool that is used worldwide. It includes 36 protocols, each one built by experts, backed by science, and tested over time to reduce complexity and risk. MPDS is a safe and proven emergency medical call taking system that is thoughtfully structured, and patient focused.

Renfrew Central Ambulance Communication Centre dispatchers have been fully trained to efficiently assess patient conditions and situations. MPDS is based on a more comprehensive and patient-focused presentation to efficiently determine the best resources for each individual call. This will allow for a better allocation of resources and help distribute the workload among all crews. Dispatch processes are based on factors such as station, start time, meal break allowance, end of shift, and level of care. Peer experience demonstrates that this will lead to fewer code 4 responses and will get the right resource to the right patient at the right time.

4. Ontario Budget

The 2024 Ontario Budget entitled '[Building a Better Ontario](#)' was released March 26, 2024; items relevant to the County of Renfrew Long Term Care Homes operation are listed below. The Ministry will detail funding specifics via separate memo to each Home in the coming weeks.

a) Level of Care

The Province is providing a 6.6% (\$353M) increase to the Level of Care (LoC) funding for 2024-25.

b) Pharmacy Funding and Medication Safety Technology Program (MSTP)

The Long-Term Care pharmacy funding will remain at \$1500 annually per bed this year and the Medication Safety Technology Program will continue for 2024/25.

c) Health Human Resources

Four Hours of Care -The Ministry advised that the four hours of care allocation for 2024-25 will be \$1.82B. For 2024/25, homes will receive the following amount:

- Nurse and Personal Support Worker (PSW) Staffing Supplement: \$1,822.02 per bed, per month.
- Allied Health Professional (AHP) Staffing Supplement: \$161.35 per bed, per month.

The funding will continue beyond 2024/25 and become base funding. The funding policy includes the projected allocations for 2025/25:

Nurse and PSW Staffing Supplement	2025-26
Annual Funding	\$1,673,005,700
Notional Monthly Allocation Range Per Bed, Per Month	\$1,673.55 - \$1,721.49

AHP Staffing Supplement	2025-26
Annual Funding	\$148,160,200
Notional Monthly Allocation Range Per Bed, Per Month	\$148.20 - \$152.45

Workforce Investments - Continuation of the Supervised Practice Experience Partnership Program supporting up to 1,500 internationally educated nurses annually to become accredited nurses in Ontario. An additional \$128 million will be provided over the next three years to support the sustained enrolment increases in nursing spaces at publicly assisted colleges and universities by 2,000 registered nurses and 1,000 registered practical nurse seats.

d) Minor Capital

\$202M in 2024 will be made available to eligible LTC operators as a one-time transfer through the Other Accommodation envelope for minor repairs/redevelopment projects, including but not limited to the installation of sprinklers. Eligible homes will receive one-time funding of approximately \$2,500 per bed.

e) Resident Health and Well-Being Program Funding

On March 21, 2024, MLTC announced the 2024/25 funding for the resident health and well-being program and the amendments to the funding policy, expanding the eligibility of Allied Health Professionals that provide social services to the residents(i.e. RAI MDS Staff, Rehab, Active Living and Therapeutic Support Staff, Activity Directors, Medical Directors, Directors of Nursing and Personal Care, Nutrition Managers, and Behavioural Support Ontario Staff).

The program was launched in December 2022 with an investment of \$19,963,600 over three years, with 2024 being the final year. The funding allocated for 2024/25 is \$6,786,700 and homes will receive \$7.39 per bed per month starting April 1, 2024, until March 2025.

5. The Homes' 2024 Strategic Operational Plans

In November 2017, the Health Committee and County Council approved the Strategic Map: 2018 – 2024 for the County of Renfrew Long-Term Care Homes, which was based on feedback from key stakeholders: residents/families, staff, volunteers and elected officials. Annually thereafter, Health Committee has approved the annual Operational Plan created based on Accreditation Canada recommendations/comments, Provincial Quality Improvement Plan, MOLTC Compliance reports and residents/substitute

decision maker's satisfaction survey responses. The Director of Long Term Care provided the Health Committee with the 2024 Operational Plan for the Homes.

RESOLUTIONS

6. Business Case – Bonnechere Manor

RESOLUTION NO. H-CC-24-04-64

Moved by Chair

Seconded by Committee

THAT County Council approved the designation of the vacant full time Unit Clerk position to a Staffing Clerk position at Bonnechere Manor, effective May 1, 2024.

Background

Attached as appendix A is the Business Case justifying the request to change the vacant full time unionized position from Unit Clerk to Staffing Clerk at Bonnechere Manor to meet operational needs.

BY-LAWS

7. Addiction Services Contract – Mesa

RESOLUTION NO. H-CC-24-04-60

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 MacKay Manor as represented by Community Withdrawal Management Services of Renfrew County ("CWMS") and Addiction Treatment Services (ATS) for the provision of addiction and withdrawal services related to the Mesa Program.

RESOLUTION NO. H-CC-24-04-61

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 Renfrew Victoria Hospital as represented by Addiction Treatment Services (ATS) for the provision of addiction and withdrawal services related to the Mesa Program.

Background

This recommendation proposes and solidifies a partnership between the County of Renfrew and Mackay Manor, as represented by Community Withdrawal Management Services and the Renfrew Victoria Hospital as represented by Addictions Treatment Services (ATS).

Mesa clients will now have access to a full continuum of addictions services from detoxification/stabilization/assessment/connection to substitute therapy for opioid abuse/outpatient addiction treatment services and referrals for residential treatment programs throughout the province can occur for those individuals. Community withdrawal management and addiction treatment service plays a pivotal role in offering addiction and withdrawal services to community members, aiming to help individuals navigate the complex addiction care system effectively. The expertise of Mackay Manor and Renfrew Victoria Hospital will be further integrated with the partnership with the Pembroke Regional Hospital Community Mental Health staff that the County established an agreement for service in March 2024. This collaboration will reduce the frequency of 911 calls for paramedic service and visits to hospital emergency departments, which historically served as primary points of contact for those struggling with addiction-related issues.

Through the collaboration of Mackay Manor (CWMS) and the Renfrew Victoria Hospital (ATS), and the Community Paramedic Program, the Mesa team will deliver comprehensive and holistic support to individuals seeking help with addiction and withdrawal using the expertise of our partner organizations. This support encompasses various interventions, counseling, medical assistance, and referrals to further treatment options as required. Deploying a multidisciplinary approach, the Mesa team partnership will address the diverse needs of individuals facing addiction, empowering them to overcome obstacles and attain sustainable recovery.

Overall, the partnership outlined underscores a commitment to enhancing addiction care delivery, improving access to services, and fostering better outcomes for individuals and the healthcare system through a harm reduction and preventative care approach. By offering a continuum of care and support, the Mesa team endeavors to make significant progress in tackling the complex challenges associated with addiction and withdrawal, ultimately contributing to the creation of healthier communities.

8. One-Time Increase to Long-Term Care Home Funding

RESOLUTION NO. H-CC-24-04-65

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law authorizing the Warden and Clerk to sign the 2023/24 One-Time Increase to Long-Term Care Home Funding Agreement to assist in relieving financial pressures and addressing key priorities related to Ontario Fire Code requirements, addressing deferred maintenance and proceeding with (re)development projects in the amount of \$2,543 per bed with Ontario Health.

Background

Ontario Health, through Ontario Health East, advised the Corporation of the County of Renfrew, Bonnechere Manor and Miramichi Lodge will receive one-time funding in the amount of \$2,543 per bed in the fiscal year 2023-24 to assist in relieving financial

pressures and addressing key priorities related to Ontario Fire Code requirements, addressing deferred maintenance and proceeding with (re)development projects.

9. Request for Proposal Domestic Hot Water Boiler Replacement – Bonnechere Manor

RESOLUTION NO. H-CC-24-04-66

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-Law to award the Request for Proposal BM-2024-02 Domestic Hot Water Boiler Replacement project for 4 new boilers at Bonnechere Manor to Saffco Electrical Heating and Plumbing from Pembroke, Ontario, at the quoted price of \$166,000 inclusive of HST, as approved in the Bonnechere Manor 2024 Capital Budget.

Background

Council approved \$250,000 in the 2024 Bonnechere Manor Capital Budget for the replacement of four domestic hot water boilers at Bonnechere Manor. The Request for Proposal (RFP) was advertised with submissions accepted until 2:00 p.m. March 14, 2024. Tenders received as follows:

1. Saffco Electrical Heating and Plumbing, Pembroke, Ontario \$166,000.00
2. Francis H.V.A.C. Services Ltd., Nepean, Ontario \$167,922.52

Saffco Electrical Heating and Plumbing provided the lowest bid that met all the requirements within the RFP. Staff is recommending that Committee and Council support the award of the Bonnechere Manor RFP 2024-02 Domestic Hot Water Boiler Replacement project as per GA-01 Procurement of Goods and Services Policy, Section 20.7, to Saffco Electrical Heating and Plumbing from Pembroke with a bid of \$166,000 inclusive of HST, which is within the approved 2024 Capital Budget.

Michael Donohue, Chair

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

The Director of Emergency Services provided an update on the Mesa program, announcing a Mesa Gathering event scheduled for May 22, 2024 at Miramichi Lodge. This event will focus on bringing agencies and services together for discussions and presentations related to homelessness and encampments.

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

April 24, 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. Affordable Housing Summit

The County of Renfrew held an Affordable Housing Summit on April 4, 2024 at the myFM Centre, Renfrew, Ontario, with an excellent turnout from interested parties. Topics for the day were developer experiences, updates from Community Services, information on the County of Renfrew properties expression of interest and innovative partnerships, and the Mesa project. Staff will provide a report to Council at a future meeting.

2. By-law Governing County of Renfrew Owned Recreational Trails

The County of Renfrew has two designated Recreational Trails – the ‘Algonquin Trail’ and the ‘K & P Recreational Trail’, and each trail is governed by a separate By-law setting the rules for use of the trails. For consistency across the County’s trails, including any future trails, it would be best to have a single By-law capable of governing all of the County’s Recreational Trails. This would also give the opportunity to separate the governance of the K & P Recreational Trail from the County forests and apply more applicable fines for offences. As a new trail governing By-law would have an impact on all trail users across the County, to provide an opportunity to address any public concerns, a public engagement was enacted through Zencity to gain input on how the County may improve the management, maintenance, design, and/or construction practices for our recreational trails. This engagement ended on February 29, 2024. A report summarizing the input from the public, as well as for reference when considering the new draft By-law is included as Appendix I.

