



## Township of Brudenell, Lyndoch and Raglan

September 13, 2023 - Regular Meeting - 07:00 PM (Public will be able to attend the Council meeting in person or virtually by Phone or Zoom Zoom ID: 541 968 4239 Passcode: 2WY40N Phone: 1-647-374-4685 Meeting ID:541 968 4239 Passcode:820260)

- 1 Call to Order & Roll Call
- 2 Land Acknowledgement
- 3 Adoption of the Agenda
- 4 Disclosure of Pecuniary Interest
- 5 Mayor's Address
- 6 Delegations and/or Presentations
  - 6.1 Kim Mantifel - Fence Viewing
    - 📎 Request Form
- 7 Adoption of Minutes from Previous Meetings
  - 📎 Minutes - August 2, 2023 - Regular Meeting
- 8 Committee and/or Staff Reports
  - 8.1 Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement
  - 8.2 Pembroke Airport Letter of Support
    - 📎 Pembroke Airport Letter of Support
  - 8.3 Surplus Equipment
    - 📎 Staff Report
  - 8.4 Road Construction Projects
    - 📎 Staff Report
  - 8.5 Winter Sand & C&D Grinding RFP's
    - 📎 Staff Report
  - 8.6 Furnace Repairs at Fire Hall
    - 📎 Staff Report
  - 8.7 Fire Dispatch Radio Console inside the Renfrew Dispatch Center
    - 📎 Staff Report
- 9 Correspondance
  - 9.1 Time for Change - Municipal Freedom of Information and Protection of Privacy Act
    - 📎 Chatham-Kent
    - 📎 Town of Essex



 By-Law 2023-47

**13 Closed Session**

13.1 To go into Closed

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan go into closed session pursuant to the Municipal Act, 2001, Section 239 (2) for the purposes of subsection (b) two items regarding personal matters about an identifiable individual, including municipal or local board employees; and subsection (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board"

13.2 To come out of Closed

13.2.1 Closed Session Brief

**14 Confirmation By-Law**

 By-Law 2023-48

**15 Adjournment**



**DELEGATION REQUEST FORM**  
Schedule "A" Procedural By-law 2023-19

TO BE A DELEGATION AT A REGULAR COUNCIL OR COMMITTEE MEETING you must complete this form, in its entirety and submit it to the Deputy Clerk no later than seven days prior to the meeting at which you wish to be heard. Council agendas are finalized the Friday prior to the meetings. The Clerk reserves the right to designate the request to the appropriate meeting upon review of the completed form.

**APPLICANT INFORMATION:**

FIRST NAME: Kim LAST NAME: Mantifel

TITLE/ORGANIZATION (if applicable): \_\_\_\_\_

SPOKESPERSON(S): Self

NUMBER OF PEOPLE EXPECTED TO BE IN ATTENDANCE: 1

Box 29 Palmer Rapids  
MAILING ADDRESS:

6060 Palmer Rd K0J2E0

TELEPHONE NO.: 613 758 2043

E-MAIL: \_\_\_\_\_

Has this subject matter been brought to council previously: yes  no

Please describe the topic or subject matter you wish to address:

Line fence  
my property & Galicks

If you are seeking a specific action or decision please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is this a time sensitive issue:

yes

no

Do you have supporting documentation:

yes

no

If yes: Please ensure documentation is attached or has been forwarded to [deputyclerk@blrtownship.ca](mailto:deputyclerk@blrtownship.ca) with the application. Please provide a copy of materials used in your presentation, if any, to the Deputy Clerk. Materials provided prior to the meeting will be circulated to Council/Committee for their review before the meeting. Please be advised all materials including your name form part of the Public Record.

Signature: Kim Mantifel

Date: Aug 10/23

Received By: Sammy Thompson

Date: Aug 10/23

Time: 1:58pm



## Township of Brudenell, Lyndoch and Raglan

### Meeting Minutes

#### Regular Meeting August 2, 2023 - 07:00 PM

Present Were:	Mayor,	Valerie Jahn
	Councillor,	Wayne Banks
	Councillor,	Iris Kauffeldt
	Councillor,	Sheldon Keller
	Councillor,	Kevin Quade
Also Present:	Clerk-Treasurer,	Virginia Phanhour
	Deputy Clerk,	Tammy Thompson
	Operations Manager,	Jordan Genrick
Public Attending:	Via Zoom/Telephone/In Person	

**1 Call to Order & Roll Call**

Call to order Regular Council Meeting for the Corporation of the Township of Brudenell Lyndoch and Raglan this 2nd day of August, 2023 at 7:02 pm.

Roll Call:

Councillor Banks

Councillor Kauffeldt

Councillor Keller

Councillor Quade

**2 Land Acknowledgement**

"As we gather this evening I would like to acknowledge on behalf of this Council and our community that we are meeting on the traditional territory of the Algonquin People. We would like to thank the Algonquin people and express our respect and support for their rich history, and we are extremely grateful for their many and continued displays of friendship. We also thank all the generations of people who have taken care of this land for thousands of years."

**3 Adoption of the Agenda**

**Resolution No:** 2023-08-02-01

**Moved By:** Iris Kauffeldt

**Seconded By:** Kevin Quade

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan adopt the agenda as submitted."

**CARRIED**

**4 Disclosure of Pecuniary Interest**

There were no declarations of pecuniary interest expressed.

**5 Mayor's Address**

Mayor Jahn notified council that Jennifer Bennet Pond will be leaving CRC we met last Tuesday and was introduced to her replacement, Megan.

**6 Delegations and/or Presentations**

**6.1 Robert Shuter - Charlotte Lake North Cottage Association**

Mr. Shuter made a request to the Township asking if they could have Kinders Lane graded using the Township Grader. The mayor addressed this request and advised that because Kinders Lane is a private road that the Township is not insured to perform work on private property due to possible liability issues.

**7 Adoption of Minutes from Previous Meetings**

**Resolution No:** 2023-08-02-02

**Moved By:** Wayne Banks

**Seconded By:** Sheldon Keller

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby adopt the minutes of the Regular Council Meeting of July 5th, 2023 as presented."

**CARRIED**

**8 Committee and/or Staff Reports**

**8.1 Letter of Support - Health Care Crisis**

**Resolution No:** 2023-08-02-03

**Moved By:** Kevin Quade

**Seconded By:** Wayne Banks

"Be it resolved that the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan support the resolution passed by the Council of the Municipality of Huron Shores regarding Ontario's Health Crisis.

And further that Council directs staff to provide a copy of this resolution of support to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities."

**CARRIED**

**8.2 Public Works - Staff Report**

**Resolution No:** 2023-08-02-04

**Moved By:** Sheldon Keller

**Seconded By:** Kevin Quade

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan accept the Public Works Staff Report for information purposes only."

**CARRIED**

**9 Correspondence**

**Resolution No:** 2023-08-02-05

**Moved By:** Wayne Banks

**Seconded By:** Kevin Quade

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby accept the correspondence as circulated except for item 9.1 that will come back to the next meeting."

**CARRIED**

**9.1 Updating Municipal Codes of Conduct**

**9.2 Highway Traffic Act Amendments**

**9.3 Northern Institute of Chronic Pain**

**9.4 Short-Term Rentals**

**10 New Business**

**10.1 Shoreline Road Allowance - Cameron Milne/Kimberly Jean Gracie**

**Resolution No:** 2023-08-02-06

**Moved By:** Iris Kauffeldt

**Seconded By:** Sheldon Keller

"THAT the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby approve the draft survey as presented for the Shoreline Road Allowance purchase by Cameron Milne & Kimberly Jean Gracie."

**CARRIED**

**10.2 MPAC Services Agreement**

**Resolution No:** 2023-08-02-07

**Moved By:** Iris Kauffeldt

**Seconded By:** Kevin Quade

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan enters into the Data Sharing and Services Agreement (DSSA) with MPAC and further directs the Clerk-Treasurer to sign the agreement."

**CARRIED**

**10.3 Ministry of the Solicitor General**

**Resolution No:** 2023-08-02-08

**Moved By:** Kevin Quade

**Seconded By:** Sheldon Keller

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan accept the letter from the Ministry of the Solicitor General regarding the proposal for the Ontario Provincial Police (OPP) detachment board framework as information only."

**CARRIED**

**10.4 Rescheduling of September's Regular Council Meeting**

**Resolution No:** 2023-08-02-09

**Moved By:** Kevin Quade

**Seconded By:** Wayne Banks

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby approves rescheduling of the September 6th, 2023 Regular Meeting of Council to September 13th, 2023 due to scheduling conflicts."

**CARRIED**

**10.5 CSWB Media Release**

**Resolution No:** 2023-08-02-10

**Moved By:** Sheldon Keller

**Seconded By:** Iris Kauffeldt

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan accepts the Community Safety Well Being Plan as information only."

**CARRIED**

**10.6 The Algonquins of Ontario (AOO)**

**Resolution No:** 2023-08-02-11

**Moved By:** Iris Kauffeldt

**Seconded By:** Wayne Banks

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan supports the building of positive relationships throughout the AOO settlement area and Council acknowledges that any projects occurring within our municipality impacting natural heritage (including land rights, trails, wildlife, waterways, water resources, environment and archaeological history) be given due consideration before commencement or development of any kind. The crown has the legal duty to consult with the Algonquins where actions may adversely impact the rights of First Nation Communities and property owners."

**CARRIED**

**10.7 Pembroke Airport**

**Resolution No:** 2023-08-02-12

**Moved By:** Kevin Quade

**Seconded By:** Wayne Banks

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan supports the Pembroke & Area Airport as they pursue funding for runway and related infrastructure improvements, AND Further directs staff to send a support letter to Allan Wren, Chairperson Pembroke & Area Airport."

**CARRIED**

**10.8 Draft Unopened Road Allowance Policy**

**Resolution No:** 2023-08-02-13

**Moved By:** Iris Kauffeldt

**Seconded By:** Sheldon Keller

"THAT Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby direct staff to send the Draft Unopened Road Allowance Policy for legal review."

**CARRIED**

**11 Financial Report**

**Resolution No:** 2023-08-02-14

**Moved By:** Kevin Quade

**Seconded By:** Wayne Banks

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan accept the Year-to-Date Budget Variance and the Monthly Expenses Summary as presented."

**CARRIED**

**12 By-Laws**

**12.1 Omer's By-Law**

**Resolution No:** 2023-08-02-15

**Moved By:** Kevin Quade

**Seconded By:** Wayne Banks

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan hereby adopts By-Law 2023-42 being a By-Law to authorize participation in the OMERS Primary Pension Plan ("Primary Plan"), and the Retirement Compensation Arrangement for the OMERS Primary Pension Plan ("RCA"), each as amended from time to time, of the employees of the Corporation of the Township of Brudenell, Lyndoch and Raglan ("Employer") identified herein having been introduced and read a first, second and third time and finally passed."

**CARRIED**

**12.2 Speed Limit By-Law**

**Resolution No:** 2023-08-02-16

**Moved By:** Sheldon Keller

**Seconded By:** Kevin Quade

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan hereby adopts By-Law 2023-43 being a By-Law for the Regulation of Traffic by Imposition of Reduced Speed Limits on Specified Highways, having been introduced and read a first, second and third time and finally passed."

**CARRIED**

**12.3 Mandatory Pre-Consultation By-Law**

**Resolution No:** 2023-08-02-17

**Moved By:** Kevin Quade

**Seconded By:** Sheldon Keller

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan hereby adopts By-Law 2023-44 being a By-Law to impose mandatory consultation ahead of submission of planning application having been introduced and read a first, second and third time and finally passed."

**CARRIED**

**13 Closed Session**

**13.1 To go into Closed**

**Resolution No:** 2023-08-02-18

**Moved By:** Wayne Banks

**Seconded By:** Kevin Quade

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan go into closed session pursuant to the Municipal Act, 2001, Section 239 (2) for the purposes of subsection (d) labour relations or employee negotiations; and two items under subsection (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board."

**CARRIED**

- 13.2 To come out of Closed**  
**Resolution No:** 2023-08-02-19  
**Moved By:** Kevin Quade  
**Seconded By:** Wayne Banks

"That Council returns to open at 8:50 pm."

**CARRIED**

**Closed Report:**

In Closed Session Council discussed two matters related to ongoing litigations and one item with regards to staff performance and probation periods.

- 14 Confirmation By-Law**  
**Resolution No:** 2023-08-02-20  
**Moved By:** Iris Kauffeldt  
**Seconded By:** Kevin Quade

"THAT we the Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan hereby adopts By-Law 2023-45 being a By-Law to confirm the proceedings of the August 2nd, 2023 Regular Meeting of Council, having been introduced and read a first, second and third time and finally passed."

**CARRIED**

- 15 Adjournment**  
**Resolution No:** 2023-08-02-21  
**Moved By:** Wayne Banks

"THAT this meeting adjourns at 8:53 pm."

**CARRIED**

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**Mayor, Valerie Jahn**

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**Clerk-Treasurer, Virginia Phanenhour**



## TOWNSHIP OF BRUDENELL, LYNDOCH AND RAGLAN

42 Burnt Bridge Road, PO Box 40  
Palmer Rapids, Ontario K0J 2E0  
TEL: (613) 758-2061 · FAX: (613) 758-2235

Date: September 13, 2023

Allan Wren, Chairperson  
Pembroke & Area Airport  
176 Len Hopkins Drive,  
Pembroke, Ontario K8A 6W7

Subject: Funding for the Pembroke & Area Airport

Mr. Wren,

On behalf of the residents, businesses and members of council in the Township of Brudenell, Lyndoch and Raglan, we are providing this letter of support for the Pembroke & Area Airport as you pursue funding for your runway and related infrastructure improvements.

Our municipality is heavily forested with over 60,000 hectares of forests which supports the logging industry which is prevalent in our region. Forest fires are always a concern for us, and this year, one of neighbouring municipalities and Algonquin Park experienced forest fires that required the deployment of aircraft which were based out of the Pembroke & Area Airport. As I write this letter, we remain under a fire ban in our municipality. The threat of forest fires is something we live with every year; it's not a matter of if it will happen, but when. We rely on the airport to be that operational base for those incidents.

In addition, we also appreciate the air ambulance service that can be accommodated here with the runway and refueling ability. Without the airport, the only option is a two-hour drive to Ottawa, and further to other centres. Not only does that leave our residents at risk when they are experiencing an emergent medical situation, but it also takes our paramedics out of the region if they need to be transported by land ambulance. Renfrew County is a vast area and we have to be efficient in our paramedic resources to serve our residents appropriately. The airport certainly helps in facilitating those air ambulance transfers.

A municipality like ours relies heavily on tourism to support our businesses and contribute to our tax base through seasonal residences. We benefited this year from the provincial fish stocking program which was facilitated from the airport. The provincial moose, deer and bear counts also contribute to our hunting season which again brings tourists to our area.

We know there are also businesses that use the airport, many of whom employ our residents and make it possible for our businesses to thrive. Of course, the contribution of Garrison Petawawa to our community is certainly wellknown and they are a strong user of your facility. We appreciate your efforts in maintaining the airport infrastructure and being proactive in seeking funding to ensure this resource remains active in our community, to the benefit of us all.

Sincerely,

Valerie Jahn, Mayor



# EMPLOYEE REPORT

**Report Date:** September 8, 2023

**Date of Council Meeting:** September 13, 2023

**Prepared By:** Jordan Genrick

**Approved By:** Virginia Phanenhour

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## **Reason for this Report**

To provide Council with information regarding surplus Municipal equipment.

## **Recommendation**

That Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan declare the 1970 Gaymore float trailer as surplus, FURTHER directs the Operations Manager to dispose of the surplus via GovDeals.

## **Facts and Issues**

In the late 80's the former Raglan Township purchased a float trailer from CFB Petawawa for the anticipation of moving equipment and supplies. The float was put into service, used once to move culverts and has sat for the past 25-30 years. Former staff have said that the deck height and placement of the axels makes hauling heavy equipment nearly impossible. Current staff do not anticipate using the float for the same reasons and is recommending to dispose of it.



# EMPLOYEE REPORT

**Report Date:** September 8, 2023

**Date of Council Meeting:** September 13, 2023

**Prepared By:** Jordan Genrick

**Approved By:** Virginia Phanenhour

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## Reason for this Report

To provide Council with information regarding tenders PW2023-1, PW2023-2 & PW2023-3.

## Recommendation

That Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan accept this report for information purposes.

## Facts and Issues

Council has directed the Operations Manager to proceed with a number of construction projects for 2023, this is an update on completion.

**PW2023-1** Ditching and Culvert Replacement, complete.

Contract amount \$30,300.00 plus HST, actual \$31,775.00 plus HST. Overage of \$1475.00 plus HST was due to under estimated float moves.

**PW2023-2** Asphalt Paving, complete.

Contract amount \$333,824.48 plus HST, actual \$319,260.21 plus HST. The completed contract was 100.16 tonne under anticipated quantity.

**PW2023-3** Surface Treatment, complete.

Contract amount \$265,263.90 plus HST, actual \$273,495.75 plus HST. Overage of \$8231.85 plus HST was a result of a 100M section of Burnt Bridge Road needing a double surface treatment vs a single surface treatment. This due to the level of deterioration this section of the road has seen and not previously accounted for.

In all the 2023 construction projects were anticipated to total \$629,388.38 plus HST, the actual is \$624,530.96 plus HST.



