

COUNTY OF RENFREW



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

- Ninth Ordinary Session -

County Council
Pembroke, Ontario
September 28, 2011

GENERAL SESSION

The General Session of the Council of the Corporation of the County of Renfrew met at 10:00 a.m., September 28, 2011.

The Warden, Robert Sweet, presided.

The meeting opened with the recitation of a Prayer and the singing of the National Anthem.

The roll was called and all members were found to be present.

Moved by: Reeve Rathwell
Seconded by: Mayor Emon

THAT the minutes of August 31, 2011 be adopted as presented.

CARRIED.

Warden Sweet addressed Council as follows:

Members of County Council:

During the month of June, I attended 5 full days and 7 half days on County business.

On September 7, 2011, I attended – along with CAO Jim Hutton – a Suppliers Day Event hosted by Chalk River Laboratories held at Twin Rivers Golf Course in Petawawa. Large stakeholders in attendance were AECL, Ontario Power Generation and Bruce Power to give opportunities for member companies to showcase their products and services. Dr. Robert Walker, Senior Vice-President of Chalk River Laboratories made a presentation on nuclear energy in Renfrew County and indeed Canada. There were many networking opportunities within member companies to collaborate on business solutions and joint ventures.

On September 9, 2011, the County of Renfrew hosted its 2011 Warden's Golf Tournament at the Renfrew Golf Club. Special thanks to Mayor Don Eady for welcoming us to Horton Township. Also, thanks to our Director of Human Resources Bruce Beakley, and HR staff Jodie Gervais and Evelyn Vanstarkenburg for organizing this very successful event. A total of \$5,700 was raised for the Canadian Cancer Society – Renfrew County Unit, OSPCA (Ontario Society for the Prevention of Cruelty to Animals) and CPAN (Child Poverty Action Network). Thank you to our many sponsors who make this possible and congratulations to staff from Eastway Contracting on winning the tournament.

On September 14 – 16, 2011, I attended – along with many other members of County Council and staff – the 2011 Ontario East Municipal Conference (OEMC) in Kingston, Ontario. This was one of the best OEMC Conventions to date matching record attendance. Topics presented included an update on the FedDev funding initiatives and the Eastern Ontario Regional Network (Broadband) initiative, a presentation by former County Economic Development Manager Mitch Wilkie on youth entrepreneurship, and many more. A presentation was also made on the benefits and opportunities to working with military bases featuring CFB Petawawa and Base Commander Lieutenant Colonel Chris Moyle. Lt. Colonel Moyle and Colonel Simon Hetherington have been invited to attend a future meeting of County Council to introduce themselves and to provide a brief update on activities. County Economic Development Officer, Craig Kelley remains the conference chair/spokesperson for the Ontario East Economic Development Commission.

On Saturday, September 24, 2011, I attended the Taste of the Valley at the Renfrew Armouries. This event was very well attended. Taste of the Valley is an innovative program and emphasizes the Buy Local initiative. This is the fifth year for Taste of the Valley and in addition to Renfrew we have held Taste of the Valley in Petawawa and Barry's Bay in August and on October 15, 2011 Cobden in Whitewater Region will host Taste of the Valley at the Cobden Fairgrounds. There were 76 vendors at Taste of the Valley Renfrew from all across Renfrew County showcasing local meats, vegetables, baked goods and preserves, as well as wood products, artwork and crafts. Christmas gift season is not far away.

On behalf of myself and members of County Council, I would like to congratulate Mayor Janice Visneskie on being recognized for her 25 years as an elected official. A plaque was presented to her at the Ontario East Municipal Conference in Kingston by the Honourable John Gerretson, current Minister of Consumer Services and MPP for Kingston and the Islands. Congratulations to Mayor Visneskie!

Tomorrow, September 29, 2011, I will be attending the 2011 County of Renfrew Service Awards Dinner at the Eagle's Nest in Eganville. Awards are presented to county staff for 10, 15, 20, 25 and 30 years of service and presentations are made to retiring employees for their commitment to the County of Renfrew. I would encourage all elected officials to try to attend this dinner; the employees appreciate our participation in this event.

This concludes my address for this session of County Council.

Robert Sweet, Warden

Mayor Raye-Anne Briscoe, Chair of the Finance & Administration Committee, brought in and read the resolutions of the following Report:

September 28, 2011

To the Council of the Corporation
Of the County of Renfrew

Members of County Council:

We, your **Finance & Administration Committee**, wish to report and recommend as follows:

INFORMATION

1. 2011 Warden's Golf Tournament

This year's golf tournament was held on September 9, 2011 at the Renfrew Golf Club. One hundred and eleven individuals registered for the tournament and at the end of the day, Eastway Contracting from Pembroke, Ontario was the top team and were the winners of the Warden's Cup. A total of \$5,700 was raised through this event and will be split between the following three charities:

- (a) Renfrew County Child Poverty Action Network (CPAN) Backpack Program;
- (b) Ontario Society for the Prevention of Cruelty to Animals (OSPCA) Renfrew County Branch; and
- (c) Canadian Cancer Society Renfrew County Branch.

2. Institute of Professional Management (IPM)'s 2011 Ottawa Fall Conference

Tabled is a copy of IPM's brochure that outlines the conference's topics for the 2011 Fall Conference on "Bullying & Fraud: What to Do?" which is being held on Tuesday, November 1, 2011. Mr. Beakley is one of the speakers and his session "Managing in Quicksand" will focus on the Occupational Health and Safety Act's Bill 168, the "new" Ontario human rights process and the obligations around disability management.

3. Situational Leadership II Training

Mr. Beakley will be hosting an internal one-day training session for the Senior Leadership Team (SLT) of the County of Renfrew on September 29, 2011. The focus of this workshop is based on the Ken Blanchard Companies Situational Leadership II and "is designed for people in all levels of management -- from team or project leaders, to first-level supervisors, to mid-level managers, to senior-level managers". It will assist management in finding means to develop competence, gain commitment and retain talent.

4. Conflict of Interest Update – Mayor Hazel McCallion

Council will recall from their orientation session that Mr. Beakley did a presentation with regards to conflict of interest and an issue the City of Mississauga is dealing with in respect to their Mayor, Hazel McCallion, whereby she was accused of conflict of interest in the case of a proposed land development in the City of Mississauga. At that time Mr. Beakley had advised Council that he would provide updates on this situation as they became available. Tabled are two articles from the National Post, the first dated June 23, 2011 entitled “Final Report from Mississauga Inquiry Expected after Labour Day” and the second one dated August 29, 2011 entitled “Report from Mississauga Inquiry Should not be Delayed, Councillor Says”. This article indicates the final report should be released in October 2011. Council will be kept apprised of any further media releases with regards to the outcome.

5. Bill 160 Occupational Health and Safety Statute Law Amendment Act, 2011

An Act to Amend the Occupational Health and Safety Act and the Workplace Safety Insurance Act with respect to Occupational Health and Safety and other matters has received three Readings and Royal Assent on June 1, 2011.

After the tragic accident of four construction workers in Toronto in 2010 where all four fell to their death because of faulty scaffolding, an expert panel on occupational health and safety was commissioned by the Minister of Labour to conduct a comprehensive review of the Ontario Occupational Health and Safety (OH&S) system.

On January 27, 2010 the Minister of Labour appointed Mr. Tony Dean as Chair of the Expert Advisory Panel on OH&S to conduct a review of Ontario’s OH&S system. With the support of a panel of health and safety experts from labour groups, employers and academic institutes, the Chair was asked to recommend structural, operational and policy improvements to the OH&S system.

Summary

Bill 160 has now been enacted, what is different than before?

- (a) mandatory to make everyone aware of OH&S
- (b) mandatory training of supervisors and staff
- (c) mandatory certification of health and safety representatives
- (d) more accountability of health and safety committees
- (e) more authority to act for health and safety committees
- (f) employer and employee representatives will be assigned to assist us
- (g) the power of the new position Chief Prevention Executive to enforce compliance

The average cost of a lost-time injury (LTI) in Ontario is well over \$100,000 once you factor in the costs of rehiring, retraining and cost productivity.

6. Association of Municipalities of Ontario (AMO) – Municipal Insurance Survey

Tabled is a memorandum dated August 23, 2011 from the Association of Municipalities of Ontario (AMO) providing the first ever comprehensive survey of municipal insurance costs across the province. The survey advises that since 2007, liability premiums have increased by 22.2% and are among the fastest growing municipal costs. Insurance costs exceed annual province-wide municipal spending in each of these respective areas: maintaining bridges and culverts, administering and providing Ontario Works employment assistance benefits, and funding Conservation Authorities. These costs disproportionately affect small municipalities. The per capita insurance costs for communities with populations under 10,000 are \$37.56, by comparison the per capita costs in large communities with populations over 75,000 are \$7.71. For 2010, the County of Renfrew per capita cost for liability insurance was \$7.17. Since 2007, the County of Renfrew total insurance costs rose by 36.5%.