A new draft By-law to Regulate and Govern the Use of the Lands Identified as County of Renfrew Recreational Trails as Linear Parks, is attached as Appendix II for consideration and input. A notable change in the new draft By-law from the current By-law governing the Algonquin Trail that has had a great deal of discussion in the past and through recent public engagement is permitting dirt bikes and motorcycles on the trail. Dirt bikes and motorcycles would require insurance, a license, and an Ontario Federation of All Terrain Vehicle (OFATV) trail permit.

It is requested that any input on the draft By-law be provided no later than April 30, 2024 to Taylor Hanrath, Manager of Capital Works.

3. **A By-law to Prohibit Certain Activities on County of Renfrew Forests/Trails**

By-law Number 92-09, “A By-law to Prohibit Certain Activities on County of Renfrew-Owned Forests and Trails”, attached as Appendix III for reference, will be repealed upon completion and approval of a By-law to Regulate and Govern the Use of the Lands Identified as County of Renfrew Recreational Trails as Linear Parks, to align all trail-related permitted and prohibited activities. This provided an opportunity to review and improve the 2009 By-law, reflecting higher costs associated with dealing with issues on the Renfrew County Forest, reviewing similar by-laws in other counties, and adding prohibited activities that have become problematic in our land base. A draft of the updated “A By-law to Prohibit Certain Activities on County of Renfrew-Owned Forests”, is attached as Appendix IV. It is requested that any input on the draft By-law be provided no later than April 30, 2024 to Lacey Rose, County Forester.

4. **Ottawa Valley Tourism Conference, Annual General Meeting, Tourism Awards**

[Tourism Tomorrow: Cultivating Growth and Navigating Change](#) was the theme of this year’s Ottawa Valley Tourism Conference and annual general meeting that took place on April 16, 2024 at the myFM Centre in Renfrew.

Presented by the Renfrew County Community Futures Development Corporation, and coinciding with National Tourism Week, the full day event included a keynote address by Sara Norton of [Reply All](#), a welcome to the land and a flash history lesson with Christine Luckasavitch of [Waaseyaa Consulting](#), panel discussions about community partnerships, travel trade and succession planning.

The event wrapped up with the presentation of the Ottawa Valley Tourism Awards and the winners include:

- **Tourism Champion:** Ron Moss, Ottawa Valley Cycling and Active Transportation Alliance (Laurentian Valley)
- **Business/Organization of the Year:** Somewhere Inn Calabogie (Greater Madawaska)
- **Event of the Year:** Pembroke Regional Silver Stick Tournament
- **Sustainability Champion:** Anupaya Cabin Co. (Deep River)
- **New Tourism Product:** Ottawa Valley Farm to Fork (Bonnechere Valley)
- **Tourism Marketing:** Ontario’s Highlands Tourism Organization (Whitewater Region)

5. **Pembroke Approves Implementation of Municipal Accommodation Tax**

On April 2, 2024, Pembroke City Council voted in favour to implement a 4% Municipal Accommodation Tax that will be applied to all roofed and non-roofed transient accommodations for overnight stays of 30 days or less with a proposed implementation

date of January 1, 2025. The City of Pembroke also identified the Ottawa Valley Tourist Association (OVTA) as the eligible tourism entity to receive 50% of the collected funds.

The [Transient Accommodation Tax \(O.Reg 435/17\)](#), commonly referred to as the Municipal Accommodation Tax (MAT), was implemented by the Ontario Government in the fall of 2017 and is a tax applied to transient accommodations for stays of 30 days or less. When originally enacted, municipalities who implemented the MAT did so at a rate of 3%. Today, most regions have increased to 4% with Toronto, Mississauga and Marathon charging 6% and Ottawa, Oshawa and Kingston charging 5%. The legislation states that 50% of the funds received, after reasonable costs of collecting and administering the tax, must be shared with an eligible tourism entity with a mandate for tourism promotion. The remaining 50% can be used by the municipality as per their discretion, however, the original intent was to invest back into the local tourism industry.

Staff will be working with the City over the coming months to finalize arrangements and develop plans for use of the funds to promote and develop tourism for the City of Pembroke.

6. **Promotion of La Route Champlain**

As part of OVTA's on-going travel trade efforts, La Route Champlain was the featured take-over in March's digital issue of [Québec Le Mag](#), a tourism publication distributed to European and Québec French speaking visitors. The newsletter highlights a number of tourism experiences along the route, between the Ottawa Valley and Northern Ontario, with links to additional content pieces on the Québec Le Mag website.

[La Route Champlain](#) highlight's Samuel de Champlain's discovery of Canada and what is now known as the Ottawa Valley and tells the story through historical and modern tourism activities and attractions. Communities' and tourism operator's part of the route include Whitewater Region, OWL Rafting, The Whitewater Inn, Valley Cycle Tours, Whitewater Brewing Company, Pembroke and Upper Ottawa Valley Heritage Centre, Best Western Pembroke Inn, Eganville and Bonnechere Caves, as well as a number of historical sites and plaques along the Ottawa River.

7. **Enterprise Renfrew County Business Consultations and Services Year-End Report**

The following data details Enterprise Renfrew County's (ERC) consultation and outreach efforts for the fiscal year April 1, 2023 – March 31, 2024.

Core Activities (on-going)	Year-to-Date	Annual Target
General business inquiries	964	750
Business consultations	335	175
New business registrations	32	20

Core Activities (on-going)	Year-to-Date	Annual Target
New jobs created	54	25
Starter Company Plus Program	Results	Target
New business registrations	13	10
Businesses expanded	8	2
New jobs created (FT & PT)	37	15
Value of investment leveraged	\$210,837	\$112,000
Summer Company Program	Results	Target
New youth business registrations	5	5
Jobs created	5	5
Total Grants Awarded for Starter Company Plus and Summer Company Programs	\$75,000	
Workshops and Outreach		
Workshops & CORE Training Delivery	27 sessions (virtual & in-person) Total registrants: 518	
Direct outreach to promote programs and services to municipal offices, libraries, partner organizations, schools, events, etc.	20 Events 873 Attendees	
Referrals to supporting internal and external partner organizations, municipalities, governments and agencies	625	

Annual Business Consultations by Municipality	Total Consults	Percentage
Algonquins of Pikwakanagan First Nation	15	4.5%
Town of Arnprior	18	5.4%
Town of Deep River	6	1.8%
Town of Laurentian Hills	9	2.7%
Town of Petawawa	39	11.6%
Town of Renfrew	46	13.7%
Township of Admaston/Bromley	4	1.2%
Township of Bonnechere Valley	18	5.4%
Township of Brudenell, Lyndoch and Raglan	3	0.9%
Township of Greater Madawaska	6	1.8%
Township of Head, Clara and Maria	0	0.0%
Township of Horton	8	2.4%
Township of Killaloe, Hagarty and Richards	14	4.2%
Township of Laurentian Valley	5	1.5%
Township of Madawaska Valley	14	4.2%
Township of McNab/Braeside	11	3.3%
Township of North Algona Wilberforce	15	4.5%
Township of Whitewater Region	27	8.1%
City of Pembroke	65	19.4%
Outside Renfrew County	12	3.6%

Annual Business Consultations by Municipality	Total Consults	Percentage
	335	100.0%

Annual Business Inquiries by Municipality	Total Inquiries	Percentage
Algonquins of Pikwakanagan First Nation	19	2.0%
Town of Arnprior	99	10.3%
Town of Deep River	18	1.9%
Town of Laurentian Hills	15	1.6%
Town of Petawawa	136	14.1%
Town of Renfrew	144	14.9%
Township of Admaston/Bromley	20	2.1%
Township of Bonnechere Valley	47	4.9%
Township of Brudenell, Lyndoch and Raglan	12	1.2%
Township of Greater Madawaska	12	1.2%
Township of Head, Clara and Maria	1	0.1%
Township of Horton	6	0.6%
Township of Killaloe, Hagarty and Richards	23	2.4%
Township of Laurentian Valley	28	2.9%
Township of Madawaska Valley	48	5.0%
Township of McNab/Braeside	36	3.7%
Township of North Algona Wilberforce	31	3.2%
Township of Whitewater Region	77	8.0%
City of Pembroke	155	16.1%
Outside Renfrew County	37	3.8%
	964	100.0%

8. **Increased Program Funding to Small Business Enterprise Centres**

The County of Renfrew has been informed by the Ministry of Economic Development, Job Creation and Trade (MEDJCT) that an increase of \$6.25M in funding (\$4.8M for Starter Company Plus and \$1.45M for Summer Company) has been allocated to the Small Business Enterprise Centre network over the next two fiscal years (2024-25 and 2025-26). Staff have received confirmation from MEDJCT that the County of Renfrew will be receiving an additional \$50,000 in funding. This additional funding means increased grant allocations and program delivery funding for these important programs will directly support additional entrepreneurs across Ontario.

Staff will work with MEDJCT to confirm the final contribution amounts and amendments to the new Transfer Payment Agreement, in preparation for presentation to Council for approval.

9. **Beachburg Tract – Chemical Site Preparation**

On February 14, 2024, a Request for Quotations (RFQ) was issued to six known service providers for 25 hectares of chemical site preparation at Beachburg Tract. This area was harvested in the winter of 2022/23, is scheduled to be planted with 45,000 white and red pine in 2025 and the seedlings have already been ordered. Mechanical site preparation occurred in late fall, 2023 as the first step to preparing the site for planting. It is anticipated that chemical site preparation will be necessary this year to control poplar and red maple competition in advance of planting.

Two quotes were received as follows:

- i) Heritage Reforestation Inc., Waltham, Québec \$10,201.25 + chemical
- ii) EZ Forestry Services, McArthurs Mills, Ontario \$15,000.00 including chemical

The area will be assessed by County staff mid-June to confirm that a chemical site preparation treatment is warranted.

The estimated cost of chemical is less than \$500. The quote from Heritage Reforestation Inc. was accepted with a maximum price of \$11,000. This is within the budgeted amount of \$16,000.

Significant public outreach and education will occur in advance of this work by County staff, and the area will be signed and closed by the contactor according to the requirements of the Pesticides Act and any other relevant regulations.

