



## Development and Property Committee

Tuesday, October 15, 2024 at 9:30 AM

Council Chambers

### Agenda

Page

**1. Call to Order**

**2. Land Acknowledgement**

**3. Roll Call**

**4. Disclosure of Pecuniary Interest and General Nature Thereof**

**5. Adoption of Open Minutes - September 9 and 25, 2024**

**Recommendation:** THAT the minutes of the September 9, 2024 meeting be approved.

a. Minutes - September 9, 2024

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[Development and Property Committee - Sep 09 2024 - Minutes](#) 

**Recommendation:** THAT the minutes of the September 25, 2024 meeting be approved.

b. Minutes - September 25, 2024

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[Special Development and Property Committee - Sep 25 2024 - Minutes](#) 

**6. Adoption of the Closed Minutes - September 9 and 25, 2024**

**Recommendation:** THAT the closed minutes of the September 9, 2024 meeting be approved.

**Recommendation:** THAT the closed minutes of the

September 25, 2024 meeting be approved.

**7. Delegations - None at time of mailing**

**8. Development and Property Department Report**

**Director's Report**

- a. [DP - Director Report](#)  12 - 21  
[Renfrew County MLS Residential Market Activity](#)   
[Cell Gap Project Summary August 2024](#) 

**Economic Development Division Report**

- b. [DP - Economic Development Report](#)  22 - 23

**Ottawa Valley Tourist Association Report**

- c. [DP - Ottawa Valley Tourist Association Report](#)  24 - 25

**Enterprise Renfrew County Report**

- d. [DP - Enterprise Renfrew County Report](#)  26 - 27

**Forestry Report**

- e. [DP - Forestry Report](#)  28 - 29




**Real Estate Division Report**

- f. [DP - Real Estate Division Report](#)  30 - 38  
[Real Estate Capital Projects](#)   
[By-law 135-24 D Lease Agreement L11838 - 450 O'Brien Rd Renfrew](#)   
[By-law 136-24 D Lease Agreement L11459 - 450 O'Brien Rd Renfrew](#) 

**Pembroke Paramedic Base – Architectural Service**

**Recommendation:** THAT the Development and Property Committee directs staff to issue a Request for Proposal for architectural services for the design of a paramedic base within the City of Pembroke.

## Planning Division Report

- g. [DP - Planning Division Report](#)   
[All in One Scanner Award Memo](#)   
[Modular Home Award Memo](#) 

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### 9. Approval of the Report as a Whole

**Recommendation:** THAT the Development and Property Department Report be approved as presented.

### 10. Written Reports from Representatives Appointed to External Boards - None at the time of mailing

### 11. New Business

### 12. Closed Meeting - None at time of mailing

### 13. Date of next meeting (Tuesday, November 12, 2024) and adjournment

**Recommendation:** THAT this meeting adjourn and the next regular meeting be held on Tuesday, November 12, 2024.

#### NOTE:

- Special County Council Meeting: Monday, October 28, 2024.
- County Council: Wednesday, October 30, 2024.
- Submissions received from the public either orally or in writing, may become part of the public record.



## **Development and Property Committee**

Monday, September 9, 2024 at 9:30 AM

Council Chambers

### **Minutes**

**Present:** Chair James Brose, Councillor Daniel Lynch, Councillor Gary Serviss, Councillor Keith Watt, Councillor Rob Weir

**Late:** Warden Peter Emon

**Absent:** Councillor Mark MacKenzie, Councillor Daina Proctor

**Also Present:** Craig Kelley, Chief Administrative Officer/Deputy Clerk, Jason Davis, Director of Development and Property, Andrea Patrick, Director of Community Services, Daniel Burke, Manager of Finance/Treasurer, Bruce Howarth, Manager of Planning Services, Melissa Marquardt, Manager of Economic Development, Kevin Raddatz, Manager of Real Estate, Lacey Rose, County Forester, Gwen Dombroski, Clerk, Tina Peplinskie, Media Relations and Social Media Coordinator, Evelyn VanStarkenburg, Administrative Assistant

#### **1. Call to Order**

Chair Brose called the meeting to order at 9:30 a.m.

#### **2. Land Acknowledgement**

The land acknowledgement identifying that the meeting was being held on the traditional territory of the Omàmiwinini People was recited.

#### **3. Roll Call**

The roll was called.

#### **4. Disclosure of Pecuniary Interest and General Nature Thereof**

No pecuniary interests were disclosed.

#### **5. Adoption of the Open Minutes - August 13, 2024**

**RESOLUTION NO. DP-C-24-09-94**

THAT the minutes of the August 13, 2024 meeting be approved.

*Moved by:* Rob Weir

*Seconded by:* Daniel Lynch

**CARRIED**

- a. [Development and Property Committee - Aug 13 2024 - Minutes](#)  
📎

**6. Adoption of the Closed Minutes - August 13, 2024**

**RESOLUTION NO. DP-C-24-09-95**

THAT the Closed minutes of the August 13, 2024 meeting be approved.

*Moved by:* Keith Watt

*Seconded by:* Gary Serviss

**CARRIED**

**7. Delegations - None**

**8. Development and Property Department Report**

**Director's Report - None**

**Economic Development Division Report**

The Manager of Economic Development overviewed the Economic Development Division Report.

The Manager advised that the early bird rates to attend the Municipal Agriculture Economic Development and Planning Forum are as follows:

Full Conference Rate: \$275

Bus Tour - \$175

Day Rates - \$200

Evening Welcome - \$35

- a. [Economic Development Report](#) 📎

**Ottawa Valley Tourist Association Report**

The Manager of Economic Development overviewed the Ottawa Valley Tourist Association Report.

Warden Emon entered the meeting at 9:40 a.m.

Committee was advised that the funding contribution that Ontario's

Highlands Tourism Organization is receiving for the Eastern Ontario Rail Trail Loop will be used for development of tourism products along the trail within the Counties of Renfrew, Lanark and Frontenac.

- b. [Ottawa Valley Tourist Association Report](#) 

### **Enterprise Renfrew County Report**

The Manager of Economic Development overviewed the Enterprise Renfrew County Report.

- c. [Enterprise Renfrew County Report](#) 

### **Forestry Report**

The County Forester overviewed the Forestry Report.

Councillor Serviss vacated the meeting at 9:51 a.m. and re-entered the meeting at 10:00 a.m.

- d. [Forestry Report](#)   
[Black Ash Assessment Douglas](#) 

### **Real Estate Division Report**

The Manager of Real Estate overviewed the Real Estate Division Report.

- e. [Real Estate Division Report](#) 

### **Planning Division Report**

The Manager of Planning Services overviewed the Planning Division Report.

A request was made to consider including additional information about mining claims within the County of Renfrew on the GIS mapping. The Manager of Planning Services indicated that he would consult with the GIS Coordinator to determine if this information can be made public.

- f. [Planning Division Report](#)   
[VertiGIS Upgrade Approval Memo](#) 

## **9. Approval of the Development and Property Department Report as a Whole**

### **RESOLUTION NO. DP-C-24-09-96**

THAT the Development and Property Department Report be approved as presented.

*Moved by:* Warden Peter Emon

*Seconded by:* Rob Weir

**Carried**

**10. New Business - None**

**11. Written Reports from Representatives Appointed to External Boards - None**

**12. Closed Meeting**

**RESOLUTION NO. DP-C-24-09-97**

THAT the Development and Property Committee pursuant to Section 239 (2) of the Municipal Act, 2001, as amended move into a closed meeting to discuss a litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Severance Application). Time: 10:34 a.m.

*Moved by:* Keith Watt

*Seconded by:* Gary Serviss

**CARRIED**

**RESOLUTION NO. DP-C-24-09-98**

THAT the Development and Property Committee resume as an open meeting. Time: 10:39 a.m.

*Moved by:* Daniel Lynch

*Seconded by:* Gary Serviss

**CARRIED**

**13. Date of next meeting (Tuesday, October 15, 2024) and adjournment**

**RESOLUTION NO. DP-C-24-09-99**

THAT this meeting adjourn and the next regular meeting be held on Tuesday, October 15, 2024. Time: 10:39 a.m.

*Moved by:* Keith Watt

*Seconded by:* Rob Weir

**CARRIED**

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James Brose, Chair

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Gwen Dombroski, Clerk

Draft





## **Development and Property Committee**

Wednesday, September 25, 2024 at 9:15 AM

Council Chambers

### **Minutes**

**Present:** Chair James Brose, Warden Peter Emon, Councillor Daniel Lynch, Councillor Gary Serviss, Councillor Keith Watt, Councillor Rob Weir

**Absent:** Councillor Daina Proctor

**Also Present:** Craig Kelley, Chief Administrative Officer/Deputy Clerk, Michael Blackmore, Director of Long-Term Care, Lee Perkins, Director of Public Works and Engineering, Daniel Burke, Manager of Finance/Treasurer, Gwen Dombroski, Clerk, Tina Peplinskie, Media Relations and Social Media Coordinator, Evelyn VanStarkenburg, Administrative Assistant

**1. Call to Order**

Chair Brose called the meeting to order at 9:15 a.m.