7. Amberley Gavel – LAS Closed Meeting Update

Tabled is an Educational Update LAS Closed Meeting Investigator Program from Amberley Gavel entitled “Closed Meetings of Municipal Councils, Boards and Committees”. There are two recommendations for municipalities:

- 1) Every Council committee upon entering into a closed session should first consider the question, “Does this subject matter actually need to be dealt with in closed session, even if it is legal to do so?”
- 2) The Act only allows for votes in closed session on motions that will give directions or instructions to staff, or agents such as the municipal solicitor, or other contracted parties. For example, a decision to sell or to acquire a piece of property cannot be made in closed session; however, a vote on a motion to provide direction to staff with respect to negotiating parameters for acquisition or disposition of a piece of property is quite appropriate. This leads to the second recommendation: “It is recommended that councils, committees or boards providing direction in closed session always do so with motions that begin with the words, “That X is hereby directed (or instructed) to...””.

8. Council Remuneration

Human Resources staff is currently preparing a Council Remuneration Summary of the Wardens and Elected Officials from the Eastern Ontario Counties. This information will be made available at the October session of County Council.

9. Statement of Councillor and Board Member Earnings

Tabled are copies of the Statement of Council and Board Member Earnings at July 31, 2011 and August 31, 2011 along with a breakdown of the Treasurer’s Statements of Remuneration and Expenses paid to County Council month-to-date and year-to-date.

10. Treasurer's Report – July 31, 2011

Tabled is a copy of the July 31, 2011 Treasurer's Report for the General Revenue Fund, Bonnechere Manor, Miramichi Lodge, Public Works and Renfrew County Housing Corporation.

11. 2011 Tax Rates Summary

Tabled is a summary identifying the 2011 tax rates for municipalities within Renfrew County. The source of this data is the Online Property Tax Analysis (OPTA) website and is the same data that is used for billing and capping calculations. (Please note that an 11 x 17 paper size copy of this document will be distributed at today's meeting). We are also tabling for the information of Council a residential tax rate report for the County of Renfrew and its lower-tier municipalities reflecting the percentage change from 2011 compared to 2010. Also tabled is a chart providing a comparison of the 2011 levy for each municipality to their previous year's levy amount, sorted highest to lowest in terms of percentage.

12. Farm and Managed Forest Tax Rebate Program

The Eastern Ontario Wardens' Caucus (EOWC) and the Western Ontario Wardens' Caucus (WOWC) have been lobbying the Provincial government during the past year on this issue. In summary, up until 1998 when the program was changed, the Province directly reimbursed the beneficiaries of the program (farmers and woodlot managers) 75% of the residential tax rate. In 1998, this was changed so that only 25% of the residential tax rate was charged to the applicable property owners by the municipality and the province was to reimburse the applicable municipality through a combination of created residential education tax room and provincial subsidy.

The Province has indicated that the Ontario Municipal Partnership Fund and the Transferred Residential Education Tax Room compensates municipalities for subsidizing the Farm Tax and Managed Forest Tax Program. The EOWC does not agree with this position and has documented that property taxes have risen to cover this shortfall.

At the AMO Conference in London, the Finance Minister did agree that the loss of municipal revenue represented a provincial download, however, it is one that cannot be dealt with in the present fiscal climate. He did urge the two sides (provincial/municipal) to continue to meet to discuss the issue further in search of solutions.

13. Eastern Ontario Wardens' Caucus (EOWC) – Eastern Ontario Financial Sustainability Update Project

The EOWC has been a strong advocate for the financial sustainability of rural municipalities in eastern Ontario. To successfully advocate for change in the municipal sector, the EOWC relies on comprehensive and accurate research and analysis.

In July of this year, the EOWC launched its next initiative known as the Eastern Ontario Financial Sustainability Update Project. This project is intended to reflect an accurate picture of the financial sustainability challenges that municipalities face so that the EOWC can effectively lobby on our behalf on this issue.

A letter from Warden Sweet to our local municipalities will accompany the EOWC request for data and information. Selected local municipalities throughout eastern Ontario will be asked to provide a contact person for the EOWC consultant, and financial and other information, predominantly from the 2010 Financial Information Returns (FIRs).

Tabled is the Report prepared by the Eastern Ontario Wardens' Caucus entitled "Introducing the Eastern Ontario Financial Sustainability Update Project".

14. Newspaper Article – Belleville Intelligencer

Tabled is a newspaper article from the Belleville Intelligencer entitled "County council cringes at Hudak claim". Warden Sweet noted that at the Association of Municipalities of Ontario (AMO) Conference held on August 22 - 24, 2011 in London, Ontario, the Progressive Conservative leader, Mr. Tim Hudak, remarked that he will be reviewing the upload of social assistance costs to the Province (2009 - 2018). Warden Sweet noted that he expressed his concerns to Mr. Hudak after his speech, however, Mr. Hudak only responded that it was time for a review. Warden Sweet advised that he feels that this upload may now be in jeopardy after hearing Mr. Hudak's speech at the conference, as it was unclear whether the party would honour the agreement and continue with the upload.

Our Committee directed Warden Sweet to send a letter to our local representative Mr. John Yakabuski and Mr. Tim Hudak expressing the County of Renfrew's concerns over remarks made at the AMO Annual Conference regarding the uploading of social assistance costs to the Province, and requesting assurance that this uploading will continue. The Social Services Committee also considered Mr. Hudak's comments at AMO (the remaining impact of the social services upload to the County of Renfrew to 2018 is over \$1.2 million) and directed via resolution, that the Warden send a letter of concern to MPP John Yakabuski. The Warden's letter will be copied to the members of County Council.

BY-LAWS

15. Employment By-law #1

At the August session of County Council Resolution No. DP-CC-11-08-48 requesting a position title change of Planning Technician to Junior Planner in the Development & Property Department was approved. As a result of this position title change, Employment By-law #1 has been updated and requires approval from County Council.

RESOLUTION NO. FA-CC-11-09-83

Moved by Chair
Seconded by Committee

THAT County Council approve a revised Employment By-law #1 that renames the position Planning Technician to Junior Planner; AND FURTHER THAT the revised Employment By-law #1 be approved at this session of County Council.

16. Human Resources Corporate Policy Changes

(a) B-01 – Performance Management Program (PMP)

With the sheer volume of Performance Appraisals being completed for the Homes and Paramedics unionized employees, it has been recommended that unionized employees working part-time have an appraisal completed at a minimum of every two years instead of yearly. The rationale behind this is that several part-time employees at the end of one year have not even worked half the hours of a full-time staff member. This change would affect part-time, unionized staff only.

(b) G-03 – Employee Substance Dependence Problems

In light of recent events and consultation with legal counsel, we are making the attached recommended changes to our policy.

(c) H-01 – Suspension or Loss of Driver’s License

A change to this policy occurs under Item 7 where the word “abuse” is removed and changed to “dependence”. This change is consistent with the changes to Policy G-03 – Employee Substance Dependence Problems.

RESOLUTION NO. FA-CC-11-09-84

Moved by Chair
Seconded by Committee

THAT County Council approve the revised Human Resources Corporate Policies, B-01 – Performance Management Program (PMP), G-03 – Employee Substance Dependence Problems and H-01 – Suspension or Loss of Driver’s License, be approved; AND FURTHER THAT a By-law to amend By-law 63-03, being a By-law to Establish Human Resources Corporate Policies and Procedures for the County of Renfrew be approved at this session of County Council.

17. Request for Proposal - Insurance

Mr. John Harris, Insurance Consultant, has completed his review of the submissions received in response to the County of Renfrew’s Request for Proposal for Insurance issued to the municipal insurance market on June 6, 2011. Attached as Appendix I is a copy of Mr. Harris’ recommendation dated September 1, 2011 to accept the proposal

from Jardine Lloyd Thompson Canada Inc. (in partnership with Municipal Insurance Services Ltd.).

Mr. James D. Kutschke, Treasurer/Deputy Clerk, also reviewed the insurance proposals that were submitted by the deadline date of July 22, 2011 and advised that his recommendation and scoring of the proposals are consistent with that of Mr. John Harris.

This Committee also recommends that the County of Renfrew increase the Councillors accident insurance coverage to \$200,000 Principal Sum on a 24 hour/365 day basis for an additional annual premium of \$2,329 (plus taxes) for 2012. The annual insurance premium for 2012, including this adjustment to the Councillors Accident insurance coverage, amounts to \$469,063 before applicable taxes.

Our Committee would like to extend our sincere appreciation to Mr. Harris for the assistance provided on this project.

RESOLUTION NO. FA-CC-11-09-86

Moved by Chair

Seconded by Committee

THAT a By-law authorizing Jardine Lloyd Thompson Canada Inc. in partnership with Municipal Insurance Services Ltd. be contracted to provide insurance protection to the Corporation of the County of Renfrew for the annual premium of \$469,063 (plus taxes) effective January 1, 2012 be adopted at this session of County Council.