# EMPLOYEE REPORT

**Report Date:** September 8, 2023

**Date of Council Meeting:** September 13, 2023

**Prepared By:** Jordan Genrick

**Approved By:** Virginia Phanenhour

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## Reason for this Report

To provide Council with information and recommendation regarding tenders PW2023-4 & PW2023-5.

## Recommendation

That Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan award tender PW2023-4 to RGT Clouthier Construction Inc. For the supply and delivery of winter sand in the amount of \$98,890.00 plus HST.

AND that Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan award tender PW2023-5 to Nad-Core Environmental Shredding Ltd. for construction and demolition grinding in the amount of \$17,000.00 plus HST.

## Facts and Issues

The Municipality is obligated to maintain roads in accordance with O-Reg. 239-02, as part of the winter maintenance program a stockpile of sand is needed to be used on roadways during the winter months. A 27% increase in the price per tonne was seen from last year. Another obligation of the Municipality is to keep the construction and demolition pile at the Brudenell waste site under a specified volume. To do so, a contractor is required for the processing by size reduction (shredding or grinding). The material obtained from this process can be used as a daily cover material over waste (in alternative to sand). Pricing for this service is comparable to last year.

Results:

### **PW2023-4** Winter Sand.

McCrea Excavating - \$118,250.00 plus HST

RGT Clouthier Construction Inc. - \$98,980.00 plus HST

### **PW2023-5** Construction, Demolition and Bulky Waste Processing.

National Grinding Inc. - \$22,500 plus HST

1499545 Ontario Inc. - \$38,800.00 plus HST

Nad Core Environmental Shredding Ltd. - \$17,000.00 plus HST



# EMPLOYEE REPORT

**Report Date:** September 8, 2023

**Date of Council Meeting:** September 13, 2023

**Prepared By:** Jordan Genrick

**Approved By:** Virginia Phanenhour

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## Reason for this Report

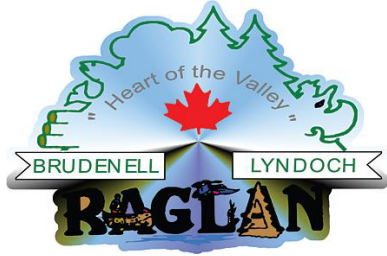
To provide Council with information and recommendation in regards to the replacement of a fire hall furnace.

## Recommendation

That Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan direct the Fire Chief to proceed with the purchase and installation of a new propane furnace from Round Lake Heating & Air Conditioning in the amount of \$5300.00 plus HST

## Facts and Issues

The oil furnace at the Brudenell fire hall malfunctioned late spring, upon inspection by a repair technician it was found that the furnace has come to the end of its life cycle. Staff have reached out to a number of heating specialists to obtain quotes for replacement and have received two. Both propane and oil options were considered. Quotes were obtained from both Round Lake Heating & Air Conditioning (\$5300 plus HST) as well as Coulas Heating (\$6100 plus HST). The recommendation to switch to propane is based off both the price of the furnace as well as the significant price difference between oil and propane. Staff budgets annually for building maintenance and repairs, however this issue arose after the passing of the budget and was not accounted for. \$4000 has been allocated for fire building repairs in 2023, leaving approximately \$1389.57 unbudgeted for.



# EMPLOYEE REPORT

**Report Date:** September 8, 2023

**Date of Council Meeting:** September 13, 2023

**Prepared By:** Jordan Genrick

**Approved By:** Virginia Phanenhour

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## Reason for this Report

To provide Council with information and recommendation in regards to the replacement of the fire dispatch radio console inside the Renfrew dispatch center.

## Recommendation

That Council for the Corporation of the Township of Brudenell, Lyndoch & Raglan direct the clerk treasurer to process payment to the County of Renfrew for the Municipalities portion of the replacement and installation costs of new dispatch radio consoles in the Renfrew CACC in the amount of \$6642.99, expenditure to be drawn from the “to reserves” line of the budget.”

## Facts and Issues

A number of issues have occurred with the fire communication equipment inside the central ambulance communications center in Renfrew. The fire dispatch system is a separate system from the ambulance dispatch system and is generally operated and maintained annually via user fees based on call volume for the 17 fire agencies. For the past number of years, the fire communications committee has been trying to work with the County to come up with a replacement solution as the equipment was becoming obsolete. This spring a number of issues have occurred with the equipment and it has become apparent that parts and technical support is no longer available which has forced the upgrade. The County fronted the bill for the equipment upgrade (\$360,142.30) while negotiations took place to define how each user agency was to pay. Initially each user agency was to pay equal costs, however at the August County Council meeting it was decided that a weighted cost sharing approach be taken. The portion of payment from BLR is \$6642.99. Staff recommend that this expenditure be drawn from the “to reserves” line of the budget.



**CORPORATION OF THE MUNICIPALITY OF SOUTH HURON**

322 Main Street South P.O. Box 759

Exeter Ontario

NOM 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

[www.southhuron.ca](http://www.southhuron.ca)

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August 2, 2023

Via email: [Kaleed.Rasheed@ontario.ca](mailto:Kaleed.Rasheed@ontario.ca)

Honourable Rasheed  
Minister of Public and Business Service Delivery (MPBSD)

**Re: Support Time for Change – Municipal Freedom of Information and Protection of Privacy Act**

South Huron Council passed the following resolution at their July 17, 2023 Regular Council Meeting:

**Motion:** 284-2023

**Moved by:** T. Oke

**Seconded by:** M. Denomme

**That South Huron Council support the June 26, 2023 resolution of the Municipality of Chatham-Kent regarding Time for Change - Municipal Freedom of Information and Protection of Privacy Act.**

**Disposition: Carried**

Please find attached the originating correspondence for your reference.

Respectfully,

Sue Johnson, Administrative Assistant

Municipality of South Huron

[sjohnson@southhuron.ca](mailto:sjohnson@southhuron.ca)

519-235-0310 ext 225

Encl.

cc: Judy Smith, Clerk/Freedom of Information Coordinator, Municipality of Chatham-Kent [ckclerk@chatham-kent.ca](mailto:ckclerk@chatham-kent.ca)  
Lisa Thompson MPP [lisa.thompsonco@pc.ola.org](mailto:lisa.thompsonco@pc.ola.org)

Ben Lobb, MP [ben.lobb@parl.gc.ca](mailto:ben.lobb@parl.gc.ca)  
Information and Privacy Commissioner of Ontario [info@ipc.on.ca](mailto:info@ipc.on.ca)  
AMCTO Legislative and Policy Advisory Committee [amcto@amcto.com](mailto:amcto@amcto.com)  
Amo [amo@amo.on.ca](mailto:amo@amo.on.ca)  
All Municipalities in Ontario



July 5, 2023

Via Email: [Kaleed.Rasheed@ontario.ca](mailto:Kaleed.Rasheed@ontario.ca)  
Minister of Public and Business Service Delivery (MPBSD)

Honourable Rasheed:

**Re: Time for Change  
Municipal Freedom of Information and Protection of Privacy Act**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on June 26, 2023 passed the following resolution:

WHEREAS the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 (MFIPPA) dates back 30 years;

AND WHEREAS municipalities, including the Municipality of Chatham-Kent, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the Municipal Clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS the Act fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review the MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the Municipal Clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;
6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;
7. That administrative practices implied or required under the Act, including those of the IPC, be reviewed and modernized;
8. That the integrity of the Act be maintained to protect personal privacy and transparent governments.

If you have any questions or comments, please contact Judy Smith at [ckclerk@chatham-ketn.ca](mailto:ckclerk@chatham-ketn.ca)

Sincerely,

**Judy Smith**

Digitally signed by  
Judy Smith  
Date: 2023.07.05  
10:48:27 -04'00'

Judy Smith, CMO  
Director Municipal Governance  
Clerk /Freedom of Information Coordinator

c.

Lianne Rood, MP  
Dave Epp MP  
Trevor Jones, MPP  
Monte McNaughton, MPP  
Information and Privacy Commissioner of Ontario  
Association of Municipalities of Ontario  
AMCTO Legislative and Policy Advisory Committee  
Ontario municipalities



**Judy Smith**

Director, Municipal Governance/Clerk  
Municipality of Chatham-Kent  
[ckclerk@chatham-kent.ca](mailto:ckclerk@chatham-kent.ca)

August 30, 2023

**BY EMAIL**

RE: Letter of Support – Time for Change: *Municipal Freedom of Information and Protection of Privacy Act* ("MFIPPA")

---

Dear Judy Smith,

At its Regular Council Meeting held on August 14, 2023, Council discussed the correspondence dated July 5, 2023, from the Municipality of Chatham-Kent regarding the request to review the *Municipal Freedom of Information and Protection of Privacy Act*. In particular, Mayor Bondy indicated the importance of encouraging the Ministry of Government and Consumer Services to review the *Act*, specifically to consider eliminating the option for redundant, frivolous, or vexatious requests.

As a result of this discussion, Council passed the following resolution:

**R23-08-324**

Moved By Mayor Bondy  
Seconded By Councillor Verbeek

**That** the correspondence dated July 5, 2023, from the Municipality of Chatham-Kent regarding the request for the Ministry of Government and Consumer Services review the *Municipal Freedom of Information and Protection of Privacy Act* be received and supported; and

**That** Council direct Administration to send a letter of support to the Municipality of Chatham-Kent, Anthony Leardi, MPP, Lisa Gretzky, MPP, Andrew Dowie, MPP, Chris Lewis, MP; and all other municipalities in Ontario.

**Carried**

I trust you will find this satisfactory. If you have any questions or comments, please feel free to contact the undersigned.

Yours truly,

Joseph Malandruccolo  
Director, Legal and Legislative Services/Clerk  
[jmalandruccolo@essex.ca](mailto:jmalandruccolo@essex.ca)



**CORPORATION OF THE TOWN OF ESSEX**

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | [essex.ca](http://essex.ca)

**c.c. Anthony Leardi, MPP**

[Anthony.Leardi@pc.ola.org](mailto:Anthony.Leardi@pc.ola.org)

Lisa Gretzky, MPP

[lgretzky-co@ndp.on.ca](mailto:lgretzky-co@ndp.on.ca)

Andrew Dowie, MPP

[andrew.dowie@pc.ola.org](mailto:andrew.dowie@pc.ola.org)

Chris Lewis, MP

[chris.lewis@parl.gc.ca](mailto:chris.lewis@parl.gc.ca)

All other municipalities in Ontario



*Naturally Spirited*

**TOWNSHIP OF KILLALOE, HAGARTY AND RICHARDS**

**Date: July 18, 2023**

**Resolution No.:** 03

Moved by 

Seconded by 

THAT Council for the Township of Killaloe, Hagarty and Richards hereby agrees with and supports the Municipality of Chatham-Kent with their resolution regarding "Time for Change – Municipal Freedom of Information and Protection of Privacy Act".

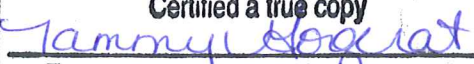
WHEREAS the Council for the Township of Killaloe, Hagarty and Richards realizes the importance of the changes needed to the *Municipal Freedom of Information and Protection Privacy Act R.S.O., 1990* as it dates back 30 years and has not advanced in line with current changes to government operations, public expectations, technologies and respective legislations.

AND WHEREAS the Council for the Township of Killaloe, Hagarty and Richards agrees that the Ministry of Government and Consumer Services be requested to review the MFIPPA and consider all recommendations made by the Municipality of Chatham-Kent.

AND FURTHER THAT this resolution be circulated to the Information and Privacy Commissioner of Ontario, MP Cheryl Gallant, MPP John Yakabuski, AMCTO Legislative and Policy Advisory Committee, all municipalities in Ontario and AMO.

Carried: 

Not Carried: \_\_\_\_\_

**Certified a true copy**  
  
**Tammy Gogerat, CAO/Clerk-Treasurer**  
**Township of Killaloe, Hagarty and Richards**

July 5, 2023

Via Email: [Kaleed.Rasheed@ontario.ca](mailto:Kaleed.Rasheed@ontario.ca)  
Minister of Public and Business Service Delivery (MPBSD)

Honourable Rasheed:

**Re: Time for Change  
Municipal Freedom of Information and Protection of Privacy Act**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on June 26, 2023 passed the following resolution:

WHEREAS the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 (MFIPPA) dates back 30 years;

AND WHEREAS municipalities, including the Municipality of Chatham-Kent, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the Municipal Clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS the Act fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review the MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the Municipal Clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;
6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;
7. That administrative practices implied or required under the Act, including those of the IPC, be reviewed and modernized;
8. That the integrity of the Act be maintained to protect personal privacy and transparent governments.

If you have any questions or comments, please contact Judy Smith at [ckclerk@chatham-ketn.ca](mailto:ckclerk@chatham-ketn.ca)

Sincerely,

**Judy Smith**

Digitally signed by  
Judy Smith  
Date: 2023.07.05  
10:48:27 -04'00'

Judy Smith, CMO  
Director Municipal Governance  
Clerk /Freedom of Information Coordinator

c.

Lianne Rood, MP  
Dave Epp MP  
Trevor Jones, MPP  
Monte McNaughton, MPP  
Information and Privacy Commissioner of Ontario  
Association of Municipalities of Ontario  
AMCTO Legislative and Policy Advisory Committee  
Ontario municipalities

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17th Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17e étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416 585-7000



234-2023-4205

August 22, 2023

Dear Head of Council,

**Subject: Building Faster Fund**

The housing supply crisis affects all of Ontario – from rural communities to large, urban centres. Our government is committed to building at least 1.5 million homes by 2031, with municipalities across the province as our key partners.

On August 21, 2023, Premier Ford announced the new Building Faster Fund, a new three-year-\$1.2 billion program to help municipalities meet or exceed their share of the province's 1.5 million homes goal.

**As announced by Premier Ford, 10% of the overall funding will be set aside for small, rural and northern communities that have not been assigned a housing target by the province, in order to address their unique needs in supporting growth in housing supply.**

Ontario will be consulting with the Association of Municipalities of Ontario and the Housing Supply Action Plan Implementation Team on program design details of the Building Faster Fund, including how the funds can best support small, rural and northern communities, and I look forward to sharing more information with you in the future. As Ontario grows, we need to build more homes. I look forward to your support in ensuring that everyone – newcomers, young families and seniors – can afford a place to call home.

Sincerely,

A blue ink signature of Steve Clark, written in a cursive style.

Steve Clark  
Minister

c: Hon. Nina Tangri, Associate Minister of Housing  
Ryan Amato, Chief of Staff, Minister's Office  
Martha Greenberg, Deputy Minister  
Joshua Paul, Assistant Deputy Minister, Market Housing Division  
Sean Fraser, Assistant Deputy Minister, Planning and Growth Division  
Caspar Hall, Assistant Deputy Minister, Local Government Division



Hon. Steve Clark  
777 Bay St  
17<sup>th</sup> Floor, Toronto  
ON M5G 2E5  
VIA EMAIL:  
[steve.clark@pc.ola.org](mailto:steve.clark@pc.ola.org)

Hon. Ted Arnott, MPP  
181 St. Andrew St. East  
2nd Floor, Fergus  
ON N1M 1P9  
VIA EMAIL:  
[ted.arnottco@pc.ola.org](mailto:ted.arnottco@pc.ola.org)

Township of Puslinch  
7404 Wellington Road 34  
Puslinch, ON N0B 2J0  
[www.puslinch.ca](http://www.puslinch.ca)

Hon. Matthew Rae, MPP  
55 Lorne Ave. E  
Stratford,  
ON N5A 6S4  
VIA EMAIL:  
[Matthew.Rae@pc.ola.org](mailto:Matthew.Rae@pc.ola.org)

August 3, 2023

RE: Consent Agenda Item 6.48 Selwyn Township - Short Term Rentals

Please be advised that Township of Puslinch Council, at its meeting held on July 12, 2023 considered the aforementioned topic and subsequent to discussion, the following was resolved:

**Resolution No. 2023-226:** Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

That the Consent Agenda item 6.48 listed for JULY, 2023 Council meeting be received; and

Whereas the Township of Puslinch is in receipt of Selwyn Township resolution of June 27, 2023;

Be it resolved that the Township of Puslinch also supports the resolution and also requests that the Province move forward as soon as possible to legislate that all third party Short Term Rental brokerage companies, for example Airbnb and VRBO, appropriately manage and be responsible for their listings and to compel compliance that the Province establish the requirement for STR companies to require each rental listing to be registered and to pay an appropriate annual fee and that STR company provide this registry along with the collected fees to the municipality in which the STR properties are located which allows the municipality to be aware of all registered STR properties and to have access to funds for municipal expenses to enforce/respond to issues at a STR property; and further



That the Province require the STR company to de-list/remove the property from the company's listings so that the property cannot be rented where a municipality has identified and verified life, health and/or nuisance infractions including noise, fire safety, septic, etc.; and

That a copy of this resolution be sent to all Ontario municipalities for support as well as to the Minister of Municipal Affairs and Housing Steve Clark, Speaker Ted Arnott, and MPP Matthew Rae.