**2. Land Acknowledgement**

The land acknowledgement identifying that the meeting was being held on the traditional territory of the Omàmiwinini People was recited.

**3. Roll Call**

The roll was called.

**4. Disclosure of Pecuniary Interest and General Nature Thereof**

No pecuniary interests were disclosed.

**5. Delegations - None**

**6. Closed Meeting**

**RESOLUTION NO. DP-C-24-09-102**

THAT pursuant to Section 239 (2) of the Municipal Act, 2001, as amended,

the Development and Property Committee moves into a closed meeting to discuss a proposed or pending acquisition or disposition of land by the municipality or local board (Keys Public School, Town of Deep River).  
Time: 9:17 a.m.

*Moved by:* Rob Weir

*Seconded by:* Warden Peter Emon

**CARRIED**

**RESOLUTION NO. DP-C-24-09-103**

THAT the Development and Property Committee resume as an open meeting.  
Time: 9:36 a.m.

*Moved by:* Warden Peter Emon

*Seconded by:* Gary Serviss

**CARRIED**

**7. Development and Property Department Report**

**Director's Report**

The Chief Administrative Officer/Deputy Clerk overviewed the Director's Report.

- a. [Director of Development and Property Report](#)   
[By-law 132-24 - Co-Owners Agreement - Renfrew-Deep River](#)  


**RESOLUTION NO. DP-C-24-09-104**

THAT the Development and Property Committee recommends that County Council adopt a By-law to enter into a Co-Ownership Agreement with the Town of Deep River for the shared opportunity to purchase the discontinued Keys Public School located at 167 Brockhouse Way in the Town of Deep River for the purpose set out in the terms and conditions respecting the ownership, development and management of the Co-Ownership Assets.

*Moved by:* Rob Weir

*Seconded by:* Daniel Lynch

**CARRIED**

**8. Approval of the Development and Property Department Report as a**

**Whole**

**RESOLUTION NO. DP-C-24-09-105**

THAT the Development and Property Department Report be approved as presented.

*Moved by:* Gary Serviss

*Seconded by:* Keith Watt

**CARRIED**

**9. New Business - None**

**10. Date of next meeting (Tuesday, October 15, 2024) and adjournment**

**RESOLUTION NO. DP-C-24-09-106**

THAT this meeting adjourn and the next regular meeting be held on Tuesday, October 15, 2024. Time: 9:41 a.m.

*Moved by:* Daniel Lynch

*Seconded by:* Mark MacKenzie

**CARRIED**

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James Brose, Chair

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Gwen Dombroski, Clerk

**COUNTY OF RENFREW**

**DEVELOPMENT AND PROPERTY DEPARTMENT REPORT**

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**TO:** Development and Property Committee  
**FROM:** Jason Davis, Director of Development and Property  
**DATE:** October 15, 2024  
**SUBJECT:** Department Report

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**INFORMATION**

1. **Residential Market Activity**

Attached is the Residential Market Activity summary for the County of Renfrew for September 2024. This summary provides sales activity within the County compared to previous years as well as a five-year average.

2. **Cell Service Update**

Attached as information is the Eastern Ontario Regional Network Cell Gap Project monthly update for August 2024.

## Residential Market Activity Report

### Month of September

AREA	TWP	Sales Activity		% Change	5 Year Average	Average Price		% Change	5 Year Average	Average DOM
		2024	2023			2024	2023			
541	Admaston/Bromley	1	0		1.8	580,000	-		428,653	93
550	Arnprior	19	9	111.1%	17.4	511,129	595,044	-14.1%	494,467	32.1
581	Beachburg	1	2	-50.0%	1.6	460,000	502,500	-8.5%	365,990	86
572	Brudenell/Lyndoch/Raglan	1	1	0.0%	2	340,000	360,000	-5.6%	375,800	92
511	Chalk River	2	3	-33.3%	3	225,000	321,667	-30.1%	266,270	23
582	Cobden	1	2	-50.0%	2.2	515,000	519,950	-1.0%	384,323	104
510	Deep River	8	3	166.7%	11.2	394,600	364,333	8.3%	362,686	57.4
560	Eganville/Bonnechere	8	5	60.0%	7	283,675	279,200	1.6%	323,010	79.3
542	Great Madawaska Twp	5	2	150.0%	5.6	625,400	317,500	97.0%	527,516	81.4
512	Head Twps	1	0		0.4	258,000	-		351,500	38
544	Horton Twp	1	3	-66.7%	3.2	493,000	487,500	1.1%	457,173	6
571	Killaloe/Round Lake	1	2	-50.0%	2.8	360,000	346,500	3.9%	335,227	31
513	Laurentian Hills North	0	0		1	-	-		274,375	0
531	Laurentian Valley Twps	9	7	28.6%	9.2	628,148	434,357	44.6%	466,780	55
570	Madawaska Valley	6	6	0.0%	8.4	454,983	577,000	-21.1%	489,964	70.2
551	McNab/Braeside Twps	8	13	-38.5%	10.2	586,225	557,708	5.1%	539,397	63.4
561	N Algona/Wilberforce Twp	5	4	25.0%	4.2	503,900	414,197	21.7%	445,293	88
530	Pembroke	14	15	-6.7%	22.4	386,036	333,587	15.7%	311,486	26.7
520	Petawawa	17	15	13.3%	15.6	430,435	496,127	-13.2%	422,402	30.9
540	Renfrew	9	3	200.0%	11.8	385,522	340,000	13.4%	340,039	28.1
580	Whitewater Region	8	3	166.7%	7.8	604,025	375,000	61.1%	426,642	62.6
<b>Total</b>		<b>125</b>	<b>98</b>	<b>27.6%</b>	<b>149</b>	<b>\$ 466,696</b>	<b>\$ 449,030</b>	<b>3.9%</b>	<b>401,945</b>	<b>49</b>

### Year - To - Date

AREA	TWP	Sales Activity		% Change	5 Year Average	Average Price		% Change	5 Year Average	Average DOM
		2024	2023			2024	2023			
541	Admaston/Bromley	21	11	90.9%	18.2	546,903	491,055	11.4%	451,560	50.6
550	Arnprior	149	128	16.4%	153.6	522,348	520,653	0.3%	491,279	36.3
581	Beachburg	16	16	0.0%	19.2	441,488	401,675	9.9%	403,435	55.9
572	Brudenell/Lyndoch/Raglan	9	5	80.0%	12.2	500,778	382,980	30.8%	428,775	92.3
511	Chalk River	31	37	-16.2%	44.2	345,913	343,180	0.8%	305,317	45.4
582	Cobden	8	13	-38.5%	19.8	408,300	394,976	3.4%	361,838	33.1
510	Deep River	54	63	-14.3%	87.6	387,230	378,773	2.2%	341,357	54.7
560	Eganville/Bonnechere	46	38	21.1%	49.8	397,950	379,285	4.9%	355,740	55.8
542	Great Madawaska Twp	43	29	48.3%	45.4	624,088	560,938	11.3%	567,810	63
512	Head Twps	3	2	50.0%	3.2	248,967	378,000	-34.1%	410,096	28
544	Horton Twp	28	25	12.0%	31.6	571,139	455,500	25.4%	505,262	54.8
571	Killaloe/Round Lake	20	23	-13.0%	27	447,140	393,130	13.7%	417,900	53.8
513	Laurentian Hills North	7	5	40.0%	6.6	412,454	748,960	-44.9%	466,357	34
531	Laurentian Valley Twps	80	74	8.1%	97.4	523,128	451,000	16.0%	437,376	40.4
570	Madawaska Valley	37	42	-11.9%	59	480,422	458,750	4.7%	435,465	65.6
551	McNab/Braeside Twps	88	77	14.3%	82.2	660,513	591,000	11.8%	588,158	46.1
561	N Algona/Wilberforce Twp	26	30	-13.3%	36	515,381	499,767	3.1%	461,793	66
530	Pembroke	158	186	-15.1%	223.4	350,347	333,200	5.1%	303,588	38.2
520	Petawawa	247	237	4.2%	304.4	505,814	481,324	5.1%	444,441	31.9
540	Renfrew	103	69	49.3%	92	397,572	381,306	4.3%	356,637	47.3
580	Whitewater Region	50	45	11.1%	61	512,832	446,312	14.9%	434,723	41.9
<b>Total</b>		<b>1224</b>	<b>1155</b>	<b>6.0%</b>	<b>1473.8</b>	<b>\$ 480,008</b>	<b>\$ 444,500</b>	<b>8.0%</b>	<b>419,744</b>	<b>43.6</b>

MLS® Residential Market Activity	September 2024	Compared to		
		Sep-23	Sep-22	Sep-21
New Listings	220	8.4%	14.0%	22.9%
Active Listings	489	14.8%	31.8%	126.4%

# EORN Cell Gap Project Monthly Update

## August 2024

### Regional view

	Planned	Completed	New this month
Upgrades to existing towers	312	309	0
New towers in service	258	68	4
New co-locations	74	53	1
Land use authority	258	242	3
Please note that this information is collected monthly and is subject to change as the project moves forward.			