10. **Renfrew County Place Fit-up – 450 O’Brien Road**

The fit-up on the first floor (previous tenant – Renfrew County and District Health Unit) consisting of 1,744 sq. ft. has been completed and is now functional at Renfrew County Place. Renfrew County Virtual Triage and Assessment Centre (RC VTAC), who were temporarily located on the second floor (formerly occupied by Community Futures Development Corporation), has moved into this newly renovated area on March 27, 2024. Staff continue to look for future interested tenants for the remaining vacant space.

11. **Information Dashboards**

The GIS Division has created two dashboards to view data/information regarding building activity and vacant land availability within Renfrew County. The [building dashboard](#) provides information on the location, type of unit, and year that residential buildings have been constructed. The [vacant land inventory dashboard](#) provides information regarding the location, size, and services of properties across Renfrew County.

12. **Phase 1 of Flood Plain Mapping**

In partnership with Natural Resources Canada (NRCan) and the Ministry of Natural Resources and Forestry (MNRF), Renfrew County and local municipalities are preparing for an effective response to any future potential flood mapping funding opportunities.

This project is aligned with the federal flood mapping framework (NRCan, 2018), of which the objectives of this project will be to:

- (1) identify current mapping status,
- (2) identify shortfalls in current data and mapping,
- (3) identify and prioritize areas for acquiring new mapping, and
- (4) develop a plan to acquire data required for flood mapping and implement flood mapping across the county.

Phase 1 of the flood-mapping framework (Flood Hazard Identification and Priority Setting) is complete and has been accepted by NRCan. The final reports are posted on the County of Renfrew [Zencity](#) platform.

RESOLUTIONS

13. Community Improvement Plans (CIP)

RESOLUTION NO. DP-CC-24-04-47

Moved by Chair

Seconded by Committee

THAT County Council direct staff to undertake an Official Plan Amendment and development of a Regional Incentives Program.

RESOLUTION NO. DP-CC-24-04-48

Moved by Chair

Seconded by Committee

THAT County Council direct staff to pursue a change to the regulation under the Planning Act to become a “Prescribed Upper-tier Municipality” for the purposes of developing an affordable housing Community Improvement Plan (CIP).

Background

Attached as Appendix V, is a report presented at the March session of County Council regarding the request from the Town of Arnprior to participate in a Brownfield Remediation Tax Assistance Program.

The attached report covers two distinct matters related to Community Improvement Plans (CIPs). First, it highlights that the County of Renfrew cannot engage in providing grants or funds to local municipalities without an Official Plan Amendment and a “Regional Incentives Plan” in place. Resolution DP-CC-24-04-47 seeks to direct staff to initiate this process, enabling the County to offer financial support to local municipalities for implementing their respective CIPs. It is estimated at a high-level that this project

could be done in-house and potentially completed in time for consideration of funding levels for the 2025 budget.

Second, it addresses the County's inability to establish its own CIP due to not being categorized as a "Prescribed Upper-tier Municipality" under Section 28(2) of the Planning Act. To overcome this limitation, a provincial regulation would need approval to prescribe Renfrew County accordingly. If successful, the County could proceed with formulating its own CIP, particularly focused on affordable housing initiatives. Resolution DP-CC-24-04-48 aims to instruct staff to pursue this regulatory change, facilitating the creation of a Renfrew County Affordable Community Improvement Plan. It is estimated that the process to become a prescribed municipality could take one year. If successful, a Request for Proposal (RFP) for the creation of the Affordable Housing CIP, would be issued (budget item for 2025). The CIP, which also requires provincial approval, would potentially be completed in time for funding consideration/ implementation for the 2026 budget.

14. **Communal Water/Wastewater Systems**

RESOLUTION NO. DP-CC-24-04-53

Moved by Chair

Seconded by Committee

WHEREAS the Province of Ontario has a stated goal of 1.5 million housing units built within 10 years;

WHEREAS the Eastern Ontario Wardens' Caucus (EOWC) has initiated a '7 in 7+' regional housing plan to increase the supply of affordable housing across Eastern Ontario;

WHEREAS proximity to existing water and wastewater plants is a limiting factor in rural townships for higher density housing on suitable land for such development;

WHEREAS communal water and wastewater systems will allow for higher density housing developments where hookup to large water and waste plants is impractical;

WHEREAS the County of Frontenac and other jurisdictions have formed a Municipal Services Corporation to manage communal water and wastewater systems in their lower tier municipalities;

WHEREAS a Municipal Services Corporation can provide other services that are impractical for a single lower tier municipality to manage efficiently on their own;

THEREFORE BE IT RESOLVED that the County of Renfrew Council direct staff to prepare a report within three months on steps to form a Municipal Services Corporation to address communal water and wastewater systems in Renfrew County or join another Municipal Services Corporation and the possible scope of services that could be provided, for consideration by County Council.

Background

The above recommendation was presented under new business from Councillor MacKenzie, Township of McNab/Braeside in conjunction with the County of Frontenac Communal Services presentation to the Development and Property Committee in

November 2023. With developers in the area quite interested in the communal water/wastewater systems, the Committee is requesting that County Council direct staff to explore the possibilities of implementing a Municipal Services Corporation (MSC) model for managing the operation on an ongoing basis within the County of Renfrew.

BY-LAWS

15. By-law Enforcement on Algonquin Trail

RESOLUTION NO. DP-CC-24-04-44

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to authorize Pro-tec 5, Pembroke, Ontario to act as a By-law Enforcement Officer on County of Renfrew owned Recreational Trails on behalf of the County of Renfrew.

Background

As evidenced by the input received through public engagement, enforcement of rules on the Algonquin Trail has been an ongoing challenge. In the past, enforcement of By-law 119-18, being a By-law to Regulate and Govern the Use of the Lands Known as the Algonquin Trail (Formerly Known as the CP Rail Corridor) as a Linear Park, has been attempted to be achieved through OPP, either by irregular patrols by the Snow-Vehicle, All Terrain Vehicle and Vessel Enforcement (SAVE) Team, or through the hiring of paid duty officers. These methods have led to an infrequent enforcement presence on the Algonquin Trail and as a result, many users are not following the rules set by the By-law. The cost of having paid duty officers is significant, at approximately \$1,400 per patrol, and it is becoming increasingly difficult to schedule ATV riding officers due to a lack of availability. As such, staff reached out to two firms that act as By-law Enforcement for local municipalities to request proposals for enforcement of By-law 119-18. For the purposes of comparison and estimating costs, an eight-hour day patrol has been assumed with one By-law Enforcement Officer on an ATV.

Proposals received were as follows:

- i) Pro-tec 5, Pembroke, Ontario proposed a cost of \$32.85 per hour, per officer. With travel and administrative time, it is anticipated that the average day patrol would result in a cost of approximately \$330 to the County. This is significantly less than OPP paid duty officer patrols and could permit approximately 27 patrols to be completed before the end of 2024 (substantially more than past years).
- ii) James McBain, Municipal Law Enforcement Services, Renfrew, Ontario proposed a cost of \$55 per hour, per officer. With travel and administrative time, it is anticipated that the average day patrol would result in a cost of \$550 to the County. This is significantly less than OPP paid duty officer patrols and could permit

approximately 15 patrols to be completed before the end of 2024 (substantially more than past years).

16. **Official Plan Amendment (OPA) No. 44 – Alternative Notice Provisions**

RESOLUTION NO. DP-CC-24-04-49

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to approve Official Plan Amendment No. 44 to introduce an Alternative Notice Provisions policy into the Official Plan.

Background

Attached as Appendix VI, is a Planning Report for Official Plan Amendment No. 44. The prescribed public meeting under the Planning Act was held on April 9, 2024.

Recently, it was announced that Metroland is shutting its print division. This has left the County of Renfrew (and local municipalities) without a print paper that reaches the public to satisfy Planning Act requirements for circulation when undertaking an initiative that is municipal-wide (like this proposed OPA).

The Planning Act allows for local alternatives for providing notice if the Official Plan contains policies specifying details of the method of notice. This amendment would introduce the required policies to allow municipalities to utilize “alternative notice” provisions under the Planning Act. Staff will continue to use print media when available.

17. **Official Plan Amendment (OPA) No. 45 – Draper**

RESOLUTION NO. DP-CC-24-04-50

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to approve Official Plan Amendment No. 45 to redesignate lands from “Rural-Exception Four” to “Rural-Exception Twenty”.

Background

Attached as Appendix VII, is a Planning Report for Official Plan Amendment No. 45. The amendment would allow the subject lands to finish the remaining development of the property to proceed through the consent (severance) process, rather than by means of a registered plan of subdivision. The Official Plan discourages more than five lots being severed through the consent process from a property. Due to the historic nature of development on this subject property and the remaining lands, the plan of subdivision was determined to not be the ideal process to create the lots. The applicant will still be required to provide and implement the same supporting studies as if a plan of subdivision was submitted, including:

a) Full Hydrogeological Assessment,

- b) Stormwater Management Report,
- c) Lot Grading and Drainage Plan, and
- d) Environmental Impact Study

Additional requirements may be applicable depending on the potential lot creation of the property, and the services that are necessary (i.e. roads/access, stormwater management, geotechnical, archaeological). The final layout of the proposed lots will be dependent on the results of the studies and further planning review.

18. **Official Plan Amendment (OPA) No. 46 – Robertson Line**

RESOLUTION NO. DP-CC-24-04-51

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to approve Official Plan Amendment No. 46 to redesignate lands from “Rural-Exception Sixteen” to a “Rural” designation.

Background

Attached as Appendix VIII, is a Planning Report for Official Plan Amendment No. 46. This amendment to the County of Renfrew Official Plan was initiated by the Township of McNab/Braeside and proposes to redesignate lands along Gunsmith Road, Hidden River Road, and along Robertson Line between the Madawaska River and Hanson Creek, from Rural-Exception Sixteen to Rural to remove the restriction on lot creation for these lands. The Rural-Exception Sixteen was implemented in March 2017 to address safety concerns at that time related to a significant vertical sag curve in the road at the location of the Hanson Creek crossing. The Township of McNab/Braeside was concerned that if additional new lots were created within this area, there could be an increase in the number of vehicles on the road, increasing the likelihood of an incident.

The Township has confirmed that, in 2023, road work on Robertson Line within the affected area was completed. The culvert at Hanson Creek was replaced, by the County of Renfrew, and the Township reconstructed the roadway, making a number of geometric improvements to reduce the road’s grade and to improve the design criteria through this location, thereby satisfying the required road improvements set out in the Rural-Exception Sixteen designation. The policies of the Rural-Exception Sixteen designation are no longer required and the lands can be returned to the Rural designation.

