

**CORPORATION OF THE TOWN OF RENFREW**

**A G E N D A**

A regular meeting of the Council of the Corporation of the Town of Renfrew to be held in the Council Chambers on **Tuesday, June 27<sup>th</sup>, 2017 at 7:00 p.m.**

- I. CALLING THE ROLL
- II. DECLARATION OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
- III. PETITIONS AND DEPUTATIONS RECOMMENDED ACTION
- IV. CONFIRMING OF MINUTES
  - 1) Minutes of the Regular Meeting of Council held June 13<sup>th</sup>, 2017. Adopt as Printed.
- V. COMMUNICATIONS
  - 1) Renfrew 150<sup>th</sup> Committee **(Canada Day Proclamation)** Proclaim.
  - 2) Renfrew Agricultural Society **(Temporary Extension – Outdoor Beer Garden Renfrew Fair – September 6 – 10, 2017)** Receive & Approve.
  - 3) Valley Animal Rescue **(Charity Dog Walk Request)** Receive & Approve.
- VI. REPORTS
  - A. PLANNING
    - 1) Planner Burton’s report dated June 21, 2017 **(Part Lot Control Exemption – Phase 3 of Hunter Gate)** Adopt Recommendation. (B/L 41-2017)
  - B. FINANCE & ADMINISTRATION
    - 1) Minutes from the Human Resources Committee meeting held June 19, 2017. Receive.
    - 2) Clerk Bulmer’s report dated June 21, 2017 **(Traffic By-Law Amendment)** Adopt Recommendation. (B/L 42-2017)
  - C. FIRE
  - D. RECREATION
    - 1) Minutes from the Parks & Recreation Committee meeting held April 18, 2017. Receive.
  - E. DEVELOPMENT & WORKS
    - 1) Director Asselin’s report dated June 22, 2017 **(Purchase of 2017 Six Ton Combination Unit Truck, Plow & Wing)** Adopt Recommendation.

F. REEVE'S REPORT

RECOMMENDED ACTION

G. OTHER

VII. BOARDS AND COMMISSIONS

A. POLICE SERVICES' BOARD

- 1) Minutes from the Renfrew Police Services Board held May 10, 2017.

Receive.

B. PUBLIC LIBRARY

C. OTHER

VIII. BY-LAWS

B/L 41-2017 Being a By-Law to provide that sub-section 5 of Section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, does not apply to Lots 20 and 21 on Registered Plan 49M-78.

B/L 42-2017 Being a By-Law to amend By-Law No. 54-2014, being a by-law to regulate and govern traffic and use of highways in the Town of Renfrew.

IX. NEW AND UNFINISHED BUSINESS

X. CLOSED SESSION

XI. CONFIRMING BY-LAW

B/L 43-2017 Being a By-law to confirm the proceedings of the Council of the Corporation of the Town of Renfrew at the meeting held on June 27, 2017.

XII. ADJOURNMENT

## CORPORATION OF THE TOWN OF RENFREW

Minutes of the regular meeting of the Council of the Corporation of the Town of Renfrew held in the Council Chambers on Tuesday, June 13<sup>th</sup>, 2017 at 7:00 p.m.

PRESENT WERE Mayor Eady  
Councillors: Coulas, Evans, Jamieson, Sidney, Windle

ALSO PRESENT Deputy Clerk Charkavi, Treasurer O'Reilly, Director Asselin, Director Hill, Ivan Burton (Town Planner)

Media (Cogeco, Mercury, MyFm, Valley Gazette)

### I. CALLING THE ROLL

### II. DECLARATION OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None declared.

### III. PETITIONS AND DEPUTATIONS

2017 - 6 - 1

MOVED by Councillor Sidney, Councillor Windle

THAT Constable Tina Hunt of the Renfrew OPP be recognized by Renfrew Town Council on her recent award of the Public Hero Award from the Intercultural Dialogue Institute.

- CARRIED -

Councillor Sidney thanked Constable Tina Hunt for her dedicated service, not only as an OPP Officer but also as an outstanding volunteer for our community. Councillor Sidney, on behalf of the Town of Renfrew, presented Constable Tina Hunt with a certificate of congratulations for having received the Public Hero Award from the Intercultural Dialogue Institute.

2017 - 6 - 2

MOVED by Councillor Jamieson, Councillor Evans

THAT Robert Norris, representative of the Round Lake Property Owners' Association, appear before Council to discuss a review of the Bonnechere River Water Management Plan.

- CARRIED -

Mr. Norris thanked Renfrew Town Council for the opportunity to discuss the review of the Bonnechere River Water Management Plan. Mr. Norris highlighted the history of the plan and where the plan stands now. A copy of his presentation has been appended to the original copy of these minutes.

Mayor Eady thanked Mr. Norris for his presentation and stated that although the Town of Renfrew does not get involved in the technical issues concerning Renfrew Power Generation, the Town will support a motion from the Township of Killaloe, Hagarty, Richards.

IV. CONFIRMING OF MINUTES

2017 - 6 - 3

MOVED by Councillor Evans, Councillor Coulas

THAT the minutes of the Regular Meeting of Council held May 9<sup>th</sup>, 2017, be adopted as printed.

- CARRIED -

2017 - 6 - 4

MOVED by Councillor Evans, Councillor Windle

THAT the minutes of the Special Meeting of Council held May 16<sup>th</sup>, 2017, be adopted as printed.

- CARRIED -

2017 - 6 - 5

MOVED by Councillor Evans, Councillor Sidney

THAT the minutes of the Regular Meeting of Council held May 23<sup>rd</sup>, 2017, be adopted as printed.

- CARRIED -

V. COMMUNICATIONS

2017 - 6 - 6

MOVED by Councillor Sidney, Councillor Jamieson

THAT the information for the Saw Tech Log Expo to be held at Ma-te-way Activity Centre and Park from June 23 – 25, 2017, be received.

- CARRIED -

2017 - 6 - 7

MOVED by Councillor Sidney, Councillor Evans

THAT Renfrew Town Council proclaim the month of June as “Parks & Recreation” Month.

- CARRIED -

2017 - 6 - 8

MOVED by Councillor Sidney, Councillor Coulas

THAT the communication from the Renfrew Highland Pipes and Drums, dated June 1, 2017, requesting permission to hold short concerts in Low Square on July 4, 2017 and O'Brien Park on August 15, 2017 at 7:00 p.m., be received and approved.

- CARRIED -

2017 - 6 - 9

MOVED By Councillor Windle, Councillor Evans

THAT the communication from the Township of Laurentian Valley, concerning the MPAC – Assessment Review Board Decision Process, be received; and

FURTHER THAT Renfrew Town Council support the Township of Laurentian Valley's resolution to have the Assessment Review Board's appeal process be revised to shorten the length of the process to conclude within 18 months.