### Renfrew County

	Planned	Completed	New this month
Upgrades to existing towers	25	25	n/a
New towers in service	47	8	1
New co-locations	9	7	0
Land use authority	47	46	0
Please note that this information is collected monthly and is subject to change as the project moves forward.			

Note: data is updated by Rogers on the 15<sup>th</sup> of each month. Data provided for this update was received on August 15, 2024.

## Renfrew County Uplifts Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C0367	Chalk River	Town of Laurentian Hills	In-service
C1911	Deep River	Town of Laurentian Hills	In-service
C1948	Petawawa	Town of Petawawa	In-service
C4723	Petawawa Blvd. and Festubert Blvd.	Town of Petawawa	In-service
C4724	Petawawa Blvd and Sharon St.	Town of Petawawa	In-service
C4820	Petawawa and Civic Centre	Town of Petawawa	In-service
C3434	Douglas	Township of Adamston-Bromley	In-service
C3425	Eganville	Township of Bonnechere Valley	In-service
C3439	Constant Lake	Township of Bonnechere Valley	In-service
C3049	Calabogie	Township of Greater Madawaska	In-service
C1910	Mackey	Township of Head, Clara and Maria	In-service
C1912	Bisset Creek	Township of Head, Clara and Maria	In-service
C2382	Renfrew Town	Township of Horton	In-service
C3437	Killaloe	Township of Killaloe, Hagarty and Richards	In-service

## Renfrew County Uplifts Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C0377	Cobden	Township of Laurentian Valley	In-service
C0414	Pembroke	Township of Laurentian Valley	In-service
C2706	Barry's Bay	Township of Madawaska Valley	In-service
C2914	Combermere	Township of Madawaska Valley	In-service
C3438	Wilno	Township of Madawaska Valley	In-service
C4077	Barry's Bay Town	Township of Madawaska Valley	In-service
C0410	Renfrew	Township of McNab-Braeside	In-service
C7844	Braeside	Township of McNab-Braeside	In-service
C3436	Golden Lake	Township of North Algona Wilberforce	In-service
C2569	Highway 17 and Haley Station	Township of Whitewater Region	In-service
C4088	Highway 17 and Cobden	Township of Whitewater Region	In-service



## Renfrew County Co-location Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C4084	Chalk River at Ottawa River	Town of Deep River	2026
C4087	Deep River Town	Town of Laurentian Hills	In-service
C6629	Meilleurs Bay	Town of Laurentian Hills	In-service
C8544	Janet Road at Granzies Lake	Township of Bonnechere Valley	2024
C6623	Black Donald Lake	Township of Greater Madawaska	In-service
C8470	Highway 41 and Highway 71	Township of Greater Madawaska	2026
C8478	Trans Canada Highway and Brent Road	Township of Head, Clara and Maria	In-service
C8487	ON-60 and Cardinal Road	Township of Killaloe, Hagarty and Richards	In-service
C6619	Halfway Lake	Township of Madawaska Valley	In-service
C8265	Highway 41 and Greenlake Road	Township of North Algona Wilberforce	In-service

## Renfrew County New Tower Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C8474	Trans Canada Highway at Orange Road	Town of Petawawa	2026
C8265	Colton Road and Quilty Road	Township of Adamston-Bromely	In-service
C8465	ON-60 and Haley Road	Township of Admaston-Bromley	2025
C8625	Dunmore Road and Barr Line	Township of Admaston-Bromley	2025
C8623	Opeongo Road West and Klondike Road	Township of Bonnechere Valley	2026
C8704	O'Connor Road and Wolfe Road	Township of Bonnechere Valley	2026
C8705	Boldt Road and Donegal Road	Township of Bonnechere Valley	2026
C8511	Perrault	Township of Bonnechere Valley	2025
C8622	Corrigan Road and Silver Lake	Township of Bonnechere Valley	In-service
C8497	Hardwood Lake	Township of Brudenell, Lyndoch and Raglan	2026

## Renfrew County New Tower Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C8533	Highway 28 and Little Ireland Road	Township of Brudenell, Lyndoch and Raglan	2026
C8620	Letterkenny Road and Lost Nation Road	Township of Brudenell, Lyndoch and Raglan	2026
C8621	Heins Road and Quadeville Road	Township of Brudenell, Lyndoch and Raglan	2026
C8702	Schutt Road and Wingle	Township of Brudenell, Lyndoch and Raglan	2026
C8706	Quadeville Road and Murk Lake	Township of Brudenell, Lyndoch and Raglan	2026
C8168	Oscar Boehme Road and River Bend Drive	Township of Brudenell, Lyndoch and Raglan	2025
C8619	Rochefort	Township of Brudenell, Lyndoch and Ragland	In-service
C8703	Gorman Lake	Township of Brudenell, Lyndoch and Ragland	2025
C8713	Long Point Way and Inglis Road	Township of Greater Madawaska	In-service
C8498	Highway 41 and Doorley Creek Road	Township of Greater Madawaska	2026

## Renfrew County New Tower Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C8668	Denzil Lane and Upper Spruce Hedge Road	Township of Greater Madawaska	2026
C8532	ON-41 and Dunagans Road	Township of Greater Madawaska	2025
C8711	Glenfield Road and Matawatchan Road	Township of Greater Madawaska	2025
C8712	Holywell Road and Mt. St. Patrick Road	Township of Grater Madawaska	2025
C8501	Trans Canada Highway and Bissett Creek Road	Township of Head, Clara, Maria	2026
C8531	Trans Canada Highway 17 at Stonecliffe	Township of Head, Clara Maria	2025
C8637	Jim Barr Road and Mullins Road	Township of Horton	2025
C8627	Gunns Road and Round Lake Road	Township of Killaloe, Hagarty and Richards	2025
C8696	Simpson Pit Road and Round Lake Road	Township of Killaloe, Hagarty and Richards	2025
C6620	Doran and Round Lake Road	Township of Laurentian Valley	In-service
C8473	Forest Lea Road at Pembroke	Township of Laurentian Valley	2025
C8628	Doran Road and Witt Road	Township of Laurentian Valley	2025
C8616	Dafoe Road and Micks Road	Township of Madawaska Valley	2026

## Renfrew County New Tower Build Schedule

Tower identifier	Site name	Municipality	In-service plan
C8626	Etmanski Road and Paugh Lake Road	Township of Madawaska Valley	2026
C8707	Stanley Olsheski Road and Hasanville Lane	Township of Madawaska Valley	2026
C8615	Kubesheski Road and Siberia Road	Township of Madawaska Valley	2025
C4086	Highway 17 and Glasgow Station	Township of McNab-Braeside	In-service
C8515	White Lake Road and Mountain View Road	Township of McNab-Braeside	In-service
C8636	River Road and Lochwinnoch Road	Township of McNab-Braeside	In-service
C8512	Deacon	Township of North Algona Wilberforce	2025
C8624	Connaught Road and Bulger Road	Township of North Algona Wilberforce	2025
C8635	Kerr Line and Magnesium Road	Township of Whitewater Region	2026
C8630	Branch Trail and Nangor Trail	Township of Whitewater Region	2025
C8631	Westmeath Road at Westmeath Provincial Park	Township of Whitewater Region	2025
C8632	La Passe Road and Hawthorne Road	Township of Whitewater Region	2025
C 8633	Zion Line and Pappin Road	Township of Whitewater Region	2025
CC8634	Grants Settlement Road at Grants Settlement	Township of Whitewater Region	2025

## ECONOMIC DEVELOPMENT DIVISION REPORT

Prepared by: Melissa Marquardt, Manager of Economic Development

Prepared for: Development and Property Committee

October 15, 2024

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### INFORMATION

#### 1. **Ministry of Natural Resources Forest Biomass Program Application**

Upon review and in consultation with the working partners on the Ministry of Natural Resources (MNR) Forest Biomass Program, the County of Renfrew has withdrawn its funding application. A condition of the provincial program was to secure the balance of funding from another federal program in order to meet the 100% funding coverage. Unfortunately, efforts to secure additional funding have not been successful and there is no longer adequate time to complete the project by the March 31, 2025 timeline.