A public meeting was held in the Township of McNab/Braeside on March 13, 2024. Comments from the public are contained in the planning report. No significant concerns or objections were received.

All of which is respectfully submitted.

James Brose, Chair

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

Councillor Watt sought clarification regarding dirt bike use on the trails, Item #2. It was noted that the dirt bikes would require insurance and licence/registration and permits. It was also noted that the bikes require both front and rear lights. Enforcement will include OPP and Pro-tec 5. The County is pursuing the purchase of a radar gun that Pro-tec 5 could use to enforce the speed on the trails.

Councillor Doncaster requested additional information on Item #16 regarding print media. It was noted that the County of Renfrew would continue to notify the public with print media where it is available.

Councillor Nicholson questioned if the communal water systems report, Item #14 would include private ownership as well as municipal run facilities, in which it was confirmed it would.

Councillor Donohue questioned if this was a precedent setting matter, Item #17. It was noted that each application is determined on a case by case basis, and that this is not a precedent setting matter.

Council recessed at 12:20 p.m. Council reconvened at 1:07 p.m. with the same persons present.

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

April 24, 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 Project Status Report

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

2. Capital Program Variance Report

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

3. Winter Operations

Table 1 provides a summary of winter events, material usage and precipitation amounts for the months of November through March. Attached as Appendix III, is a five-year summary of the winter events and precipitation amounts since the 2018/2019 winter season.

Table 1

Month	No. of Event Days		Type of Event (days)			Material Used (tonnes)		Precipitation	
	Week day	Weekend	Snow	Blowing Snow	Freezing Rain	Salt	Sand	Weather Station	Amount (mm)
Nov	10	2	10	0	2	1,685.4	109.4	Petawawa	41.2
								Bancroft	53.1
Dec	15	7	16	0	6	3,439.6	435.4	Petawawa	57.2
								Bancroft	75.7
Jan	18	8	19	4	4	4,937.2	1,814.7	Petawawa	58.0
								Bancroft	85.4
Feb	10	3	11	0	2	1,840.4	500.2	Petawawa	19.0
								Bancroft	18.5
Mar	5	2	7	0	0	330.6	142.9	Petawawa	29.1
								Bancroft	32.7
Totals	58	22	63	4	14	12,233.2	3,002.6	Petawawa	204.5
								Bancroft	265.4

Table 2 outlines the Significant Weather Events declared to date for the 2023/2024 winter season.

Table 2

Declaration			Declaration			Reason
Start			End			
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
Feb	28	11:00AM	Feb	29	8:29AM	Ice
Apr	4	8:25AM	Apr	5	12:00 noon	Snow

The winter night patrol shifts ceased on April 1, 2024 and the Department’s deployment has returned to the summer operations routine. However, staff remain ready for late season weather events should the requirement arise.

4. Spring Load Restrictions

The removal of spring load restrictions commenced on April 22, 2024. A notice has been sent to the local newspapers, local municipalities, and is posted on the County of Renfrew website.

RESOLUTIONS

5. County Road 512 (Queen Street)

RESOLUTION NO. OP-CC-24-04-37

Moved by Chair

Seconded by Committee

THAT a letter of support, under the Warden’s signature, be sent to the Township of Killaloe, Hagarty and Richards to endorse their application to the My Main Street, Community Activator Program for the “Killaloe: A Main Street Enhancement Project”.

Background

Appendix IV contains a resolution received from the Township of Killaloe, Hagarty and Richards requesting the installation of a pedestrian crossing along County Road 512 (Queen Street). The Public Works and Engineering staff will assess this request and provide a recommendation in due course.

Furthermore, the resolution includes a proposal to endorse an application to the My Main Street, Community Activator Program for the “Killaloe: A Main Street Enhancement Project”, which proposes a community mural installation on a County-owned retaining wall. Staff are supportive of this initiative and, pending funding approval, will furnish additional information in the future.

6. Township of McNab/Braeside Request to Alter Posted Speed Limit

RESOLUTION NO. OP-CC-24-04-41

Moved by Chair

Seconded by Committee

THAT County Council deny the request from the Township of McNab/Braeside to lower the posted speed limits along County Road 3 (Usborne Street) between McLean Drive and River Road.

Background

Attached as Appendix V, is Township of McNab/Braeside Council Resolution No. 41-2024 requesting that the County of Renfrew alter the posted speed limit of County Road 3 (Usborne Street) between McLean Drive and River Road to 60km/hr.

This request would reduce the posted speed limit between McLean Drive and civic address 1011 Usborne Street from 80km/hr to 60km/hr. Furthermore, it would increase the posted speed limit between Braecrest Avenue and River Road from 50km/hr to 60km/hr. Braecrest Avenue to civic address 1011 Usborne Street is already a posted 60km/hr speed limit and would remain as such.

During the period of February 22, 2024 to March 1, 2024, County staff conducted a radar speed study with the unit placed on a signpost between Campbell Drive and Carmichael Side Road. The results of the study indicate that the 85th percentile operating speeds were 94km/hr during this timeframe. The Average Annual Daily Traffic (AADT) during the same period was 530 vehicles.

During this same period, a range between 95.4% and 97.2% of vehicles travelled at a rate of speed above the municipality's recommended posted speed limit of 60km/hr. The range of travellers exceeding the current posted speed limit of 80km/hr was 53.8% to 64.3%.

Between 2015 and 2023 there were 18 collisions reported along Usborne Street between River Road and McLean Drive. Of the 18 collisions, 10 were the result of wildlife entering the roadway. None of the collisions identified speeding as a factor.

Usborne Street serves as an important connecting link between Braeside and Highway 17. The roadway geometry is typically flat with gentle horizontal and vertical curves that meet the requirements of an 80km/hr design speed. A reduction in the posted speed limit would likely result in a very high degree of noncompliance and travellers using other routes to travel between Braeside and the highway.

In view of this, our Committee is not in support of reducing the posted speed limit between McLean Drive and 1011 Usborne Street. Furthermore, our Committee is not in favour of an increase to the posted speed limit of Usborne Street between Braecrest Avenue and River Road as this section of roadway becomes urban in nature with a steep vertical curve as it approaches River Road.

BY-LAWS

7. Cost Share Agreement with Town of Petawawa

RESOLUTION NO. OP-CC-24-04-40

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to enter into the attached agreement to provide funding in the amount of \$2,460,000 to the Town of Petawawa for the reconstruction and urbanization of County Road 37 (Murphy Road).

Background

At the February 2024 meeting of County Council, the 2024 Capital Budget was amended, increasing the budgeted amount for County Road 37 (Murphy Road) from \$1,537,635 to \$2,460,000 for the reconstruction and urbanization of Murphy Road. The Town of Petawawa will be managing the project and has provided the County of Renfrew with an Agreement to acknowledge the County of Renfrew's contribution of \$2,460,000.

8. PWC-2024-05 – County Road 5 (Stone Road) Rehabilitation

RESOLUTION NO. OP-CC-24-04-42

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2024-05 as submitted by Thomas Cavanagh Construction Limited, Ashton, Ontario, for the rehabilitation of County Road 5 (Stone Road) from Mhusk Road to Highway 60, a distance of 5.13km, Township of Admaston/Bromley, in the amount of \$1,413,700, plus applicable taxes; AND THAT County Council adopt a By-law to execute the Contract.

Background

Tenders were requested for the rehabilitation of County Road 5 (Stone Road) from Mhusk Road to Highway 60, a distance of 5.13km, Township Admaston/Bromley, and the results received are as follows:

1. Thomas Cavanagh Construction Limited, Ashton, Ontario	\$1,413,700.00
2. B.R. Fulton Construction Ltd., Renfrew, Ontario	1,422,833.00
3. Bonnechere Excavating Inc., Renfrew, Ontario	1,473,781.88
4. Walsh Contracting & Equipment Rentals Ltd., Killaloe, Ontario	1,616,890.94
5. 1956466 Ontario Inc. (o/a JWK Contracting), Pembroke, Ontario	1,627,802.62
6. McCrea Excavation Ltd., Pembroke, Ontario	1,675,008.00

All amounts exclude applicable taxes.

Financial Implications

The 2024 Capital Budget allocation for Stone Road is \$1,931,070. A comparison of the 2024 budget and projected costs is provided in the following table.

County Road 5 (Stone Road)	Low Tender		
	2024 Budget	Projected	Variance Over/(Under)
Construction	1,685,728.35	1,413,700.00	(272,028.35)
Line Painting	8,100.00	8,100.00	-
Engineering - Design/Tendering	14,000.00	14,000.00	-
Engineering - Contract Administration & Supervision	20,000.00	20,000.00	-
Material Testing (Allowance)	5,000.00	5,000.00	-
Contingency	168,572.83	70,685.00	(97,887.83)
Applicable Taxes	29,668.82	24,881.12	(4,787.70)
Total	1,931,070.00	1,556,366.12	(374,703.88)

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

9. **PWC-2024-08 – County Road 8 (Cobden Road) Rehabilitation**

RESOLUTION NO. OP-CC-24-04-43

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2024-08 as submitted by Walker Construction, Niagara Falls, Ontario, for the rehabilitation of County Road 8 (Cobden Road) from Highway 60 to Urban Limit, a distance of 11.51km, Townships of Admaston/Bromley and Whitewater Region, in the amount of \$1,197,073, plus applicable taxes; AND THAT County Council adopt a By-law to execute the Contract.

Background

Tenders were requested for the rehabilitation of County Road 8 (Cobden Road) from Highway 60 to Urban Limit, a distance of 11.51km, Townships of Admaston/Bromley and Whitewater Region, and the results received are as follows:

1. Walker Construction, Niagara Falls, Ontario \$1,197,073
All amounts exclude applicable taxes.

Financial Implications

The 2024 Capital Budget allocation for Cobden Road is \$1,920,471. A comparison of the 2024 budget and projected costs is provided in the following table.