**CARRIED**

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Courtenay Hoytfox  
Municipal Clerk

June 29, 2023

Hon. Doug Ford  
Premier of Ontario  
Room 4620  
99 Wellesley St. W.,  
Toronto, Ontario M7A 1A1

Via Email: [premier@ontario.ca](mailto:premier@ontario.ca)

Please be advised that at its meeting held on the 27th day of June 2023, the Council of the Township of Selwyn passed the following resolution:

**Resolution No. 2023 – 143 – Notice of Motion – Short-Term Rentals**

Councillor Brian Henry – Councillor John Boyko –

Whereas the demand for alternative accommodations has resulted in an increased prominence of residential properties being advertised for short term accommodations through third party companies such as Airbnb and VRBO; a shift from the ‘traditional’ cottage rental historically managed by a property owner; and

Whereas over the past decade a flood of properties have been removed from the ownership and long-term rental market (*Canada Research Chair in Urban Governance at McGill University*) contributing to housing shortages, increased housing demands and increased housing costs resulting in housing affordability issues, including affordable rentals; and

Whereas short term rentals (STR) can be beneficial, when operated appropriately, by providing solutions for the accommodation industry that supports local tourism and small businesses as well as providing an opportunity for property owners to generate income from their residence (permanent or seasonal) using a convenient third-party system; and

Whereas STR’s can create nuisances including noise, parking, high volumes of visitors attending a property, septic capacity and fire safety, for adjacent residential property owners who wish to experience quiet enjoyment of their property; and

Whereas research indicates that demand for STR’s is increasing, in part due to vacationers choosing domestic travel options as well as the financial benefits to property owners, demonstrating that STR’s are here to stay; and

**Mailing Address**  
PO Box 270  
Bridgenorth  
Ontario K0L 1H0

**Tel:** 705 292 9507  
**Fax:** 705 292 8964

Whereas there are no Provincial regulations in place governing third party STR companies resulting in a variety of regulations/guidelines being implemented at the local municipal level which creates inconsistencies, confusion and frustrations for both consumers and residents across the Province;

That the Township of Selwyn request that the Province move forward as soon as possible to legislate that all third party Short Term Rental brokerage companies, for example Airbnb and VRBO, appropriately manage and be responsible for their listings and to compel compliance that the Province establish the requirement for STR companies to require each rental listing to be registered and to pay an appropriate annual fee and that STR company provide this registry along with the collected fees to the municipality in which the STR properties are located which allows the municipality to be aware of all registered STR properties and to have access to funds for municipal expenses to enforce/respond to issues at a STR property; and further

That the Province require the STR company to de-list/remove the property from the company's listings so that the property cannot be rented where a municipality has identified and verified life, health and/or nuisance infractions including noise, fire safety, septic, etc...

That a copy of this resolution be sent to all Ontario municipalities for support as well as to Minister of Municipal Affairs and Housing Steve Clark, local M.P.P. Dave Smith and M.P. Michelle Ferreri.

Carried.

If you have any questions, please do not hesitate to contact us.

Sincerely,

*Megin Hunter*

Megin Hunter  
Office Assistant/Receptionist  
mhunter@selwyntownship.ca

cc: steve.clark@pc.ola.org  
michelle.ferreri@parl.gc.ca  
dave.smithco@pc.ola.org  
All Ontario Municipalities



**The Corporation of The Township of The Archipelago  
Council Meeting**

**Agenda Number:** 15.2.

**Resolution Number** 23-131

**Title:** Request to Province to establish a regulatory framework for digital platforms such as Airbnb and VRBO - Resolution to Support

**Date:** Friday, August 18, 2023

---

**Moved by:** Councillor Barton

**Seconded by:** Councillor Cade Fraser

**WHEREAS** the Council of the Township of The Archipelago has received a request for support from the Town of Fort Erie with regards to Controls on Airbnb, VRBO and other global technology platforms which affect municipal rentals;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Township of The Archipelago hereby supports the Town of Fort Erie's resolution and requests the Government of Ontario to establish a regulatory framework requiring digital platforms such as Airbnb and VRBO to:

1. Require owners using the digital platforms to comply with municipal planning and licensing regulations; and
2. Prevent advertising of properties that are not registered with the relevant municipality; and
3. Provide a contact with the platform to ensure ongoing and effective communications for provincial and municipal officials; and

**BE IT FURTHER RESOLVED** that the Province of Ontario work with municipalities to address situations in which long term housing stock has been lost to corporate ownership of short-term rental properties; and

**BE IT FINALLY RESOLVED** a copy of the resolution be forwarded to the Premier of Ontario (Hon. Doug Ford), the Minister of Municipal Affairs and Housing (Hon. Steve Clarke), local MPPs, the Association of Municipalities of Ontario (AMO) and all municipalities in Ontario.





# PORT COLBORNE

## Legislative Services

Municipal Offices: 66 Charlotte Street  
Port Colborne, Ontario L3K 3C8 • [www.portcolborne.ca](http://www.portcolborne.ca)  
T 905.835.2900 ext. 106 F 905.834.5746  
E [saima.tufail@portcolborne.ca](mailto:saima.tufail@portcolborne.ca)

August 23, 2023

Honourable Doug Ford  
Premier of Ontario  
99 Wellesley St. W.,  
Toronto, ON M7A 1A1  
Via Email: [premier@ontario.ca](mailto:premier@ontario.ca)

Dear Honourable Doug Ford:

**Re: Township of Selwyn – Short Term Rentals**

Please be advised that, at its meeting of July 18, 2023, the Council of The Corporation of the City of Port Colborne resolved as follows:

That correspondence from the Township of Selwyn – Short Term Rentals, be supported.

A copy of the above noted resolution is enclosed for your reference.

Sincerely,

*S. Tufail*

Saima Tufail  
Acting City Clerk

cc. Steve Clark, MMAH - [minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)  
MP Michelle Ferreri - [michelle.ferreri@parl.gc.ca](mailto:michelle.ferreri@parl.gc.ca)  
Local MP - [dave.smithco@pc.ola.org](mailto:dave.smithco@pc.ola.org)  
Ontario's Municipal Councils

August 9, 2023

Greetings,

Today, I am writing to provide you with an update on recent decisions made by the province to modernize Ontario's environmental assessment (EA) program.

### **Moving to a Project List under the *Environmental Assessment Act***

A key element of the EA modernization initiative is identifying projects that should be subject to EA requirements in a regulation. The move to a project list approach is a shift from the current framework where environmental assessment requirements are based mainly on who is undertaking the project.

In November 2021, the ministry began consultation on a proposal for the projects that would require a comprehensive EA and related actions, and the ministry is now proceeding with certain policy elements from the 2021 proposal. Specifically, the ministry has made amendments to three regulations and updated two related guides, as further described below. The changes will simplify processes and provide new exemptions. The remaining elements of comprehensive EA projects regulation proposal and related actions are under consideration.

In March 2023, the ministry updated the Moving to a Project List Environmental Registry posting with a revised proposal. The revisions to the proposal do not relate to the policy elements discussed within this update.

### **Amendments to Certain Regulations under the *Environmental Assessment Act***

Amendments to three regulations under the *Environmental Assessment Act* have been approved, and related actions have been taken, implementing certain policy elements of the proposal [Moving to a project list approach under the Environmental Assessment Act](#):

- The Waste Management Projects Regulation (Ontario Regulation 101/07) was amended to change the environmental assessment requirements for certain landfill expansion projects and to make the minister the decision-maker for a request to elevate a waste management project following the streamlined environmental assessment process to an individual environmental assessment

- The Transit Projects and Metrolinx Undertakings (Ontario Regulation 231/08) was amended to authorize the minister to amend or revoke conditions previously imposed in a notice given by the minister to allow the proponent to proceed with a transit project.
- The General Regulation (Ontario Regulation 334) was amended to expand the current exemption for Crown undertakings (activities) related to land claim settlements to include those Crown undertakings related to any settlement of the Algonquins of Ontario Land Claim.
  - The Algonquin Land Claim Declaration Order was also amended to align with the exemption in the regulation.

### **Updated Guide to Environmental Assessment Requirements for Waste Management Projects**

The Guide to Environmental Assessment Requirements for Waste Management Projects ([Waste Guide](#)) has been updated to reflect amendments to the environmental assessment requirements set out in Ontario Regulation 101/07, and to make other administrative updates. The changes include:

- Updating the EA requirements for certain landfill expansion projects.
- Making the minister the decision-maker in relation to elevation requests.
- Updating the regulatory terminology and description of EA requirements in light of recent amendments to the Regulation related to thermal treatment, to include advanced recycling and the resulting recovery of materials, and identifying information to be included when undertaking the Environmental Screening Process for an advanced recycling (thermal treatment) project.
- Administrative updates recognizing the Guide was last updated in 2007.

### **Updated Guide to Environmental Assessment Requirements for Electricity Projects**

The Guide to Environmental Assessment Requirements for Electricity Projects ([Electricity Guide](#)) has been updated to change the decision-making authority for elevation requests for electricity projects and make other administrative updates to reflect changes since the guide was last updated. The changes include:

- Adding information to Section A.6.2.3 (Consultation with Indigenous Communities) of the guide to align with the Waste Guide, including in relation to the Crown's duty to consult, contacting the ministry for a list of Indigenous communities for consultation, and documenting the consultation process.
- Updating the ministry's name to "Ministry of the Environment, Conservation and Parks".
- Updating the thresholds for transmission line projects that determine the type of environmental assessment process required.

The regulations were filed and came into force on August 8, 2023 and the updated guides are in effect (posted to the Environmental Registry website on August 8, 2023).

Further details of the amendments to the three regulations and related actions and copies of the updated guides are available on the Environmental Registry of Ontario ([ERO 019-4219](#)). Details about the regulatory amendments made with respect to advanced recycling are available here ([ERO 019-4867](#)). More information on our other efforts to modernize the EA program can also be found at: [Modernizing Ontario's environmental assessment program](#).

Please do not hesitate to contact my team at [EAModernization.mecp@ontario.ca](mailto:EAModernization.mecp@ontario.ca) if you have any comments or questions.

Sincerely,

A handwritten signature in black ink that reads "A. Cross". The signature is written in a cursive, slightly slanted style.

Annamaria Cross  
Director, Environmental Assessment Modernization  
Ministry of the Environment, Conservation and Parks

G



**The County**  
PRINCE EDWARD COUNTY • ONTARIO

G

**From the Office of the Clerk**  
The Corporation of the County of Prince Edward  
T: 613.476.2148 x 1021 | F: 613.476.5727  
[clerks@pecounty.on.ca](mailto:clerks@pecounty.on.ca) | [www.thecounty.ca](http://www.thecounty.ca)

May 10, 2023

Please be advised that during the Regular Council meeting of May 9, 2023 the following resolution regarding the proposed new Provincial Planning Statement (PPS) was carried:

**RESOLUTION NO.** 2023-293  
**DATE:** **May 9, 2023**  
**MOVED BY:** **Councillor Hirsch**  
**SECONDED BY:** **Councillor MacNaughton**

**WHEREAS** the goal of increasing housing supply and reducing barriers in planning processes as set out in the recent legislative, regulatory and policy changes, including new provisions from Bill 23, More Homes Built Faster Act, 2022 is welcomed;

**WHEREAS** the proposed PPS (sections 2.6 and 4.3) would dramatically remove municipal power and renders aspects of the County's Official Plan, and other official plans throughout Ontario inoperative, terminating some local planning autonomy, and directly interfering with municipalities' ability to meet local variation and unique community needs;

**WHEREAS** the proposed PPS changes that would allow proliferation of lots with protection restricted to specialty crop areas only diminishes the purpose, uses, and integrity of rural and agricultural lands, thereby removing protection and restricting future uses of those lands;

**WHEREAS** the proposed PPS changes encourage sprawl and rural roadway strip development, rather than more fiscally and environmentally sustainable practices like intensification in established settlement areas; and

**WHEREAS** the province has announced changes will be proposed to natural heritage (section 4.1) that have yet to be published;

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the County of Prince Edward urges the province to:

- pause proposed changes to the PPS, particularly regarding natural heritage (section 4.1) and agricultural lands (sections 2.6 and 4.3)

**RECEIVED**

**MAY 29 2023**

**BY COUNCIL**

- reinvest trust in the local planning authority of all 444 municipalities, recognizing that each Ontario municipality has unique landscapes, different housing needs and differing visions for local planning matters;

**THAT** our fellow municipalities be urged to voice their concerns regarding the proposed undermining of local planning authority;

**AND FURTHER THAT** a copy of this resolution be sent to all 444 municipalities, The Hon. Doug Ford, Premier of Ontario, The Hon. Steve Clark, Minister of Municipal Affairs and Housing; The Hon. Lisa Thompson, Ministry of Agriculture, Food and Rural Affairs, The Hon. David Piccini, Minister of Environment, Conservation and Parks, Bay of Quinte MPP, Todd Smith, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, and the Eastern Ontario Wardens Caucus.

**CARRIED**

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Ferguson, Councillor Hirsch, Councillor MacNaughton & Marcia Wallace, CAO

The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE



Regular Meeting of Council

**Agenda Number:** 10.5.  
**Resolution Number** 2023-153  
**Title:** Resolution Stemming from June 21, 2023 Regular Meeting of Council - Item 9.1 - Correspondence #11  
**Date:** July 19, 2023

---

**Moved by:** Councillor Laframboise  
**Seconded by:** Councillor Loftus

**BE IT RESOLVED THAT Council for the Corporation of the Municipality of St. Charles hereby supports the Resolution passed by the Corporation of the County of Prince Edward, on May 9, 2023, regarding the proposed new Provincial Planning Statement;**  
**AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; the Ministry of Municipal Affairs and Housing (MMAH); the Ministry of Agriculture, Food and Rural Affairs (OMAFRA); the Ministry of Environment, Conservation and Parks (MOECP), the Association of Municipalities of Ontario (AMO); the local Member of Provincial Parliament (MPP) and all Ontario Municipalities.**

**CARRIED**

  
MAYOR



# The Corporation of the Township of Emo

P.O. Box 520, Emo, Ontario, P0W 1E0

Website: [www.emo.ca](http://www.emo.ca)  
E-mail: [township@emo.ca](mailto:township@emo.ca)

Phone: 807-482-2378  
Fax: 807-482-2741

August 14, 2023

Via email only

Premier's Office  
Room 281  
Legislative Building  
Queen's Park  
Toronto, ON  
M7A 1A1

Dear Honourable Doug Ford,

**Re: Black Ash Tree Classification as "endangered" under the Endangered Species Act**

Please be advised that the Council of the Municipality of Emo, at its meeting held on Wednesday, June 14, 2023 passed the following resolution.

**Resolution June 14, 2023 No. 16**

WHEREAS the Ministry of Environment, Conservation and Parks listed the Black Ash Tree as endangered in the Province of Ontario as a result of the Emerald Ash Borer infestation in eastern and southern Ontario;

WHEREAS this classification was given even though the Emerald Ash Borer is not known to be widespread in Northwestern Ontario;

WHEREAS the Black Ash Tree is assumed to remain abundant on the landscape of Northwestern Ontario;

WHEREAS the Species at Risk in Ontario (SARO) classification of "endangered" under the Endangered Species Act (ESA) prohibits killing (Harvesting), harming, harassing, possessing, transporting, trading, and selling of live or dead Black Ash, and damaging or destroying its habitat on both Crown and Private Land;



# The Corporation of the Township of Emo

P.O. Box 520, Emo, Ontario, P0W 1E0

Website: [www.emo.ca](http://www.emo.ca)  
E-mail: [township@emo.ca](mailto:township@emo.ca)

Phone: 807-482-2378  
Fax: 807-482-2741

WHEREAS the Species at Risk in Ontario (SARO) classification of “endangered”, for the Black Ash Tree, came into effect on January 26, 2022;

WHEREAS the Ontario Black Ash Recovery Strategy is proposed to come into enforcement in January 2024;

WHEREAS the strategy is not expected to change the 50-99% destruction of Black Ash by the Emerald Ash Borer;

WHEREAS the strategy contains 170 references to possibilities that “may” be or are “poorly understood”, including 80-year climate change models;

WHEREAS one of these unknown factors is the Rainy River forests of Northwestern Ontario;

WHEREAS the Rainy River forests, while having features of Great Lakes – St. Lawrence, also include Boreal and Prairie habitats following a continuum from northern Minnesota rather than from Southern Ontario;

WHEREAS the strategy, if applied, will certainly have severe impact on the economy, agriculture, forestry, tourism, recreation, First Nations and residential landowners of the Rainy River District;

WHEREAS it would be impossible to fully comply with the strategy and continue living in much of the Rainy River District;

WHEREAS consultation on the Black Ash and Emerald Ash Borer did not include the majority of Northwestern Ontario.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Emo urges the Provincial Government to:

- a) Rescind the Ontario Black Ash Recovery Strategy at least as it concerns the Rainy River District and Northwestern Ontario;
- b) Seek further understanding of the health of the Black Ash in the Rainy River District and Northwestern Ontario.
- c) Complete a provincial study regarding socio-economic impact on this part of Northwestern Ontario

in consultation with stakeholders BEFORE any policies are passed and enacted upon.

Should you have any questions, please do not hesitate to contact this office.