- CARRIED -

V. COMMUNICATIONS cont'd

2017 - 6 - 10

MOVED by Councillor Evans, Councillor Windle

THAT the communication from the Golden Age Activity Centre, dated June 6, 2017, requesting permission for the use of O'Brien Park on July 22, 2017, from 9:00 a.m. to 5:00 p.m. to hold a Pow Wow Ceremony as part of the Canada 150<sup>th</sup> Celebrations, be received and approved; and

FURTHER THAT the Department of Parks & Recreation work with organizers to ensure that they have a successful event.

- CARRIED -

V. REPORTS

2017 - 6 - 11

MOVED by Councillor Sidney, Councillor Evans

THAT the minutes of the Planning Advisory Committee meeting held June 6, 2017, be received.

- CARRIED -

2017 - 6 - 12

MOVED by Councillor Sidney, Councillor Evans

THAT the minutes of the Committee of Adjustment meeting held June 6, 2017, be received.

- CARRIED -

2017 - 6 - 13

MOVED by Councillor Sidney, Councillor Windle

THAT Planner Burton's report, dated June 6, 2017, concerning the award of services to conduct a Parking Needs Study for the downtown area, be received.

- CARRIED -

Director Asselin reviewed the Parking Needs Study report.

Councillor Windle requested clarification on the 238 staff hours wondering if that included Town staff as well. Director Asselin replied that the 238 hours is WSP staff hours.

Councillor Sidney wanted it clarified for the media and residents that the financing for this project would be from the downtown improvement fund of \$70,000 which was identified in the 2017 Budget. Director Asselin confirmed that the funds would be drawn from this source and that the Development and Works Committee felt that this would be an appropriate use of the fund.

Councillor Evans asked when the start date of the downtown construction project is to begin. Director Asselin replied March 2018. Councillor Evans stated that he feels there is enough time for Town staff to complete the Parking Needs Study before the commencement of the project. Director Asselin replied that the staff in the Development & Works Department are currently working on projects totally over \$10 million and that it is felt the department does not have sufficient time to conduct an effective parking study in-house.

V. REPORTS cont'd

Councillor Evans asked how many parking spots will be affected by the downtown construction? Director Asselin replied that the number of parking spots available during construction will change on a daily basis depending on the construction staging.

Councillor Coulas noted that the issue of the need for a parking study was discussed at the Development & Works Committee meeting and there was much debate on this issue, however, it was concluded that the parking study is very important to the success the downtown project as merchants and shoppers will be greatly affected, and it is important that the town ensure there is adequate parking to ensure that business continues as usual throughout the project.

Director Asselin also added that the study will look at parking in a broader sense to guide many issues that will arise in the future related to downtown parking.

Councillor Evans stated that he is opposed to the outsourcing the Parking Needs Study.

2017 - 6 - 14

MOVED by Councillor Sidney, Councillor Windle

THAT Renfrew Town Council waive the requirement of the Purchasing and Tendering Policy for the award of professional consulting services to conduct a Parking Needs Study; and

FURTHER THAT Renfrew Town Council award the professional consulting services to conduct a Parking Needs Study to WSP Canada Inc. for a cost of \$27,780.48, inclusive of non-refundable HST.

- CARRIED -

2017 - 6 - 15

MOVED by Councillor Sidney, Councillor Jamieson

THAT Planner Burton's report dated June 5, 2017, concerning an Encroachment Agreement with the Renfrew County District School Board, be received.

- CARRIED -

2017 - 6 - 16

MOVED by Councillor Sidney, Councillor Jamieson

THAT By-Law 36-2017, being a by-law to authorize the Mayor and Clerk to execute an Encroachment Agreement with the Renfrew County District School Board in relation to the use of a portion of the public highway known as Veterans Memorial Boulevard, be read a first time and be deemed to have been read a second time.

- CARRIED -

2017 - 6 - 17

MOVED by Councillor Windle, Councillor Evans

THAT By-Law 36-2017, being a by-law to authorize the Mayor and Clerk to execute an Encroachment Agreement with the Renfrew County District School Board in relation to the use of a portion of the public highway known as Veterans Memorial Boulevard, be read a third time and be passed.

- CARRIED -

V. REPORTS cont'd

2017 - 6 - 18

MOVED by Councillor Jamieson, Councillor Evans

THAT Planner Burton's report dated June 7, 2017, concerning an Encroachment Agreement with the Renfrew Victoria Hospital, be received.

- CARRIED -

2017 - 6 - 19

MOVED by Councillor Evans, Councillor Windle

THAT By-Law 37-2017, being a by-law to authorize the Mayor and Clerk to execute an Encroachment Agreement with the Renfrew Victoria Hospital in relation to the installation of Directional Signs on municipal right-of-way's known as Raglan Street North and Albert Street North, be read a first time and be deemed to have been read a second time.

- CARRIED -

2017 - 6 - 20

MOVED by Councillor Coulas, Councillor Evans

THAT By-Law 36-2017, being a by-law to authorize the Mayor and Clerk to execute an Encroachment Agreement with the Renfrew Victoria Hospital in relation to the installation of Directional Signs on municipal right-of-way's known as Raglan Street North and Albert Street North, be read a third time and be passed.

- CARRIED -

2017 - 6 - 21

MOVED by Councillor Evans, Councillor Windle

THAT Engineering Technician Cleroux's report dated June 7, 2017, concerning the Award of Engineering Services for Barnet Boulevard Rehabilitation (RFP # 07-2017), be received.

- CARRIED -

Councillor Sidney questioned the completion date of the Barnet Boulevard rehabilitation, thinking it was to be completed in 2017 so that it would not interfere with the downtown project. Director Asselin replied that the application submitted reflected design in 2017 and construction in 2018. It was noted that the County Road 52 capital project was to occur in 2018 and this may present a conflict with the downtown construction project. Further discussion is required with the County of Renfrew.

Councillor Coulas asked if there will be a sidewalk down the full length of Barnet Boulevard. Director Asselin replied yes, there will be sidewalk on one side, running the full length.

2017 - 6 - 22

MOVED by Councillor Evans, Councillor Windle

THAT By-Law 39-2017, being a by-law to award the engineering services for the Barnet Boulevard Rehabilitation Project to Morrison Hershfield Limited, be read a first time and be deemed to have been read a second time.

- CARRIED -

V. REPORTS cont'd

2017 - 6 - 23

MOVED by Councillor Coulas, Councillor Evans

THAT By-Law 39-2017, being a by-law to award the engineering services for the Barnet Boulevard Rehabilitation Project to Morrison Hershfield Limited, be read a third time and be passed.

- CARRIED -

2017 - 6 - 24

MOVED by Councillor Coulas, Councillor Jamieson

THAT Engineering Technician Cleroux's report dated June 7, 2017, concerning the award of engineering services for Highway 60 – Downtown (RFP # 08-2017), be received.

- CARRIED -

2017 - 6 - 25

MOVED by Councillor Evans, Councillor Windle

THAT By-Law 40-2017, being a by-law to award the engineering services for the Highway 60 – Downtown Project to Jp2g Consulting Inc., be read a first time and be deemed to have been read a second time.