County Road 8 (Cobden Road)	2024 Budget	Low Tender	
		Projected	Variance Over/(Under)
Construction under PWC-2024-08	1,447,307.62	1,197,073.00	(250,234.62)
Construction under PWC-2024-13	190,000.00	60,721.05	(29,278.95)
Culvert Lining PWC-2024-06	35,000.00	29,860.72	(5,139.28)
Line Painting	18,000.00	18,000.00	-
Engineering - Design/Tendering	12,000.00	12,000.00	-
Engineering - Contract Administration & Supervision	15,000.00	15,000.00	-
Material Testing (Allowance)	10,000.00	10,000.00	-
Contingency	163,730.76	67,889.70	(95,841.06)
Applicable Taxes	29,432.62	24,422.73	(5,009.89)
Total	1,920,471.00	1,534,967.20	(385,503.80)
* Projected costs are based on Tender results, internal costs, and line painting			

10. **PWC-2024-13 – County Road 13 (Mountain Road) Rehabilitation**

RESOLUTION NO. OP-CC-24-04-44

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2024-13 as submitted by Greenwood Paving (Pembroke) Ltd., Pembroke, Ontario, for the rehabilitation of County Road 13 (Mountain Road) from Stafford Third Line to Highway 17, a distance of 4.01km, Townships of Laurentian Valley and Whitewater Region, in the amount of \$1,419,067.13, plus applicable taxes; AND THAT County Council adopt a By-law to execute the Contract.

Background

Tenders were requested for the rehabilitation of County Road 13 (Mountain Road) from Stafford Third Line to Highway 17, a distance of 4.01km, Townships of Laurentian Valley and Whitewater Region, and the results received are as follows:

- | | |
|--|----------------|
| 1. Greenwood Paving (Pembroke) Ltd., Pembroke, Ontario | \$1,419,067.13 |
| 2. Bonnechere Excavating Inc., Renfrew, Ontario | 1,432,294.56 |
| 3. McCrea Excavation Ltd., Pembroke, Ontario | 1,474,949.00 |
- All amounts exclude applicable taxes.

Included in this tender were works on County Road 8 (Cobden Road) for guiderail repairs, shouldering, and granular sealing of shoulders, as well as works on Highway 17 in partnership with the Ministry of Transportation (MTO). The lowest bid submitted included costs in the amount of \$160,721.05 for County Road 8, which has been accounted for under the Capital Budget comparison for that road. The lowest bid submitted included costs in the amount of \$151,261.25 for Highway 17, and after the works are completed and paid for under this contract, the cost will be reimbursed by MTO.

Financial Implications

The 2024 Capital Budget allocation for Mountain Road is \$1,471,900. A comparison of the 2024 budget and projected costs is provided in the following table. Costs for County Road 8 and Highway 17 are removed from the projected values.

County Road 13 (Mountain Road)	2024 Budget	Low Tender	
		Projected	Variance Over/(Under)
Construction under PWC-2024-13	1,275,590.55	1,101,084.83	(174,505.72)
Line Painting	6,300.00	6,300.00	-
Engineering - Design/Tendering	12,000.00	12,000.00	-
Engineering - Contract Administration & Supervision	20,000.00	20,000.00	-
Material Testing (Allowance)	8,000.00	8,000.00	-
Contingency	127,559.06	55,054.24	(72,504.82)
Applicable Taxes	22,450.39	19,379.09	(3,071.30)
Total	1,471,900.00	1,221,818.16	(250,081.84)

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

11. **PWC-2024-26 – Contract Administration Services for Rehabilitation of County Structure B007 (Butler Bridge)**

RESOLUTION NO. OP-CC-24-04-45

Moved by Chair

Seconded by Committee

THAT County Council approve Proposal PWC-2024-26 as submitted by Stantec Consulting Limited, Ottawa, Ontario, for Contract Administration and Construction Supervision Services for the rehabilitation of County Structure B007 (Butler Bridge), Township of Admaston/Bromley, in the amount of \$151,640.10, plus applicable taxes; AND THAT County Council adopt a By-law to execute a Professional Services Agreement for the services.

Background

Stantec Consulting Limited (Stantec) has completed the design for the rehabilitation of County Structure B007 (Butler Bridge) under Contract PWC-2022-37. The initial Request for Proposal (RFP) for these services identified that Contract Administration and Construction Supervision Services may be included as a follow-on contract following design. The contract for construction on the bridge was awarded at the January meeting of County Council. As design is completed, and construction is confirmed to be moving forward, County staff requested that Stantec submit a brief proposal for Contract Administration and Construction Supervision Services.

Stantec has submitted a proposal with an upset limit cost of \$151,640.10. The cost is considered competitive, and as Stantec is the designer for this project, they are most familiar with its requirements and would be most cost effective should design changes

be proposed or requests for clarification be received. As such, a non-competitive award is recommended.

Financial Implications

The 2024 Capital Budget for Butler Bridge is \$1,400,000. At the January County Council meeting, the contract was awarded for construction and the projected overall cost was approximately \$1,821,668.48. The proposal by Stantec surpasses the initial estimate for these services by \$21,640.10, pushing the projected budget variance to approximately \$443,308.58 over budget. It is anticipated that this variance will be corrected if projected surpluses on Capital Budgets for other projects should be realized.

12. **PWC-2024-24 – County Structure B181 (Peter Black Bridge) Rehabilitation**

RESOLUTION NO. OP-CC-24-04-46

Moved by Chair

Seconded by Committee

THAT County Council approve Contract PWC-2024-24 as submitted by Bonnechere Excavating Incorporated, Renfrew, Ontario, for the rehabilitation of County Structure B181 (Peter Black Bridge), located on County Road 24 (White Water Road), approximately 1.5km east of Highway 41, Township of Laurentian Valley, in the amount of \$1,282,480, plus applicable taxes; AND THAT County Council adopt a By-law to execute the Contract.

Background

Tenders were requested for the rehabilitation of County Structure B181 (Peter Black Bridge), located on County Road 24 (White Water Road), approximately 1.5km east of Highway 41, Township of Laurentian Valley, and the results received are as follows:

1. Bonnechere Excavating Inc., Renfrew, Ontario	\$1,282,480.00
2. GIP Paving Inc., Carp, Ontario	1,562,754.00
3. 2274084 Ontario Ltd o/a GMP Contracting, Markham, Ontario	1,597,408.10
4. D.W. Building Restoration Services Inc., Ottawa, Ontario	1,654,573.28
5. Bellai Alliance Civil Inc., Ottawa, Ontario	1,947,737.00

All amounts exclude applicable taxes.

Financial Implications

The 2024 Capital Budget allocation for Peter Black Bridge is \$1,800,000. A comparison of the 2024 budget and projected costs is provided in the following table.

County Structure B181 (Peter Black Bridge)	2024 Budget	Low Tender	
		Projected	Variance Over/(Under)
Construction	1,400,000.00	1,282,480.00	(117,520.00)
Engineering - Design/Tendering	20,000.00	20,000.00	-
Engineering - Contract Administration & Supervision	150,000.00	150,000.00	-
Material Testing (Allowance)	15,000.00	15,000.00	-
Contingency	187,368.00	64,124.00	(123,244.00)
Applicable Taxes	27,632.00	25,563.65	(2,068.35)
Total	1,800,000.00	1,557,167.65	(242,832.35)

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

For Item numbers 8 to 12 above, staff confirm that there are sufficient funds allocated to this in the 2024 Capital Budget for the completion of the projects as tendered and will review the impact of this project’s surplus on the overall 2024 Capital Plan as tenders for other planned projects continue to close.

13. Traffic Signal Upgrades

RESOLUTION NO. OP-CC-24-04-47

Moved by Chair

Seconded by Committee

THAT County Council approve the quotation as submitted by Partham Engineering Limited, Richmond, Ontario, for supply and installation of traffic signal equipment at various County of Renfrew intersections within the Town of Petawawa and the Township of Laurentian Valley, in the amount of \$232,500, plus applicable taxes; AND THAT County Council adopt a By-law to authorize the services.

Background

In 2015, Partham Engineering Limited completed a report for the County of Renfrew titled ‘County of Renfrew Traffic Signal Assessment Plan’ in order to rate the condition of the County’s traffic signals and identify maintenance or upgrade requirements. Over the past several years, the County has solicited the services of Partham Engineering Limited to complete the recommended upgrades to the traffic signals prioritized by needs and costs.

A quote was requested from Partham Engineering Limited for the installation of countdown timers and Accessibility for Ontarians with Disabilities Act (AODA) compliant push buttons for County of Renfrew traffic signals at eight intersections located within the Town of Petawawa and Township of Laurentian Valley. Partham Engineering Limited submitted a quotation in the amount of \$232,500, plus applicable taxes.

The upgrades included in this quotation will be the last upgrades from those recommended in the report and will ensure that all County traffic signals are in compliance with AODA in advance of the January 1, 2025 deadline.

Partham Engineering Limited has undertaken all design, installation, and maintenance for the County of Renfrew's traffic signal and street lighting infrastructure on record. As such, they are the only firm with first-hand knowledge of the County's systems and as such, per the requirements of County Policy GA-01, Procurement of Goods and Services, approval for a non-competitive purchase is required.

Financial Implications

The 2024 Capital Budget includes funds in the amount of \$250,000 for Traffic Signal Upgrades. Staff confirm there are sufficient funds allocated for Traffic Signal Upgrades in the 2024 Capital Budget to complete the assignment as quoted.

14. **Contract PWO-2024-01 – Seven Light Duty Pick-Up Trucks**

RESOLUTION NO. OP-CC-24-04-48

Moved by Chair

Seconded by Committee

THAT County Council exercise their authority to waive irregularities contained in the bid submitted by Surgenor Chev Buick GMC Cadillac, Ottawa, Ontario, in accordance with the County of Renfrew Corporate Policy GA-01, Procurement of Goods and Services, Schedule B – Irregularities Contained in Bids for Contract PWO-2024-01, for the supply and delivery of seven light duty pick-up trucks, and approve the submitted bid in the amount of \$392,065, plus applicable taxes; AND THAT County Council adopt a By-law to authorize execution of the contract.

Background

Tenders were received for the supply and delivery of seven light duty pick-up trucks as follows:

1. Surgenor Chev Buick GMC Cadillac, Ottawa, Ontario	\$392,065
2. Blue Mountain Chrysler Ltd., Collingwood, Ontario	490,879
3. Lunar Contracting, Oakville, Ontario	617,955
4. Barrhaven Ford, Ottawa, Ontario	Rejected*

- | | |
|---|-----------|
| 5. Miller Hughes Ford Sales Limited, Cornwall, Ontario | Rejected* |
| 6. Urban Ford Sales Ltd., Arnprior, Ontario | Rejected* |
| 7. Maitland Lewis Enterprises Ltd., Sault Ste. Marie, Ontario | Rejected* |

All amounts exclude applicable taxes.