Regards,



Crystal Gray  
CAO/Clerk-Deputy Treasurer  
Acting Treasurer  
Township of Emo  
E: [cao@emo.ca](mailto:cao@emo.ca)  
P: (807) 482-2378

- cc. Thunder Bay – Superior North MP, Marcus Powlowski
- Premier Doug Ford
- Kenora-Rainy River MPP, Greg Rickford
- Ministry of Agriculture, Food, and Rural Affairs
- Ministry of Northern Development, Mines, Natural Resources and Forestry
- The Association of Municipalities of Ontario (AMO)
- The Federation of Northern Ontario Municipalities (FONOM)
- Northwestern Ontario Municipal Association (NOMA)
- Rural Ontario Municipal Association (ROMA)
- The Federation of Agriculture
- Ontario Federation of Agriculture
- Office of the Ontario Regional Chief – Chiefs of Ontario
- Northwestern Ontario First Nations
- Rainy River District Municipal Association (RRDMA)
- Rainy River District Clerks & CAO's



**RESOLUTION NO. 2023 – 255**

**AUGUST 23, 2023**

Moved by: *John Hetherington*

Seconded by: *B Bishop*

**BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan endorses and supports item 4.1 Township of Emo Black Ash Tree Endangered Species Act;

**AND FURTHER THAT** this resolution be circulated to local MPs and MPPs, Premier Doug Ford, the Ministry of Agriculture, Food, and Rural Affairs, Ministry of Northern Development, Mines, Natural Resources and Forestry, The Association of Municipalities of Ontario, The Federation of Northern Ontario Municipalities, Northwestern Ontario Municipal Association, Rural Ontario Municipal Association, The federation of Agriculture, Ontario Federation of Agricultural, Office of the Ontario Regional Chief – Chiefs of Ontario, Northwestern Ontario First Nations, Rainy River District Municipal Association and Rainy River District Clerks & CAO's.

Carried *✓* Defeated \_\_\_\_\_ Deferred \_\_\_\_\_

*Sam Dunnett*

Sam Dunnett, Mayor

Recorded Vote Called by: \_\_\_\_\_

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



*Knowing our heritage  
we will build our future*



**Administration Office**  
**Mailing address**  
**Email**  
**Phone**

1024 Hurlwood Lane, Severn  
PO Box 159, Orillia, Ontario L3V 6J3  
info@severn.ca  
705-325-2315

August 11, 2023

Climate Emergency Unit  
c/o The David Suzuki Institute  
201 Pringle Farm Rd  
Saltspring Island, BC  
V8K 2Y2

Dear Erin Blondeau, Director of Communications

Re: Climate Emergency Just Transition Transfer (JTT)

Please be advised that the Council for the Township of Severn received correspondence respecting the Just Transition Transfer (JTT) at their recent August 9<sup>th</sup>, 2023 Council meeting.

Following discussion Motion C2023-042 was passed:

**Moved by Councillor - Ward 3 Phil Brennan**  
**Seconded by Deputy Mayor Judith Cox**

**WHEREAS Canada's greenhouse gas (GHG) emissions are slowly starting to trend downward, but the reduction trajectory remains incongruent with what science and justice demands;**

**WHEREAS Canada must spend what it takes to confront the climate emergency, and there is an urgent need for Canada to spend more on climate infrastructure that would drive down GHGs and hasten the transition off fossil fuels;**

**WHEREAS Canada needs to make an audacious and hopeful offer to those workers and communities whose employment and economic security is currently tied to the fossil fuel industry (and to a lesser extent the auto, steel, concrete, and agriculture industries, etc., all of which face substantial transition challenges), and to Indigenous communities on the frontlines of fossil fuel extraction;**

**WHEREAS the federal government has introduced a *Sustainable Jobs Act*, but this Act needs to be paired with and backed-up by a substantial investment in the jobs of the future;**

**WHEREAS much of the climate infrastructure needed will come under provincial, municipal and Indigenous jurisdiction (renewable energy, grid upgrades, public transit, zero-emission housing, etc.), and training comes under provincial jurisdiction, but it is the federal government that has the greatest capacity to pay;**

**WHEREAS a new federal Climate Emergency Just Transition Transfer (JTT) specifically linked to funding climate infrastructure projects that would create hundreds of thousands of jobs, along with training and apprenticeships programs for workers and those leaving the oil and gas industry -- would be a transformative program that signals that Canada is indeed entering emergency mode;**

**WHEREAS the JTT would be an annual transfer of approximately \$25 billion from the federal government to provincial/territorial, municipal and Indigenous governments, purpose-built to meet the climate emergency imperative to decarbonize our society, ensuring communities can fund the infrastructure and training needed to transition off fossil fuels, while creating thousands of sustainable jobs in a way that is specific to their needs and locale;**

**WHEREAS the JTT's distribution would be based on a formula linked to recent GHG emissions in each province (but fixed from that point onward, so as not to perversely incentivize continued high GHGs), recognizing that some jurisdictions face a more challenging task to transition their local economies;**

**WHEREAS the JTT would transfer federal funds to newly established just transition agencies in each province and territory -- jointly governed by the federal government, provincial/territorial governments, municipal governments, and local Indigenous nations -- and in some case directly to Indigenous nations, ensuring the transfer money is not simply absorbed into provincial or municipal budgets or used to displace other infrastructure or**

**training funds, but rather, ensuring the money is used for its intended purpose, and that fund are allocated in a manner sensitive to local climate action plans, the unique GHG profiles of each region, and to local labour market/training needs;**

**WHEREAS a JTT could provide significant, stable, multi-year funding for the climate infrastructure and training/employment needs of municipalities, Indigenous communities, energy utilities, public transit authorities and public housing authorities;**

**WHEREAS the federal government is welcome to title such a new transfer as they see fit (e.g. a Sustainable Jobs Transfer or a Climate Infrastructure Transfer);**

**NOW THEREFORE BE IT RESOLVED, that the Township of Severn formally endorses the call for a new Just Transition Transfer; and**

**THAT the Township of Severn urges the federal government to establish a new Just Transition Transfer, starting with a major financial commitment in the next federal budget; and will write to the federal ministers concerned expressing this support;**

**AND THAT this resolution be circulated to all municipalities.**

**Carried**

Should you have any questions or concerns, please feel free to contact me at (705) 325-2315 x 232 or by email at [agray@severn.ca](mailto:agray@severn.ca)

Regards,

*Alison Gray*

Alison Gray, BAH, CMO, AOMC  
Clerk

Cc Ontario Municipalities

# County Council Summary

**August 30, 2023**

Below you will find highlights of the County of Renfrew County Council meeting from August 30, 2023.

Please note that this summary does not constitute the official record of the meeting and approved minutes should be consulted for that purpose.

The full [County Council package](#) can be found on our website.

[August meeting](#) YouTube link.

## Warden's Address

### Key highlights

- The 16<sup>th</sup> Annual Warden's Golf Tournament will be held on September 21, 2023 at the Dragonfly Golf Links in Renfrew with a shotgun start at 11 a.m. [Register](#) your team or as an individual. Proceeds from the event will go towards the Ontario Winter Games legacy fund and the newly created Housing and Homelessness fund.
- He expressed sincere condolences to former Warden and Mayor of the Township of Whitewater Region Don Rathwell and family, including former County Councillor Cathy Regier, on the passing of his sister Beatrice Wilson, who passed away on July 17, 2023.
- He also expressed sincere condolences to the family of former Councillor of the Township of Laurentian Valley George Hodgkinson, who passed away on July 17, 2023.

During the month of August, Warden Peter Emon attended 44 meetings on County business.

- From August 19-22, he attended the AMO Annual Conference held in London along with many members of County Council and County staff. More than 2,500 members of AMO were present at the conference. During the conference he attended the AMO Board of Directors Meeting, Topics of discussions included the upcoming conference and conference key messages. It was noted that this was the largest AMO conference on record. The County of Renfrew participated in 8 delegations during the conference. He noted all of these meetings were incredibly beneficial and added the County has begun to receive feedback on the requests already. Staff will be contacting the appropriate ministries for follow-up meetings in the very short term.
- As the Chair of the Eastern Ontario Wardens' Caucus, he attended a number of delegations with various ministries, addressing the key priorities of housing, long-term care and paramedic services. Once again, the Caucus was held in high regard and will be working on next steps as it focuses its efforts on a Queen's Park Day and a Parliament Hill Day, both scheduled for October.

## Delegations

- Byron Tan, Municipal Finance Manager, Watson & Associates, Economists Ltd., overviewed the background on Development Charges in Ontario and provided findings from the County of Renfrew Development Charges preliminary study.

## Announcements

- County Council marked the retirement of Deputy Clerk/Executive Assistant Rose Gruntz, who has retired after 25 years with the County of Renfrew. Former CAO Paul Moreau and former Warden Debbie Robinson attended to wish her well in retirement, while former CAOs Norm Lemke and Jim Hutton sent video messages in their absence. Finance Committee Chair Jennifer Murphy spoke about how Rose supported her as Warden and Warden Peter Emon shared the same sentiment about how Rose kept him on track over the years. Current CAO/Craig Kelley also thanked Rose for her dedication over the years and presented her with an Employee Recognition Award.
- County Council supported a Notice of Motion from Councillor Jennifer Murphy which sought County of Renfrew support as the lower tier municipalities of Bonnechere Valley, Whitewater Region and North Algona Wilberforce seek to apply for funding for a pilot program that would include public charging stations and electronic ride share vehicles.
- County Council supported a Notice of Motion from Councillor Neil Nicholson directing staff to study and bring back options early in 2024 to create an organization (like Prince Edward County Affordable Housing Corporation) that can provide leadership and facilitation across upper and lower tiers, partners and developers to increase affordable housing in Renfrew County and Pembroke.

## Finance & Administration Committee

### Presented by: Jennifer Murphy, Chair

- The County of Renfrew has hired Gwen Dombroski, previously Deputy Clerk/Communications Coordinator at the Township of Madawaska Valley, as the new Deputy-Clerk/Executive Assistant. Ms. Dombroski began her duties with the County on August 14, shadowing the retiring Rosalyn Gruntz. County Council adopted a By-law to Appoint a Deputy Clerk for the County of Renfrew, with Ms. Dombroski officially taking over the role September 1, 2023.
- County Council approved a resolution that would direct staff to adjust the non-union salary grid annually based on the June 12-month average of the Consumer Price Index (CPI) for Ontario (all items) as determined by Statistics Canada; with the adjustment effective for Pay Period #1 each year and to not be lower than any increase negotiated with any union collective agreement.
- County Council approved the amended Corporate Policy E-04 Vacation effective January 1, 2024. By enhancing vacation entitlement, the County demonstrates its commitment to supporting employees' personal and familial well-being, thus appealing to a broader and more diverse pool of talent.
- County Council adopted a By-law to Authorize the Submission of an Application to Ontario Infrastructure and Lands Corporation ("OILC") for Financing of Capital Work (County Road 512/Foymount Road Reconstruction); to Authorize Temporary Borrowing from OILC to Meet

Expenditures in Connection with such Capital Work; and to Authorize Long-Term Borrowing for such Capital Work Through the Issue of Debentures to OILC. The project is now projected to cost \$8,850,000 over two years and anticipated to be completed by October 2024.

## Community Services Committee

Presented by: Anne Giardini, Chair

- In accordance with the Residential Tenancies Act, Ontario has set the maximum rent increase for 2024 at 2.5%. The rent increase guideline is the maximum amount a landlord can increase rent for most tenants without the approval of the Landlord and Tenant Board. Section 116 of the Residential Tenancies Act prescribes that landlords must provide tenants at least 90 days written notice of the landlord's intention to increase rent. The Renfrew County Housing Corporation Board of Directors at their meeting on August 16, 2023 approved a 2.5% rent increase to the maximum rents of all units effective January 1, 2024.
- The Renfrew County Housing Corporation Board of Directors approved an increase to rent in the amount of \$10 per month above the annual rent increase guideline for all units within the Renfrew County Housing Corporation portfolio except for units at the following locations: Albert Street, Arnprior; Burwash Street, Arnprior; Russell Street, Arnprior; Francis Street, Renfrew, McLean Street, Renfrew; George Avenue, Renfrew; Allan Avenue, Renfrew; and Archibald Avenue, Renfrew (the referred to Renfrew addresses are also known as Moran Heights).
- The Conseil des écoles catholiques du Centre-Est has built a Francophone Catholic elementary school in Arnprior named l'École élémentaire catholique des Deux-Rivières. The school will have a Francophone licensed child-care centre named Centre éducatif Coeur des Jeunes des Deux-Rivières. This is an agency that the County of Renfrew Child Care and Early Years Division already has service agreements with, for its location in Pembroke at l'école élémentaire et secondaire publique L'Équinoxe. The new centre in Arnprior is looking to be licensed for 140 child-care spaces.
- On March 28, 2023, the County of Renfrew passed a resolution declaring intimate partner violence and violence against women an epidemic in response to the coroner's inquest into the murders of Carol Culleton, Anastasia Kuzyk and Nathalie Warmerdam. At that time, County Council asked the Community Services Committee to indicate which jury recommendations could be implemented by the County of Renfrew. County Council has endorsed the following recommendations resulting from the Culleton, Kuzyk & Warmerdam Inquest Jury Recommendations of June 28, 2022:
  - Community Services set up a She C.A.N fund utilizing the Homelessness Prevention Program Funding (HPP) allowing for grants per year of up to \$5,000. This fund and the funding source to be reviewed annually.
  - Community Services introduce annual staff training regarding Intimate Partner Violence (IPV) and that this training be offered to other County of Renfrew departments to enhance their skill set when working with the community.
  - Community Services create a routine screening process for applicants by asking people if they are currently or have recently experienced IPV, entering through Housing, Ontario Works or Child Care service entry points in order to streamline supports and services.
  - Community Services management participate on local boards/committees that focus on IPV activities in the community.

- Community Services strike an in-house committee consisting of staff from Ontario Works, Community Housing, and Child Care and Early Years to review how IPV applicants access our services to ensure a seamless IPV focussed approach.
- County Council passed a by-law authorizing a policy amendment to recommend the eligible maximum for funeral benefits for Ontario Works clients in the County of Renfrew be increased from \$4,000 to \$4,500.

## Development & Property Committee

Presented by: James Brose, Chair

- The County of Renfrew was successful in a co-application with the County of Lanark for their Ontario Rural Economic Development (RED) funding application for a Rural Community Inclusion Pilot Project to a maximum of \$131,719.50. The Pilot Project will be spearheaded by the County of Lanark with the development of a Marketing Strategy and Implementation of the Plan for Rural Community Inclusion. The Pilot Project will span over three years from 2023-2026.
- In order to address the critical need for housing in Renfrew County, the County has an opportunity to engage in a collaborative effort with housing providers to utilize Renfrew County Housing Corporation (RCHC) lands for the development of affordable housing projects within the Town of Arnprior. Staff will review opportunities and report back to committee and County Council.
- The first Taste of the Valley event for 2023 was held in Eganville on Saturday, August 12, with more than 45 vendors in attendance and approximately 1,000 visitors. Vendor attendance for all 2023 locations has exceeded previous years registration with two locations already sold out of space:
  - Calabogie (September 9) – 57 vendors registered (new location for 2023)
  - Deep River (September 30) – 58 vendors registered (sold out)
  - Cobden (October 14) – 118 vendors registered
  - Pembroke (December 16, Holiday edition) – 68 vendors registered (sold out)

All events are held from 10:00 a.m. to 3:00 p.m. More information is available at [www.TOTV.ca](http://www.TOTV.ca).
- The Economic Development Division has launched a digital quarterly newsletter for the local business community. The goal is to inform, engage and educate the Ottawa Valley business community about government announcements, legislative changes, funding opportunities, market intelligence, research and relevant business information. The newsletter also aims to put a spotlight on the enterprising spirit in Renfrew County by featuring two to three businesses from a variety of sectors in each issue. Businesses are encouraged to complete the content repository form at <https://investrenfrewcounty.ca/BizSpotlight>. Businesses, organizations, municipalities and entrepreneurs are encouraged to sign-up to receive the digital newsletter at <https://investrenfrewcounty.ca/Newsletter>. The first issue was released in August.
- In collaboration with Ontario’s Highlands Tourism Organization (OHTO), the Ottawa Valley Tourist Association (OVTA) and county destination partners in the Ontario’s Highlands region participated in a pilot geo-fencing data collection project in order to obtain more timely statistics about the local visitor economy. For this pilot project, data was collected in three areas including:
  - The Ottawa River: specifically, OWL Rafting, Wilderness Tours, Whitewater Village, Whitewater Cottage and RV Resort
  - K&P Calabogie Trailhead to Millenium Trail

- Downtown Pembroke and Waterfront Marina

For more details on the geo-fencing data project visit page 106 of the [County Council report](#).