- CARRIED -

2017 - 6 - 26

MOVED by Councillor Coulas, Councillor Windle

THAT By-Law 40-2017, being a by-law to award the engineering services for the Highway 60 – Downtown Project to Jp2g Consulting Inc., be read a third time and be passed.

- CARRIED -

2017 - 6 - 27

MOVED by Councillor Jamieson, Councillor Coulas

THAT the minutes of the Economic Development & Tourism Committee meeting held May 4, 2017, be received.

- CARRIED -

VII. BOARDS AND COMMISSIONSVIII. BY-LAWS

By-Law No. 36-2017, 37-2017, 39-2017 and 40-2017, were given three readings and passed.

IX. NEW AND UNFINISHED BUSINESS

Mayor Eady highlighted the seminars that he attended at the recent Federation of Canadian Municipalities (FCM) Conference.



IX. NEW AND UNFINISHED BUSINESS cont'd

Councillor Sidney highlighted the upcoming Canada 150<sup>th</sup> events in Renfrew beginning the week of June 26<sup>th</sup>. He also added that Saw Tech Log Expo is the weekend of June 23 and is going to be a great event, encouraging those interested in attending to RSVP.

X. CLOSED SESSION

XI. CONFIRMING BY-LAW

2017 - 6 - 28

MOVED by Councillor Evans, Councillor Sidney

THAT By-Law 38-2017, being a by-law to confirm the proceedings of the Council of the Corporation of the Town of Renfrew at the meeting held on June 13, 2017, be read first time and be deemed to have been read a second time.

- CARRIED -

2017 - 6 - 29

MOVED by Councillor Coulas, Councillor Evans

THAT By-Law 38-2017, being a by-law to confirm the proceedings of the Council of the Corporation of the Town of Renfrew at the meeting held on June 13, 2017, be read a third time and be passed.

- CARRIED -

XII. ADJOURNMENT

THAT we do now adjourn (Time of adjournment 8:03 p.m.).

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Mayor - Don Eady

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DEPUTY CLERK – Jennifer Charkavi



**WHEREAS** Confederation saw the colonies united into one Dominion of Canada on July 1, 1867; and

**WHEREAS** the Province of Ontario celebrates 150 years on July 1, 2017; and

**WHEREAS** the Village of Renfrewville separated from Horton Township and became the Village of Renfrew on August 30, 1858 with "Let it Flourish" becoming the motto; and

**WHEREAS** Renfrew officially became a Town in 1895, the history of Renfrew still visible in the buildings and facades of the town. Main street Raglan is full of century old buildings and the side streets still have the homes that original residents lived in; and

**WHEREAS** Renfrew's sons and daughters fought and participated in both World Wars, making significant contributions to protect the life in Canada we know and celebrate on July 1, 2017; and

**WHEREAS** the Town of Renfrew will celebrate Canada's 150<sup>th</sup> Birthday with Canada 150<sup>th</sup> Events planned from June 26 to July 2 to celebrate this momentous occasion for all Canadians; and

**NOW THEREFORE**, I, Don Eady, Mayor of Renfrew invite everyone to celebrate Canada's 150<sup>th</sup> Birthday with us in Renfrew enjoying festivities with family, friends and your community.



# The Renfrew Agricultural Society

115 Veterans' Memorial Boulevard, Renfrew, Ontario K7V 2R5  
Telephone/Fax 613-432-5331  
contact@renfrewfair.com

June 6, 2017

Town of Renfrew  
Postal Bag 2000  
Renfrew, Ontario

Dear Kim:

The Renfrew Agricultural Society is in the process of applying for a temporary extension to the existing liquor licence for the purpose of operating an outdoor beer garden during the 163<sup>rd</sup> Renfrew Fair, September 6<sup>th</sup> – 10<sup>th</sup>, 2017. The beer garden will be operated from a tent located beside the main stage and surrounded by construction fencing. The hours of operation will be Wednesday and Thursday 6 p.m. – midnight, Friday and Saturday 2 p.m. – midnight and Sunday noon to 5 p.m. I have attached a sketch of the grounds for your review.

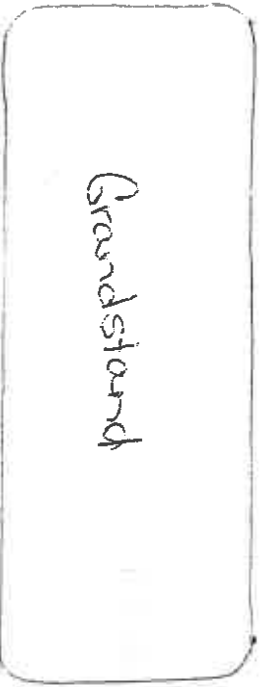
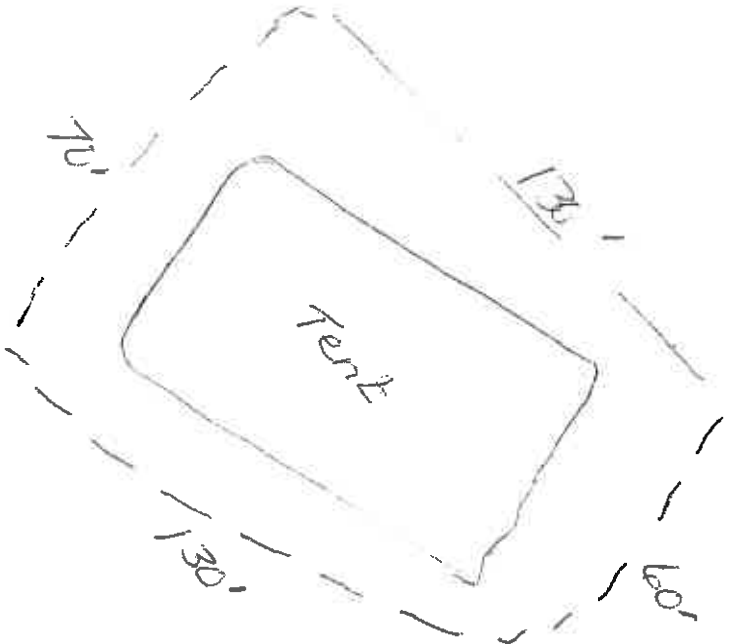
On behalf of the Directors of the Renfrew Agricultural Society, I would like to thank you for your co-operation in this matter.