*Bid rejected due to inability to meet truck specifications.

Staff reviewed the tender results and discovered irregularities. However, it is staff's opinion that in light of cost savings, it is in the best interest of the County of Renfrew that Council waive the irregularities in accordance with Corporate Policy GA-01, Procurement of Goods and Services.

One crew cab, 4-wheel drive, ½ ton pick-up truck was part of the tender on behalf of the Development and Property Department.

Financial Implications

The cost of the two contracts is \$392,065, plus applicable taxes. The current 2024 Public Works and Engineering Budget includes funds in the amount \$440,000 for four light duty ½ ton and two light duty ¾ ton trucks. Public Works has reviewed the tender results for the purchase and has confirmed that there are sufficient funds to complete the purchase as tendered. The Development and Property Department has reviewed their truck specifications and price and recommends that the tender as submitted by Surgenor Chev Buick GMC Cadillac be approved. Procurement of the equipment included in this tender followed the requirements set out in Policy GA-01, Procurement of Goods and Services.

All of which is respectfully submitted.

Glenn Doncaster, Chair

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

Staff were questioned if Walker Construction, Item #9, had a regional office in the area, staff offered to make the inquiry.

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

April 24, 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. Unaudited 2023 Financial Statements

Attached as Appendix I are the 2023 Unaudited Financial Statements for the Renfrew County Housing Corporation, Bonnechere Manor, Miramichi Lodge and the General Revenue Fund. The Statement of Revenue and Expenditures is presented comparing the actual results for 2023, to the 2023 budget adopted by County Council. At the request of our Committee, a breakdown of the Accumulated Surplus for each entity as at December 31, 2023, rather than one consolidated summary, has been provided. These Financial Statements reflect a total consolidated municipal surplus of \$8,300,566, which comes from the following sources:

General Fund	\$2,281,856
Miramichi Lodge	\$2,127,802
Bonnechere Manor	\$3,208,406
Renfrew County Housing Corporation	\$682,503

2. Municipal Benefits Committee – Additional Member Municipality – North Algona Wilberforce

The Municipal Benefits Committee (MBC) is pleased to report that North Algona Wilberforce has been approved as a member. The MBC is chaired by the County of Renfrew, and consists of lower-tier municipalities and partner agencies. The purpose of the MBC is to optimize the management of employee benefits programs, maximize efficiencies in program administration, share information and implement solutions, and benefit from economies of scale. These economies of scale include lower administration costs, higher breakeven points, improved trend factors, the use of reserves and risk sharing.

This policy contributes to Strategic Plan Goal #4, Shared Services and Resources, and is part of the identified actions to achieve the objectives in 2024.

3. Retirement – Employee Health Coordinator – Bev Zadow

Bev Zadow, Employee Health Coordinator, Human Resources Division provided notice of her retirement effective May 30, 2024. Ms. Zadow joined the County of Renfrew on March 16, 2005 and has nearly 20 years of service. Committee thanked Ms. Zadow for her hard work and dedication over the years and wished her health and happiness as she moves on to the next chapter in her life.

4. **Employee Recognition Q4 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 II is the bulletin announcing the round of winners and nominees of the County's Employee Recognition Program for the period of October to December, 2023. Congratulations to all of the winners and nominees and a big thank you to all of those who made nominations! Stay tuned for the Q1 2024 award winners.

This policy contributes to Strategic Plan Goal #2, Workforce Development and part of the identified actions to achieve the objectives in 2024.

RESOLUTIONS

5. **Delegated Authority Policy**

RESOLUTION NO. FA-CC-24-04-43

Moved by Chair

Seconded by Committee

THAT County Council approve the Delegated Authority Policy; AND THAT staff be directed to provide a draft Delegation of Authority By-law to Committee and Council for consideration.

Background

Section 270 of the Municipal Act, 2001, as amended, mandates that all municipalities establish and uphold a policy regarding the delegation of Council's legislative and administrative powers. The County of Renfrew has not revised or updated this policy (By-law 103-07, see Appendix III) since December 2007, except for sporadic designations of certain authorities during specific periods (e.g., lame duck sessions, summer hiatus, etc.). Moreover, there are numerous by-laws and Council resolutions permitting the delegation of Council's powers to staff. A Delegation of Powers and Duties by-law will consolidate the previous delegations of authority and existing exercises of authority by staff not covered in any Council resolution or by-law. Establishing such a by-law is crucial for fostering accountability and transparency and will be referenced in one document.

It is the intent of the proposed by-law to include appendices that would, i) consolidate all current delegated authority traceable to existing by-laws and/or Council resolutions, and ii) address administrative practices by staff lacking current approval via a by-law or Council resolution.

In the future, as Council approves new delegations of authority or additional by-laws/resolutions are discovered, not currently listed in the appendices, the Clerk will administratively update the schedules to reflect these changes. Additionally, as a process improvement, it is suggested that reports to Committee and Council clearly indicate whether staff are acting under delegated authority and specifically reference the by-law and/or resolution authorizing such delegation.

Delegation of Authority Policy

Attached as Appendix IV is the proposed policy designed to capture the essential requirements of the Municipal Act, 2001, as it relates to Council's ability to delegate its powers and duties to staff.

Some features of the policy include the following:

1. All delegations of Council's powers, duties or functions shall be based upon a by-law, except where deemed minor in nature, in which case the delegation may be authorized by resolution of Council.
2. Unless a power, duty or function of Council has been expressly delegated by by-law, all of the powers, duties and functions of Council remain with Council.
3. A delegation of a power, duty or function under any by-law or resolution to any member of staff includes a delegation to a person who is appointed as the Chief Administrative Officer and to any member of staff selected from time to time by the Chief Administrative Officer or delegate to act in the capacity of the delegate in the delegate's absence.
4. Where a delegation of power, duty or function is to a staff position that no longer exists in title, those delegations shall be deemed transferred to the staff person of similar seniority who is assuming the responsibilities of the obsolete position.
5. Subject to section 3, a person to whom a power, duty, or function has been delegated by by-law has no authority to further delegate to another person any power, duty or function that has been delegated, unless such sub-delegation is expressly permitted.
6. No delegation of a power, duty or function shall be made or shall be made effective where such delegation is prohibited or is not authorized by statute.
7. Legislative powers may be delegated by Council where they are minor in nature or where Council has explicitly provided for the terms and conditions under which the power shall be exercised, and must take into account the limitations set out in the Municipal Act, 2001.

8. Administrative powers may be generally delegated to staff, subject to the conditions set out in the delegation and in this policy, and must take into account the limitations set out in the Municipal Act, 2001.
9. In exercising any delegated power, the delegate shall ensure the following:
 - a. Any expenditure related to the matter shall comply with the County's Procurement By-law, budget approvals and all corporate policies.
 - b. The scope of the delegated authority shall not be exceeded by the delegate.
 - c. Where required by the specific delegated authority, reports shall be submitted to Council advising of the exercise of a delegated power and confirming compliance with the delegated authority and this policy.
 - d. Delegates shall ensure the consistent and equitable application of County policies and guidelines.

Strategic Alignment

While the 2023-2026 Strategic Plan does not specifically identify this as a key priority, Goal #4, Shared Services and Resources suggests that a plan be deployed that would result in efficiencies. Goal #1, Financial Sustainability, lists ongoing monitoring and implementation of measures identified in the recommendations from the 2020 service delivery review(s). In 2023, a review of the 2020 model was completed and it was suggested that "An end-to-end review of core service processes related to the functions within the Corporate Services portfolio is needed. This will help to identify opportunities to rationalize and optimize processes, increase collaboration and communication, and provide the basis for a revised operating model that enables more effective service delivery and broader service reform. A LEAN approach and value chain analysis can be utilized to address issues, maximize value, and minimize waste."

The policy and by-law are intended to streamline and provide greater accountability and transparency to the operation of the County.

A number of municipalities have already adopted policies and by-laws to govern the delegation of authority from Council to staff and committees. In formulating the County's policy and by-law, staff have reviewed other municipal by-laws and policies and incorporated some of the features of these policies and by-laws into the County's proposed policy and by-law.

6. Asset Management Plan and Long Term Financial Plan

RESOLUTION NO. FA-CC-24-04-45

Moved by Chair

Seconded by Committee

THAT County Council coordinate a Special meeting of County Council in May to discuss the financial impact to fund the Asset Management Plan and Long Term Financial Plan.

RESOLUTION NO. FA-CC-24-04-46

Moved by Chair

Seconded by Committee

THAT County Council approve the Asset Management Plan and Long Term Financial Plan as presented. TABLED.

RESOLUTION NO. FA-CC-24-04-48

Moved by Chair

Seconded by Committee

THAT County Council approve the creation of the growth reserve and that contributions to the growth reserve equal to the weighted CVA growth revenue for the 2025 year be included in the draft 2025 budget. POSTPONED.

Background

Attached as Appendix V is the Asset Management Plan and Long Term Financial Plan that meets the County of Renfrew service level targets in all areas except for the Renfrew County Housing Corporation building portfolio. The long-term financial plan will allow the County to meet these expenditures with the following principles:

- Replacing all assets with like assets, presuming cost inflation is 2% per year
- Debenturing all projects with a cost greater than \$4 million at an estimated interest rate of 3%
- Maintaining Provincial/Federal capital funding at \$6.8 million per year for the next ten years (projected at \$7.2 million in 2024)
- Increasing the contribution to capital reserves by \$3 million per year for each year of the 2025-2033 period (reserve contributions rising from \$19.1 million in 2024 to \$46.1 million in 2033)

The long-term financial plan envisions the creation of a growth reserve from the revenue provided by current value assessment growth (increased property taxation from new or improved properties) to provide for the costs of capital asset enhancements. This reserve may also be supplemented by development charges in the future to provide additional funding for growth related capital asset enhancements.

BY-LAWS

7. **2024 Tax Policy**

RESOLUTION NO. FA-CC-24-04-49

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law setting the starting 2024 tax ratios for County purposes and lower-tier purposes for the year 2024.

RESOLUTION NO. FA-CC-24-04-50

Moved by Chair

Seconded by Committee

THAT County Council approve that the 2024 tax ratio By-law include a revenue neutral ratio for the Landfill class at 1.189066.