- A new plan of subdivision application has been submitted in the Town of Deep River. The plan of subdivision consists of five blocks and has a total area of 0.476 hectares. The subdivision lands have road frontage along Frontenac Crescent and Avon Crescent. The subdivision proposes to create 12 townhouse units. The submitted subdivision and supporting information on the project is available for viewing on [Zencity](#).
- The plan of subdivision for King's Landing, Township of Madawaska Valley, in the village of Barry's Bay, was draft approved on July 7, 2023. The plan of subdivision consists of lots/blocks for a total of 78 residential lots including blocks/Lots for semi-detached dwellings, blocks for multiple attached dwellings, lots for single detached dwellings, a block for a 42-unit apartment building or 44 stacked townhouses, and blocks of land for water access, stormwater management, and a pumping station.
- Final approval was given on July 20, 2023 for the plan of subdivision for Petawawa Town Centre, Town of Petawawa. The plan of subdivision consists of 96 multiple attached units, parkland to be dedicated to the Town, and land for utilities including a Stormwater Management area.
- Staff at the County and some local municipalities have been working with members of both the Province and Federal Governments to update Flood Plain hazard mapping. The County was successful in obtaining a grant from the federal government under the Flood Hazard Identification and Mapping Program (FHIMP). The grant would cover 50% of this first stage. A Request for Proposal was issued for the Flood Hazard Identification and Priority Setting Exercise to qualified Engineering Consultant firms to conduct a flood hazard identification and priority setting exercise for the jurisdiction. The objective of this project is to determine priority areas where new or updated flood mapping is needed, and what data will need to be acquired, to complete the mapping. A total of six proposals were received. The proposal submitted by Ahydtech Geomorphic Ltd. was evaluated as the best combination of all factors included in the assignment.
- County Council awarded a Request for Proposal for the Climate Change Action Plan to Ainsworth Inc., Toronto, Ontario in the amount of \$72,522 plus applicable taxes. The proposal is to develop a Climate Change Action Plan (CCAP) outlining short-term targets and actions required to improve energy efficiency, reduce energy consumption, scale up renewable energy generation, and reduce greenhouse gas emissions. The scope of the Plan will consider all County of Renfrew green-house gas emission sources, including natural gas consumption, vehicle fuel sources, and indirect electrical consumption.
- County Council adopted a by-law to execute a Memorandum of Understanding between the County of Renfrew and the Town of Deep River on a shared opportunity to purchase the discontinued Keys Public School located at 167 Brockhouse Way, Town of Deep River for a potential future housing initiative and community hub.
- County Council approved Official Plan Amendment No. 41 (OPA 41). This amendment re-designates a 1.4-hectare property from Agriculture to Agriculture – Exception Three. The change in designation would facilitate the severance of one new residential lot.
- County Council adopted a By-law authorizing execution of a contract for the replacement of the Wylie Creek Bridge, on the Algonquin Trail, in the Town of Laurentian Hills as submitted by Bonnechere Excavating Inc., Renfrew, Ontario in the amount of \$540,345 plus applicable taxes.

## Health Committee

**Presented by: Michael Donohue, Chair**

- On July 25, 2023 the Renfrew County Virtual Triage and Assessment Centre opened its doors at 80 McGonigal Street West in Arnprior. The new location serves patients who require an assessment and treatment by a paramedic, physician and or a hybrid appointment with a paramedic in person and a physician via video. The central location features two exam rooms, a waiting room, and a staff workspace.
- County Council adopted By-laws authorizing the Warden and the Chief Administrative Officer/Clerk to engage in an agreement with staffing agencies for the provision of frontline care services at Bonnechere Manor.

## Operations Committee

**Presented by: Glenn Doncaster, Chair**

- Lee Perkins, Director of Public Works and Engineering, has been appointed to the American Public Works Association (APWA) to a two-year term – President-Elect for 2023-2024 and President for 2024-2025 of the Canadian Public Works Association (CPWA) Board of Directors
- County Council approved the cost of the Fire Radio Dispatch System be split amongst the following 17 participating user agencies: the Towns of Deep River, Laurentian Hills, Petawawa, and Renfrew; the Townships of Admaston/Bromley, Bonnechere Valley, Brudenell, Lyndoch and Raglan, Greater Madawaska, Horton, Killaloe, Hagarty and Richards, Laurentian Valley, Madawaska Valley, McNab/Braeside, North Algona Wilberforce, and Whitewater Region; the City of Pembroke, and the Algonquins of Pikwakanagan First Nation, with the Weighted Value Assessment share being used for the calculation.
- County Council adopted a By-law authorizing a contribution of \$210,244.11 to the Township of McNab/Braeside for the County of Renfrew's portion of road works to be completed over County Structure C137 (Hanson Creek Culverts).
- County Council authorized the execution of a contract for a Fuel Inventory Management System in the amount of \$194,969 plus applicable taxes as submitted by Triangle Pump Service Limited, Gloucester, Ontario.

## Additional Information

**Craig Kelley, Chief Administrative Officer/Clerk**

613-735-7288



August 28, 2023

Valerie Jahn  
Acting Clerk-Treasurer  
Township of Brudenell, Lyndoch and Raglan  
Clerk-treasurer@blrtownship.ca

Dear Ms. Jahn:

We are pleased to announce that the governments of Canada and Ontario are investing up to \$1.5 million over two years to help improve the removal, handling, and disposal of deadstock across the province. The Increasing Deadstock Capacity Initiative application intake will be open from September 21, 2023, to February 1, 2024. All approved projects must be completed by February 1, 2025. You can find additional information, including how to apply, on the Agricultural Adaptation Council Website at [info@adaptcouncil.org](mailto:info@adaptcouncil.org).

This program is being offered through the Sustainable Canadian Agricultural Partnership (Sustainable CAP). The cost-share funding initiative will help address some of the gaps identified in a Livestock Research Innovation Corporation (LRIC) report released this year and will provide opportunities for the deadstock industry to streamline operations and improve accessibility by increasing capacities and establishing new service standards.

Please note that expenses, where applicable, must meet regulatory requirements, including [Ontario Regulation 105/09](#) under the Food Safety and Quality Act, 2001 (FSQA), and [Ontario Regulation 106/09](#) under the Nutrient Management Act, 2002 (NMA), (or any applicable requirements under the Safe Food for Canadians Act for federally registered plants), and be suitable for use. The undertaking of these activities for cost-share funding may still be subject to regulatory approvals.

Our governments are committed to supporting the agri-food sector and rural communities in Ontario.

.../2



We encourage you to take advantage of this funding opportunity and submit an application. Together, we can ensure that Ontario's agricultural communities can continue to operate sustainably and without interruption.

Sincerely,



Lawrence MacAulay  
Minister of Agriculture  
and Agri-Food



Lisa M. Thompson  
Minister of Agriculture, Food  
and Rural Affairs

Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



**Municipal Policing Bureau**  
**Bureau des services policiers des municipalités**

777 Memorial Ave.  
Orillia ON L3V 7V3

777, avenue Memorial  
Orillia ON L3V 7V3

Tel: 705 329-6140  
Fax: 705 330-4191

Tél. : 705 329-6140  
Télééc.: 705 330-4191

File Reference:

612-10

September 6, 2023

To All OPP-policed Municipalities

Re: Distribution of Police Record Check Revenue to Municipalities

In June 2022, the Ontario Provincial Police (OPP) centralized the police record check process by transferring the responsibility for the process from detachment staff to an Online Police Record Check Unit (OPRCU). The centralization of the police record check process eliminates the need for detachment staff to perform duties associated with the police record checks, with the exception of fingerprinting. This OPRCU has been staffed by reinvesting numerous administrative detachment positions from across the province. The change in staffing at OPP detachment locations will be captured in the overall municipal policing cost-recovery in accordance with the terms set out in *Police Services Act*, Ontario Regulation 267/14.

Historically, the revenue generated from detachment staff completing record checks for municipal residents has been credited back to the applicable municipalities. With the reassignment of the police record check workload to the OPRCU, there will be a gradual reduction of the revenue provided to municipalities, except for the revenue for fingerprinting. Fingerprinting remains a detachment responsibility and, therefore, the revenue for conducting fingerprint services at the detachments will continue to be allocated to municipalities. The gradual reduction of police record check revenue (not related to fingerprinting) will be accompanied by the introduction of some cost savings for municipalities resulting from the impact of reinvesting some detachment positions into the OPRCU. This will provide municipalities with an extended period of time to make appropriate adjustments to any impacted financial plans.

**OPP-policed municipalities will continue to receive police record check revenue in 2023 and 2024.** Commencing in 2025, the revenue will be reduced by 25% per year. In 2028, OPP-policed municipalities will cease to receive police record check revenue associated with police record checks processed by the OPRCU. Municipalities will continue to receive revenue for fingerprinting services provided at the detachment.

Page 1 of 2

The OPP will continue to deliver adequate and effective policing services while focusing on meeting the municipalities' unique policing needs.

Should you have any questions, please email the OPP Municipal Policing Bureau Financial Services Unit at [OPP.Financial.Services.Unit@opp.ca](mailto:OPP.Financial.Services.Unit@opp.ca).

Respectfully,



Phil Whitton Superintendent  
Commander,  
Municipal Policing Bureau

cc OPP Deputy Commissioner Chris Harkins  
OPP Provincial Commander Mary Silverthorn  
A/Inspector Kirsten Buligan, Community Safety Services  
OPP Detachment Commanders

August 14<sup>th</sup>, 2023

Township of Brudenell, Lyndoch and Raglan  
42 Burnt Bridge Road, PO Box 40  
Palmer Rapids, ON K0J 2E0  
Phone: 613-758-2061

Attention: Tammy Thompson, Township of Brudenell, Lyndoch and Raglan

Dear Ms. Thompson,

**Re: Proposed Wireless Communication Site: C8621 Heins Rd. & Quadeville Rd.**

On behalf of Rogers Communication Inc. (“Rogers”), I would like to submit for your review and consideration a summary of the municipal and public consultation process for the purpose of issuing a statement of concurrence concerning a proposed wireless communication site to be located at **117 Heins Rd., Palmer Rapids, Ontario.**

### **Project Description & Proposed Location**

Rogers is constantly improving and expanding its infrastructure to meet the ever-growing demand for high-quality reliable wireless voice and data services. The proposed site is needed to improve our wireless voice and data services in the community and is part of the EORN Cell Gap Project.

The proposed wireless communication installation consists of a 91.5m guyed communication tower and a walk-in equipment cabinet located within an enclosed compound.

### **Municipal & Public Consultation Process**

Rogers is regulated and licensed by Innovation, Science and Economic Development Canada (ISED, formerly Industry Canada) to provide inter-provincial wireless voice and data services. As a federal undertaking, Rogers is required by ISED to consult with land-use authorities in siting tower locations. The consultation process established under ISED’s authority is intended to allow the local land-use authorities the opportunity to address land-use concerns while respecting the federal government’s exclusive jurisdiction in the siting and operation of wireless and data systems.

The provisions of the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. Rogers is, however, required to follow established and documented wireless protocols or processes set forth by land-use authorities.

Rogers submitted an Application for an Antenna System to the Township of Brudenell, Lyndoch and Raglan via email on July 7<sup>th</sup>, 2023 for a wireless communications installation to be located at 117 Heins Rd.

The Township of Brudenell, Lyndoch and Raglan has not developed a protocol relevant for establishing telecommunication facilities in the Township and as a result Rogers has followed ISED's Default Protocol.

Rogers provided the attached Public Notification Package to the seven property owners within the required 347.8m radius of the proposed installation. The notice was issued by regular mail on July 7<sup>th</sup>, 2023. The notice described the proposal and invited comments by mail, electronic mail, or phone before August 12<sup>th</sup>, 2023.

Newspaper ads were published in the July 12<sup>th</sup>, 2023 edition of The Valley Gazette and The Eganville Leader notifying the public of the proposal and inviting residents to provide comments within 30 days of the notice.

Rogers has not received any comments as a result of the public notification process.

Rogers has now fulfilled all circulation requirements under ISED's Default Protocol as they pertain to the proposed new communication site to be located at 117 Heins Rd.

Rogers has followed all the necessary steps in accordance with the Default Protocol's guidelines by:

- consulting with the municipality;
- advising the public of our proposal;
- addressing all reasonable and relevant concerns pertaining to our proposal; and
- keeping and producing all associated communications to ISED Canada and the municipality.

## **Conclusion**

Rogers takes concerns or suggestions expressed by the public as important elements to our proposal. As a result of the consultation process, no comments regarding the proposed tower were received from the public.

Rogers feels that the proposed site is well-located to provide improved wireless voice and data services in the targeted area. The proposed site is also situated and designed so as to have minimal impact on surrounding land uses.

## **Request for Concurrence**

Rogers has now fulfilled all the requirements under ISED's Default Protocol as they pertain to the proposed new telecommunications site at 117 Heins Rd.

In order to conclude this land-use consultation and meet ISED's requirements, Rogers Communications Inc. respectfully requests that our proposal be considered complete and that the Township of Brudenell, Lyndoch and Raglan move forward with the assessment of the process Rogers has undertaken to date.

Rogers also requests that the Township of Brudenell, Lyndoch and Raglan issue a formal Letter of Concurrence to Rogers with a copy to ISED in order to permit Rogers to move forward with the installation of the proposed wireless communication site.

Yours Truly,

Eric Belchamber, Site Acquisition Specialist  
On behalf of Rogers Communications Inc., Network Implementation  
(613) 220-5970



July 11<sup>th</sup>, 2023

To Whom It May Concern:

**Re: Rogers Site C8621 Heins Rd. & Quadeville Rd.**

Like many areas of the province, your community is experiencing a growing demand for wireless services. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available. In response to this growing demand for wireless services, Rogers Communications Inc. (Rogers) has been working to find a suitable location for a new telecommunications structure in efforts to provide improved coverage in the area near Quadeville.

The proposed site is at **117 Heins Rd., Quadeville**. The location will provide much relied upon communication services in the area such as EMS Response, Police and Fire, and will also improve wireless signal quality for the local residents, those traveling along the major roads, as well provide local subscribers with Rogers' wireless network coverage and capacity for products and services such as iPhones, Smartphones, Tablets and wireless internet through the Rogers Rocket Stick technology in the surrounding area.

As part of the public consultation process, you are invited to comment in writing about the proposed Rogers site before August 12<sup>th</sup>, 2023. The Township of Brudenell, Lyndoch and Raglan does not have its own protocol relevant to wireless communications site placement. As a result, Rogers will follow Innovation, Science & Economic Development Canada's Default Protocol.

This package contains detailed information about the proposed structure, the consultation and approval process, as well as contact information available to you during the consultation process.

Rogers is committed to working with your community to integrate the proposed telecommunications facility to continue providing dependable and reliable wireless service. Your questions and comments are an important part of the consultation process.

Please know you may provide your comments by contacting a Rogers representative. All written comments are to be directed to:

**Rogers Communications Inc.**

Eric Belchamber, Wireless Site Specialist  
Eric Belchamber & Associates  
337 Autumnfield St., Kanata, ON, K2M 0J6  
Telephone: (613) 220-5970

Included on the following page is a comment form if you wish to provide your comments pertaining to the proposal.

Thank you,

Eric Belchamber  
On contract to Rogers Communications Inc.

## Public Consultation for Proposed Wireless Structure

Location: **117 Heins Rd., Quadeville**  
Rogers Site: **C8621 Heins Rd. & Quadeville Rd.**

Please submit any comments by **August 12, 2023** to:

**Rogers Communications Inc.**  
ATTN: Eric Belchamber, Wireless Site Specialist  
337 Autumnfield St., Kanata, ON K2M 0J6  
E-mail: eric.belchamber@rogers.com

### COMMENTS

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Please provide your comments, suggestions or requests for additional information about the proposed wireless structure below:

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*Thank you for your comments. Your feedback is appreciated.*



## Notice of Proposed Wireless Site: C8621 Heins Rd. & Quadeville Rd.

### Facility Proposal:

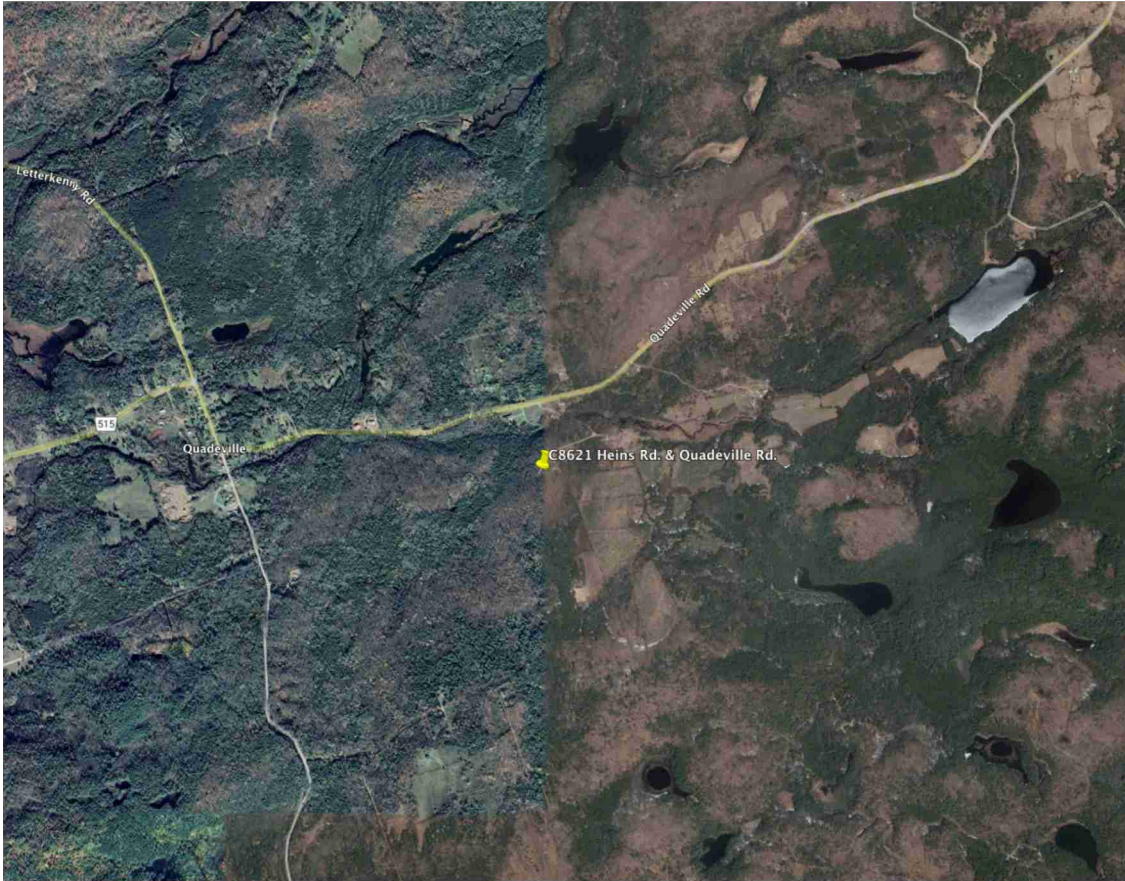
#### *Location and Site Context*

Rogers Communications Inc. (Rogers) is proposing a new 91.5m guyed communication tower and an ancillary equipment structure surrounded by chainlink fencing, to be located at 117 Heins Rd..