As the Forest Biomass Program is a multi-year funded program, staff and project partners will evaluate the basis for potential re-application in the next round. The project partners continue to investigate other possible funding options.

#### 2. **Community Outreach and Engagement**

##### a. Centre for Research and Innovation in the Bio-Economy Regional Workshop

On September 9, 2024, Business Development Officer David Wybou and County Forester Lacey Rose attended the Centre for Research and Innovation in the Bio-Economy (CRIBE) Regional Workshop in Pembroke. The purpose of the workshop was to highlight available tools, resources and opportunities to assist in the development of our forest sector and bio-economy.

The Economic Development Division assisted with outreach and attraction efforts with local industry and municipal economic development staff. Ms. Rose also provided an overview of Renfrew County forests.

##### b. New to the Frew Community Evening

On September 18, 2024, the Economic Development Division participated at the New to the Frew Community Evening at the myFM Centre in Renfrew. The event included more than 30 local community organizations and businesses who showcased their services and programs to newcomers to the Renfrew area.

##### c. Renfrew and Lanark Professional Networking and Attraction Event

On September 26, 2024, Business Development Officer David Wybou participated in a virtual Access Employment Ontario professional networking and attraction event

in collaboration with Lanark County, Valley Heartland Community Futures Development Corporation and Local Immigration Partnership of Lanark/Renfrew.

The event drew 36 new immigrants coming to, or already in Canada, who are eligible to work. Attendees had the opportunity to hear presentations from each community and engage with potential employers, represented by long-term care, municipal government, manufacturing, transportation and logistics from both counties, about opportunities in the local job market.

### 3. **Taste of the Valley**

The third event in the 2024 Taste of the Valley series, and the biggest so far this year, was held on September 28, 2024, in Petawawa with 86 vendors participating and attracting over 3,500 visitors.

Upcoming events in the series include October 19 in Cobden and the Holiday Edition on December 14 in Renfrew. All events take place between 10:00 a.m. and 3:00 p.m.

Twelve submissions have been received from municipal partners expressing an interest to host an event in 2025 and 2026. Staff will be reviewing the submissions and notifying partners of the results in early December.

### 4. **Municipal Agriculture Economic Development and Planning Forum Update**

Registration for the [Municipal Agriculture Economic Development and Planning Forum](#), being held October 22-24, 2024, is now closed. Over 80 delegates are registered to participate over the course of two days, which includes visiting a variety of agricultural sites on October 23 and learning/networking during a forum on October 24. Delegates will also be treated to local food and valley hospitality during the evening reception on October 22 and other meals throughout the event.

Stops on the October 23 bus tour include a community supported agriculture (CSA) farm; automated dairy operation; seed grower/cleaner/distributor; regenerative farm operation; Mennonite farm; and agri-tourism operation.

Highlights of the forum on October 24 will include a keynote address by Margaret Walton, Chair of Ontario Farmland Trust; updates on changes to the Provincial Planning Statement (PPS) and agricultural systems planning; local case studies; and panels on agricultural advisory committees and the next generation of farming.

## OTTAWA VALLEY TOURIST ASSOCIATION REPORT

Prepared by: Melissa Marquardt, Manager of Economic Development

Prepared for: Development and Property Committee

October 15, 2024

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### INFORMATION

#### 1. **Fall Travel Trade Media Familiarization Tours**

The Ottawa Valley and members of the Travel Trade Partnership were featured in a September 21, 2024 article in the Journal de Montréal and Journal de Québec, "[Escapade détente au coeur de la vallée d'Ottawa](#)", highlighting things to do and places to stay and eat in the Calabogie and Burnstown areas. The Ottawa Valley Recreational Trail was also mentioned as a cycling route.

In September, a writer with UK-based JRN Magazine explored the Canadian Canoe Route and Algonquin Park, including a two-night stay at Madawaska Kanu Centre. This visit was part of a 10-day familiarization tour led by Destination Ontario.

#### 2. **Fall Online Workshops Launched**

The Ottawa Valley Tourist Association (OVTA) is offering a series of fall workshops for tourism operators and businesses to enhance their skills and knowledge about a variety of topics. All workshops are being offered virtually at a cost of \$10 each or \$35 for the series. [Registration is now open.](#)

- October 30, 2024 – 10:30 a.m. – 11:30 a.m.: Increasing Your Online Presence
- November 5, 2024 – 10:30 a.m. – 11:30 a.m.: Using AI in the Tourism Industry
- November 12, 2024 – 10:30 a.m. – 11:30 a.m.: The Anatomy of an Ad
- November 19, 2024 – 10:30 a.m. – 11:30 a.m.: Introduction to Sustainable and Regenerative Tourism

#### 3. **Eastern Ontario Rail Trail Project Launch Event**

On September 27, 2024, staff attended the official announcement of the development of the Eastern Ontario Rail Trail Project at the Railway Museum of Eastern Ontario in Smiths Falls.

The Eastern Ontario Rail Trail Loop is a 360-kilometre rail trail loop through eastern Ontario that follows the K&P, Ottawa Valley Recreational and Cataraqui Trails through Frontenac, Lanark and Renfrew counties. The trail development project is a collaboration between the three counties, OVTA, the Township of Rideau Lakes and the



Town of Smiths Falls, with support from Ontario's Highlands Tourism Organization. Through community investments and funding from the [Federal Economic Development Agency for Southern Ontario](#) (FedDev Ontario), the new trail aims to increase visitation and support tourism growth in the Ontario's Highlands' region.

The launch event was part of the [World Trails Conference](#), a Pre-Conference Trail Journey series, held in Ottawa from September 29 to October 4, 2024. A group of international delegates to the conference spent three days cycling, hiking and riding ATVs on various portions of the Loop to learn about the development process of establishing the regional trail project and its potential to become a world class tourism product.

#### 4. **Member Survey: Tourism Conference and Annual General Meeting**

The OVTA is seeking input from the membership about the future format of the Annual General Meeting and Tourism Conference. [The survey](#) aims to gather feedback about the duration and timing of the events.

Currently, the two events are held in conjunction as a full day event. As per the Association by-laws, the Annual General Meeting must be held between January 1 and April 30.

## ENTERPRISE RENFREW COUNTY REPORT

Prepared by: Melissa Marquardt, Manager of Economic Development

Prepared for: Development and Property Committee

October 15, 2024

### INFORMATION

#### 1. Mid-Term Consultations and Services Report

The following data details Enterprise Renfrew County's (ERC) consultation, programming, and outreach efforts for the first half of the fiscal term, April 1 – September 30, 2024.

<b>Activity (on-going)</b>	<b>Year-to-Date</b>	<b>Annual Target</b>
CORE Inquiries	647 (86%)	750
CORE Consultations Exploring Entrepreneurship	62 (83%)	75
CORE Consultations Starting a Business	64 (85%)	75
CORE Consultations Existing Business	66	25
Number of Businesses Started	15 (75%)	20
Number of Businesses Expanded	9	4
Number of Jobs Created	26	25
<b>Starter Company Plus Program</b> <i>(Spring session complete; Fall session near completion with grant pitches taking place mid-November)</i>		
Number of Applications	47	16
Number of Completed Approved Participants	15	16
Number of Grants Issued	10 (total \$42,000)	16
Dollar (\$) Value of Investment Leveraged	\$126,449	\$152,000
Number of Businesses Started	6	13
Number of Businesses Expanded	9	3
Number of Jobs Created	18	19
<b>Summer Company Program (complete)</b>		
Number of Applications	15	7
Number of Completed Participants	7	7
Number of Grants Issued	7 (total \$21,000)	7
Number of Businesses Started	7	7
Number of Jobs Created	7	7
Number Interested in Pursuing Entrepreneurship as a Career Option	7	5

## 2. CORE Success Story

Through coaching and guidance offered by ERC, [Bumpy Roads Studio](#), a Pembroke-based pottery studio owned and operated by Marie Josée Lévesque, has received \$20,000 from the Business Sustainability stream of My Main Street, funded by the Government of Canada through the Federal Economic Development Agency for Southern Ontario (FedDev Ontario). The funding will allow Bumpy Roads Studio to purchase new equipment supporting production of a new kitchenware product line. This funding compliments an additional grant of \$5,000 previously received through the eCampus program, which supported market and technical research to develop the new product line.

Additionally, Bumpy Roads Studio has been accepted as a vendor at the highly curated and sought-after One-of-a-Kind and Signature Fall Shows being held in Toronto and Ottawa this fall.