Sincerely,

Judy Dobec  
General Manager

cc: Alcohol and Gaming Commission of Ontario





Proposed Area for Extension of Licensed Area  
 Tent will be fenced with construction fencing





Charity Registration # 80464-4680-RR0001 ([www.cra.gc.ca/charities](http://www.cra.gc.ca/charities))  
P.O. Box 214, Renfrew ON K7V 4A3  
[valleyanimalrescue.ca](http://valleyanimalrescue.ca)

6/15/2017

*Mayor and Council,*

*I am writing to request permission to hold a Charity Dog Walk in the Town of Renfrew on Saturday September 30th 2017 from 10 am to 1 pm. This will be a fundraising walk in support of Valley Animal Rescue. The walk will start at St. Joseph's High School and follow along the Millennium Trail, crossing the road by M&R Feeds and following the trail to the gazebo rest stop behind the Wirecraft Building and back to St. Joseph's. There will be a couple of check points along the way with water available for both people and their dogs.*

*I will provide a Certificate of Insurance to Jennifer Charkavi, Deputy Clerk prior to the event. I have also checked with JoAnne Caldwell of Parks and Recreation to ensure that there are no other events booked that would be using the Millennium Trail on September 30<sup>th</sup>/2017.*

*Thank you for your time and consideration.*

*Sincerely,*

*Valerie Hutchinson  
Valley Animal Rescue  
(613) 432-5103*

*CC: Ontario Provincial Police  
Renfrew Detachment*

DATE: June 20<sup>th</sup>, 2017

SUBJECT: Part-Lot Control Exemption – Lots 20 and 21, Plan 49M-78, Parts 1 to 3, Plan 49R-18970 Phase 3 of the Hunter Gate Subdivision.

RECOMMENDATION: That Council adopt By-Law No. 41-2017, being a by-law for the designation of lands not subject to Part-Lot Control, for Lots 20 and 21 of Plan 49M-78, located within the residential development of Hunter Gate – Phase 3, Renfrew.

ORIGINATOR:

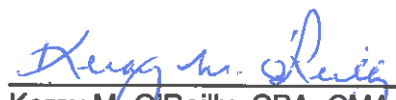
  
Ivan Burton, MCIP, RPP, Town Planner

DIRECTOR :

  
Mike Asselin, P. Eng. - Director of Development and Works

FINANCIAL  
COMMENT:

There is no financial impact resulting from the passing of By-Law No. 41-2017.

  
Keray M. O'Reilly, CPA, CMA - Treasurer

BACKGROUND/  
DISCUSSION:

The subdivision approval process permits a developer to create lots and blocks on which housing units will be developed. Lots are created in order to accommodate single detached dwellings and blocks are created in order to accommodate multiple attached dwellings/row houses, which are further subdivided at a later date.

Within Phase 3 of Hunter Gate Subdivision, the developer has created:

- 26 lots for single detached dwellings; and
- 7 blocks to be subdivided into 33 multiple attached/row house lots.

Following the approval of a Plan of Subdivision, the municipality controls any further division of land within the subdivision. As such, the developer is required to submit a Part-Lot Control Exemption Application in order to divide any lots or blocks into separate parcels, thereby removing the municipality's control over the parcel for a specific period of time and strictly for the purposes of the report and by-law.

In this particular case, as part of the approval of Hunter Gate Subdivision Phase 4, the Town has requested the development of a walkway to extend from Otteridge Avenue to Hall Avenue. Since no pathway had been originally designed in the development of Hunter Gate Subdivision Phase 3, there is a need to reconfigure Lots 20 and 21 in order to develop a five metre wide parcel which will contain the pathway (See Figure 2).

Through the reconfiguration of these lots, the remaining portions of Lots 20 and 21 did not provide for sufficient space to construct two separate single detached dwellings and consequently, the developer has obtained a building permit for the construction of semi-detached dwellings. Therefore, the application for Part-Lot Control is also submitted in order to reposition the property line between Lots 20 and 21 along the parting wall of the semi-detached dwelling (See Figure 2). This has been accomplished by pouring the foundation of the semi-detached dwelling under the supervision of an Ontario Land Surveyor.

To proceed, the By-Law 41-2017 must be passed by Council to facilitate the development of these properties. Subsequent to its passing, the By-Law will be forwarded to the Department of the Development and Property at the County of Renfrew for final approval because the upper-tier municipality is the approval authority for plans of subdivisions and part-lot control applications

Figure 1 – Pathway leading to Hunter Gate Subdivision Phase 4

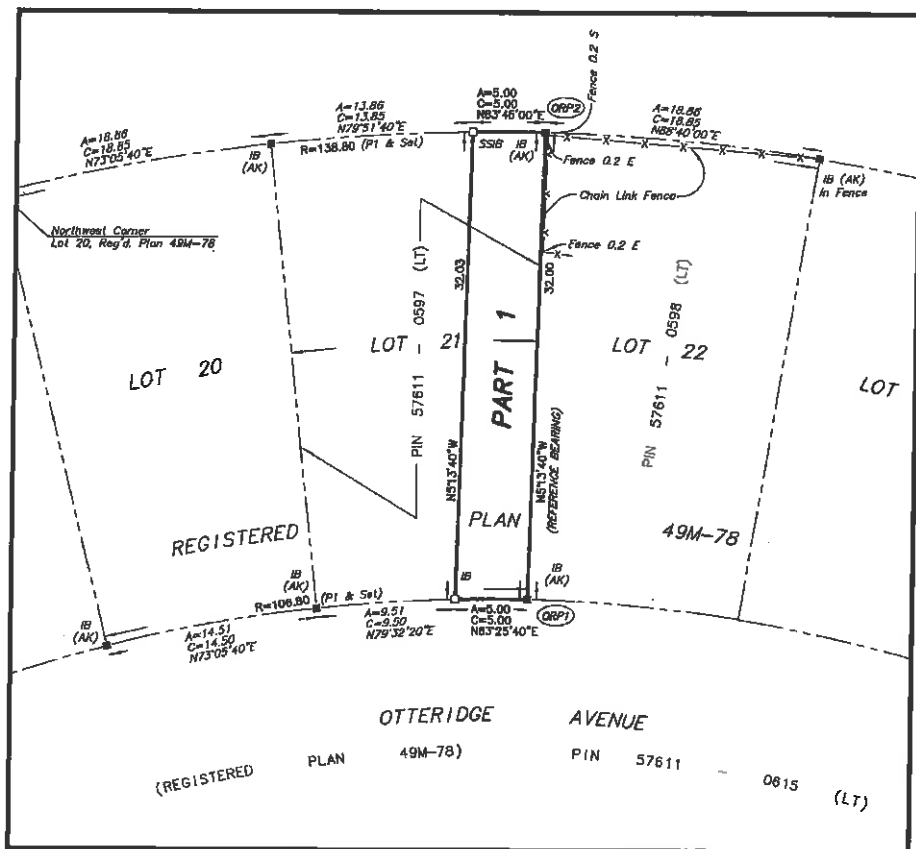
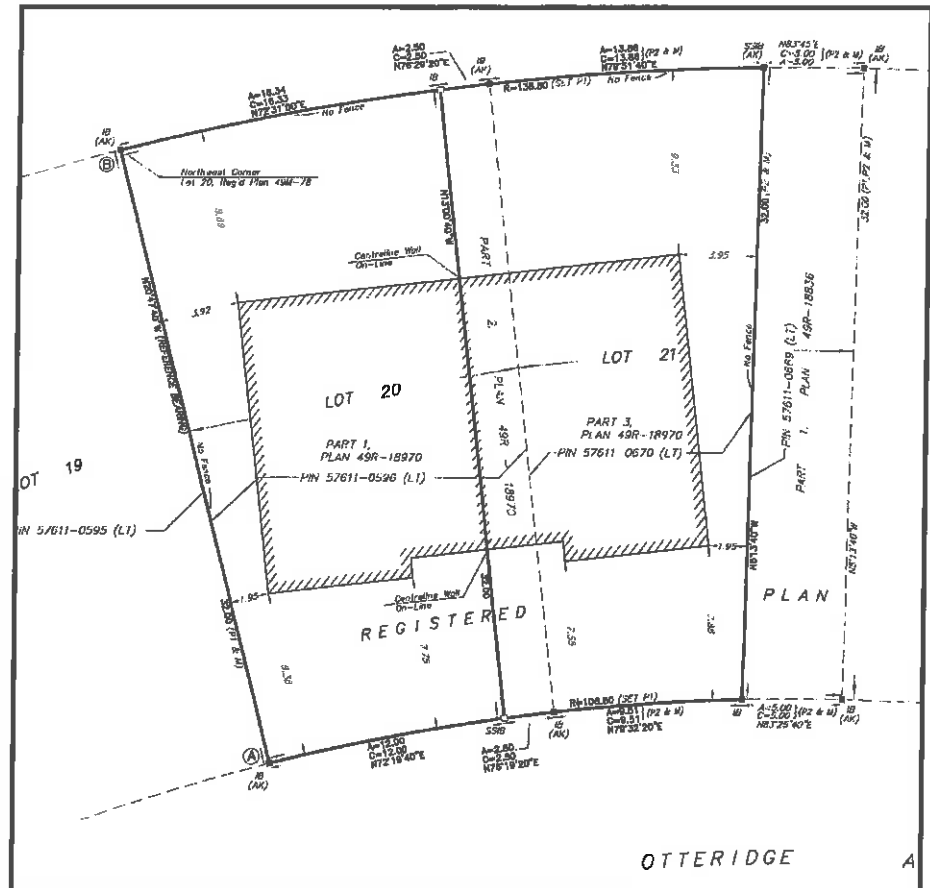