The coordinates for this facility are: 45.313353-77.357186

#### *Proposed Facility Map*

Due to increased demand for improved wireless service, it is necessary to improve wireless coverage across the community. The site selected, shown on the below map, fits the necessary criteria to maximize and improve network coverage for wireless users near Quadeville.



#### *Site Selection and Co-Location*

Many factors are considered in selecting an appropriate site, such as the level of use of wireless service in the area, local terrain, interaction with existing radio base stations, and line-of-sight requirements for high-quality communications. Each site that is investigated is subject to a comprehensive review process by radio frequency, transmission and civil engineering groups for it to be qualified as an optimal site for the community.

Before proposing a new antenna-supporting structure, Rogers first explores the following options, which are required by Innovation, Science and Economic Development (ISED) Canada:

- consider sharing an existing antenna system, modifying or replacing the structure if necessary;
- locate, analyze and attempt to use any feasible existing infrastructure such as rooftops, water towers or other tall infrastructure

During the site selection process for this proposed, Rogers determined that no other existing infrastructure opportunity was available in our target area that was suitable for our network. The nearest site that was evaluated was an existing 117m guyed Bell tower located approximately 14km southeast of the proposed site. The site is located too far from our target area and will not meet our coverage objectives. Unfortunately, there are no other closer structures available near the area requiring coverage that offers the necessary height. The proposed location is a suitable property that will allow Rogers to provide improved coverage and service for the community and the traveling public.

Considering Rogers' technical requirements, the setting of the subject lands makes the proposed location ideal for our site. The proposed site is within the search radius which will result in optimal coverage. The site is set toward the northeastern end of the property, in an otherwise unused portion of the property, approximately 370m from Quadeville Rd. The tower footprint will be using only a small fraction of a large lot. Access to the site will be via an existing entrance from Heins Rd.

This site is part of the EORN Cell Gap Project and the design proposed is a 91.5m guyed tower which will have ample space to provide for future co-location opportunities, as well as assist in minimizing tower proliferation in the area surrounding Quadeville. Rogers welcomes future site sharing opportunities on this proposed location, as per Innovation, Science and Economic Development Canada's guidelines. At the time of this notification, Rogers anticipates having space available for future sharing proponents. Rogers will respond to a request to share in a timely fashion and will negotiate in good faith to facilitate sharing where feasible following standard co-location procedures.

A copy of Rogers' surveyed site plan has been attached for your reference and information.

A set of photo renderings included with this package. The viewsapes simulate the view of the proposed installation from multiple viewpoints. The process of simulating the proposed facility into the existing conditions of the viewsapes was done by superimposing an image of the proposed structure on the photographs taken for those viewsapes.

### ***Construction and Maintenance***

Construction of the proposed facility will take approximately 30 to 45 days. The facility will remain unoccupied, and the only traffic generated at this site after construction will be for routine monthly maintenance visits.

Rogers attests that the radio antenna system as proposed for this location will be constructed in compliance with the National Building Code and The Canadian Standard Association and comply with good engineering practices including structural adequacy.

### ***Aeronautical Approvals***

Aerodrome safety is under the exclusive jurisdiction of NAV Canada and Transport Canada. An important obligation of Rogers' installations is to comply with Transport Canada / NAV CANADA aeronautical safety requirements. Transport Canada perform an assessment of the proposal with respect to the potential hazard to air navigation and notify Rogers of any painting and/or lighting requirements for the antenna system. Rogers has submitted the appropriate applications and the tower requires lighting.

Rogers Communications Inc. attests that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements. For additional detailed information, please consult Transport Canada<sup>1</sup>.

### ***Environmental Health Standards/Safety Code 6 Guidelines***

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation. This includes the Canadian Impact Assessment Act and local environmental assessment requirements where required by the Impact Assessment Act.

Rogers attests that the radio antenna system described in this notification does not qualify as a Designated Project under the Canadian Impact Assessment Act and is excluded from environmental assessment under the Canadian Impact Assessment Act.

ISED also manages the radio communications spectrum in Canada and requires that all cellular telecommunications facilities comply with guidelines established by Health Canada in order to protect people who live or work near these facilities.

These Health Canada safety guidelines are outlined in their 'Safety Code 6' document and are among the most stringent in the world. All Rogers' facilities meet or exceed these standards. Rogers attests that the radio installation described in this notification package, will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public including any combined effects of nearby installations within the local radio environment.

### ***Public Consultation***

The Township of Brudenell, Lyndoch and Raglan has not developed a protocol for establishing telecommunication facilities. As a result, Rogers will follow Innovation, Science and Economic Development Canada's Default Protocol. The Protocol outlines the land use consultation process relevant to evaluating wireless communication installation proposals. Proponents must provide a notification package to the local public property owners, etc. located within a radius of 347.8m from the tower's location on the subject property. A notice is also being provided to the Township.

Rogers Communications Inc. is committed to effective public consultation. The public is invited to provide comments to Rogers about this proposal by mail, electronic mail, or phone.

Innovation, Science and Economic Development Canada's policy contains requirements for timely response to all questions, comments or concerns. Rogers will acknowledge receipt of all communication within **14 days** and will provide a formal response to the Township and those members of the public who communicate to Rogers, within **60 days**. The members of the public who communicated with Rogers will then have **21 days** to review and reply to Rogers a final response. Rogers will keep record of all correspondence during the consultation process, which will be included in the summary report to the Township of Brudenell, Lyndoch and Raglan and the regional Innovation, Science and Economic Development Canada office.

Rogers is requesting any written public comments be returned within 30 days of receipt of this package. Upon receiving any comments from the public, Rogers will respond accordingly. At the close of the public consultation process, a summary of comments received and their corresponding responses will be provided to the Township of Brudenell, Lyndoch and

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<sup>1</sup> <http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part6-standards-standard621-3808.htm>

Raglan and Innovation, Science and Economic Development Canada. Subsequently, a formal package requesting concurrence will also be provided to the Township.

Residents may contact our office and discuss the proposed facility:

**Rogers Communications Inc.**

Eric Belchamber, Wireless Site Specialist

Eric Belchamber & Associates

337 Autumnfield St., Kanata, ON, K2M 0J6

Phone: (613) 220-5970

E-mail: [eric.belchamber@rogers.com](mailto:eric.belchamber@rogers.com)

Residents may contact the Township's office and discuss the proposed facility:

Eddy Whitmore, Chief Building Official

Township of Brudenell, Lyndoch and Raglan

42 Burnt Bridge Rd., PO Box 40

Palmer Rapids, ON, K0J 2E0

Telephone: 613-758-2061

Fax: 613-758-2235

Email: [cbo@blrtownship.ca](mailto:cbo@blrtownship.ca)

For more information on ISED's public consultation guidelines including CPC-2-0-03, Issue 6, Spectrum Management and Telecommunications you may contact your local Innovation, Science and Economic Development Canada Office at the address noted on the following page.

**Innovation, Science and Economic Development Canada**

**Spectrum Management**

Eastern Ontario District Office

2 Queen Street East, Sault Ste. Marie, ON, P6A 1Y3

Telephone: 1-855-465-6307

Fax: 705-941-4607

Email: [spectrumenod-spectredeno@ised-isde.gc.ca](mailto:spectrumenod-spectredeno@ised-isde.gc.ca)

Web: [http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/h\\_sf01702.html](http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/h_sf01702.html)

General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website<sup>2</sup>. Other resources relevant to regulations and adherence obligations can also be found on provided Government of Canada websites<sup>3</sup>.

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<sup>2</sup> <http://strategis.ic.gc.ca/antenna>

<sup>3</sup> <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08792.html>

<https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/safety-code-6-health-canada-radiofrequency-exposure-guidelines-environmental-workplace-health-health-canada.html>

<http://cwta.ca/home/>

## **Conclusion**

Access to reliable wireless communications services is of great importance to residents' and travelers' safety and well-being in today's society. Wireless technology has fast become the preferred method of conducting business and personal communications among a large part of the population.

The trend of future telecom is to become truly "wireless", that is the delivery of the voice and data communications via conventional telephone lines, such as telephone poles along streets and roads, will be virtually obsolete. The current wireless infrastructure will be able to meet this trend and still provide a reliable system. Reliable wireless communication services are a key element of economic development across Canada. It facilitates the growth of local economies by providing easy access to information, and connectivity for residents and business alike. The infrastructure proposed is suitable for the development over the long term and protects public health and safety, and is a powerful economic enabler that promotes home occupations, teleworking, telecommuting and improved community networking.

In addition to meeting consumer needs, technological upgrades are also critical to ensuring the accessibility of emergency services such as fire, police and ambulance. Wireless communications products and services, used daily by police, EMS, firefighters and other first responders, are an integral part of Canada's safety infrastructure.

The proposed site location is well located to provide improved wireless voice and data services in the targeted area near Quadeville and the traveling public.

Rogers looks forward to working with the Township of Brudenell, Lyndoch and Raglan to provide improved wireless services to the community.

Sincerely,

Eric Belchamber  
Wireless Site Specialist  
Eric Belchamber & Associates  
337 Autumnfield St.  
Kanata, ON, K2M 0J6



August 29, 2023

Township of Brudenell, Lyndoch & Raglan  
42 Burnt Bridge Rd, Palmer Rapids, ON  
K0J 2E0

Good day,

I am writing on behalf of the Renfrew County Regional Science Fair (RCRSF) to request a donation to support the 2024 fair so that we can continue to bring this wonderful opportunity to students across Renfrew County.

Each year we host the Renfrew County Regional Science Fair where students present science and technology-based projects. Those projects are judged, and prizes are awarded for innovation, experiment, demonstration-based projects. Students with the most innovative, creative, scientifically rigorous and well-presented projects are then selected by a judging panel of community members to represent Renfrew County at the Canada Wide Science Fair. We are grateful to have sponsors that reward scientific thought in our students throughout the science fair journey, which starts every year with the school fairs that we support, to the regional fair we organize and to the Canada Wide Science Fair that we prepare and take winning students to. Thank you for the role you play in that support.

In addition to exhibiting the great science projects of the youth of Renfrew County, the fair also has interactive, educational exhibits for the students, including building activities hosted by Professional Engineers Ontario and hands-on experiments hosted by Let's Talk Science.

After three tough years due to the COVID-19 pandemic, we were proud to return with a vibrant in-person fair in 2023 and Renfrew County sent 4 student finalists to the Canada Wide Science Fair in Edmonton, Alberta this past May. We are proud to say that two of our students won awards:

- Maggie Alexander (Grade 7, Petawawa)'s project "Whose Cell Phone is the Grossest?" taught us all to keep our ever-present phones cleaner, and won a bronze medal!
- Mark Wendland (Grade 7, Deep River)'s "Tanks Battles in 2D and 3D" was an exciting game with a well-thought-out and documented design process, winning a bronze medal!



## 2024 SPONSORSHIP OPTIONS

All sponsors will be listed in the fair day program, in a media release released after the awards ceremony, and on [www.youthscience.ca/renfrew-county/](http://www.youthscience.ca/renfrew-county/). All sponsors are welcome to inquire about setting up a booth at the fair if they wish, or to provide us with promotional material to distribute to the students.

### Primary Sponsor (\$6,000) \*

Sponsorships Available: 1

The primary sponsor covers the cost of most of the fair day activities (hall rental, food, activities, rental equipment, insurance, website hosting fees) and the cost of sending two adult chaperones to the Canada wide Science Fair (\$1825 each)

- Sponsors will be invited to present the grand award on fair day,
- The sponsor's logo or promotional material will be present on the stage for the awards ceremony and throughout the fair. Displays will need to be provided.

### Grand Prize Sponsor (\$1,800) \*

Sponsorships Available: 4

Four sponsorships are available each year to send four local students to participate in the Canada Wide Science Fair (at a cost of \$1825 for each student).

- Sponsors will be invited to present the grand award on fair day,
- The sponsor's logo or promotional material will be displayed throughout the fair. Displays will need to be provided.
- The sponsor will be mentioned on social media prior to the regional fair and prior to the Canada Wide Science Fair.

### Divisional Sponsor (\$800) \*

Sponsorships Available: 5

The Regional Fair has five divisions in which projects may be entered: Earth & Environmental Science, Engineering & Computer Science, Health Sciences, Physical & Mathematical Science and Life Sciences.

- Sponsors will be invited to present an award on fair day,
- The sponsor's logo is displayed on signage to mark their sponsored division on the fair floor,
- The sponsor will be mentioned on social media prior to the regional fair,

### Special Award Sponsor (\$500)

Sponsorships Available: 6

Special Awards will be presented to students for a specific category – for example, best Nuclear Project presented by the Canadian Nuclear Society or Best Energy Project from Ontario Power Generation. The sponsorship amount will be divided equally between outreach expenses for the fair and the special award. Please contact [renfrew.county@youthscience.ca](mailto:renfrew.county@youthscience.ca) to determine a suitable special award category.

- Sponsors will be invited to present an award on fair day.

### Individual Sponsorship (Any Amount)

Unlimited

The Fair actively seeks donations in any amount to contribute to the costs throughout the year in preparation for the day of the fair.

**\*Sponsors supporting the fair at the Primary Sponsor, Grand Prize Sponsor or Divisional Sponsor levels can also present a special award, for an additional sponsorship. For example, a divisional sponsor can give \$1000 to present both a division and a \$200 special award.**

### Receipts Issued

The Renfrew County Regional Science Fair is a registered non-profit but not a charity, and as such is not able to issue charitable receipts. A receipt will still be issued for record purposes.