All of which is respectfully submitted.

Raye-Anne Briscoe, Chair

And Committee Members, P. Emon, D. Rathwell, W. Stack, T. Stewart, B. Sweet, J. Visneskie, J. Wilson

The Report was adopted as presented.



IPM's 2011 OTTAWA FALL CONFERENCE

IPM's 2011 Ottawa Fall Conference on Bullying & Fraud: What to Do?

Date:
Tuesday,
November 1, 2011

Time:
9:00 a.m. to 4:30 p.m.
(Breakfast at 8:30a.m.)

Location:
Sheraton
Ottawa Hotel,
150 Albert St.,
Ottawa, ON

Cost for the Full Day Conference includes breakfast, lunch, coffee breaks & all four sessions.

Get your registration in by September 26, 2011 and become eligible to win training programs worth \$1000!

Early Bird Registration: Payment and registration received by September 26, 2011



Workplace Bullying, Fraud & Investigations: Recent Trends & Best Practices

David Elzinga, CA-IFA, CFE, Global Leader, Forensic Investigative Services, Grant Thornton LLP

The link between fraud and bullying exists. Review some real fraud cases where there has been bullying that either precipitated the fraud or allowed it to go undetected. Learn how to develop and implement proper policies and procedures in dealing with bullying and fraud.

Discover a practical approach and best practices in conducting fraud investigations. The principles can be applied to other internal investigations including theft, harassment, conflict of interest, breach of IT policies or allegations of workplace violence. Implement a basic framework for fraud investigations before it begins. Examine your present strategy and process and understand potential problem areas to avoid the courts.



Managing in Quicksand

Bruce Beakley, Director of Human Resources, County of Renfrew

In today's evolving legal landscape with initiatives like the OHSA's Bill 168, the "new" Ontario Human rights process and the obligations around disability management, one would question why anyone would want to be an employer now? Most of us don't have that choice in the public sector. In the private sector, it is better to work for yourself than for someone else.

Unions and employees have learned how to "roll the grenade" by dropping terms like harassment, bullying and discrimination. How do we respond to these challenges? What are the steps for due diligence?

Obtain valuable insights from an HR perspective about these challenges and gain tips and strategies to better ensure accountability in today's work environment.



Legal Roundup: Fraud & Malicious Prosecution Risk, Proving Just Cause in Fraud Cases and Labour Arbitration Update

Steven P. Williams, LL.B., Partner, Emond Harnden LLP

The recent decision of the Ontario Court of Appeal in *Pate v Galway-Cavendish Township* shows employers that they must proceed carefully when they choose to report employee theft to police.

Evidence may suggest fraud, but will it be enough to prove just cause? The decision to proceed with just cause termination in cases of alleged fraud is difficult. Evidence has to be weighed and all mitigating factors considered. Reviewing arbitral and court decisions, examine factors that contribute to employer success or failure in the hearing room.

Each year, arbitrators and labour boards release a few decisions that every HR/LR person must be aware of. Look at these decisions and why you need to know about them.



Difficult Conversations: How to Get a Grip

Monika B. Jensen, Principal, Aviary Group

We have all held an uncomfortable conversation as a result of poor performance, an investigation into unwelcomed behaviour or attitude and offensive conduct at work. The conversation becomes tough when employees feel the stakes are high, when perception varies regarding the circumstances of the events and when emotions are strong.

It is imperative to be able to express views calmly and with confidence even when the situation or event becomes difficult and frustrating. Learn how to better tackle negative topics.

Review some best practices to assist you in "keeping your cool and emotions under control" in difficult situations. Acquire new skills to offset these situations and dissolve barriers to excellent interpersonal relations with underperforming employees.



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Final report from Mississauga inquiry expected after Labour Day

Megan O'Toole Jun 23, 2011 – 12:04 PM ET

The final report stemming from Mississauga's judicial inquiry will not be released until after Labour Day, a spokesman for the commission confirmed Thursday.

Lawyers initially expected the much-anticipated report to land before the summer, but the process was delayed after inquiry commissioner Douglas Cunningham asked to review additional evidence.

The inquiry, launched in late 2009, is examining whether Mayor Hazel McCallion engaged in a conflict of interest by promoting her developer son's multimillion-dollar hotel deal. The project, which had been slated for the city centre, ultimately collapsed.

Evidentiary hearings and closing submissions concluded in February, but Mr. Cunningham has since asked for more detail on the Mayor's annual gala, which has come under scrutiny in recent months amid a rival councillor's financial probe.

To date, the inquiry has cost Mississauga taxpayers \$6.2-million.

National Post

Report from Mississauga inquiry should not be delayed, councillor says

[Megan O'Toole](#) Aug 29, 2011 – 6:10 PM ET | **Last Updated: Aug 29, 2011 7:21 PM ET**

The final report from Mississauga's judicial inquiry should be released before next month's Ward 5 byelection, and not delayed by the Mayor's upcoming trade mission to Brazil, says a political ally of former councillor Carolyn Parrish.

Ms. Parrish, who is running in the Sept. 19 byelection, was a driving force behind the \$6-million inquiry, viewed in some circles as an attack on the leadership of Mayor Hazel McCallion. But Councillor Sue McFadden, who has long aligned herself with Ms. Parrish, says voters are entitled to know the inquiry's final results before casting a ballot.

"This election is going to be based a lot on Carolyn going against the Mayor and the inquiry stuff, and this way at least she's vindicated," Ms. McFadden said, noting the report should be released either before the Mayor's departure for Brazil or in her absence. "There's such things as cellphones and email and teleconferencing, and what's the difference?"

The report is expected to be heavily critical of Ms. McCallion's backroom involvement in her son's failed bid to build a hotel and convention centre in the city's downtown core.

Two of Ms. Parrish's strongest opponents — former Liberal MP Bonnie Crombie and Rogers TV station manager Jake Dheer — are considered friends of the McCallion regime.

Initially expected just after Labour Day, the report was pushed back this month to accommodate the Mayor's trade mission, scheduled between Sept. 8 and 18.

"We appreciate that there are strong feelings about the release date given the intervening byelection," inquiry lawyer William McDowell said Monday. "But here and indeed throughout the inquiry, the commissioner has to have in mind not the political considerations, but the legal ones."

It would be "unfair" to release the report in the absence of Ms. McCallion, who is the focus of the inquiry's terms of reference, Mr. McDowell noted.

How much of an impact the inquiry findings would ultimately have on the Ward 5 byelection is a subject of some debate. While Ms. McFadden says the report could be a "deciding factor," Councillor Ron Starr, who defeated Ms. Parrish in the 2010 election, says voters would be wise to make up their minds "on the merits of the people."

Ms. Parrish is, in equal parts, lauded for her outspoken style and willingness to challenge business-as-usual, and chastised for sparking friction with politically motivated attacks and petty stunts, such as ripping up a pro-McCallion poster at a local restaurant in late 2009.

"[The inquiry] shouldn't be made into an election issue to get the wrong person elected," Mr. Starr said.

Ms. Parrish, who has been canvassing voters in Ward 5, says the inquiry has not arisen as a major issue at the door, noting many residents likely formed opinions about Ms. McCallion's conduct based on months of hearings, which wrapped up in February. She acknowledged, however, that a pre-election release of the final report could damage her opponents.

"It's too bad it has been delayed because it would be good to get it out, start the process of making the changes that need to be made and go about the city's business," Ms. Parrish said.

National Post



AMO's 2011 Municipal Insurance Survey Results

Managing the Cost of Risk

August 23, 2011

Association of
Municipalities
of Ontario

200 University Avenue, Suite 801
Toronto, ON M5H 3C6 Canada
Tel: 416-971-9856 Fax: 416-971-6191
email: amo@amo.on.ca
website: www.amo.on.ca

Executive Summary

The Association of Municipalities of Ontario has completed the first ever comprehensive survey of municipal insurance costs across the province. The survey reveals that since 2007, liability premiums have increased by 22.2% and are among the fastest growing municipal costs. Total 2011 Ontario municipal insurance costs are \$155.2 million. Liability premiums make up the majority of these expenses at \$85.5 million. Property taxpayers are paying this price.

Insurance costs exceed annual province-wide municipal spending in each of these respective areas: maintaining bridges and culverts, administering and providing Ontario Works employment assistance benefits, and funding Conservation Authorities.

These costs disproportionately affect small municipalities. The per capita insurance costs for communities with populations under 10,000 are \$37.56. By comparison, per capita costs in large communities with populations over 75,000 are \$7.71. Property taxpayers in one northern community are spending more on insurance than their library. In one southern county, for every \$2 spent on snowplowing roads, another \$1 is spent on insurance.