Figure 2 – Proposed reconfiguration of Lots 20 and 21



**ALTERNATIVES  
CONSIDERED:**

1. That Council not pass By-Law No. 41-2017.
2. That Council adopt By-Law No. 41-2017, being a by-law for the designation of lands not subject to Part-Lot Control, for Lots 20 and 21 of Plan 49M-78, located within the residential development of Hunter Gate – Phase 3, Renfrew.

All respectfully submitted for Council's consideration.



CORPORATION OF THE TOWN OF RENFREW  
BY-LAW No. 41-2017

Being a by-law to provide that sub-section 5 of Section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, does not apply to Lots 20 and 21 on Registered Plan 49M-78

WHEREAS Sub-Section 5 of Section 50 of the *Planning Act*, R.S.O. 1990, Chapter P-13, as amended, provides that all lands within a Plan of Subdivision are subject to part-lot control;

AND WHEREAS the Council of a municipality may, under Sub-Section 7 of Section 50 of the *Planning Act*, R.S.O., 1990, Chapter P-13, as amended by by-law, provide that Sub-Section 5 of Section 50 of the *Planning Act*, R.S.O. 1990, Chapter P-13, as amended, does not apply to such lands as are designated in the By-Law;

AND WHEREAS a semi-detached dwelling is under construction on Lots 20 and 21 of Registered Plan 49M-78 where it is desired that individual ownerships be created and designated as Part 1 and Parts 2 and 3 on Plan 49R-18970.

NOW THEREFORE the Council of the Corporation of the Town of Renfrew enacts as follows:

1. THAT subject to Section 2 hereof, Sub-Section 5 of Section 50 of the *Planning Act*, R.S.O. 1990, Chapter P-13, as amended, does not apply to Lots 20 and 21, Registered Plan 49M-78, Part 1, Part 2 and Part 3 on Plan 49R-18970.
2. THAT this exemption from part-lot control shall only be for the purpose of creating two individual ownership lots for a freehold semi-detached dwelling on Lots 20 and 21, and not for any other purpose, and following the creation of the aforementioned, this By-law shall be repealed.
3. THAT this By-law shall be effective only to the extent necessary to permit:
  - a) the creation of parcels as defined in Section 2 of this By-Law;
  - b) individual dwelling units to be conveyed to each initial purchaser thereof, and to be charged and discharged; and

And this By-Law shall not be construed so as to permit the further severance or re-subdivision of any such parcel.

4. THAT this By-Law shall be subject to the approval of the County of Renfrew and will come into force and take effect on the date of registration in the Renfrew County (No. 49) Registry Office.
5. THAT this By-Law expires twenty-four (24) months from the date of its enactment by Council.

Read a first and second time this 27<sup>th</sup> day of June 2017.

Read a third time and finally passed this 27<sup>th</sup> day of June 2017.

\_\_\_\_\_  
Don Eady, Mayor

\_\_\_\_\_  
Kim Bulmer, Clerk

## HUMAN RESOURCES COMMITTEE

### Minutes of Meeting 4-2017

Monday, June 19, 2017 – 9:30 a.m. – Town Hall Boardroom

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- I. PRESENT WERE Reeve Emon, Chair  
Mayor Eady, Councillor Coulas

ALSO PRESENT Treasurer O'Reilly

- II. DECLARATION OF PECUNIARY INTEREST

None

- III. DELEGATION/DEPUTATION

None

- IV. CONFIRMATION OF MINUTES

Treasurer O'Reilly provided a brief update on the items from the previous meeting that had been completed.

MOVED by Councillor Coulas, Mayor Eady

THAT the minutes of the Human Resources Committee meeting 3-2017, held April 24, 2017, be approved.

- CARRIED -

- V. UNFINISHED BUSINESS

1. Codes of Conduct for Members of Council and Employees

Bill 68 (Modernizing Ontario's Municipal Legislation Act, 2017) received Royal Assent on May 30<sup>th</sup>, 2017. Clerk Bulmer is awaiting the release of the Regulations to the Modernizing Ontario's Municipal Legislation Act, 2017, which will provide the framework of responsibilities of municipalities with respect to Integrity Commissioners.

2. Goal Setting

Reeve Emon recommended, and the other Committee members agreed, that rather than issue a request for proposals for a facilitated priorities-setting session, Council would benefit from an in-house session in October to establish its priorities for the final 12 months of its term.

Councillor Coulas queried about the timelines for possible "lame duck" periods for Council prior to and following next year's municipal elections.

*Please refer to the summary attached to these minutes for the response provided by Clerk Bulmer.*

VI. NEW BUSINESS

None

VII. CLOSED SESSION

MOVED by Councillor Coulas, Mayor Eady

THAT the Human Resources Committee, pursuant to Section 239 of the Municipal Act, 2001 now move into a Closed Session for the purposes of discussing “personal matters about identifiable individuals, including municipal employees” and “labour relations or employee negotiations”.