Background - Executive Summary of 2024 Tax Policy Recommendations from the Tax Policy Working Group

The Treasurer held a Tax Policy Working Group (TPWG) meeting Monday, March 4, 2024 at 11:00 a.m. that included the local Municipal Treasurers. A slide deck was prepared for the TPWG meeting and is available upon request. The following is an Executive Summary of the recommendations from the Tax Policy Working Group.

Ratios – The Tax Policy Working Group (TPWG) recommended the adoption of the following tax ratios for 2024.

Tax Ratios – Property Class	2024	2023
Residential/Farm	1.000000	1.000000
Residential/Farm-Farmlands 1	0.350000	0.350000
Multi-Residential	1.943600	1.943600
Multi-Residential – New	1.000000	1.000000
Commercial – Occupied	1.814700	1.814700
Commercial – Vacant	1.814700	1.814700
Commercial – Farmlands 1	0.350000	0.350000
Industrial – Occupied	2.466904	2.466904
Industrial – Vacant	2.466904	2.466904
Large Industrial – Occupied	2.722000	2.782032
Large Industrial – Vacant	2.722000	2.782032
Landfill – New	1.189066	1.189066
Pipelines	1.332800	1.332800
Farmland	0.250000	0.250000
Managed Forest	0.250000	0.250000

Industrial Ratio Reduction – At the April 2021 County Council meeting, approval was received to reduce the Broad Industrial Class Ratio down to the Provincial Threshold of 2.63, phased in over a 2-year period, beginning with the 2022 taxation cycle. Now that this reduction has been fully implemented, this change has removed the last tax classes that are subject to levy restriction.

New Landfill Class and Ratios – On December 13, 2016, an amendment to Ontario Regulation 282/98 under the Assessment Act was filed, which implements several of the Landfills Assessment Review recommendations. The regulation prescribes the use of the historic valuation methodology to assess landfills for the 2016 reassessment. The historic methodology values landfills as vacant industrial land, with structures assessed based on the replacement cost approach; prescribes the exclusion of environmental protection features from the assessed value of landfills; and establishes a new landfill property class. Municipalities with properties in the Landfill class in their jurisdiction must include a Landfill class tax rate and tax ratio starting in 2017. On April 5, 2017 the Ministry of Finance advised all municipalities that Ontario Regulations 94/17, 95/17, 97/17, 98/17 and 99/17 had been filed to implement the municipal tax policy

framework. In 2017, Renfrew County chose a Starting Ratio for the Landfill class to be the same as the 2017 Starting Ratios for the Commercial class at 1.814700.

For the 2024 taxation year, confirmation has been received from the Ministry of Finance that O. Reg 95/17, Section 10.2 will continue to be applied for tax year 2024. Therefore, the transition ratio for the Landfill class is the Revenue Neutral ratio, with the ability to increase it up to 5%. The revenue neutral ratio for 2024 is 1.189066. If this regulation does not change for subsequent years, then the Transition Ratio for the Landfill Class will be recalculated every year since it has to equal the Revenue Neutral Ratio for that class. The Revenue Neutral Ratios are calculated to raise the same proportion of the levy for each class as it paid in the previous tax year. Since there was no reassessment for the 2024 year, TPWG recommended that County Council maintain the current revenue neutral ratio for the Landfill class at 1.189066.

Multi Residential Ratios – The TPWG considered a reduction in the Multi-Residential Ratio to match the ratio in the New Multi-Residential Ratio Tax Class. A reduction in the Multi-Residential Ratio to match the ratio in the New Multi-Residential Ratio Tax Class would result in a shift of the property tax burden away from multi residential (47.9%) and onto all other classes (1.17%). This decision has been deferred until after the next market-based reassessment from MPAC and after we survey our peers.

Discount Rates – The County has always used the legislated reductions of 30% for Commercial and 35% for Industrial vacant units, vacant land and excess land. The Province began providing municipalities with broad flexibility for 2017 and future years to tailor the programs to reflect community needs and circumstances, while considering the interests of local businesses. Municipalities can implement changes to the existing discount by notifying the Minister of Finance of their intent to utilize this flexibility and provide details of the proposed changes along with a council resolution. In 2018, County Council passed a resolution seeking Ministerial consent to eliminate the vacant and excess land subclasses as well as the vacant building rebate program for the 2019 taxation year and thereafter.

On December 7, 2018, O. Reg. 490/18 was filed amending O. Reg. 580/17 under the Municipal Act, 2001 to implement requested changes to the Vacant and Excess Land Subclasses. For the purposes of subsection 313 (1.3) of the Act, the County of Renfrew is authorized to pass a by-law providing that a tax rate reduction in paragraph 2, 3, 4 or 5 of subsection 313 (1) of the Act does not apply for a taxation year after 2018.

Also, on December 7, 2018, O. Reg. 491/18 was filed amending O. Reg. 325/01 under the Municipal Act, 2001 to implement requested changes to the Vacant Unit Rebate. For the 2019 taxation year and subsequent taxation years, the lower-tier municipalities in the County of Renfrew are not required to have a program to provide tax rebates to owners of property that have vacant portions.

Optional Small Business Subclass – TPWG is not recommending the introduction of this new subclass at this time. To date, Toronto and Ottawa are the only two municipalities

that have elected to implement this subclass. The new subclass allows for an up to 35% reduction in the commercial and industrial rates, with the Province automatically matching the reduction in the education rate. At the fall 2021 TPWG meeting, it was recommended that this subclass not be adopted for the following reasons:

Municipalities must establish a process for identifying properties and portions of properties eligible for inclusion in the subclass. This can be an application-based process and/or a criteria-based determination process not requiring individual applications by property owners. They may also use both a criteria-based determination process and an application process.

Municipalities opting to use the subclass must appoint a Program Administrator and an Appellate Authority.

The Program Administrator is responsible for providing MPAC with a list of the properties, or portions of properties, that are approved for inclusion in the subclass for a taxation year.

The Appellate Authority is responsible for hearing any appeals of the Program Administrator's eligibility decisions.

This reduction in the tax burden for this new class would result in a shift in taxation onto all other classes.

Optional Small Scale On-Farm Business Subclass – TPWG is not recommending the introduction of this new subclass at this time. This subclass, if adopted, provides for a 75% reduction off the commercial or industrial tax rate of the first \$50,000 of applicable assessment. New in 2022, the municipality may opt to apply the reduction on up to the first \$100,000 of assessment. Currently there are 8 properties in Renfrew County that are eligible under this subclass with a combined CVA of only \$272,400. Due to the limited number of properties, it was recommended that this subclass not be adopted at this time, but will continue to be considered at future meetings. County of Renfrew staff to discuss this with the Economic Development Division to determine if this reduction could be seen as an incentive for small business development and further discuss at the Fall TPWG meeting.

Tax Relief for Low Income Seniors/Disabled – TPWG is not recommending any changes to the current policy to **defer** assessment related tax increases for low income and disabled seniors.

Tax Relief on Eligible Property Occupied by Eligible Charities – TPWG is not recommending any change to the current by-law establishing a tax rebate program for eligible charities in the amount of 40% of the taxes payable on eligible commercial or industrial properties.

Deadlines for LTM Tax Rating By-laws – As all municipalities utilize OPTA to generate all business class property tax bills, the data will not be available until **ALL** LTM's complete their budget processes and adopt a rating by-law. TPWG is recommending that all tax rating by-laws should be adopted prior to **June 15, 2024** and all tax rates should be

entered by each municipality into the OPTA system by that same date. This process would allow the issuance of property tax bills to the business community before the summer vacation period.

8. 2024 County of Renfrew Tax Rate By-law

RESOLUTION NO. FA-CC-24-04-51

Moved by Chair

Seconded by Committee

THAT County Council adopt a By-law to Establish the 2024 Tax Rates for County of Renfrew Purposes.

Background

At the January 25, 2024 Session of County Council, By-law Number 4-24, being a By-law to Adopt the Estimates for the Sums Required During the Year 2024 for General, Capital and All Purposes of the County of Renfrew was adopted in the amount of Fifty-Seven Million, Four Hundred and Three Thousand, One Hundred and Twenty Dollars (\$57,403,120) as the estimate of the property tax levy required during the year 2024. As a result of the Tax Policy recommendations, Committee is now able to recommend the adoption of the County tax rates for 2024. The following table provides a summary of the 2024 County tax rates with a comparison to the 2023 rates:

Property Class	2024 Tax Rates	2023 Tax Rates
Residential	0.00412365	0.00391501
Residential – FAD (Phase I)	0.00144328	0.00137025
Multi-Residential	0.00801473	0.00760921
New Multi-Residential	0.00412365	0.00391501
Commercial - Occupied	0.00748319	0.00710457
Commercial - Vacant	0.00748319	0.00710457
Commercial – FAD (Phase I)	0.00144328	0.00137025
Industrial - Occupied	0.01017266	0.00965795
Industrial - Vacant	0.01017266	0.00965795
Large Industrial - Occupied	0.01122458	0.01089168
Large Industrial – Vacant	0.01122458	0.01089168
Landfill	0.00490330	0.00465520
Pipelines	0.00549600	0.00521792
Farmlands	0.00103091	0.00097875
Managed Forests	0.00103091	0.00097875

All of which is respectfully submitted.

Jennifer Murphy, Chair

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

The CAO suggested that the Special Council Meeting would be scheduled for 1:00 p.m. on Thursday, May 16, 2024, addressing Item #6. He also suggested that members of Council schedule an individual meeting with him and the Treasurer to work through different models or scenarios that they may have in mind, or if they needed further clarification on the Asset Management Plan and Long Term Financial Plan.

Councillor Nicholson suggested that the Optional Small Scale On-Farm Business Subclass is further discussed with both Economic Development Division and the Agriculture Committee.

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

April 24, 2024

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

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

BY-LAWS

1. Community Drug Strategy Steering Committee Representative

RESOLUTION NO. ST-CC-24-04-04

Moved by Chair

Seconded by Committee

THAT County Council approve that Councillor Anne Giardini and Councillor Michael Donohue represent the County of Renfrew on the Renfrew County and District Community Drug Strategy Steering Committee (RCDCDS); AND FURTHER THAT By-Law No. 1-24 be repealed, and a revised By-Law to Appoint the County Committees for the Ensuing Year or Until Their Successors are Appointed be adopted.