The survey was prompted by anecdotal reports of rising insurance costs. It sought to quantify, in part, some of the costs associated with joint and several liability in the provincial *Negligence Act*. It does not include legal fees, self-insurance costs, settlements, risk management expenses or court mandated awards. Based on current trends, insurance costs will rise to \$214 million annually by 2020.

The insurance premiums paid by municipalities reflect the legal reality that municipalities are “deep pocket” defendants, often targeted for litigation because the law has established such a low threshold of responsibility. Just a fraction of fault can cost a municipality millions of dollars. The premiums charged by insurance companies, non-profit insurance reciprocals and pools reflect, in part, this legal risk.

Continued advocacy by municipalities is needed to help change this legal environment and explore alternatives such as proportionate liability. Many common law jurisdictions have pursued proportionate liability in the face of rising costs and this unequitable burden. AMO looks forward to discussing these pressing municipal issues with the next government.

Please see the back of this booklet for tips on managing your municipal premiums.



200 University Ave, Suite 801
 Toronto, ON M5H 3C6
 Tel.: (416) 971-9856 | Fax: (416) 971-6191
 E-mail: amo@amo.on.ca

Municipal Insurance Survey Results

AUGUST 23, 2011

Survey Results for 2011¹	All Municipalities
Total Insurance Costs²	
Average Annual Insurance Premium for 2011	\$378,589
Total Insurance Costs for 2011	\$155,221,422
Avg. % Change in Premiums since 2007	Up 20.8%
Liability Insurance³	
Avg. Annual General Liability Insurance Premium for 2011	\$208,767
Total Premium Costs for 2011	\$85,594,449
Avg. % Change in Premiums since 2007	Up 22.2%
Avg. Per Occurrence Deductible	\$108,583
Avg. % Change in Deductibles since 2007	Up 2.4%
Avg. Total Annual Dollar Limit of Coverage	\$27,327,876
Property Insurance⁴	
Avg. Annual Property Insurance Premium for 2011	\$82,774
Total Premium Costs for 2011	\$33,937,189
Avg. % Change in Premiums since 2007	Up 16%
Avg. Annual Deductible	\$46,882
Avg. % Change in Deductibles since 2007	Up 2.8%
Avg. Total Value Insured	\$162,501,159
Automobile Insurance	
Avg. Auto Insurance Premium for 2011	\$78,812
Total Premium Costs for 2011	\$32,312,881
Avg. % Change in Premiums from 2007	Up 21.2%
Avg. Annual Auto Insurance Deductible	\$42,085
Avg. % Change in Deductibles since 2007	Up 3.6%

¹ All results have been weighted from a sample size of between 97 and 122 municipalities representing approximately 50% of the Ontario population. With a 95% confidence limit, the results are accurate to within +/- 7.42%. Premiums vary based on individual municipal claims history.

² Premiums include all coverage from general liability, property and automobile insurance plus other coverage, including other liability insurance as well as environmental, transit, crime, aviation, and marine insurance.

³ Includes coverage for annual aggregate commercial or comprehensive general liability insurance (including primary, umbrella and excess layers).

⁴ Deductible includes coverage for boiler and machinery.

Municipal Insurance Survey Results

Small Municipalities with Population under 9,999

AUGUST 23, 2011

<i>Survey Results for 2011¹</i>	<i>Municipalities with a population of 1-5,000</i>	<i>Municipalities with a population of 5,001-9,999</i>
Total Insurance Costs²		
Average Annual Insurance Premiums for 2011	\$98,757	\$189,765
Avg. % Change in Premiums since 2007	Up 13.4%	Up 15%
Liability Insurance³		
Avg. General Liability Insurance Premiums for 2011	\$68,680	\$120,780
Avg. % Change in Premiums since 2007	Up 20.0%	Up 8.2%
Avg. Per Occurrence Deductible	\$6,667	\$9,808
Avg. % Change in Deductibles since 2007	Up 2.6%	Up 7.4%
Avg. Total Annual Dollar Limit of Coverage	\$22,203,125	\$21,730,769
Property Insurance⁴		
Avg. Annual Property Insurance Premium for 2011	\$26,920	\$44,932
Avg. % Change in Premiums since 2007	Up 2.8%	Up 26.7%
Avg. Total Value Insured	\$22,497,108	\$44,661,275
Avg. Annual Deductible	\$8,393	\$6,944
Avg. % Change in Deductibles since 2007	Up 2.2%	Up 4.2%
Automobile Insurance		
Avg. Auto Insurance Premium for 2011	\$19,476	\$28,330
Avg. % Change in Premiums since 2007	Up 21%	Up 8.8%
Avg. Annual Auto Insurance Deductible	\$4,192	\$5,019
Avg. % Change in Deductibles since 2007	Up 19.8%	Up 5.9%

¹ All results have been weighted from a sample size of between 97 and 122 municipalities representing approximately 50% of the Ontario population. With a 95% confidence limit, the results are accurate to within +/- 7.42%. Premiums vary based on individual municipal claims history.

² Premiums include all coverage from general liability, property and automobile insurance plus other coverage, including other liability insurance as well as environmental, transit, crime, aviation, and marine insurance.

³ Includes coverage for annual aggregate commercial or comprehensive general liability insurance (including primary, umbrella and excess layers).

⁴ Deductible includes coverage for boiler and machinery.



200 University Ave, Suite 801
 Toronto, ON M5H 3C6
 Tel.: (416) 971-9856 | Fax: (416) 971-6191
 E-mail: amo@amo.on.ca

Medium Municipalities with Population of 10,000-74,999

AUGUST 23, 2011

<i>Survey Results for 2011¹</i>	<i>Municipalities with a population of 10,000-42,500</i>	<i>Municipalities with a population of 42,501- 74,999</i>
Total Insurance Costs²		
Average Annual Insurance Premiums for 2011	\$375,666	\$895,023
Avg. % Change in Premiums since 2007	Up 25.4%	Up 8.6%
Liability Insurance³		
Avg. Annual General Liability Insurance Premiums for 2011	\$241,006	\$535,810
Avg. % Change in Premiums since 2007	Up 34.9%	Up 5.3%
Avg. Per Occurrence Deductible	\$14,167	\$41,500
Avg. % Change in Deductibles since 2007	Up 10.1%	Up 105.3%*
Avg. Total Annual Dollar Limit of Coverage	\$33,335,185	\$41,428,571
Property Insurance⁴		
Avg. Annual Property Insurance Premium for 2011	\$76,405	\$170,315
Avg. % Change in Premiums since 2007	Up 19.7%	Up 5.1%
Avg. Total Value Insured	\$62,950,880	\$246,306,435
Avg. Annual Deductible	\$11,111	\$28,125
Avg. % Change in Deductibles since 2007	Up 1.7%	Up 87.5%*
Automobile Insurance		
Avg. Auto Insurance Premium for 2011	\$53,845	\$146,336
Avg. % Change in Premiums since 2007	Up 28.5%	Down 4.9%
Avg. Annual Auto Insurance Deductible	\$7,650	\$22,500
Avg. % Change in Deductibles since 2007	Down 1.5%	Up 111.8%*

¹ All results have been weighted from a sample size of between 97 and 122 municipalities representing approximately 50% of the Ontario population. With a 95% confidence limit, the results are accurate to within +/- 7.42%. Premiums vary based on individual municipal claims history.

² Premiums include all coverage from general liability, property and automobile insurance plus other coverage, including other liability insurance as well as environmental, transit, crime, aviation, and marine insurance.

³ Includes coverage for annual aggregate commercial or comprehensive general liability insurance (including primary, umbrella and excess layers).

⁴ Deductible includes coverage for boiler and machinery.

* Reflects changes in policy.



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Large Municipalities with Population of 75,000 and up

AUGUST 23, 2011

<i>Survey Results for 2011¹</i>	<i>Municipalities with a population of 75,000-165,000</i>	<i>Municipalities with a population of 165,001+</i>
Total Insurance Costs²		
Average Annual Insurance Premium for 2011	\$1,420,459	\$2,313,802
Avg. % Change in Premiums since 2007	Up 27.3%	Up 32.5%
Liability Insurance³		
Avg. Annual General Liability Insurance Premium for 2011	\$706,996	\$976,030
Avg. % Change in Premiums since 2007	Up 26.7%	Up 32.6%
Avg. Per Occurrence Deductible	\$177,778	\$584,444
Avg. % Change in Deductibles since 2007	Up 3.2%	Up 5.5%
Avg. Total Annual Dollar Limit of Coverage	\$48,888,889	\$43,750,000
Property Insurance⁴		
Avg. Annual Property Insurance Premium for 2011	\$272,502	\$433,840
Avg. % Change in Premiums since 2007	Up 25.6%	Up 20.2%
Avg. Total Value Insured	\$476,847,515	\$1,467,506,942
Avg. Annual Deductible	\$150,556	\$548,333
Avg. % Change in Deductibles since 2007	No Change (0%)	Up 3.1%
Automobile Insurance		
Avg. Auto Insurance Premium for 2011	\$322,913	\$583,872
Avg. % Change in Premiums since 2007	Up 34%	Up 26.5%
Avg. Annual Auto Insurance Deductible	\$138,889	\$560,278
Avg. % Change in Deductibles since 2007	Up 1.2%	Up 4%

¹ All results have been weighted from a sample size of between 97 and 122 municipalities representing approximately 50% of the Ontario population. With a 95% confidence limit, the results are accurate to within +/- 7.42%. Premiums vary based on individual municipal claims history.