(Time: 9:45 a.m.)

*- CARRIED -*

MOVED by Councillor Coulas, Mayor Eady

THAT the Human Resources Committee rise from its Closed Session.

(Time: 10:10 a.m.)

*- CARRIED -*

Nothing to report from the Closed Session.

VIII. OTHER BUSINESS

None

IX. ADJOURNMENT

THAT we do now adjourn (time of adjournment 10:10 a.m.)

## Memo

**Date:** June 19, 2017  
**To:** Human Resources Committee  
**Subject:** "Lame Duck" Periods

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Under Section 275 of the Municipal Act, 2001, certain restrictions are placed on an outgoing Council.

There are two points at which the outgoing Council may be restricted in the actions that it can take: the day after Nomination Day, and the date on which the official election results are declared by the Municipal Clerk/Returning Officer.

In 2018: Nomination Day is July 27<sup>th</sup> and Election Day is October 22<sup>nd</sup>

The first step is to determine 75% of the membership of Council. The Council of the Corporation of the Town of Renfrew consists of seven (7) members. 75% of 7 = 5.25, thus, 5 members are less, and 6 members are more than 75%.

The test for each time period is "will the new Council include less than three-quarters of the members of the outgoing Council"?

For Renfrew this means that 6 of the current 7 members of council must be eligible to be re-elected in the upcoming election for the 1<sup>st</sup> lame duck period and at least 6 of the 7 current members of Council must be re-elected for the 2<sup>nd</sup> lame duck period. This test will be applied at the beginning of both time frames to determine whether or not council is lame duck.

The Clerk will be in a position to determine whether the 75% rule applies on Nomination Day after 2:00 p.m.

Section 6 (1) of the *Municipal Elections Act* states that the term of all offices to which this Act applies is four years, beginning on November 15 in the year of a regular election; however, despite subsection (1), with respect to the 2018 regular election, the term of all offices to which this Act applies shall begin on December 1, 2018 and end on November 14, 2022.

Therefore, it is conceivable that a "lame duck" period could extend from Nomination Day (July 27<sup>th</sup>) until the swearing in of the new Council.



Kim R. Bulmer, AMCT  
Town Clerk

**DATE** June 21, 2017

**SUBJECT** Traffic By-Law Amendment

**RECOMMENDATION** That Council adopt By-Law 42-2017, being a by-law to amend By-Law 54-2014, being a by-law to regulate and govern traffic and use of highways in the Town of Renfrew.

**ORIGINATOR**



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Kim R. Bulmer, Clerk

**FINANCE COMMENT** There is no financial impact resulting from the passing of By-Law 42-2017.



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Keray M. O'Reilly, Treasurer

**COMMITTEE REVIEW** The Development & Works Committee is aware of the signage additions and supports the modifications made to Schedule "A" of By-Law 42-2017 to formally effect these changes.

**BACKGROUND** In 1990, a comprehensive traffic/parking by-law (By-Law No. 21-90) was adopted by Town Council and served its purpose well. However, in 2012 and 2014, respectively, the parking and traffic sections of By-Law 21-90 were removed and new stand-alone by-laws were created, resulting in a greater level of enforceability by establishing set fines under the Provincial Offences Act.

As a result of new development, changes to the parking/traffic programs, and modifications to the Town's current signage inventory, it is important that both the Parking and Traffic By-Laws be kept current. The impact of adopting By-Law 42-2017 will be to reflect the Town's present day placement of traffic control signage, etc...

2..

**ALTERNATIVES  
CONSIDERED**

1. Do not pass By-Law No. 42-2017
2. Pass By-Law No. 42-2017

**DISCUSSION**

Proposed By-Law 42-2017 will continue to be an inventory of stop signs, yield signs, speed limits, traffic signalization, and community safety zones. Enforceability will primarily be attended to by the Ontario Provincial Police under the provisions of the Highway Traffic Act. Enforcement and/or regulation of heavy load restrictions, funeral processions, road closures, parades etc.. remain under the municipal purview.

All respectfully submitted for Council's consideration.

**CORPORATION OF THE TOWN OF RENFREW**  
**BY-LAW NO. 42-2017**

Being a by-law to amend By-Law No. 54-2014,  
being a by-law to regulate and govern traffic and  
use of highways in the Town of Renfrew,

**WHEREAS** section 11 of the *Municipal Act, 2001* authorizes municipalities to enact by-laws respecting matters within the sphere of jurisdiction of "*Highways, including parking and traffic on highways*", in conjunction with the provisions of the *Highway Traffic Act*; and

**WHEREAS** Renfrew Town Council adopted By-Law No. 54-2014 on September 22, 2014, to regulate and govern traffic and use of highways in the Town of Renfrew and to repeal By-Law No. 21-90; and

**WHEREAS** Renfrew Town Council is desirous to amend By-Law No. 54-2014 for the purpose of effecting changes to Schedule "A" attached thereto.

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

- 1) **THAT** Schedule "A" to By-Law No. 54-2014 be replaced with a new Schedule "A" as appended to this amending by-law, and more specifically to effect the following changes:
  - The erection of two additional stop signs at the intersection of Renfrew Avenue East and Plaunt Street South;
  - The erection of a stop sign at the intersection of Health Village Lane and Stewart Street;
  - The erection of a stop sign at the intersection of Health Village Lane and Albert Street;
  - The erection of a stop sign at the intersection of Booth Road and Innovation Drive;  
and
  - The erection of a stop sign at the intersection of Booth Road and Mask Road.
  
- 2) **THAT** this By-Law shall come into force and take effect immediately upon the passage thereof.

Read a first and second time this 27<sup>th</sup> day of June, 2017.

Read a third and final time this 27<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
Don Eady, Mayor