#### Inquiries

Aidan Leach  
Chair, Renfrew County Science Fair Committee  
[renfrew.county@youthscience.ca](mailto:renfrew.county@youthscience.ca) (613) 602-3789

#### Mailing Address

Renfrew County Regional Science Fair  
36 Edith Street  
Petawawa, ON K8H 0B5



ACTUAL vs. BUDGET YTD

YEAR

2023

G/L Code	Account Title	Actual	Budget	Remaining \$	Remaining %
5002	Administration	\$308,633.46	\$553,771.00	\$245,137.54	44.27%
5003	Fire Department	\$137,466.31	\$242,038.00	\$104,571.69	43.20%
5004	Building Department	\$27,782.21	\$60,514.00	\$32,731.79	54.09%
5005	Livestock Valuers	\$873.20	\$1,000.00	\$126.80	12.68%
5006	Policing Services	\$151,976.48	\$306,043.00	\$154,066.52	50.34%
5007	911 Service	\$1,017.00	\$1,500.00	\$483.00	32.20%
5008	Transportation Services	\$872,511.72	\$1,757,539.00	\$885,027.28	50.36%
5009	Streetlights	\$1,560.74	\$4,500.00	\$2,939.26	65.32%
5010	Environmental Services	\$110,793.40	\$501,800.00	\$391,006.60	77.92%
5015	Recreation & Four Season Park	\$73,691.73	\$136,036.00	\$62,344.27	45.83%
5020	Library Services	\$0.00	\$6,660.00	\$6,660.00	100.00%
5022	Planning & Development	\$8,924.19	\$3,000.00	(\$5,924.19)	-197.47%
<b>Total</b>		<b>\$1,695,230.44</b>	<b>\$3,574,401.00</b>	<b>\$1,879,170.56</b>	<b>52.57%</b>

# MONTHLY EXPENSES SUMMARY



Account Title						
911 Services	Administration	Building Department	Environmental Services	Fire Department	Library Services	Livestock Valuers
Planning & Development	Policing Services	Recreation & Four Season Park	Streetlights	Transportation Services		

G/L Code	Account Title	January	February	March	April	May	June	July	August	September	October	November	December	Total	
5002	Administration	\$15,346.51	\$71,100.83	\$33,915.33	\$14,735.41	\$54,331.53	\$59,514.39	\$19,939.40	\$39,750.06	\$0.00	\$0.00	\$0.00	\$0.00	\$308,633.46	
5003	Fire Department	\$6,728.95	\$37,672.06	\$9,046.03	\$9,190.09	\$32,344.42	\$17,111.25	\$12,834.30	\$12,539.21	\$0.00	\$0.00	\$0.00	\$0.00	\$137,466.31	
5004	Building Department	\$4,348.46	\$1,334.37	\$2,790.09	\$2,483.03	\$3,250.82	\$4,306.68	\$2,894.69	\$6,374.07	\$0.00	\$0.00	\$0.00	\$0.00	\$27,782.21	
5005	Livestock Valuers	\$0.00	\$0.00	\$0.00	\$0.00	\$873.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$873.20	
5006	Policing Services	\$0.00	\$0.00	\$25,252.00	\$25,135.00	\$25,504.00	\$25,077.48	\$25,504.00	\$25,504.00	\$0.00	\$0.00	\$0.00	\$0.00	\$151,976.48	
5007	911 Services	\$0.00	\$0.00	\$0.00	\$0.00	\$493.00	\$12.00	\$102.00	\$410.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,017.00	
5008	Transportation Services	\$74,029.56	\$122,522.03	\$66,161.83	\$79,609.18	\$123,662.83	\$74,245.30	\$144,015.49	\$188,265.50	\$0.00	\$0.00	\$0.00	\$0.00	\$872,511.72	
5009	Streetlights	\$312.40	\$178.64	\$178.66	\$178.66	\$178.66	\$178.66	\$178.66	\$176.40	\$0.00	\$0.00	\$0.00	\$0.00	\$1,560.74	
5010	Environmental Services	\$5,910.29	\$15,834.09	\$18,117.73	\$16,977.43	\$13,562.71	\$16,057.45	\$14,264.00	\$10,069.70	\$0.00	\$0.00	\$0.00	\$0.00	\$110,793.40	
5015	Recreation & Four Season Park	\$3,257.73	\$27,855.18	\$6,235.71	\$7,283.41	\$7,369.02	\$8,467.73	\$6,592.29	\$6,630.66	\$0.00	\$0.00	\$0.00	\$0.00	\$73,691.73	
5020	Library Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5022	Planning & Development	\$2,089.32	\$0.00	\$0.00	\$1,153.95	\$2,069.09	\$3,611.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,924.19	
<b>Total</b>		<b>\$112,023.22</b>	<b>\$276,497.20</b>	<b>\$161,697.38</b>	<b>\$156,746.16</b>	<b>\$263,639.28</b>	<b>\$208,582.77</b>	<b>\$226,324.83</b>	<b>\$289,719.60</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>#####</b>	

**THE CORPORATION OF THE TOWNSHIP OF  
BRUDENELL, LYNDOKH AND RAGLAN**

**BY-LAW NO. 2023-46**

(being a by-law to acquire and dedicate land as a public highway and to provide for the closing and stopping up of part of the original allowance for road along the shore of Lorwell Lake lying in front of PT Lot 8, Concession 9, in the Geographic Township of Brudenell, and for the transfer thereof to the owner of the abutting land)

**WHEREAS:**

1. The road allowance laid out by the original Crown survey along the shore of Lorwell Lake is a “highway” by virtue of Section 26 of the *Municipal Act*, 2001, S.O. 2001, c.25 (the “Act”); and
2. By Subsection 34(1) of the Act, a municipality is empowered to permanently close a highway; and
3. The owners of the parcel of land abutting the said road allowance have applied to the Municipality to close parts of it and sell one of such parts to them; and
4. The closure will not result in any person having no motor vehicle access to and from that person’s land; and
5. Those parts of the said road allowance to be closed by this By-law are not covered with water and neither abuts any land owned by the Crown in right of Canada or leads to any work owned by the Crown in right of Canada and, therefore, the consent of neither the Ministry of Natural Resources and Forestry of Ontario nor the Government of Canada to the passing of this By-law is required by Section 43 or Subsection 34(2) respectively of the Act; and
6. Adequate and reasonable public notice of its intention to enact this By-law was given by the Municipality; and
7. It is desirable and in the interests of the Municipality that this By-law be enacted,

**NOW THEREFORE** the Council of The Corporation of the Township of Brudenell, Lyndoch and Raglan enacts as follows:

1. That those parts of the road allowance along the shore of Lorwell Lake in front of PT Lot 8, Concession 9, in the Geographic Township of Brudenell within the Municipality laid out and designated as Part 1 on Reference Plan

49R-20449, being parts of PIN 57509-0049, be and the same is hereby permanently closed.

2. That the said part of the said road allowance laid out and designated as Part 1 on Plan 49R-20449 be sold and conveyed to the owner of the land abutting same for a price of \$1,300.00 (calculated at the rate of \$5.00 per linear foot for 260 feet (79.28 m. +/-) plus all survey, advertising, administrative, legal and other costs and expenses associated with the said closure, sale and conveyance.
3. That the Mayor and Clerk-Treasurer be and they are hereby authorized and directed to sign and to affix the seal of the Municipality to a Transfer to the said owners of the said parts of the said road allowance permanently closed by this By-law, and to authorize the electronic registration of the said Transfer in the Land Registry Office for the Land Titles Division of Renfrew (No. 49) in consideration for and upon payment of the sale price and costs and expenses aforesaid.
4. That this By-law shall take effect upon registration of a certified copy hereof in the Land Registry Office for the Land Titles Division of Renfrew (No. 49), pursuant to Subsection 34(1) of the Act.

READ A FIRST AND SECOND TIME THIS 13<sup>TH</sup> DAY OF SEPTEMBER, 2023.

\_\_\_\_\_  
Valerie Jahn, Mayor

\_\_\_\_\_  
Virginia Phanenhour, Clerk-Treasurer

READ A THIRD TIME AND PASSED AND ENACTED THIS XX DAY OF XXX, 2023

\_\_\_\_\_  
Valerie Jahn, Mayor

\_\_\_\_\_  
Virginia Phanenhour, Clerk-Treasurer

**THE CORPORATION OF THE TOWNSHIP  
OF BRUDENELL, LYNDPOCH AND RAGLAN**

**BYLAW NO. 2023-XX**

Being A By-Law to Establish a Township Policy  
on the Use of Unopened Road Allowances

**WHEREAS**, Section 44 of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended imposes on local municipalities the obligation to manage and maintain the Public Road System lying within the boundaries of the Municipality;

**AND WHEREAS**, Section 35 of the Municipal Act, 2001 S.O. 2001, Chapter 25, as amended provides that a municipality may remove or restrict any common law right of passage over any public highway within the boundaries of the Municipality;

**AND WHEREAS** the Municipality receives requests from time to time from Ratepayers and other interested parties for permission to use portions of unopened road allowances lying within the boundaries of the Municipality;

**AND WHEREAS** a significant portion of the municipal budget is expended on the maintenance of the road system and the only effective way to maintain control over current road expenditures and liability for future maintenance costs of the road system is to ensure that new roads are only added on a cost-effective basis;

**AND WHEREAS**, the Township of Brudenell, Lyndoch and Raglan is the owner of all road allowances within its jurisdiction;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF BRUDENELL, LYNDPOCH AND RAGLAN ENACTS AS FOLLOWS:**

1. THAT this By-law may be cited as “The Township of Brudenell, Lyndoch and Raglan use of Unopened Road Allowances”.
2. Schedule attached to and forming part of this By-law Schedule “A” - Policy on the use of Unopened Road Allowances

3. THAT this By-law shall take effect upon its adoption.

4. In the event that section or sections of this by-law thereof are found by a Court of competent jurisdiction to be invalid or ultra vires, such section, sections or parts thereof shall be deemed to be severable, with all other sections or parts of this by-law remaining in the full force and effect.

Read and adopted by Resolution XXXX-XX-XX-XX this XX Day of XXX, 2023.

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**Mayor, Valerie Jahn**

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**Clerk-Treasurer, Virginia Phanenhour**

DRAFT

## POLICY - USE OF UNOPENED ROAD ALLOWANCES

### Schedule "A" to By-Law 2023-XX

#### 1.0 Background

An "unopened road allowance" as defined by the Municipal Act is a public highway that has not been opened and assumed for maintenance purposes by By-law of the Township. Unopened road allowances may accommodate seasonal (summer) traffic, private access to a farm, house, or vacant lands, logging access, or may function as a trail or public access to a water body. ~~Where an unopened road allowance currently has some form of use it is referred to as an existing or public right of way.~~

A "shore road allowance" is a public highway as defined by the Municipal Act that is located along the shore of a navigable waterway.

The provisions in this policy that apply to an unopened road allowance shall apply to both unopened road allowances and to ~~original~~ shore road allowances.

#### 2.0 General

It is the general policy of the Township that road allowances, shore road allowances or existing public rights-of-way that provide access to water will not be obstructed and will be kept in municipal ownership for the following reasons:

- 1) future transportation needs where warranted;
- 2) public access where appropriate;
- 3) protection of the environment including adjacent source waters;

From time to time the Township receives requests to privately occupy road allowances, shore road allowances or existing public rights-of-way. The Municipal Act provides that Council may pass By-Laws:

- a) to close any portion of an opened or unopened road allowance and convey ownership of all or some of the lands, or
- b) enter into an agreement to restrict public access to or allow for an encroachment on a road allowance.

Creating or disposing of one-foot reserves on or near unopened road allowances, including shore road allowances, may be permitted by Council to control access to roadways and address minor property matters pursuant to applicable legislation so long as the creation or disposition is consistent with the intent of this policy and other applicable policies. Such requests shall be considered by Council on a case-by-case basis.

#### 3.0 Initial Screening Criteria (Closing and transferring)

Closure and conveyance of any road allowance, including a shore road allowance, may be considered by the Township only where the following conditions exist:

- 1) The person making the request owns lands containing a building or structure abutting the unopened portion of a road allowance or owns sufficient abutting lands that when added to the unopened road allowance could create a single usable parcel as determined by the applicable zoning for the lands.
- 2) The allowance has not been identified as possibly being required or will not be required within the road or trail system identified in the Renfrew County Official Plan or similar document.
- 3) There is adequate alternate public access to any water body in proximity to the road allowance to be closed.
- 4) Access to any other lands is not impacted because of the closure.
- 5) Closure will not adversely impact on the shore, the water quality or quantity, or any other right associated with public waterways.
- 6) Shore Road Allowance are also subject to the Shore Road Allowance Closure and Sale Policy.

#### **4.0 Request to Close and Convey**

Where the screening criteria outlined in this policy have been met and a written request to close and convey any portion of a road allowance is received, including confirmation as to whether the land will be used for constructing new permanent buildings or structures, Council may, as a condition of such conveyance, require any of the following:

- 1) The applicant or owner making the request to pay all costs for the Township to process the submission as stipulated by Council from time to time plus any survey or legal expenses necessary to affect the land transfer.
- 2) If possible, the exchange of other property to provide appropriate public land or water access.
- 3) Notification to the public of such closure and conveyance in accordance with the Municipal Act and Township notice by-law.
- 4) The subject lands to be rezoned or similar application under the Planning Act approved, including the submission of any engineering studies, environmental reports, or similar documentation that may be required by the Township.
- 5) Removal or repair of buildings or structures that may encroach on the lands.
- 6) Determination and negotiation of a purchase price if applicable.
- 7) Execution of an agreement to implement the general purpose and intent of this policy.

## **5.0 Encroachment Agreements (All road allowances)**

Where there are existing buildings or structures, including foundations, partially encroaching on to a road allowance or shore road this policy encourages relocation of said buildings, structures, and foundations off the said road allowances wherever practical and reasonable.

Where it is not practical and possible to relocate a building or structure partially encroaching on to a road allowance or shore road, this policy shall allow the encroachment to continue through an agreement with the municipality. The agreement shall specify terms of the encroachment including required notice of termination of the agreement, rights of the Township to use the road allowance, public access rights and similar. As a general principle the Township will not limit continued public access to any road allowance or shore allowance even where an encroachment agreement is permitted.

This policy does not permit the expansion, redevelopment or increase in size of any existing encroachment on a road or shore allowance, whether it is recognized by an encroachment agreement or not.

Any encroachment agreement will contain a provision that on reasonable notice the Township may require the encroachment to be removed.

Any person requesting the Township to permit an encroachment to continue shall comply with the requirements of this policy ~~including, among other matters, Section 7.0.9.~~

## **6.0 Additional Policies**

- 1) Except for trails built and maintained by organizations such as the Ontario Federation of Snowmobile Clubs Association, the Township will generally refuse to permit any person to open any unopened road allowance within the Township by way of a trail, driveway, or road capable of being used by any motor vehicle whatsoever. The purpose of this policy is to protect the Township from liability claims by persons using unimproved unopened road allowances and from demands that such unopened road allowances be improved and maintained at the expense of general ratepayers.
- 2) The Township may consider permitting the opening up of an unopened road allowance where the number of potential users warrants the expense of maintaining it, where such potential users are prepared to pay the cost of initially constructing a road to the same standard as similar publicly maintained roads located elsewhere in the Township, and where an agreement is signed between the parties respecting the opening and maintenance of the road allowance, that is acceptable to the Township.
- 3) The Township will consider permitting a private driveway on an unopened road allowance where each of the following criteria are met:
  - a. The distance to be traveled along the road allowance is short generally less than 30 meters from the front of the lot except longer distances may be considered in rural areas adjacent to larger farm parcels.

- b. The number of property owners who could access the section of road allowance to be used is very limited, no new lot creation is to be permitted, and in no case will the Township assume maintenance of an unopened road allowance used as a private drive.
  - c. Each of the adjoining owners mentioned in the previous sub-paragraph enters into an agreement to be registered on title and binding subsequent owners of their property not to demand future improvement of the road allowance by the Township and protecting the Township from liability claims of users of the driveway. The person applying to use the road will pay the full legal costs of the Township Solicitor in preparing and registering the agreement(s).
  - d. Where **deemed** necessary the boundaries of the portion of road allowance to be used are marked by an Ontario Land Surveyor and a Reference Plan prepared and, if necessary, filed at the Land Registry Office at the expense of the applicant, prior to the commencement of any work to avoid trespassing on neighbouring land.
  - e. The proposal is completed in such a way as to prevent or discourage members of the public from using the road allowance. Such measures may include locating part of the driveway on private property so that it can be gated, and access controlled where required by the Township.
  - f. Any Provincial or Federal requirements regarding Environmental Protection or other issues are met at the expense of the Applicant.
- 4) Applications for permission to use an unopened road allowance shall be submitted in writing to the Clerk-Treasurer. The application must state the intended use, the applicant's interest in the allowance, and be accompanied by an accurate location and description plan as well as any other material or studies contemplated by this policy.
  - 5) The use of an unopened Road Allowance for access to preform logging and timber operations will be permitted. An application shall be submitted to the Township for consideration. If a permit is agreed, a deposit will be required of \$5,000.00. Adequate insurance in an amount of at least **\$2,000,000.00 (or 5,000,000)** must be procured, **with the Township named as an additionally insured**. Upon completion of operations, the entrance to said road allowance must be removed. **The party undertaking the lumber and timber operations must also provide satisfactory indemnity in favor of the Township.**
  - 6) The Township will follow applicable procedures respecting disposal of real property, stopping up and closing public highways, and restricting access through an encroachment agreement
  - 7) Members of the public generally have a right of access over and along unopened road allowances for the purposes of traversing ONLY, **unless specified by the Township.**

- 8) The public's right of access to an unopened road allowance does not carry with it the right to make any improvements or alterations to the land to exercise that right of access without the consent of the Corporation.
- 9) If permission is granted by Council for use of a road allowance, or an encroachment on to either an open or an unopened road allowance, the following policies shall apply, as determined by the Township:
  - a. The actual location of the road allowance must be clearly determined. This is the responsibility of the applicant and may be required to be verified by an Ontario Land Surveyor, at the expense of the applicant.
  - b. If a new entrance way is required, the approval of the Operations Department as to its location, width, size, and length of culvert to be installed and the grade at which it intersects the Township Road is required. Fees to be paid by the Applicant.
  - c. Where entry is upon a roadway not under the jurisdiction of the Municipality, the standards and specifications of the Ministry of Transportation shall apply.
  - d. If brushing and clearing of the road allowance is undertaken, arrangements for the disposal of brush and/or compensation for wood of value harvested on the road allowance shall be obtained in writing by the Owner from the Township.
  - e. If the application is for the provision of an access road, driveway or right-of-way, the minimum width of clearance shall be as stipulated in the Township Zoning By-law (approximately 6 metres). The driveway shall be in the centre of the road allowance wherever possible, leaving an equal buffer on either side of the cleared area, unless otherwise approved by Council.
  - f. The applicant shall acknowledge in writing that all improvements to the road allowance are at the sole expense of the applicant and all such improvements must be approved by the Township. The applicant must also acknowledge in writing that any member of the public has the right to use the subject road allowance.
  - g. The applicant must post a notice on the road allowance in a form acceptable to the Township, advising all users of the road allowance that the roadway is an unassumed municipal roadway and is used at his/her own risk.
  - h. The applicant must acknowledge in writing that the Township assumes no liability, responsibility, or obligation whatsoever to construct and/or maintain and/or repair the road allowance.
  - i. The applicant must agree to indemnify and save harmless the Township its employees and councillors from all manner of actions, causes of actions, claims or demands whatsoever for or by reason of any personal injury and/or property damage of or in any way arising out of any accident whatsoever occurring on the road allowance.