² Premiums include all coverage from general liability, property and automobile insurance plus other coverage, including other liability insurance as well as environmental, transit, crime, aviation, and marine insurance.

³ Includes coverage for annual aggregate commercial or comprehensive general liability insurance (including primary, umbrella and excess layers).

⁴ Deductible includes coverage for boiler and machinery.



Municipal Insurance Survey Results

Upper Tier Municipalities

AUGUST 23, 2011

<i>Survey Results for 2011¹</i>	<i>Upper Tier Municipalities</i>
Total Insurance Costs²	
Average Annual Insurance Premiums for 2011	\$943,702
Avg. % Change in Premiums since 2007	Up 25.1%
Liability Insurance³	
Avg. Annual General Liability Insurance Premiums for 2011	\$440,005
Avg. % Change in Premiums since 2007	Up 30.9%
Avg. Per Occurrence Deductible	\$913,947
Avg. % Change in Deductibles since 2007	Up 0.8%
Avg. Total Annual Dollar Limit of Coverage	\$28,684,737
Property Insurance⁴	
Avg. Annual Property Insurance Premium	\$198,023
Avg. % Change in Premiums since 2007	Up 24%
Avg. Total Value Insured	\$512,273,482
Avg. Annual Deductible	\$102,632
Avg. % Change in Deductibles since 2007	Up 3%
Automobile Insurance	
Avg. Annual Auto Insurance Premium for 2011	\$302,497
Avg. % Change in Premiums since 2007	Up 20.1%
Avg. Annual Auto Insurance Deductible	\$81,861
Avg. % Change in Deductibles since 2007	Up 1.6%

¹ All results have been weighted from a sample size of between 97 and 122 municipalities representing approximately 50% of the Ontario population. With a 95% confidence limit, the results are accurate to within +/- 7.42%. Results for Upper Tier Municipalities include the Waterloo Region Municipalities Insurance Pool.

² Premiums vary based on individual municipal claims history.

³ Premiums include all coverage from general liability, property and automobile insurance plus other coverage, including other liability insurance as well as environmental, transit, crime, aviation, and marine insurance.

⁴ Includes coverage for annual aggregate commercial or comprehensive general liability insurance (including primary, umbrella and excess layers).

⁵ Deductible includes coverage for boiler and machinery.

Have questions about the premiums paid by your municipality?

Five things your municipality can do:

- 1. See how your local premiums compare.** Contrast your municipal premiums to the averages listed in this booklet. Keep in mind that this is only one point of reference. Claims history also plays a significant role in determining the premiums charged by insurers and were not part of this survey. Also, the types of facilities and services your community offers will likely differ over others and affect premiums.
- 2. Consider increasing deductibles.** The survey reveals municipal deductibles have remained generally unchanged in the past five years. Consider increasing your municipality's deductible as a way to reduce premiums. This means your municipality will be responsible for managing a greater degree of risk before insurance coverage begins. Discuss this with your insurance provider.
- 3. Review the dollar limits of your municipal liability coverage.** The survey reveals that over the past five years, the dollar limits of coverage have remained unchanged sector wide. With the increasing frequency and size of damage awards, discuss with your insurance provider the continued appropriateness of your municipality's exposure limits.
- 4. Continue to manage risk.** Help to reduce the possibility of claims being made against your municipality by following good risk management practices. More information is available on the Local Authority Services Limited website [Risk Management](#).
- 5. Advocate for joint and several liability reform.** As "deep pocket" defendants with seemingly limitless public resources at their disposal through the power of taxation, municipalities have often become the targets of litigation when other defendants do not have the means to pay high damage awards. This reality is reflected in the insurance premiums paid by municipalities. Many common law jurisdictions have adopted reforms to restore the balance. Add your municipality's voice to the call for Ontario to do the same.

For information please contact Matthew Wilson, Senior Policy Advisor at mwilson@amo.on.ca or call 416-971-9856 extension 323.

August 23, 2011

Educational Update LAS Closed Meeting Investigator Program

Closed meetings of Municipal Councils, Boards and Committees

It has been 3 1/2 years since the Municipal Act's closed meeting investigator provisions came into effect, and in this period Amberley Gavel Ltd., under authority delegated by Local Authority Services Limited (LAS), has completed nearly 35 closed meeting complaint investigations under section 239 of the Municipal Act 2001.

This update prepared for the 135 clients of the LAS Closed Meeting Investigator Program is intended to provide observations, based on completed investigations, that can help members of council and staff, particularly the municipal Clerk, in meeting the closed meeting requirements of sections 238 and 239 of the Municipal Act.

When the Province amended the legislation to provide for a complaint driven closed meeting investigation process, we believe that the purpose was not to punish or embarrass municipalities for making mistakes with respect to close meeting procedures. Instead, we believe the objective was to discourage unnecessary use of closed meeting provisions, thus adding transparency to municipal decision-making; and to provide for a mechanism that would highlight inappropriate behaviour and encourage improved procedures.

That objective has been at least partially achieved. We base this conclusion on a review of the reports completed to date under the LAS program, discussions with other closed meeting investigators, and numerous conversations with municipal staff and councillors from all parts of Ontario.

Our review concluded that in almost every case, municipal councils use the closed meeting provisions for one or more of the permitted reasons. In other words, their intentions were good.

In a few cases, however, municipal councils are using the provisions of Section 238 when the matter could, without prejudice to the municipal corporation or to any parties involved, at least partly be considered in a session open to the public. This leads to our **first recommendation:**

Every Council committee upon entering into a closed session should first consider the question, "Does this subject matter actually need to be dealt with in closed session, even if it is legal to do so?"

Where municipal councils have had the greatest difficulty, has been in how they craft the resolutions, other than procedural ones, that are permitted to be voted upon in closed session.

The Municipal Act 2001 is quite specific. Other than procedural motions such as one to adjourn the session and resume meeting in public session, the Act only allows for votes in closed session on motions that will give directions or instructions to staff, or agents such as the municipal solicitor, or other contracted parties. For example, a decision to sell or to acquire a piece of property cannot be made in closed session; however, a vote on a motion to provide direction to staff with respect to negotiating parameters for acquisition or disposition of a piece of property is quite appropriate. This leads to our **second recommendation**:

It is recommended that councils, committees or boards providing direction in closed session always do so with motions that begin with the words "That X is hereby directed (or instructed) to ...".

It was predicted by many that the number of closed meeting investigations would be substantially higher than has actually been the case. We are pleased to say that the amendment to the legislation had the effect that we believe was intended, namely to reduce the number of unnecessary closed meetings and to encourage more appropriate discussion and procedures during the closed sessions that are held.

In summary, councillors would be well advised to begin every closed meeting with an examination of the appropriateness of excluding the public from the session, and to adopt a practice of rigorously adhering to only dealing with substantive motions in closed session that begin with the words "*that X is hereby directed(or instructed) to...*".

A future LAS Program member education article will examine some of the nuances of the various exceptions provided for in Section 238 including examples of how direction would be provided to assist council in meeting its objectives.

For More Information:

Program members wishing to explore the legislation and the reports produced to date can do so at Amberley Gavel's website: www.agavel.com. All reports are posted to the public portion of the site, while a substantial amount of guidance for LAS Program members is located on the client (password protected) portion of the website.

The member site password has been provided by LAS to the Program contact, but please let us know if you would like us to re-send it.