Background

The Renfrew County and District Community Drug Strategy (RCDCDS) Steering Committee will consist of leaders from organizations representing the pillars of substance use prevention, treatment, harm reduction, and enforcement. The Steering Committee will provide guidance, recommendations, and leadership to inform the strategic direction of the RCDCDS. The Draft Renfrew County and District Community Drug Strategy Steering Committee Terms of Reference is attached as Appendix I.

2. Recreational Trails Advisory Committee

RRESOLUTION NO. ST-CC-24-04-05

Moved by Chair

Seconded by Committee

THAT the Striking Committee recommend that County Council approve that the Recreational Trails Advisory Committee now fall under the responsibility of the Operations Committee; AND THAT By-law No. 1-24 be repealed, and a revised By-law to Appoint the County Committees for the Ensuing Year or Until Their Successors are Appointed be adopted at the next meeting of County Council.

Background

In August 2023, the Trails Advisory Committee as well as the K & P Recreational

Management Advisory Committee, and subsequently the Development and Property Committee and County Council, reviewed and approved the updated Terms of Reference for the Recreational Trails Advisory Committee (RTAC), attached as Appendix II. The new Terms of Reference amalgamates the Trails Advisory Committee and the K & P Recreational Management Advisory Committee into a single Advisory Committee and accounts for the shift of responsibility and staff resources from the Development and Property Department to the Public Works and Engineering Department in 2023. Input was requested from members both previous Advisory Committees and no concerns were raised.

All of which is respectfully submitted.

Michael Donohue, Chair

And Committee Members: J. Brose, P. Emon, D Grills, V. Jahn, M. MacKenzie, N. Nicholson

Moved by Councillor Lynch

Seconded by Councillor Jahn

THAT the following By-laws be enacted and passed:

- a) By-law 54-24 - A By-law to Appoint a By-Law Enforcement Officer for the Corporation of The County of Renfrew on County of Renfrew Owned Recreational Trails.
- b) By-law 55-24 – A By-law to Adopt Amendment No. 44 to the Official Plan of the County of Renfrew.
- c) By-law 56-24 – A By-law to Adopt Amendment No. 45 to the Official Plan of the County of Renfrew.
- d) By-law 57-24 – A By-law to Adopt Amendment No. 46 to the Official Plan of the County of Renfrew.
- e) By-law 58-24 - A By-law Authorizing the County of Renfrew to Enter into an Agreement with the Town of Petawawa for Sharing of Costs for the Reconstruction and Urbanization of County Road 37 (Murphy Road).
- f) By-law 59-24- A By-Law for the Execution of Contract PWC-2024-05 County Road 5 (Stone Road) Rehabilitation.
- g) By-law 60-24 - A By-law for the Execution of Contract PWC-2024-08 County Road 8 (Cobden Road) Rehabilitation.
- h) By-law 61-24 - A By-law for the Execution of Contract PWC-2024-13 County Road 13 (Mountain Road) Rehabilitation.
- i) By-law 62-24 – A By-law for the Execution of Contract PWC-2024-26 Contract Administration Services County Structure B007 (Butler Bridge).
- j) By-law 63-24 - A By-law for the Execution of Contract PWC-2024-24 Rehabilitation of County Structure B181 (Peter Black Bridge).
- k) By-law 64-24 - A By-law for the Approval of Traffic Signal Upgrades at Various Locations Within the Town of Petawawa and the Township of Laurentian Valley.
- l) By-law 65-24 - A By-law for the Execution of Contract PWO-2024-01 for the Supply and Delivery of Seven Light Duty Pick-Up Trucks.
- m) By-law 66-24 - A By-law to Enter into an Agreement with the MacKay Manor as Represented by Community Withdrawal Management Services (CWMS) to Provide Addiction Services Related to the Mesa Project.
- n) By-law 67-24 – A By-law to Enter into an Agreement with the Renfrew Victoria Hospital as Represented by Addictions Treatment Service (ATS) to Provide Addiction Services Related to the Mesa Project.
- o) By-law 68-24 – A By-law Authorizing the Warden and Clerk to Execute an Agreement Between the County of Renfrew and Ontario Health for the 2023-24 One-Time Increase to Long-Term Care Home Funding Regarding Ontario Fire Code, Deferred Maintenance Projects and Proceeding with Redevelopment Projects Agreement.
- p) By-law 69-24 – A By-law to Execute a Contract for the Hot Water Boilers Replacement at the Bonnechere Manor Long-Term Care Home.
- q) By-law 70-24 – A By-law to Authorize the Warden and Clerk to Execute the Ontario Transfer Payment Agreement with the Ministry of Children, Community and Social Services for the 2024 Ontario Works Administration Funding.

- r) By-law 71-24 – A By-law to Set Tax Ratios for County Purposes and Lower-Tier Purposes for the Year 2024.
- s) By-law 72-24 – A By-law to set Tax Rate Reductions for Prescribed Property Subclasses for County Purposes and for Lower-Tier Purposes for the Year 2024.
- t) By-law 73-24 – A By-law to Establish the 2024 Tax Rates for County of Renfrew Purposes.
- u) By-law 74-24 – A By-law to Appoint the County Committees for the Ensuing Year or Until Their Successors are Appointed.

Written Reports from Representatives Appointed to External Boards

- a) Association of Municipalities Ontario (AMO) - No Report.
- b) Eastern Ontario Regional Network (EORN) – No Report.
- c) Federation of Canadian Municipalities (FCM) – Councillor Doncaster overviewed the Federation of Canadian Municipalities Report.
- d) Rural Ontario Municipal Association (ROMA) – No Report.

Notice of Motions - None

Members Written Motions - None

New Business:

Warden Emon requested that Council consider suspending the rules of procedure to hear a report from the Director of Community Services, noting that it was a time sensitive matter, and the County of Renfrew had only recently received it.

Moved by: Councillor Weir

Seconded by: Councillor Murphy

THAT Council approve suspending the rules of procedure. CARRIED.

Moved By Councillor Willmer

Seconded By Councillor Giardini

THAT County Council support a resolution initiated by the Housing Services Corporation's Strategic Steering Committee on the national housing affordability crisis as follows:

WHEREAS there is an unprecedented national housing affordability crisis nationally;

WHEREAS there is no for-profit supply-only trickle-down solution to ending the national housing affordability crisis;

WHEREAS substantial investments in ensuring the use of housing for homes are required to help end the national housing affordability crisis;

WHEREAS substantial investments in new affordable social housing are required to help end the national housing affordability crisis;

WHEREAS substantial investments in revitalizing existing affordable social housing are required to help end the national housing affordability crisis;

WHEREAS substantial investments in social support expansions are required to prevent families choosing between housing and other basic necessities of life to help end the national housing affordability crisis;

WHEREAS the national housing affordability crisis is most acute in Ontario;

WHEREAS unlike most Provinces and Territories in Canada, 47 Service Managers and District Social Service Administration Boards (SM/DSSAB) are responsible for delivering social supports, including housing affordability supports in Ontario;

WHEREAS many of these 47 SM/DSSABs in Ontario are larger than many provinces and territories in the country;

WHEREAS these 47 SM/DSSABs in Ontario lack the revenue and policy tools and powers of the Provincial and Federal governments to end the housing affordability crisis;

WHEREAS any reductions in funding from the Federal and Provincial governments risks the termination of critically needed housing and social supports for some of the most vulnerable across Ontario;

BE IT RESOLVED that the Warden advocate to the Federal and Provincial governments that the funding dispute must be resolved to limit mounting harms to some of Ontario's most vulnerable families;

BE IT RESOLVED that the Warden send urgent correspondence to the Provincial and Federal Ministers of Housing to confirm that financial support will continue for vulnerable households across Ontario currently in receipt of the Canada-Ontario Housing Benefit prior to May 31, 2024;

BE IT RESOLVED that the Warden advocate to the Federal and Provincial governments to continue to fund SMs/DSSABs an amount equivalent to the monies under the CMHC-Ontario Bilateral agreement in the National Housing Strategy until a new funding agreement can be reached.

BE IT RESOLVED that the Warden advocate to the Federal and Provincial governments to establish a trilateral table including the SMs/DSSABs, to negotiate the final 3-year tranche of funding under the National Housing Strategy. CARRIED.

Council deliberated the motion and expressed frustration over the challenge of maintaining the current housing stock with minimal funding during a critical time. They concluded that it is essential to continue on the path they have been and persist in lobbying the government for support.

Councillor Mayville announced an Environmental Action Tour is taking place in the Township of Killaloe, Hagarty and Richards on May 4, 2024.

Councillor Mayville expressed his concern for the community's well-being and urged Council to be mindful of the growing opioid abuse issue. He noted that there had been recent overdoses in his community, unfortunately resulting in two fatalities. Councillor Mayville also announced that he would be meeting with the Ontario Provincial Police (OPP) to discuss scheduled foot patrols and how they can work together to address the problem.

Councillor Donohue conveyed to Council the importance of celebrating the achievements of local County residents, further explaining that his neighbour Kim Rice, Admaston Bromley, and her basketball team, the Carleton Ravens, recently celebrated their second national championship.

Councillor Doncaster added that Kyle Tremblay, from Deep River would be competing at the upcoming 2024 Paris Paralympic Games in the archery competition.

Councillor Lynch reminded Council that the Renfrew County Senior Games are being held in the month of May.

The Warden invited Council to participate in the 17th Annual Golf Tournament, scheduled for Friday, June 7, 2024 at Dragonfly Golf Links. Proceeds from the Tournament will support the Housing and Homelessness Fund and Autism Ontario East Region.

Councillor Serviss announced that Troyes Cinema Film would be reopening the theatre in Petawawa soon with upgrades and enhancements to the services.

Council recessed at 2:47 p.m. Council reconvened at 3:00 p.m. with the same persons present.

Closed Meeting

Moved by Councillor Brose

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 (Transitional Housing) and a proposed or pending acquisition or disposition of land by the municipality or local board (Former CN Rail Line Assumption). Time: 3:00 p.m. CARRIED.

Moved by Councillor Lynch

Seconded by Councillor Jahn

THAT the meeting resume as an open session of County Council. Time: 3:31 p.m. CARRIED.

Moved by Councillor Donohue

Seconded by Councillor Watt

THAT By-law 75-24, being a By-law to Confirm the Proceedings of the Council of the County of Renfrew at the meeting held on April 24, 2024 be now numbered, deemed read three times and passed. CARRIED.

Moved by Councillor MacKenzie

Seconded by Councillor Willmer

THAT County Council adjourn. Time –3:33 p.m. CARRIED.