## 3. Workshops and Events

In September, ERC, in partnership with Renfrew County Community Futures Development Corporation, hosted an Empowering Neurodivergent Entrepreneurship and Employment Success Series with 52 participants.

In celebration of Small Business Month in October, a [series of Small Business Mastery workshops and events](#) are being held across the region. Organized by ERC, in partnership with the Federal Economic Development Agency for Southern Ontario (FedDev Ontario) and Renfrew County Community Futures Development Corporation, the series is generously sponsored by the City of Pembroke, the Towns of Arnprior and Petawawa and the Townships of Greater Madawaska, Laurentian Valley, Madawaska Valley and Whitewater Region.

The cost to attend in-person events is \$28.25 each, catering is provided. Virtual events are offered free of charge. [Advanced registration](#) is required for all events.

The first two events in the series were held on October 7, 2024, in Calabogie and October 9, 2024, in Barry's Bay and covered a variety of topics, including creating social media content using META and AI, marketing and photography. Upcoming workshops include:

- **October 16:** Boost Your Business with Effective Email Marketing and CRM Integration, Website Design Overview for DIY Entrepreneurs at Whitewater Municipal Office in Cobden.
- **October 18:** Email Marketing Essentials, AI for Small Business Marketing at Petawawa Quality Inn and Suites.
- **October 21:** Navigating New Normals: Adaptive Marketing for Business – virtual webinar (free).

## FORESTRY REPORT

Prepared by: Lacey Rose, County Forester  
 Prepared for: Development and Property Committee  
 October 15, 2024

### INFORMATION

#### 1. Harvest and Renewal Updates

- a. Harvest: The remaining two harvest areas for 2024 are expected to start up this month.
- b. Tree Plant 2025: A Request for Quotes for tree planting contract providers is currently open, closing on November 4, 2024.
- c. Harvest 2025: Harvest tenders for 2025 are currently being advertised, with bids closing on November 20, 2024 at 3:00 p.m. If we receive bids on all tenders currently being advertised for 2025, our projected revenue is \$180,000. A reminder that this is only an estimate, actual revenue will depend on actual bids and measured volume harvested.

Tract	Sale #	Harvest Type	Allocated Area (ha)	Total Bid Received (\$)*	Status	Invoiced** to Date(\$)	% of bid price
Budd Mills	01-24	Red Pine Plantation	50	\$144,200.00	Complete	\$194,985.46	135%
Killaloe	02-24	Red Pine Plantation /Spruce/Poplar	20	\$31,400.00	Complete	\$37,893.77	121%
LeClaire	03-24	Red Pine Plantation	7	\$13,700.00	Complete	\$17,372.22	127%
Petznick Lake	04-24	Red Pine Plantation	13	\$36,300.00			0%
Ruby	05-24	Natural Mixed Wood	64	\$57,000.00	Partially complete: 2-year contract	\$47,907.49	84%
<b>TOTAL</b>			<b>154</b>	<b>\$282,600.00</b>		<b>\$298,158.94</b>	<b>106%</b>

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

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

#### 2. Communications Updates

The County Forester and Chair Brose attended a Board meeting for the Shaw Woods Outdoor Education Centre on September 19, 2024. The Centre has coped with the bussing disruption by switching to at-school delivery of programs for the time being, with good uptake by schools.

### 3. **Issues on Renfrew County Forest**

An increasing number of issues are arising on forested land owned by the County of Renfrew. With the recent revision of By-Law 79-24, a By-law to Prohibit Certain Activities on County of Renfrew-Owned Forests, the activities not permitted are clear and fines have been increased, but significant resources are needed to enforce this By-law.

New/ongoing and unresolved major issues in 2024 include:

- Frequent dumping at Beachburg Tract and Pershick Tract
- Bonfires (out of control) and littering at Golden Lake and Pershick Tract
- Encroachments by two different adjacent landowners at Ireland South Tract
- Encroachments at Centennial Lake Tract
- Uncertainty about legal access at Centennial Lake Tract

Ontario Provincial Police and municipal fire services have been enlisted in dumping, fires and trespassing where there is a risk of encountering volatile perpetrators with varying levels of success. The extent of many of these issues is beyond the capacity of staff and additional information (e.g. surveys) is needed before encroachments can be fully dealt with. To date, letters have been sent to request encroachments be rectified. This has generally not been effective.

The 2025 Forestry budget will be requesting funds for surveying, contract by-law enforcement and an increase in legal costs. Additional budgeted amounts for access control in problem dumping areas and fencing along boundaries will also be recommended. An exploration of potential solutions for issues and a cost analysis is underway.

## REAL ESTATE DIVISION REPORT

Prepared by: Kevin Raddatz, Manager of Real Estate  
Prepared for: Development and Property Committee  
October 15, 2024

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### INFORMATION

#### 1. Real Estate – 2024 Capital and Capital Under Threshold Projects

Attached as information is a summary report of capital and capital under threshold projects approved in the 2024 budget.

#### 2. Snow Removal Tenders – Contract Summary

Staff recently completed the tender process for four snow removal contracts covering paramedic bases and facilities across Renfrew County. The tender closed on September 26, 2024, and received several competitive bid submissions from various contractors for the four designated sites. The contracts are for a three-year term, ensuring continuity in service and predictable budgeting for snow removal operations over the coming seasons.

The results for each site are as follows:

- **Arnrior Paramedic Base and 80 McGonigal Street:** One submission. Awarded to Milliken Landscaping for a total contract value of **\$56,250** (equivalent to \$18,750 per year).
- **Barry's Bay Paramedic Base:** Three submissions. Awarded to Crosstown Construction for a total contract value of **\$20,400** (equivalent to \$6,800 per year).
- **Eganville Paramedic Base:** Three submissions. Awarded to RJ Selle Sand and Gravel for a total contract value of **\$22,500** (equivalent to \$7,500 per year).
- **Petawawa Paramedic Base:** Five submissions. Awarded to GP Splinter for a total contract value of **\$13,950** (equivalent to \$4,650 per year).

Award letters have been sent out to all successful bidders. These partnerships will ensure our paramedic bases are kept clear and operational throughout the winter months, minimizing disruption and maintaining accessibility for emergency services. Awarding these contracts early and securing services for the next three years is prudent management for the County's snow removal, and cost-effective.

**DELEGATED AUTHORITY APPROVALS**

3. The following item was approved under By-law 98-24, Delegated Authority By-law:

<b>BY-LAW/ RESOLUTION</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>DELEGATED AUTHORITY BY-LAW REFERENCE</b>
By-law 135-24 D DP-C-24-09-107 D	Sept. 24, 2024	5-Year Lease Agreement with the Minister of Infrastructure for Space at Renfrew County Place - April 1, 2024 - March 31, 2029 (memo attached)	Section 16.2 - Lease Agreements
By-law 136-24 D DP-C-24-09-108 D	Sept. 26, 2024	5-Year Lease Agreement with the Minister of Infrastructure for Space at Renfrew County Place - August 1, 2022 - July 31, 2027 (memo attached)	Section 16.2 - Lease Agreements

**RESOLUTIONS**

4. **Pembroke Paramedic Base – Architectural Service**

**Recommendation:** THAT the Development and Property Committee directs staff to issue a Request for Proposal for architectural services for the design of a paramedic base within the City of Pembroke.

**Background**

The County of Renfrew currently leases the paramedic building at the Pembroke Regional Hospital, with the lease set to expire on September 30, 2025. Staff are preparing to issue a Request for Proposal (RFP) for the architectural design of a possible new base in Pembroke. The new facility will be designed to offer multiple services under one roof, including Renfrew County Virtual Triage Assessment Centre (RC VTAC), the Mesa program, and storage for paramedic equipment.