June 2011

TREASURER'S STATEMENT OF REMUNERATION AND EXPENSES

Paid to County Councillors as at July 31, 2011

To the Warden and Members of the Renfrew County Council:

The following itemized statement of remuneration and expenses paid to each member of Renfrew County Council for the above period was paid in accordance with By-Law # 31-04 and is respectfully submitted:

Councillor	Per Diems \$	Expenses \$	Total \$
Briscoe Raye-Anne	3205.00	1294.80	4499.80
Campbell Mary	3398.00	2182.96	5580.96
Eady Don	2999.00	1270.88	4269.88
Emon Peter	2896.00	3785.00	6681.00
Green Audrey	2986.00	1330.16	4316.16
Lentz Norman	2999.00	2474.68	5473.68
Murphy Jennifer	3385.00	1517.69	4902.69
Rabishaw Richard	2600.00	975.52	3575.52
Rathwell Donald	3488.00	1340.16	4828.16
Shulist David	3398.00	2946.72	6344.72
Stack Walter	3964.00	2822.59	6786.59
Stewart Tammy	3514.00	2446.60	5960.60
Sweet Robert (per diems incl salary)	22958.56	3430.69	26389.25
Thompson David	1699.00	676.00	2375.00
Visneskie Janice	4402.00	2625.80	7027.80
Weckworth Harold	4080.00	1380.08	5460.08
Wilson Jack	2703.00	135.20	2838.20
Sub-totals	74674.56	32635.53	107310.09

Paid to Committee Members as at July 31, 2011

Name	Per Diems \$	Expenses \$	Total \$
<i>Social Services Committee</i>			
Jacyno Ed	515.00		515.00
Sub-totals	515.00	0.00	515.00
<i>Health Committee</i>			
O'Neill Terry	811.00		811.00
Severin Gary	811.00		811.00
Sub-totals	1622.00	0.00	1622.00

TOTALS 76811.56 32635.53 109447.09

Breakdown of Treasurer's Statement of Remuneration and Expenses Paid to County Council

Jul-11

Name	Salary	County Council	Finance & Admin	Operations	Development & Property	Health	Social Services	LHIN	Land Division	OVTA	Other	Expenses	TOTAL
Briscoe		193.00											193.00
Campbell		193.00										26.00	219.00
Eady		193.00							103.00			59.28	355.28
Emon		193.00										1,673.80	1,866.80
Green		193.00										5.20	198.20
Lentz		193.00							103.00			200.20	496.20
Murphy		193.00										43.68	236.68
Rabishaw		193.00										104.00	297.00
Rathwell		193.00										28.08	221.08
Shulist		193.00										98.80	291.80
Stack		193.00										31.20	224.20
Stewart		193.00							103.00			140.40	436.40
Sweet	1,759.08	193.00									785.00	381.80	3,118.88
Thompson													0.00
Visneskie		193.00									103.00	124.80	420.80
Weckworth		193.00										59.28	252.28
Wilson		193.00											193.00
TOTAL	\$ 1,759.08	\$ 3,088.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 309.00	\$ -	\$ 888.00	\$ 2,976.52	9,020.60

Breakdown of Treasurer's Statement of Remuneration and Expenses Paid to County Council

YEAR-TO- DATE: JULY 2011

Name	Salary	County Council	Finance & Admin	Operations	Development & Property	Health	Social Services	LHIN	Land Division	OVTA	Other	Expenses	TOTAL	CONFERENCES \$2500 ANNUAL MAXIMUM TOTAL
Briscoe	0.00	1,377.00	914.00	0.00	708.00	0.00	0.00	0.00	0.00	0.00	206.00	1,294.80	4,499.80	0.00
Campbell	0.00	1,377.00	0.00	0.00	708.00	811.00	0.00	0.00	0.00	502.00	0.00	2,182.96	5,580.96	50.88
Eady	0.00	1,287.00	0.00	605.00	592.00	0.00	0.00	0.00	515.00	0.00	0.00	1,270.88	4,269.88	0.00
Emon	0.00	1,377.00	708.00	0.00	0.00	0.00	811.00	0.00	0.00	0.00	0.00	3,785.00	6,681.00	2,500.00
Green	0.00	1,377.00	0.00	0.00	605.00	0.00	605.00	0.00	0.00	296.00	103.00	1,330.16	4,316.16	50.88
Lentz	0.00	1,184.00	0.00	605.00	695.00	0.00	0.00	0.00	515.00	0.00	0.00	2,474.68	5,473.68	0.00
Murphy	0.00	1,969.00	0.00	708.00	0.00	708.00	0.00	0.00	0.00	0.00	0.00	1,517.69	4,902.69	0.00
Rabishaw	0.00	1,081.00	0.00	0.00	0.00	811.00	708.00	0.00	0.00	0.00	0.00	975.52	3,575.52	0.00
Rathwell	0.00	1,480.00	618.00	0.00	708.00	0.00	0.00	0.00	0.00	0.00	682.00	1,340.16	4,828.16	1,167.81
Shulist	0.00	1,287.00	0.00	708.00	0.00	811.00	0.00	0.00	0.00	0.00	592.00	2,946.72	6,344.72	2,406.61
Slack	0.00	1,480.00	708.00	1,094.00	0.00	0.00	0.00	0.00	0.00	0.00	682.00	2,822.59	6,786.59	1,848.81
Stewart	0.00	1,480.00	708.00	0.00	0.00	811.00	0.00	0.00	515.00	0.00	0.00	2,446.60	5,960.60	1,167.81
Sweet	12,313.56	1,377.00	811.00	708.00	605.00	412.00	708.00	0.00	0.00	0.00	6,024.00	3,430.69	26,389.25	0.00
Thompson	0.00	991.00	0.00	0.00	502.00	0.00	206.00	0.00	0.00	0.00	0.00	676.00	2,375.00	0.00
Visneskie	0.00	1,377.00	515.00	0.00	0.00	914.00	0.00	204.00	0.00	0.00	1,392.00	2,625.80	7,027.80	2,500.00
Weckworth	0.00	1,377.00	0.00	708.00	0.00	0.00	708.00	0.00	0.00	0.00	1,287.00	1,380.08	5,460.08	2,160.09
Wilson	0.00	1,377.00	618.00	0.00	0.00	0.00	708.00	0.00	0.00	0.00	0.00	135.20	2,838.20	544.41
TOTAL	12,313.56	\$ 23,255.00	\$ 5,600.00	\$ 5,136.00	\$ 5,123.00	\$ 5,278.00	\$ 4,454.00	\$ 204.00	\$ 1,545.00	\$ 798.00	\$ 10,968.00	\$ 32,635.53	\$ 107,310.09	\$ 14,398.30

Breakdown of Treasurer's Statement of Remuneration and Expenses

July 2011

Meetings Under the Other Heading Include:

January

C.P. Rail Meeting – Pembroke
C.P. Rail Meeting – Lanark
EOWC – Kingston
Gallant/Yakabuski Levy – Renfrew

February

E.D.C.O. – Toronto
C.F.B. Petawawa – Welcome Home
C.F.B. Petawawa – Memorial

March

Pembroke Regional Hospital
CFB Petawawa Business Lunch
Renfrew Trade Show
Heritage Cup – Barry's Bay
C.P. Rail – Mattawa
EOWC - Kingston

April

Mayor Ringrose – Renfrew
Ed Jacyno – Arnprior, CP Rail
Renfrew County Science Fair
Miramichi Lodge Volunteer Dinner
Bonnehchere Valley Services
E.O.W.C. Kingston

May

Jp2g Meeting
J. Yakabuski Meeting
Rib Challenge
Salvation Army Breakfast
Civitan Annual Convention
Algonquin College Sod Turning
Red Friday Rally

June

Past Warden's Banquet – Cobden
Pembroke Cadets Review Officer
E.O.W.C – Gananoque
Norway Bay McNabb Days
Valley Voices for CHEO

July

CP Rail
EOWC Cornwall
Ontario Sportsmen's Club Open House
Ross Museum
1ST Nations

TREASURER'S STATEMENT OF REMUNERATION AND EXPENSES

Paid to County Councillors as at August 31, 2011

To the Warden and Members of the Renfrew County Council:

The following itemized statement of remuneration and expenses paid to each member of Renfrew County Council for the above period was paid in accordance with By-Law # 31-04 and is respectfully submitted:

Councillor	Per Diems \$	Expenses \$	Total \$
Briscoe Raye-Anne	3604.00	1463.28	5067.28
Campbell Mary	3797.00	2432.56	6229.56
Eady Don	3501.00	1464.32	4965.32
Emon Peter	3398.00	4127.16	7525.16
Green Audrey	3385.00	1517.36	4902.36
Lentz Norman	3501.00	2868.32	6369.32
Murphy Jennifer	3887.00	1738.17	5625.17
Rabishaw Richard	2999.00	1102.40	4101.40
Rathwell Donald	4968.00	2026.58	6994.58
Shulist David	3900.00	3288.88	7188.88
Stack Walter	4466.00	3165.79	7631.79
Stewart Tammy	4878.00	3089.91	7967.91
Sweet Robert (per diems incl salary)	26287.64	4360.53	30648.17
Thompson David	1995.00	685.08	2680.08
Visneskie Janice	4801.00	2781.80	7582.80
Weckworth Harold	4582.00	1556.88	6138.88
Wilson Jack	3102.00	155.48	3257.48
Sub-totals	87051.64	37824.50	124876.14

Paid to Committee Members as at August 31, 2011

Name	Per Diems \$	Expenses \$	Total \$
<i>Social Services Committee</i>			
Jacyno Ed	618.00		618.00
Sub-totals	618.00	0.00	618.00
<i>Health Committee</i>			
O'Neill Terry	914.00		914.00
Severin Gary	914.00		914.00
Sub-totals	1828.00	0.00	1828.00