\_\_\_\_\_  
Kim R. Bulmer, Clerk



# TOWN OF RENFREW

## Traffic By-Law

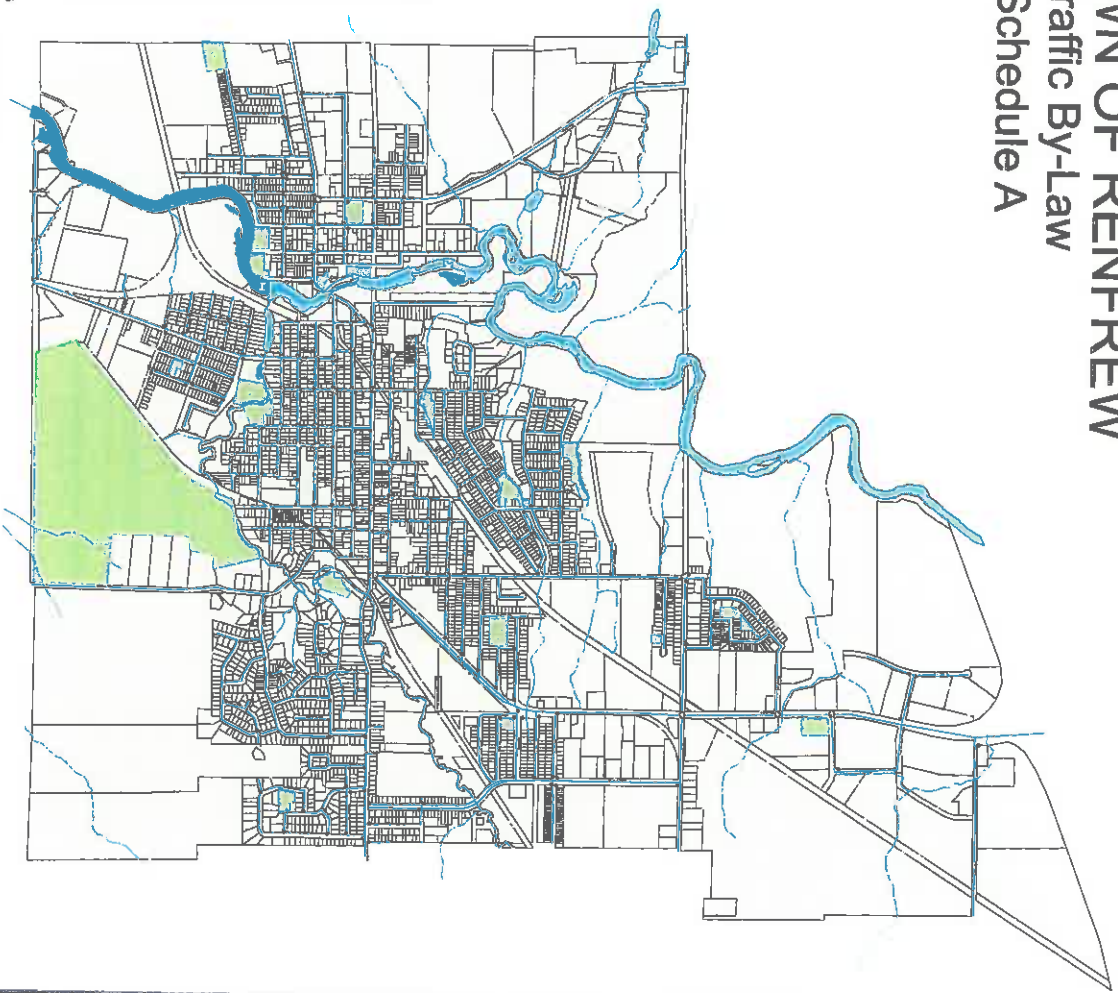
### Schedule A



#### Legend

- Traffic Lights
- Stop Signs
- △ Yield Signs
- Town
- Water
- Parks
- Roads
- Speed Limit
  - 50
  - 40 km
  - 60 km
  - 70 km

Revision	Bylaw #	Date
1	41-2017	June 13, 2017





# Parks and Recreation Committee

## Minutes of Meeting

Tuesday, April 18, 2017 – 5:30 P.M.

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### I. ATTENDANCE

Present were: Chair – Councillor Sidney, Mayor Eady, Councillor Evans, Doug Brookes and Director Hill.

Late: Sandi Heins

### II. DECLARATION OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None.

### III. PETITIONS AND DEPUTATIONS

#### 1. Queen Elizabeth Public School – Grade 3 – Millennium Trail

The Parks and Recreation Committee heard a very detailed presentation from Queen Elizabeth Public School – Grade 3 Class on the debris and garbage on the Millennium Trail. There were a number of recommendations presented including; additional garbage cans required, recycling bins required, lids on garbage cans, and signage installed. D. Eady suggested that the class present to an upcoming Council Meeting.

### IV. CONFIRMING OF MINUTES

#### 1. The minutes of the meeting held on Tuesday, March 21, 2017 were reviewed.

Moved By: D. Brookes

Seconded By: D. Eady

That the Parks and Recreation Committee Minutes of March 21, 2017 be received as presented.

Carried

**V. COMMUNICATIONS**

None

**VI. REPORTS**

**1. Non Resident User Fee Agreement – Twp. Greater Madawaska**

Director Hill provided a verbal update on discussions he has had with the Township of Greater Madawaska regarding the extension of their Non Resident User Fee Agreement. The three year extension would see the Township of Greater Madawaska paying an annual fee for \$8,000.00 plus HST in 2017, \$9,000.00 plus HST in 2018 and \$10,000 plus HST in 2019 plus \$35.00 per hour for the services of the Recreation Facilities Coordinator to a maximum of two hundred hours on an annual basis. D. Eady suggested that the user numbers be reviewed for all agreements and we ensure all municipalities are being treated fairly.

Moved By: D. Brookes

Seconded By: D. Eady

That the Parks and Recreation Committee recommend to Council that the Non Resident User Fee Agreement extension with Greater Madawaska be approved as presented.

Carried

**2. Pool User Agreement – Town of Arnprior**

Director Hill provided an overview of the Non Resident Use of the Indoor Swimming Pool – Nick Smith Centre- Arnprior. The last agreement expired on March 31, 2013. Both the Town of Arnprior and the Town of Renfrew have continued to honor the agreement. Director Hill met with Director Arthur from the Town of Arnprior to discuss an extension. Both Directors supported any term extension agreed upon by their respective municipalities.

Moved By: D. Brookes

Seconded By: D. Eady

That the Parks and Recreation Committee recommend to Council that a ten year extension of the Pool User Agreement with the Town of Arnprior be approved as presented.

Carried

### 3. Directors Report

Director Hill advised the Parks and Recreation Committee that:

- Ice is out for the season.
- Staff are preparing for the Home Show, Northern Pikes Concert and the Saw Tech Show.
- Succession Planning Incentive offers are due back this Friday.
- Summer Staff have all been hired with the exception of the Horticulturist.
- Staff is working on the Tourist Information Centre Request for Proposal.
- Recreation Centre was victim of shooting incident with three holes in windows.

D. Brookes suggested that the Town Hall gardens require more attention to detail in 2017.

## VII. OTHER

None.

## VIII. BUDGET

### 1. 2017 Operating Budget

Director Hill informed the committee that the year to date print outs were not available for the meeting. A brief discussion on the budget followed.

## IX. NEW AND UNFINISHED BUSINESS

### 1. Canada 150

Chair Sydney provided an update for the committee.

**2. Usage/Registration Report – 2015 and 2016**

The reports requested by A. Evans were provided as requested. A. Evans is to follow up with Director Hill should he require any further information.

**3. Department Revenues**

The reports requested by A. Evans were provided as requested. A. Evans is to follow up with Director Hill should he require any further information.

**4. Recreation Facility Update**

Director Hill provided an update the committee and requested some direction moving forward. It was felt that a meeting with Council should take place to present the details and options. The Parks and Recreation Committee recommended that special Meeting of Council be held on May 9, 2017 at 6 pm to present:

Option 1 – Recreation Centre and Second Ice Surface

Option 2 – Recreation Centre and Aquatic Facility

Option 3 – Recreation Centre, Second Ice Surface and Aquatic Facility

Moved By: D. Brookes

Seconded By: D. Eady

That the Parks and Recreation Committee recommend to Council that a Special Meeting of Council be held on May 9, 2017 to present Options listed above.