**Real Estate - 2024 Capital Projects**

Location	Work Description	Status			Comments
		Budget	Quote	Status	
County Admin Building					
	B30 - Roofing	\$123,765.40	\$159,861	Work in progress - 60% complete	Anticipate completion -late Oct
	Generator Transfer Switch	\$33,000		In Review	Schedule for mid Q4
Renfrew County Place					
	HVAC - Replacement/upgrade	\$220,000	\$90,603	Project completed	Completion date - March 22 ,2024
	Flat Roof Replacement	\$341,000	\$238,621	Project completed	Completion date - Sept. 20 ,2024
	Paramedic Parking Shelter	\$250,000	\$128, 600	Work in progress - 95% complete	Anticipate completion - mid Oct
	D5022 - Lighting Equipment	\$74,259.24		RFP closed	Proposals in review
	D5038 - Security Systems	\$74,081.66		In Review	Schedule for mid Q4
80 McGonigal					
	Garage Upgrade to Store Vehicle	\$30,000.00	\$24,525	Work in progress - 95% complete	Material delay - completion mid Oct
	Garage Oil/Water Seperator (floor drain)	\$50,000.00		Cancelled	Reviewed, not required
	D5038 - Security Systems	\$30,941.00		In Review	Schedule for mid Q4
	Generator	\$70,000.00	\$34,000	Equipment ordered	Anticipate completion - late Q4
Paramedic Bases					
	Eganville - Fit Up/Renovation	\$400,000.00	\$512,502.00	Project completed	Completion date - Sept. 25 ,2024
		\$140,000.00			Additional funding approved
	D3034 - Packaged Air Conditioning Unit	\$18,564.81		Cancelled	Future project



**COUNTY OF RENFREW**

**BY-LAW NUMBER 135-24 D**

**A BY-LAW TO ENTER INTO A THIRD LEASE EXTENSION AND AMENDING AGREEMENT WITH  
THE MINISTER OF INFRASTRUCTURE AT 450 O'BRIEN ROAD, RENFREW, ONTARIO**

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

AND WHEREAS the County of Renfrew entered into a lease agreement on April 1, 2009 with the Minister of Infrastructure (as represented by Ontario Infrastructure and Lands Corporation) for the lease of space located at 450 O'Brien Road in Renfrew, Ontario and it is now desirable to extend the lease agreement for a third lease extension from April 1, 2024 to March 31, 2029;

AND WHEREAS the Warden and Chief Administrative Officer, under the Delegated Authority By-law 98-24, (Section 16.2 – Lease Agreements) have reviewed and accepted the Third Lease Extension and Amending Agreement.

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

1. THAT the Third Lease Extension and Amending Agreement marked as Schedule "I" attached to and made part of this By-law shall constitute an extension to the Lease Agreement adopted on January 27, 2010 between the Corporation of the County of Renfrew, Lessee and the Minister of Infrastructure (as represented by Ontario Infrastructure and Lands Corporation), Lessor.
2. THAT the Warden and Clerk are hereby empowered to do and execute all things, papers, and documents necessary to the execution of this By-law.
3. THAT By-laws 8-10, 67-14 and 7-19 be hereby repealed.
4. THAT this By-law shall come into force and take effect upon the final passing thereof.

READ a first time this 24th day of September, 2024.

READ a second time this 24th day of September, 2024..

READ a third time and finally passed this 24th day of September, 2024..

  
\_\_\_\_\_  
PETER EMON, WARDEN

  
\_\_\_\_\_  
GWEN DOMBROSKI, CLERK

## MEMORANDUM

**TO:** Jason Davis, Director of Development & Property  
Craig Kelley, CMO, Dipl.M.A., Dipl.M.M., Ec.D., CAO/Deputy Clerk  
Gwen Dombroski, Dipl.M.A., Dipl.M.M., Manager of Legislative Services/Clerk

**CC:** Evelyn VanStarkenburg, Administrative Assistant III

**FROM:** Kevin Raddatz, Manager of Real Estate

**DATE:** September 20, 2024

**SUBJECT:** Lease Agreement – Renfrew County Place – Minister of Infrastructure

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### BACKGROUND

In 2010 County Council adopted By-law 8-10, A By-law to Enter into a Lease with Ontario Realty Corporation at 450 O'Brien Road, Renfrew, Ontario, with Ontario Realty Corporation (ORC), acting as an agent on behalf of Her Majesty the Queen in Right of Ontario as represented by the Minister of Energy and Infrastructure (MEI), for the Ministry of Community and Social Services for 3,696 square feet of office space.

The original lease agreement was for a five-year term commencing on April 1, 2009 and expiring on March 31, 2014. Included in the terms of the original lease agreement the MEI was entitled to extend the original term for additional three terms of five years each. (By-law 8-10)

The MEI exercised its first right extending the lease for five years commencing April 1, 2014 and expiring on March 31, 2019. (By-law 67-14)

The MEI exercised its second right extending the lease for five years commencing April 1, 2019 and expiring on March 31, 2024. (By-law 7-19)

On September 29, 2023, the MEI provided notice to exercise its third right extending the lease for five years commencing April 1, 2024 and expiring on March 31, 2029.

Staff has consulted with MEI, now known as the Minister of Infrastructure, as represented by Ontario Infrastructure and Lands Corporation and a third lease extension and amending agreement has been finalized. As part of the amended lease terms, the following amendments the tenant has been granted one further option to extend for five years.

**FINANCIAL IMPLICATIONS**

The annual rent payable is as follows:

- April 1, 2024 - March 31, 2025 - \$103,340.16 (\$27.96 per square foot)
- April 1, 2025 - March 31, 2026 - \$105,927.36 (\$28.66 per square foot)
- April 1, 2026 - March 31, 2027 - \$108,588.48 (\$29.38 per square foot)
- April 1, 2027 - March 31, 2028 - \$111,286.56 (\$30.11 per square foot)
- April 1, 2027 - March 31, 2028 - \$114,058.56 (\$30.86 per square foot)

**RECOMMENDATION**

THAT Warden and Chief Administrative Officer/Deputy-Clerk under Section 16.2 – Lease Agreements of By-law 98-24, Delegated Authority, adopt a By-law to extend the lease agreement with the Minister of Infrastructure (as represented by the Ontario Infrastructure and Lands Corporation) at 450 O’Brien Road, Renfrew, Ontario to enter into a lease agreement for five years effective April 1, 2024 and expiring March 31, 2029; AND THAT By-laws 8-10, 67-14 and 7-19 be repealed..

**APPROVAL**

Recommended by:


  
Kevin Raddatz, Manager of Real Estate

  
Jason Davis, Director of Development & Property

Approved by:

  
Gwen Dombroski, Dipl.M.A., Dipl.M.M.  
Manager of Legislative Services/Clerk

Approved by:

  
Craig Kelley, CMO, Dipl.M.A., Dipl.M.M., Ec.D.,  
CAO/Deputy Clerk

**COUNTY OF RENFREW**

**BY-LAW NUMBER 136-24 D**

**A BY-LAW TO ENTER INTO A THIRD LEASE EXTENSION AND AMENDING AGREEMENT WITH  
THE MINISTER OF INFRASTRUCTURE AT 450 O'BRIEN ROAD, RENFREW, ONTARIO**

---

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

AND WHEREAS the County of Renfrew entered into a lease agreement on August 1, 2007 with the Minister of Infrastructure (as represented by Ontario Infrastructure and Lands Corporation) for the lease of space located at 450 O'Brien Road in Renfrew, Ontario and it is now desirable to extend the lease agreement for a third lease extension from August 1, 2022 to July 31, 2027;

AND WHEREAS the Warden and Chief Administrative Officer, under the Delegated Authority By-law 98-24, (Section 16.2 – Lease Agreements) have reviewed and accepted the Third Lease Extension and Amending Agreement.

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

1. THAT the Third Lease Extension and Amending Agreement marked as Schedule "I" attached to and made part of this By-law shall constitute an extension to the Lease Agreement adopted on April 25, 2007 between the Corporation of the County of Renfrew, Lessee and the Minister of Infrastructure (as represented by Ontario Infrastructure and Lands Corporation), Lessor.
2. THAT the Warden and Clerk are hereby empowered to do and execute all things, papers, and documents necessary to the execution of this By-law.
3. THAT By-laws 41-07, 84-12 and 57-17 be hereby repealed.
4. THAT this By-law shall come into force and take effect upon the final passing thereof.

READ a first time this 26th day of September, 2024.

READ a second time this 26th day of September, 2024.

READ a third time and finally passed this 26th day of September, 2024.

  
\_\_\_\_\_  
PETER EMON, WARDEN

  
\_\_\_\_\_  
GWEN DOMBROSKI, CLERK

## MEMORANDUM

**TO:** Jason Davis, Director of Development & Property  
Craig Kelley, CMO, Dipl.M.A., Dipl.M.M., Ec.D., CAO/Deputy Clerk  
Gwen Dombroski, Dipl.M.A., Dipl.M.M., Manager of Legislative Services/Clerk

**CC:** Evelyn VanStarkenburg, Administrative Assistant III

**FROM:** Kevin Raddatz, Manager of Real Estate

**DATE:** September 26, 2024

**SUBJECT:** Lease Agreement L11459 – Renfrew County Place – Minister of Infrastructure

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### BACKGROUND

In 2007 County Council adopted By-law 41-07, A By-law to Enter into a Lease with Ontario Realty Corporation, at 450 O'Brien Road, Renfrew, Ontario, with Ontario Realty Corporation (ORC), acting as an agent on behalf of Her Majesty the Queen in Right of Ontario as represented by the Minister of Public Infrastructure Renfrew (MPIR), for 2,855 square feet of office space.