TOTALS 89497.64 37824.50 127322.14

Breakdown of Treasurer's Statement of Remuneration and Expenses Paid to County Council

Aug-11

Name	Salary	County Council	Finance & Admin	Operations	Development & Property	Health	Social Services	LHIN	Land Division	OVTA	Other	Expenses	TOTAL
Briscoe		193.00	103.00		103.00							168.48	567.48
Campbell		193.00			103.00	103.00						249.60	648.60
Eady		193.00		206.00	103.00							193.44	695.44
Emon		193.00	103.00				206.00					342.16	844.16
Green		193.00			103.00		103.00					187.20	586.20
Lentz		193.00		206.00	103.00							393.64	895.64
Murphy		193.00		206.00		103.00						220.48	722.48
Rabishaw		193.00				103.00	103.00					126.88	525.88
Rathwell		193.00	103.00		412.00						772.00	686.42	2,166.42
Shulist		193.00		206.00		103.00						342.16	844.16
Stack		193.00	103.00	206.00								343.20	845.20
Stewart		193.00	103.00			103.00					965.00	643.31	2,007.31
Sweet	1,759.08	193.00		206.00	103.00	103.00					965.00	929.84	4,258.92
Thompson		193.00			103.00							9.08	305.08
Visneskie		193.00	103.00			103.00						156.00	555.00
Weckworth		193.00		206.00			103.00					176.80	678.80
Wilson		193.00	103.00				103.00					20.28	419.28
TOTAL	\$ 1,759.08	\$ 3,281.00	\$ 721.00	\$ 1,442.00	\$ 1,133.00	\$ 721.00	\$ 618.00	\$ -	\$ -	\$ -	\$ 2,702.00	\$ 5,188.97	17,566.05

Breakdown of Treasurer's Statement of Remuneration and Expenses Paid to County Council

YEAR-TO- DATE: AUGUST 2011

Name	Salary	County Council	Finance & Admin	Operations	Development & Property	Health	Social Services	LHIN	Land Division	OVTA	Other	Expenses	TOTAL	CONFERENCES \$2500 ANNUAL MAXIMUM TOTAL
Briscoe	0.00	1,570.00	1,017.00	0.00	811.00	0.00	0.00	0.00	0.00	0.00	206.00	1,463.28	5,067.28	0.00
Campbell	0.00	1,570.00	0.00	0.00	811.00	914.00	0.00	0.00	0.00	502.00	0.00	2,432.56	6,229.56	50.88
Eady	0.00	1,480.00	0.00	811.00	695.00	0.00	0.00	0.00	515.00	0.00	0.00	1,464.32	4,965.32	0.00
Emon	0.00	1,570.00	811.00	0.00	0.00	0.00	1,017.00	0.00	0.00	0.00	0.00	4,127.16	7,525.16	2,500.00
Green	0.00	1,570.00	0.00	0.00	708.00	0.00	708.00	0.00	0.00	296.00	103.00	1,517.36	4,902.36	50.88
Lentz	0.00	1,377.00	0.00	811.00	798.00	0.00	0.00	0.00	515.00	0.00	0.00	2,868.32	6,369.32	0.00
Murphy	0.00	2,162.00	0.00	914.00	0.00	811.00	0.00	0.00	0.00	0.00	0.00	1,738.17	5,625.17	0.00
Rabishaw	0.00	1,274.00	0.00	0.00	0.00	914.00	811.00	0.00	0.00	0.00	0.00	1,102.40	4,101.40	0.00
Rathwell	0.00	1,673.00	721.00	0.00	1,120.00	0.00	0.00	0.00	0.00	0.00	1,454.00	2,026.58	6,994.58	2,446.31
Shulist	0.00	1,480.00	0.00	914.00	0.00	914.00	0.00	0.00	0.00	0.00	592.00	3,288.88	7,188.88	2,406.61
Stack	0.00	1,673.00	811.00	1,300.00	0.00	0.00	0.00	0.00	0.00	0.00	682.00	3,165.79	7,631.79	1,849.81
Stewart	0.00	1,673.00	811.00	0.00	0.00	914.00	0.00	0.00	515.00	0.00	965.00	3,089.91	7,967.91	2,500.00
Sweet	14,072.64	1,570.00	811.00	914.00	708.00	515.00	708.00	0.00	0.00	0.00	6,989.00	4,360.53	30,648.17	0.00
Thompson	0.00	1,184.00	0.00	0.00	605.00	0.00	206.00	0.00	0.00	0.00	0.00	685.08	2,680.08	0.00
Visneskie	0.00	1,570.00	618.00	0.00	0.00	1,017.00	0.00	204.00	0.00	0.00	1,392.00	2,781.80	7,582.80	2,500.00
Weckworth	0.00	1,570.00	0.00	914.00	0.00	0.00	811.00	0.00	0.00	0.00	1,287.00	1,556.88	6,138.88	2,160.09
Wilson	0.00	1,570.00	721.00	0.00	0.00	0.00	811.00	0.00	0.00	0.00	0.00	155.48	3,257.48	544.41
TOTAL	#####	\$ 26,536.00	\$ 6,321.00	\$ 6,578.00	\$ 6,256.00	\$ 5,999.00	\$ 5,072.00	\$ 204.00	\$ 1,545.00	\$ 798.00	\$ 13,670.00	\$ 37,824.50	\$ 124,876.14	\$ 17,008.99

Breakdown of Treasurer's Statement of Remuneration and Expenses

August 2011

Meetings Under the Other Heading Include:

January

C.P. Rail Meeting – Pembroke
C.P. Rail Meeting – Lanark
EOWC – Kingston
Gallant/Yakabuski Levy – Renfrew

February

E.D.C.O. – Toronto
C.F.B. Petawawa – Welcome Home
C.F.B. Petawawa – Memorial

March

Pembroke Regional Hospital
CFB Petawawa Business Lunch
Renfrew Trade Show
Heritage Cup – Barry's Bay
C.P. Rail – Mattawa
EOWC - Kingston

April

Mayor Ringrose – Renfrew
Ed Jacyno – Arnprior, CP Rail
Renfrew County Science Fair
Miramichi Lodge Volunteer Dinner
Bonnechere Valley Services
E.O.W.C. Kingston

May

Jp2g Meeting
J. Yakabuski Meeting
Rib Challenge
Salvation Army Breakfast
Civitan Annual Convention
Algonquin College Sod Turning
Red Friday Rally

June

Past Warden's Banquet – Cobden
Pembroke Cadets Review Officer
E.O.W.C – Gananoque
Norway Bay McNabb Days
Valley Voices for CHEO

July

CP Rail
EOWC Cornwall
Ontario Sportsmen's Club Open House
Ross Museum
1ST Nations