**7.0) No Person shall at any time:**

- 1) Erect any gates or barriers on the unopened road allowance **with out the permission of the Township.**

- 2) Use a motor vehicle that causes destruction of an unopened road allowance owned by the Township of Brudenell, Lyndoch and Raglan.
- 3) Erect a dock or any kind of structure on an unopened shore road or road allowance leading to the water so as to have the effect of restricting public use of the unopened road allowance.
- 4) Store any vehicle, boat, trailer, etc. on an unopened road allowance owned by the Township of Brudenell, Lyndoch and Raglan.
- 5) Perform any work, remove any trees, soil, or other material, or erect upon or use any unopened road allowance or shore road allowance without specific written approval of the Township.
- 6) Discharge a firearm for the purpose of hunting game or fowl on any unopened road allowance owned by the Township of Brudenell, Lyndoch and Raglan.
- 7) Dump, place, or deposit or permit to be dumped, placed, or deposited any quantity of waste on any unopened road allowance owned by the Township of Brudenell, Lyndoch and Raglan.
- 8) Install utilities (public or private) on any unopened road allowance owned by the Township of Brudenell, Lyndoch and Raglan without written permission from Council.
- 9) Use livestock pathways without written permission from Council.

#### **8.0 Right of Entry**

- 1) An officer may at any reasonable time, enter onto land to determine whether this By-Law is being complied with.
- 2) Every owner shall permit the Officer to inspect any land for the purposes of determining compliance with this By-Law.
- 3) Notwithstanding any provision of this By-Law, an Officer shall not enter or remain in any room or place actually being used as a dwelling, unless:
  - a. The consent of the occupier is obtained, the occupier first having been informed that the right of entry may be refused and, if refused, may only be made under the authority of a warrant issued under the Provincial Offences Act, R.S.O. 1990, as amended.

#### **9.0 Obstruction**

- 1) No person shall hinder or obstruct, or attempt to hinder or obstruct, any Officer exercising a power of performing a duty under this By-Law.
- 2) Any person who has been alleged to have contravened any of the provisions of the By-Law, shall identify themselves to the Officer upon request, failure to do so shall be deemed to have obstructed or hindered the Officer in the execution of his or her duties.

#### **10.0 Severability**

- 1) Each clause of this By-Law is an independent clause and the holding of any clause or part of any clause to be void or ineffective for any clause shall not be deemed to affect the validity of any other clause or parts of any clause.

**THE CORPORATION OF THE TOWNSHIP  
OF BRUDENELL, LYNDPOCH AND RAGLAN**

**BYLAW NO. 2023-47**

**Being A By-Law to Establish a Township Policy  
on the Use of Unopened Road Allowances**

**WHEREAS**, Section 44 of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended imposes on local municipalities the obligation to manage and maintain the Public Road System lying within the boundaries of the Municipality;

**AND WHEREAS**, Section 35 of the Municipal Act, 2001 S.O. 2001, Chapter 25, as amended provides that a municipality may remove or restrict any common law right of passage over any public highway within the boundaries of the Municipality;

**AND WHEREAS** the Municipality receives requests from time to time from Ratepayers and other interested parties for permission to use portions of unopened road allowances lying within the boundaries of the Municipality;

**AND WHEREAS** a significant portion of the municipal budget is expended on the maintenance of the road system and the only effective way to maintain control over current road expenditures and liability for future maintenance costs of the road system is to ensure that new roads are only added on a cost-effective basis;

**AND WHEREAS**, the Township of Brudenell, Lyndoch and Raglan is the owner of all road allowances within its jurisdiction;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF BRUDENELL, LYNDPOCH AND RAGLAN ENACTS AS FOLLOWS:**

1. THAT this By-law may be cited as “The Township of Brudenell, Lyndoch and Raglan use of Unopened Road Allowances”.
2. Schedule attached to and forming part of this By-law Schedule “A” - Policy on the use of Unopened Road Allowances

3. THAT this By-law shall take effect upon its adoption.

4. In the event that section or sections of this by-law thereof are found by a Court of competent jurisdiction to be invalid or ultra vires, such section, sections or parts thereof shall be deemed to be severable, with all other sections or parts of this by-law remaining in the full force and effect.

Read and adopted by Resolution 2023-09-13-XX this 13th Day of September, 2023.

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**Mayor, Valerie Jahn**

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**Clerk-Treasurer, Virginia Phanenhour**

## **POLICY - USE OF UNOPENED ROAD ALLOWANCES**

### **Schedule "A" to By-Law 2023-47**

#### **1.0 Background**

An "unopened road allowance" as defined by the Municipal Act is a public highway that has not been opened and assumed for maintenance purposes by By-law of the Township. Unopened road allowances may accommodate seasonal (summer) traffic, private access to a farm, house, or vacant lands, logging access, or may function as a trail or public access to a water body.

A "shore road allowance" is a public highway as defined by the Municipal Act that is located along the shore of a navigable waterway.

The provisions in this policy that apply to an unopened road allowance shall apply to both unopened road allowances and to shore road allowances.

#### **2.0 General**

It is the general policy of the Township that road allowances, shore road allowances or existing public rights-of-way that provide access to water will not be obstructed and will be kept in municipal ownership for the following reasons:

- 1) future transportation needs where warranted;
- 2) public access where appropriate;
- 3) protection of the environment including adjacent source waters;

From time to time the Township receives requests to privately occupy road allowances, shore road allowances or existing public rights-of-way. The Municipal Act provides that Council may pass By-Laws:

- a) to close any portion of an opened or unopened road allowance and convey ownership of all or some of the lands, or
- b) enter into an agreement to restrict public access to or allow for an encroachment on a road allowance.

Creating or disposing of one-foot reserves on or near unopened road allowances, including shore road allowances, may be permitted by Council to control access to roadways and address minor property matters pursuant to applicable legislation so long as the creation or disposition is consistent with the intent of this policy and other applicable policies. Such requests shall be considered by Council on a case-by-case basis.

#### **3.0 Initial Screening Criteria (Closing and transferring)**

Closure and conveyance of any road allowance, including a shore road allowance, may be considered by the Township only where the following conditions exist:

- 1) The person making the request owns lands containing a building or structure abutting the unopened portion of a road allowance or owns sufficient abutting lands that when added to the unopened road allowance could create a single usable parcel as determined by the applicable zoning for the lands.
- 2) The allowance has not been identified as possibly being required or will not be required within the road or trail system identified in the Renfrew County Official Plan or similar document.
- 3) There is adequate alternate public access to any water body in proximity to the road allowance to be closed.
- 4) Access to any other lands is not impacted because of the closure.
- 5) Closure will not adversely impact on the shore, the water quality or quantity, or any other right associated with public waterways.

Shore Road Allowance are also subject to the Shore Road Allowance Closure and Sale Policy.

#### **4.0 Request to Close and Convey**

Where the screening criteria outlined in this policy have been met and a written request to close and convey any portion of a road allowance is received, including confirmation as to whether the land will be used for constructing new permanent buildings or structures, Council may, as a condition of such conveyance, require any of the following:

- 1) The applicant or owner making the request to pay all costs for the Township to process the submission as stipulated by Council from time to time plus any survey or legal expenses necessary to affect the land transfer.
- 2) If possible, the exchange of other property to provide appropriate public land or water access.
- 3) Notification to the public of such closure and conveyance in accordance with the Municipal Act and Township notice by-law.
- 4) The subject lands to be rezoned or similar application under the Planning Act approved, including the submission of any engineering studies, environmental reports, or similar documentation that may be required by the Township.
- 5) Removal or repair of buildings or structures that may encroach on the lands.
- 6) Determination and negotiation of a purchase price if applicable.
- 7) Execution of an agreement to implement the general purpose and intent of this policy.

#### **5.0 Encroachment Agreements (All road allowances)**

Where there are existing buildings or structures, including foundations, partially encroaching on to a road allowance or shore road this policy encourages relocation of said buildings, structures, and foundations off the said road allowances wherever practical and reasonable.

Where it is not practical and possible to relocate a building or structure partially encroaching on to a road allowance or shore road, this policy shall allow the encroachment to continue through an agreement with the municipality. The agreement shall specify terms of the encroachment including required notice of termination of the agreement, rights of the Township to use the road allowance, public access rights and similar. As a general principle the Township will not limit continued public access to any road allowance or shore allowance even where an encroachment agreement is permitted.

This policy does not permit the expansion, redevelopment or increase in size of any existing encroachment on a road or shore allowance, whether it is recognized by an encroachment agreement or not.

Any encroachment agreement will contain a provision that on reasonable notice the Township may require the encroachment to be removed.

Any person requesting the Township to permit an encroachment to continue shall comply with the requirements of this policy.

## **6.0 Additional Policies**

- 1) Except for trails built and maintained by organizations such as the Ontario Federation of Snowmobile Clubs Association, the Township will generally refuse to permit any person to open any unopened road allowance within the Township by way of a trail, driveway, or road capable of being used by any motor vehicle whatsoever. The purpose of this policy is to protect the Township from liability claims by persons using unimproved unopened road allowances and from demands that such unopened road allowances be improved and maintained at the expense of general ratepayers.
- 2) The Township may consider permitting the opening up of an unopened road allowance where the number of potential users warrants the expense of maintaining it, where such potential users are prepared to pay the cost of initially constructing a road to the same standard as similar publicly maintained roads located elsewhere in the Township, and where an agreement is signed between the parties respecting the opening and maintenance of the road allowance, that is acceptable to the Township.
- 3) The Township will consider permitting a private driveway on an unopened road allowance where each of the following criteria are met:
  - a. The distance to be traveled along the road allowance is short generally less than 30 meters from the front of the lot except longer distances may be considered in rural areas adjacent to larger farm parcels.
  - b. The number of property owners who could access the section of road allowance to be used is very limited, no new lot creation is to be permitted, and in no case will the Township assume maintenance of an unopened road allowance used as a private drive.

- c. Each of the adjoining owners mentioned in the previous sub-paragraph enters into an agreement to be registered on title and binding subsequent owners of their property not to demand future improvement of the road allowance by the Township and protecting the Township from liability claims of users of the driveway. The person applying to use the road will pay the full legal costs of the Township Solicitor in preparing and registering the agreement(s).
  - d. Where deemed necessary the boundaries of the portion of road allowance to be used are marked by an Ontario Land Surveyor and a Reference Plan prepared and, if necessary, filed at the Land Registry Office at the expense of the applicant, prior to the commencement of any work to avoid trespassing on neighbouring land.
  - e. The proposal is completed in such a way as to prevent or discourage members of the public from using the road allowance. Such measures may include locating part of the driveway on private property so that it can be gated, and access controlled where required by the Township.
  - f. Any Provincial or Federal requirements regarding Environmental Protection or other issues are met at the expense of the Applicant.
- 4) Applications for permission to use an unopened road allowance shall be submitted in writing to the Clerk-Treasurer. The application must state the intended use, the applicant's interest in the allowance, and be accompanied by an accurate location and description plan as well as any other material or studies contemplated by this policy.
  - 5) The use of an unopened Road Allowance for access to preform logging and timber operations will be permitted. An application shall be submitted to the Township for consideration. If a permit is agreed, a deposit will be required of \$5,000.00. Adequate insurance in an amount of at least \$2,000,000.00 must be procured, with the Township named as an additionally insured. Upon completion of operations, the entrance to said road allowance must be removed. The party undertaking the lumber and timber operations must also provide satisfactory indemnity in favor of the Township.
  - 6) The Township will follow applicable procedures respecting disposal of real property, stopping up and closing public highways, and restricting access through an encroachment agreement
  - 7) Members of the public generally have a right of access over and along unopened road allowances for the purposes of traversing ONLY, unless specified by the Township.
  - 8) The public's right of access to an unopened road allowance does not carry with it the right to make any improvements or alterations to the land to exercise that right of access without the consent of the Corporation.
  - 9) If permission is granted by Council for use of a road allowance, or an encroachment on to either an open or an unopened road allowance, the following policies shall apply, as determined by the Township:

- a. The actual location of the road allowance must be clearly determined. This is the responsibility of the applicant and may be required to be verified by an Ontario Land Surveyor, at the expense of the applicant.
- b. If a new entrance way is required, the approval of the Operations Department as to its location, width, size, and length of culvert to be installed and the grade at which it intersects the Township Road is required. Fees to be paid by the Applicant.
- c. Where entry is upon a roadway not under the jurisdiction of the Municipality, the standards and specifications of the Ministry of Transportation shall apply.
- d. If brushing and clearing of the road allowance is undertaken, arrangements for the disposal of brush and/or compensation for wood of value harvested on the road allowance shall be obtained in writing by the Owner from the Township.
- e. If the application is for the provision of an access road, driveway or right-of-way, the minimum width of clearance shall be as stipulated in the Township Zoning By-law (approximately 6 metres). The driveway shall be in the centre of the road allowance wherever possible, leaving an equal buffer on either side of the cleared area, unless otherwise approved by Council.
- f. The applicant shall acknowledge in writing that all improvements to the road allowance are at the sole expense of the applicant and all such improvements must be approved by the Township. The applicant must also acknowledge in writing that any member of the public has the right to use the subject road allowance.
- g. The applicant must post a notice on the road allowance in a form acceptable to the Township, advising all users of the road allowance that the roadway is an unassumed municipal roadway and is used at his/her own risk.
- h. The applicant must acknowledge in writing that the Township assumes no liability, responsibility, or obligation whatsoever to construct and/or maintain and/or repair the road allowance.
- i. The applicant must agree to indemnify and save harmless the Township its employees and councillors from all manner of actions, causes of actions, claims or demands whatsoever for or by reason of any personal injury and/or property damage of or in any way arising out of any accident whatsoever occurring on the road allowance.

**7.0) No Person shall at any time:**

- 1) Erect any gates or barriers on the unopened road allowance with out the permission of the Township.
- 2) Use a motor vehicle that causes destruction of an unopened road allowance owned by the Township of Brudenell, Lyndoch and Raglan.
- 3) Erect a dock or any kind of structure on an unopened shore road or road allowance leading to the water so as to have the effect of restricting public use of the unopened road allowance.

- 4) Store any vehicle, boat, trailer, etc. on an unopened road allowance owned by the Township of Brudenell, Lyndoch and Raglan.
- 5) Perform any work, remove any trees, soil, or other material, or erect upon or use any unopened road allowance or shore road allowance without specific written approval of the Township.
- 6) Discharge a firearm for the purpose of hunting game or fowl on any unopened road allowance owned by the Township of Brudenell, Lyndoch and Raglan.
- 7) Dump, place, or deposit or permit to be dumped, placed, or deposited any quantity of waste on any unopened road allowance owned by the Township of Brudenell, Lyndoch and Raglan.
- 8) Install utilities (public or private) on any unopened road allowance owned by the Township of Brudenell, Lyndoch and Raglan without written permission from Council.
- 9) Use livestock pathways without written permission from Council.

#### **8.0 Right of Entry**

- 1) An officer may at any reasonable time, enter onto land to determine whether this By-Law is being complied with.
- 2) Every owner shall permit the Officer to inspect any land for the purposes of determining compliance with this By-Law.
- 3) Notwithstanding any provision of this By-Law, an Officer shall not enter or remain in any room or place actually being used as a dwelling, unless:
  - a. The consent of the occupier is obtained, the occupier first having been informed that the right of entry may be refused and, if refused, may only be made under the authority of a warrant issued under the Provincial Offences Act, R.S.O. 1990, as amended.

#### **9.0 Obstruction**

- 1) No person shall hinder or obstruct, or attempt to hinder or obstruct, any Officer exercising a power of performing a duty under this By-Law.
- 2) Any person who has been alleged to have contravened any of the provisions of the By-Law, shall identify themselves to the Officer upon request, failure to do so shall be deemed to have obstructed or hindered the Officer in the execution of his or her duties.

#### **10.0 Severability**

- 1) Each clause of this By-Law is an independent clause and the holding of any clause or part of any clause to be void or ineffective for any clause shall not be deemed to affect the validity of any other clause or parts of any clause.

**THE CORPORATION OF THE TOWNSHIP  
OF BRUDENELL, LYNDOKH AND RAGLAN**

**BYLAW NO. 2023-48**

Being a By-Law to confirm the proceedings of  
the Council of the Corporation of the Township  
of Brudenell, Lyndoch and Raglan at its  
Regular Council Meeting of September 13, 2023.

**WHEREAS** Section 5(3) of the Municipal Act, 2001, Chapter 25 provides that, except where otherwise provided, the powers of the Council shall be exercised by bylaw;

**AND WHEREAS** it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Township of Brudenell, Lyndoch and Raglan at this meeting be confirmed and adopted by by-law.

**NOW THEREFORE** the Council of the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby enacts as follows:

1. THAT the actions of the Council at its Regular Council Meeting of September 13, 2023, in respect of each motion, resolution and other action passed and taken by the Council at its said meeting, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this bylaw.
2. THAT the Head of Council and proper officers of the Corporation of the Township of Brudenell, Lyndoch and Raglan are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Brudenell, Lyndoch and Raglan to all such documents.
3. This bylaw takes effect on the day of its final passing.

Read and adopted by Resolution 2023-08-02-XX this 13<sup>th</sup> Day of September, 2023.

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**Mayor, Valerie Jahn**

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**Clerk-Treasurer, Virginia Phanenhour**