The original lease agreement was for a five-year term commencing on August 1, 2007 and expiring on July 31, 2012. Included in the terms of the original lease agreement the MPIR, now, called the Minister of Infrastructure (MOI) was entitled to extend the original term for additional two terms of five years each. (By-law 41-07)

The MOI exercised its first right extending the lease for five years commencing August 1, 2012 and expiring on July 31, 2017. (By-law 84-12)

The MOI exercised its second right extending the lease for five years commencing August 1, 2017 and expiring on July 31, 2022 along with an Amending agreement to extend for an additional two five-year terms. (By-law 57-17)

The MOI is now exercising its third right to extend the lease for five years commencing on August 1, 2022 and expiring on July 31, 2027.

Staff has consulted with MEI, now known as the Minister of Infrastructure, as represented by Ontario Infrastructure and Lands Corporation and a third lease extension and amending agreement has been finalized. As part of the amended lease terms, the following amendments the tenant has been granted one further option to extend for five years.

**FINANCIAL IMPLICATIONS**

The annual rent payable is as follows:

- August 1, 2022 - July 31, 2023 - \$78,284.10 (\$27.42 per square foot)
- August 1, 2023 - July 31, 2024 - \$80,225.50 (\$28.10 per square foot)
- August 1, 2024 - July 31, 2025 - \$82,252.55 (\$28.81 per square foot)
- August 1, 2025- July 31, 2026 - \$84,308.15 (\$29.53 per square foot)
- August 1, 2022 - July 31, 2023 - \$86,420.85 (\$30.27 per square foot)

**RECOMMENDATION**

THAT Warden and Chief Administrative Officer/Deputy-Clerk under Section 16.2 – Lease Agreements of By-law 98-24, Delegated Authority, adopt a By-law to extend the lease agreement with the Minister of Infrastructure (as represented by the Ontario Infrastructure and Lands Corporation) at 450 O’Brien Road, Renfrew, Ontario to enter into a lease agreement for five years effective August 1, 2022 and expiring July 31, 2027; AND THAT By-laws 41-07, 84-12 and 57-17 be repealed..

**APPROVAL**

Recommended by:


  
\_\_\_\_\_  
Kevin Raddatz, Manager of Real Estate

  
\_\_\_\_\_  
Jason Davis, Director of Development & Property

Approved by:

  
\_\_\_\_\_  
Gwen Dombroski, Dipl.M.A., Dipl.M.M.  
Manager of Legislative Services/Clerk

Approved by:

  
\_\_\_\_\_  
Craig Kelley, CMO, Dipl.M.A., Dipl.M.M., Ec.D.,  
CAO/Deputy Clerk

## PLANNING DIVISION REPORT

Prepared by: Bruce Howarth, MCIP, RPP, Manager of Planning Services

Prepared for: Development and Property Committee

October 15, 2024

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### INFORMATION

#### 1. **October County Council – Request for information**

At the October session of County Council, a request was made for staff to provide the number of small communal systems in the County of Renfrew where the municipality has assumed risk. We requested the information from local municipalities and the following systems were identified:

- a. Champlain Village (Township of Whitewater Region) - 10 units
- b. Barryvale Condo (Township of Greater Madawaska) - 8 units
- c. Calabogie Peaks (Township of Greater Madawaska) - 33 units (more to be added)

#### 2. **Surety Bond – Proposed Amendment to the Planning Act Regulations**

On September 16, 2024, the Province posted a [notice of a proposed regulation](#) under the *Planning Act* that makes it obligatory for a municipality to accept the use of surety bonds for securities purposes when directed by developers.

When approving a development proposal, municipalities may impose conditions on the homebuilders, which could include obtaining financial assurance from the homebuilder that the required public infrastructure (e.g., roads, sidewalks) or improvements (e.g., plantings) are built as per municipal standards and function as intended. Typically, this financial assurance takes the form of a Letter of Credit (LOC) issued by a bank. If a homebuilder fails to fulfill their contractual obligations, the municipality can draw on the LOC to complete the work to its satisfaction.

LOCs, which municipalities generally require to secure homebuilder obligations when building communities, tie up the homebuilder's capital that could otherwise be invested in additional home-building projects and make some projects that currently can't obtain financing more viable.

Under Bill 109, the More Homes for Everyone Act, 2022, the Province amended the *Planning Act* to provide regulation-making authority to the Minister of Municipal Affairs and Housing to authorize landowners to stipulate the instruments to be used to secure municipal obligations that are conditions of land-use planning approvals. The government is now proposing a regulation under section 70.3.1 of the *Planning Act*. The proposed regulation would authorize homebuilders to use a pay-on-demand surety

bond with prescribed features to secure municipal obligations that are conditions of land-use planning approvals.

A pay-on-demand surety bond is a three-party instrument that involves obligations and rights of a principal (i.e., homebuilder), the obligee (i.e., municipality) and a surety (i.e., the insurer).

The bond represents a promise by a surety (i.e., the insurer) to pay the obligee (i.e., municipality) an agreed amount, on demand, if the principal (i.e., homebuilder) fails to meet the agreed upon development obligation.

There are a few drawbacks for municipalities in utilizing surety bonds compared to the traditional LOC's. Surety companies often require proof of default and may conduct investigations before paying out. This can involve legal processes and delays, whereas an LOC usually allows the municipality to draw funds immediately upon providing required documentation, making the collection process faster and more straightforward. There is a greater administration cost for the municipality when setting up or requiring to draw on the bond.

Obtaining a surety bond can involve more complex underwriting processes. Additionally, if the principal (developer or contractor) defaults, the municipality may incur legal costs to enforce the bond. Surety companies may dispute claims, leading to legal battles or arbitration. This creates uncertainty for municipalities in terms of the timeline and likelihood of recovering funds. Lastly, surety bonds do not guarantee immediate liquidity. The municipality may have to wait while claims are processed. In certain emergency situations, i.e., a sewer/water line break, the municipality may end up undertaking the repair work with the hopes of recovering the monies from the surety bond holder at some point in the future.

### **3. Flood Hazard Identification and Mapping Program (FHIMP)**

In partnership with Natural Resources Canada (NRCan), the Ministry of Natural Resources (MNR) is now accepting applications from municipalities, Indigenous communities, and conservation authorities to participate in the extension of the Flood Hazard Identification and Mapping Program (FHIMP), where up to 50% matched federal funding can be received for eligible flood mapping projects.

The County of Renfrew participated in the first round of FHIMP funding for the flood hazard identification and priority setting. The results of that first phase can be found on the [Renfrew County ZenCity engagement platform](#). Several local municipalities have inquired whether the County of Renfrew intends to apply for funding for the next phases of the project.



The first phase of the program identified priority areas where floodplain mapping could be further pursued. In general, generating an updated floodplain mapping requires necessary fieldwork, data collection, and hydrologic and hydraulic analysis for the 100-year return period or the regional storm. To develop floodplain mapping in the priority area, the first step will be data acquisition, which involves an extensive amount of field data collection, including but not limited to water levels, flow rates, channel geometry, topographic and bathymetric survey of the channel and hydraulic structure survey. The collected field data and other hydro-meteorological data will be incorporated into the hydrologic and hydraulic analysis to develop flood hazard maps of the priority area.

Phase 1 of the project was challenging. The County agreed to be the primary coordinator of the project instead of each municipality (or a group of municipalities) undertaking the project on their own. The study identified 12 priority areas and, at a high level, provided a cost of \$91,000 for flood hazard mapping in one of the smaller (easier) priority areas. The cost will vary greatly for each priority area depending on location specifics such as the watershed area, infrastructure in the area, existing available data, and modelling requirements. The exact cost would need to be determined through a Request for Proposal for each area. To move forward with flood hazard mapping for the identified priority areas in the County, the cost is estimated to be a minimum of 1.1 million (and potentially much higher).

The complexity of the project came to focus while undergoing phase 1. The Ottawa River alone is a multi-jurisdictional river and the flood plain is a watershed-based issue and not an individual municipal/County or in this case, an individual Provincial issue. There is no Conservation Authority for the priority areas, so MNR is supposed to fulfill functions in their absence. There are a lot of overlapping organizations (Province of Ontario, Province of Québec, Ontario Power Generation (OPG), Hydro-Québec, Ottawa River Regulation Planning Board, upper-tier and local municipal governments on both sides of the river) that have data and modelling that could be leveraged for a project for the area, but it does require the intervention and coordination of higher levels of government and persons with expertise to complete. Throughout phase 1, we realized that the County of Renfrew does not have the staff/knowledge/expertise for this scope of project. During phase 1 there were the added challenges of coordination with local municipalities, who had differing priorities, project expectations, and budgets. Lastly, the reporting and administrative burden placed on the County of Renfrew by the Ministry of Natural Resources were significant.