Carried

**X. ADJOURNMENT**

THAT WE DO NOW ADJOURN AT 6:36 P.M.

Next Meeting: Tuesday, May 16, 2017 – 5:30 p.m. – Town Hall Boardroom

**DATE** June 22, 2017

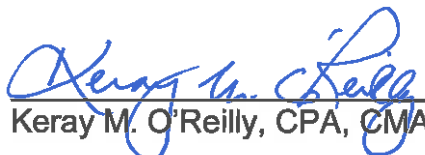
**SUBJECT** Purchase of 2018 Six-Ton Combination Unit Truck, Plow and Wing

**RECOMMENDATION** THAT Council authorize the Department of Development and Works to purchase a 2018 International Workstar 7500 with plow, wing and salt unit from R&M Truck and Trailer Repairs at a cost of \$267,712.40, inclusive of non-refundable HST, plus licensing.

**ORIGINATOR** \_\_\_\_\_  
Michel Asselin, Director of Development & Works

**FINANCE COMMENT** The 2017 Capital Budget included \$260,000 for the replacement of the 2002 Volvo truck. The approved financing of this purchase is \$130,000 from 2017 Taxation and \$130,000 from 2018 Taxation.

Following delivery of the new truck, the existing truck will be sold and the proceeds will be applied against the purchase price. Development and Works staff anticipate that the sale of the 2002 Volvo will offset the costs in excess of \$260,000.

  
\_\_\_\_\_  
Keray M. O'Reilly, CPA, CMA – Treasurer

**COMMITTEE COMMENT** The Development and Works Committee has reviewed this purchase and support advancing a report to Council.

**BACKGROUND** The Department of Development and Works has evaluated the equipment requirements as part of the 10-year capital budget forecast and V03 was identified for replacement.

V03 is a 2002 Volvo serving as a combination unit which plows and applies grit in the same operation. The existing unit is equipped with a double spinner which is able to apply salt to both sides of the truck. This is found to be beneficial for application of grit on the boulevards and wider road sections. The option of the double spinner has been retained for this unit.

A tender document was prepared by the Department and circulated to four area distributors and dealers for pricing.

The Department received two tenders that ranged in price from \$267,712.40 to \$273,057.70 inclusive with the option for the double spinner and 1.76% HST. The value of the double spinner is \$6,290 plus HST. The tenders were evaluated and the low bid, submitted by R&M Truck and Trailer, was found to provide the best overall value.

#### **ALTERNATIVES CONSIDERED**

- 1) THAT Council authorize the Department of Development and Works to purchase a 2018 International Workstar 7500.
- 2) THAT Council not authorize the purchase at this time.

#### **DISCUSSION**

The Department has established the need for the purchase through the 2017 budget process and have received competitive tenders which were reviewed by staff. Based on the quotations received, staff recommends the purchase of this vehicle which will serve the summer and winter maintenance needs for the Town of Renfrew over the next 15 years.

Respectfully submitted for Council's consideration.

**RENFREW POLICE SERVICES**

**OPEN MEETING**

**WEDNESDAY MAY 10<sup>TH</sup> 2017**

**MINUTES**

**1. CALL TO ORDER**

The Chair called the meeting to order at 6:16 pm.

**2. ATTENDANCE OF BOARD MEMBERS**

Jeff Scott, Melanie McKibbon (secretary), Tom Anderson, Tom Sidney, Don Eady

Absent: Shirley Ann Holley

**ATTENDANCE OF OPP ADVISOR**

Inspector Colin Slight

**3. DECLARATION OF CONFLICT OF INTEREST**

None

**4. APRIL MINUTES FOR DISCUSSION AND REVIEW**

None

**5. APPROVAL OF MARCH MINUTES**

Motion by Tom Anderson, 2<sup>nd</sup> by Tom Sidney to approve the minutes as written.

**CARRIED**

**DELEGATIONS/PUBLIC DISCUSSION**

None

**6. CORRESPONDENCE**

None

## **7. FINANCIAL REPORT**

The Chair presented the report. There was discussion re Safe Winter Driving surplus. If there are dollars left there was discussion regarding using them for advertising marine safety. **Motion by Tom Sidney, 2<sup>nd</sup> by Tom Anderson to accept the report as presented.** **CARRIED**

## **8. DETACHMENT COMMANDER'S REPORT**

The Inspector gave his report. Not a lot of change in this report. There was question about whether there will be bike patrols this summer. There were some recent promotions. In the billing summary the billing has gone down since April 2016. The Detachment Commander attached the OPP Community Satisfaction Survey 2016 results. The results were positive. Another promotional project that the OPP are working on is Human Trafficking.

### **9A. APPROVAL OF THE DETACHMENT COMMANDER'S REPORT**

**Motion by Tom Anderson, 2<sup>nd</sup> by Tom Sidney to accept the report as presented.**

**CARRIED**

## **9. COMMITTEE REPORTS**

None

## **10. OTHER BUSINESS/GENERAL DISCUSSION**

The Detachment Commander reported that the situational table is going well. There was discussion of the new court security plan. June 9<sup>th</sup> is the ribbon cutting date for the new OPP Station.

## **11. DATE OF NEXT MEETING**

Wednesday, June 14<sup>th</sup> 2017 at 6:15 pm.

## **12. ADJOURNMENT**

The meeting adjourned at 6:52 pm.



CORPORATION OF THE TOWN OF RENFREW  
BY-LAW NO. 43-2017

Being a By-law to confirm the proceedings of the Council of the Corporation of the Town of Renfrew at the meeting held on June 27, 2017.

**WHEREAS** Section 5(1) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that the powers of a municipal corporation shall be exercised by its Council; and

**WHEREAS** Section 5(3) of the said *Municipal Act* provides that the powers of every Council are to be exercised by by-law; and

**WHEREAS** in many cases action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual By-Law; and

**WHEREAS** it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Renfrew at this meeting be confirmed and adopted by by-law.

**NOW THEREFORE** the Council of the Corporation of the Town of Renfrew enacts as follows:

1. **THAT** the actions of Council in respect of each motion and resolution passed and other action taken by the Council at this meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. **THAT** the Mayor and appropriate officials of the Town of Renfrew are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Town of Renfrew referred to in the preceding section.
3. **THAT** unless otherwise provided, the Mayor and Clerk are hereby authorized and directed to execute all documents necessary and the Clerk to affix the corporate seal of the Town of Renfrew.
4. **THAT** this By-law is hereby deemed to take effect on the day of its passing.

Read a first and second time this 27<sup>th</sup> day of June, 2017.

Read a third and final time this 27<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
Don Eady, Mayor

\_\_\_\_\_  
Kim R. Bulmer, Clerk