At this point the County does not have the appropriate staffing capacity or budget allocation to move forward on any of the priority area mapping projects. In our opinion, this project would best be undertaken by the Ministry of Natural Resources or Natural Resources Canada who have the necessary staff and expertise.

In light of the above, the Planning Division will not be pursuing an application to the Ministry of Natural Resources (MNR) for the second phase of the flood hazard modelling

and mapping program. If a local municipality (or group of municipalities) wants to pursue an application without County involvement, the phase 1 materials are available to them to utilize.

#### 4. **Esri Small Local Government Enterprise License Agreement (ELA)**

In 2022, the County of Renfrew entered into an agreement with Esri Canada through the modernization fund to secure a three-year Esri Small Local Government Enterprise License Agreement (ELA). This agreement provides all County and municipal staff with unlimited access to desktop GIS applications, including ArcGIS and ArcPro, as well as ArcGIS Online for web mapping and field collection applications.

As the ELA terms are set to conclude on September 18, 2025, the County must determine its next steps regarding the ELA and how to cover the associated costs. We have three options to consider during the creation of the 2025 Planning division budget:

- a. The County of Renfrew fully covers the cost moving forward.
- b. The County of Renfrew implements a cost-sharing model with local municipalities.
- c. The County of Renfrew cancels the ELA, prompting both the County and municipalities to revert to purchasing individual desktop licenses and managing their own ArcGIS Online accounts.

Currently, we have 233 County and municipal users with ArcGIS Online accounts and have issued 134 ArcPro desktop licenses (Advanced).

Additional information and budget considerations:

The last pre-paid cost for 2024-2025 (September 19, 2024 to September 18, 2025) is \$70,410. The remaining three months to the end of 2025 will cost \$27,750 (this cost will be included in the 2025-2026 invoice).

ESRI has provided estimated costs for the next three years for the ELA:

- The cost for the 2025-2026 (September 2025 to September 2026) year will be \$111,000
- The cost for the 2026-2027 year will be \$114,330
- The cost for the 2027-2028 year will be \$117,760

The cost to purchase one desktop license (includes a username to use in ArcGIS Online, which will allow users to create, edit and publish data and web maps and apps):

- Creator (Basic) - 500 ArcGIS Online credits - \$1,300/year
- Professional (Standard) - 500 ArcGIS Online credits - \$4,180/year
- Professional Plus (Advanced) - 500 ArcGIS Online credits - \$7,930/year
- Note – that additional extensions are extra, about \$1,390/year per extension

The cost to add in additional ArcGIS Online Users:

- Mobile Worker (collect and update data) - 250 ArcGIS Online credits - \$710/year
- Contributor (review and edit) - 250 ArcGIS Online credits - \$440/year
- Viewer (no ArcGIS Online Credits) - \$220/year

There are several advantages of the ELA:

- Volume discount - cost savings compared to each municipality buying individual licenses
- Budget stability
- Centralized administration - license management, upgrades and renewals can be handled centrally reducing administration for individual municipalities
- Data sharing and collaboration - encourages municipalities to work together, ensuring data standards and consistent workflows
- Unified platform - having everyone on the same platform allows for easier collaboration leading to more integrated and comprehensive geographic data analysis
- Access to premium services and supports - provides access to the latest software versions and add-ons without additional cost and provides better support and training consulting services from ESRI

#### DELEGATED AUTHORITY APPROVALS

5. The following item was approved under By-law 98-24, Delegated Authority By-law:

BY-LAW/ RESOLUTION	DATE	DESCRIPTION	DELEGATED AUTHORITY BY-LAW REFERENCE
DP-C-24-09-100 D	September 10, 2024	RFQ – HP Design Jet Dual Roll Scanner - \$18,261.62 plus applicable taxes – Awarded to Cansel (memo attached)	Section 6.8 - Agreements - Legal
DP-C-24-09-101 D	September 12, 2024	RFP-2024-02 Modular Home – Renfrew, Ontario - \$36,128 plus applicable taxes – Awarded to Jp2g Consultants Inc. (memo attached)	Section 6.8 - Agreements - Legal

**MEMORANDUM**

**TO:** Jason Davis, Director of Development and Property

**CC:** Bruce Howarth, Manager of Planning Services

**FROM:** Angie Schultz, GIS Coordinator

**DATE:** September 10, 2024

**RE:** **Recommendation for Award of HP DesignJet T2600 MFP 36", Dual Roll, all-in-one colour scan and print system**

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I am writing to recommend the award of the Request for Quotation (RFQ) HP DesignJet T2600 MFP 36", Dual Roll, all-in-one colour scan and print system

As per our Procurement Policy GA-01, section 16 for informal procurement of \$25,000 or less

- 16.1 The procedure used to make purchases not exceeding \$25,000 shall include evidence that a Director obtained a minimum of two (2) verbal or written Quotes.
- 16.2 For purchases not exceeding \$25,000 in value, a Director may delegate their authority to a designate, provided the designate follows the requirements of this Policy.
- 16.3 The procedure used to purchase the goods and/or services, shall demonstrate that Fair Market Value was achieved

We received three quotes for the HP Designjet T2600 36" Dual Roll Scan & Print System from these three companies. All prices are quoted before taxes:

- |                          |             |
|--------------------------|-------------|
| 1. Cansel                | \$16,357.52 |
| 2. TCGComputer Solutions | \$20,164.80 |
| 3. Buske                 | \$20,720.00 |

I recommend awarding the contract to Cansel, which submitted the lowest bid of \$16,357.52. Cansel has demonstrated competence in previous work with the County, and their bid aligns with our estimated cost for the project.

Upon your approval, we will proceed with the necessary contractual arrangements with Cansel for the purchase of the plotter.

In the initial quote, we requested a full set of ink and printheads. However, given that printheads generally last between 2 to 4 years, we would like to remove this request from the Cansel quote, resulting in a savings of \$510.90. This adjustment will enable us to use the savings to purchase an additional 2-year service warranty (extending the existing one-year warranty for a total of three years) for the HP DesignJet T2600 MFP 36" Dual Roll all-in-one color scan and print system, at a cost of \$2435.

The adjusted plotter price with the addon two-year extended service warranty is \$18,281.62

Please let me know if you require any further information or if you would like to discuss this recommendation in more detail. Thank you for your attention to this matter.

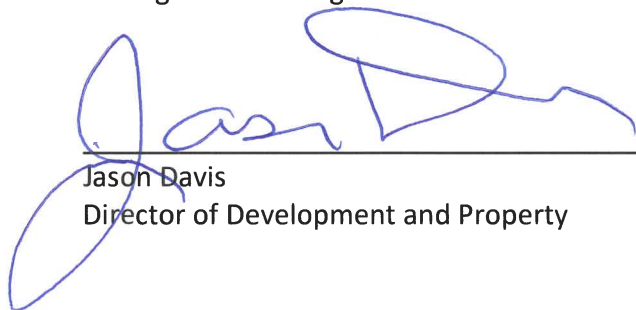
Recommended by:

  
\_\_\_\_\_  
Angie Schultz  
GIS Coordinator

Endorsed by:

  
\_\_\_\_\_  
Bruce Howarth  
Manager of Planning Services

Approved by:

  
\_\_\_\_\_  
Jason Davis  
Director of Development and Property

**MEMORANDUM**

**TO:** Jason Davis, Director of Development and Property Daniel  
**CC:** Burke - Treasurer  
**FROM:** Bruce Howarth, Manager of Planning  
**DATE:** September 12, 2024  
**RE:** **Recommendation for Award of RFP - Modular Home**

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I am writing to recommend the award of the request for proposal RFP-2024-02 (Modular Home Renfrew)

As per our Procurement Policy GA-01, section 19.5 for procurement of \$75,000 or less. The director may award the contract provided that sufficient funds are available and identified in appropriate accounts and the award is the highest rated bidder as determined by the selection committee.

Seven bids were submitted:

- 1) Ainley Graham - \$107,906
- 2) DM Wills Associates - \$79,523
- 3) Engage Engineering - \$82,000
- 4) Jp2G - \$36,128
- 5) Marvel Engineering - \$62,000
- 6) Robinson Consultants - \$60,712
- 7) Tatham Engineering - \$71,970

I recommend awarding the contract to Jp2G, which submitted the lowest bid of \$36,128. Jp2G has demonstrated competence in previous work with the County, and their bid aligns with our budget for the project.

Upon your approval, we will proceed with the necessary contractual arrangements with JP2G.

Please let me know if you require any further information or if you would like to discuss this recommendation in more detail. Thank you for your attention to this matter.

Recommended by:



Bruce Howarth  
Manager of Planning Services

Approved by:



Jason Davis  
Director of Development and Property