August

AMO Conference
EOWC Meeting

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
			over / (under)	
<u>MEMBERS OF COUNCIL</u>	<u>173,940</u>	<u>197,145</u>	<u>(23,205)</u>	<u>328,316</u>
Accessibility Advisory Committee	210	595	(385)	1,022
Ad Hoc Committee Exp - Non Elected	0	1,456	(1,456)	2,500
AECL Environmental Stewardship	458	658	(200)	1,126
Agricultural Leadership Committee	206	728	(522)	1,246
AMO Board of Directors	0	0	0	0
Computer Supplies	5,873	4,375	1,498	7,500
Council - Conventions	14,916	23,331	(8,415)	40,000
Council - Fees & Mileage	32,757	33,257	(500)	57,013
Councillor Benefits - EHC/Dental	36,340	21,581	14,759	37,000
Councillor Group Insurance	3,280	4,669	(1,389)	8,000
Councillor Liability Insurance	8,384	7,500	884	7,500
County / City Liason Committee	0	1,309	(1,309)	2,238
CPP,UIC,Employer Health Tax	1,450	1,750	(300)	3,000
Depreciation	0	0	0	0
Development & Property Comm - Fees & Mileage	8,531	12,649	(4,118)	21,684
Development & Property Committee - Conventions	0	0	0	0
EOWC Meetings	1,165	0	1,165	0
Finance & Administration Comm. - Fees & Mileage	8,693	12,495	(3,802)	21,416
Health Comm. - Fees & Mileage	8,708	8,988	(280)	15,405
Health Committee - Conventions	0	0	0	0
Land Division Comm. - Fees & Mileage	3,134	1,960	1,174	3,356
LHIN Advisory Committee	305	1,428	(1,123)	2,450
MNR Shaw Woods Committee	371	595	(224)	1,022
MNR Regional Advisory Committee	932	546	386	938
Municipal Advisory Comm - Fees & Mileage	0	1,834	(1,834)	3,140
Operations Committee - Conventions	0	0	0	0
Operations Committee - Fees & Mileage	7,855	11,970	(4,115)	20,523
OVTA Board - Fees and Mileage	1,291	1,218	73	2,085
Prov Municipal Fiscal Advisory Committee	0	0	0	0
Railway Comm. - Fees & Mileage	108	532	(424)	910
Recoveries - County	(14,115)	(15,000)	885	(30,000)
Recoveries - Outside	0	0	0	0
Social Services & RCHC Board - Conventions	0	0	0	0
Social Services & RCHC Board - Fees & Mileage	6,648	10,962	(4,314)	18,792
Special Projects Committee	0	0	0	0
Surplus Adjustment - Depreciation	0	0	0	0
Warden's Salary & Expenses	36,016	40,831	(4,815)	70,000
Warden's Banquet Expense	0	3,500	(3,500)	6,000
Wood Processing Committee	423	1,428	(1,005)	2,450
<u>GENERAL - ADMINISTRATION</u>	<u>491,965</u>	<u>565,000</u>	<u>(73,035)</u>	<u>872,382</u>
Capital - Under Threshold	0	0	0	0
Computer Maintenance	18,642	21,668	(3,026)	25,000
Conferences & Conventions	967	2,541	(1,574)	4,350
Depreciation	5,566	14,000	(8,434)	24,000
Employee Benefits	130,621	132,103	(1,482)	219,420
General Legal & Audit	9,155	15,169	(6,014)	26,000
CAO Retirement	0	0	0	0
Membership Fees	23,060	24,000	(940)	24,000
Office Expense	11,580	18,081	(6,501)	31,000
Professional Development	1,572	3,269	(1,697)	5,600
Recovery - Other Departments	(305,048)	(303,219)	(1,829)	(519,800)
Recovery - Outside	(1,955)	0	(1,955)	0
Recovery - Provincial	0	0	0	0
Recruitment	0	581	(581)	1,000
Salaries	559,322	573,622	(14,300)	941,362
Special Projects - Training	26,168	25,000	1,168	25,000
Special Projects - EOWC	7,571	7,441	130	12,750
Surplus Adjustment - Capital	0	29,169	(29,169)	50,000
Surplus Adjustment - Depreciation	(5,566)	(14,000)	8,434	(24,000)
Telephone	3,060	3,906	(846)	6,700
Travel	7,250	11,669	(4,419)	20,000

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
			over / (under)	
<u>PROPERTY - Pembroke Admin</u>	<u>135,090</u>	<u>396,410</u>	<u>(261,320)</u>	<u>358,029</u>
Advertising	858	875	(17)	1,500
Capital - under threshold	0	92,344	(92,344)	158,300
Depreciation	110,062	111,993	(1,931)	191,991
Elevator Maintenance	3,669	3,031	638	5,200
Employee Benefits	17,503	16,891	612	29,280
Garbage Disposal	1,738	1,869	(131)	3,200
Groundskeeping	6,172	2,919	3,253	5,000
Insurance	30,233	30,580	(347)	30,580
Janitorial Contract	53,127	54,796	(1,669)	93,940
Legal	0	294	(294)	500
Lights,Heat & Power	67,813	72,919	(5,106)	125,000
Mechanical	10,509	9,625	884	16,500
Memberships/Subscriptions	1,661	1,225	436	2,100
Miscellaneous	1,763	1,456	307	2,500
Office Supplies	2,773	3,731	(958)	6,400
Professional Development	504	294	210	500
Recoveries - County	(6,238)	(5,000)	(1,238)	(10,000)
Recoveries - Other	(551)	(1,169)	618	(2,000)
Recruitment	619	0	619	0
Repairs & Maintenance	5,218	19,047	(13,829)	32,650
Revenue - Health Unit Lease	(164,506)	(166,131)	1,625	(284,792)
Salaries	72,291	73,064	(773)	126,671
Security & Monitoring	4,068	2,331	1,737	4,000
Special Projects	0	0	0	0
Surplus Adjustment - Capital	21,568	175,000	(153,432)	300,000
Surplus Adjustment - Depreciation	(110,062)	(111,993)	1,931	(191,991)
Surplus Adjustment - TRF from Reserves	0	0	0	(300,000)
Surplus Adjustment - TRF to Reserves	0	0	0	0
Telephone	947	1,456	(509)	2,500
Travel	2,149	2,044	105	3,500
Vehicle Expenses	1,203	2,919	(1,716)	5,000
<u>PROPERTY - Renfrew County Place</u>	<u>(142,949)</u>	<u>(123,380)</u>	<u>(19,569)</u>	<u>(166,482)</u>
Bad Debts Expense	0	0	0	0
Capital - Under Threshold	0	0	0	0
Depreciation	108,125	108,122	3	185,357
Elevator Maintenance	3,760	2,919	841	5,000
Garbage Removal	1,323	1,750	(427)	3,000
Groundskeeping	3,030	1,456	1,574	2,500
Insurance	8,857	9,310	(453)	9,310
Insurance Claim Costs	1,346	0	1,346	0
Janitorial Contract	52,747	58,331	(5,584)	100,000
Lease Revenue- Outside	(178,885)	(165,403)	(13,482)	(283,549)
Lights,Heat & Power	44,088	46,669	(2,581)	80,000
Mechanical	9,366	8,750	616	15,000
Miscellaneous	3,483	1,169	2,314	2,000
Municipal Taxes	7,128	7,784	(656)	13,345
Office Supplies / Admin Costs	682	4,144	(3,462)	7,100
Other Revenue - Capital Assets	0	0	0	0
Recoverable - County	(137,158)	(137,158)	0	(235,126)
Recoveries - Outside	(10,405)	(7,784)	(2,621)	(13,345)
Repairs & Maintenance	9,109	10,500	(1,391)	18,000
Salaries	34,583	32,433	2,150	56,233
Security & Monitoring	3,995	1,750	2,245	3,000
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(108,125)	(108,122)	(3)	(185,357)
Surplus Adjustment - TRF from Reserves	0	0	0	0
Surplus Adjustment - TRF to Reserves	0	0	0	51,050
Special Projects	0	0	0	0
<u>PROPERTY - Base Stations (3)</u>	<u>(79,010)</u>	<u>(56,609)</u>	<u>(22,401)</u>	<u>0</u>

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
			over / (under)	
BLDG - Repairs & Maint	6,166	12,243	(6,077)	21,000
Depreciation	24,120	24,122	(2)	41,348
Groundskeeping	287	2,912	(2,625)	5,000
Janitorial Contract	14,019	16,919	(2,900)	29,000
Lights, Heat & Power	14,469	22,750	(8,281)	39,000
Mechanical	556	1,743	(1,187)	3,000
MISC - Building Other xpenses	2,347	3,563	(1,216)	6,100
Recoveries - County	(116,855)	(116,739)	(116)	(200,123)
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(24,120)	(24,122)	2	(41,348)
Surplus Adjustment - TRF from Reserves	0	0	0	0
Surplus Adjustment - TRF to Reserves	0	0	0	97,023
Special Projects	0	0	0	0
<u>INFORMATION TECHNOLOGY</u>	<u>197,686</u>	<u>225,038</u>	<u>(27,352)</u>	<u>401,075</u>
Annual Software Maintenance Fees	41,131	31,556	9,575	54,100
Communication Fees	8,760	9,331	(571)	16,000
Computer Technology Supplies	3,487	4,669	(1,182)	8,000
Conventions	0	294	(294)	500
Corporate Software	4,601	3,500	1,101	6,000
Depreciation	15,890	15,680	210	26,880
Fringe Benefits	51,932	53,562	(1,630)	92,857
Office Expense	1,036	2,919	(1,883)	5,000
Professional Development	511	4,375	(3,864)	7,500
Purchased Services	0	3,500	(3,500)	6,000
Recoveries - County	(144,913)	(144,914)	1	(248,422)
Recoveries - Outside	(3,375)	(2,331)	(1,044)	(4,000)
Recruitment	0	0	0	0
Salaries	206,184	219,671	(13,487)	380,840
Surplus Adjustment - Capital	22,352	29,806	(7,454)	51,100
Surplus Adjustment - Depreciation	(15,890)	(15,680)	(210)	(26,880)
Surplus Adjustment - TRF to Reserves	0	0	0	10,000
Telephone Costs	2,733	3,269	(536)	5,600
Travel	3,247	5,831	(2,584)	10,000
<u>HUMAN RESOURCES DEPARTMENT</u>	<u>45,908</u>	<u>111,502</u>	<u>(65,594)</u>	<u>197,488</u>
Benefits	54,769	62,248	(7,479)	107,924
Conference & Convention	0	581	(581)	1,000
Depreciation	5,054	5,964	(910)	10,224
Equipment Expense	0	0	0	0
Expenses Recoverable From Others	4,553	0	4,553	0
Legal Fees	2,610	5,831	(3,221)	10,000
Membership Fees	1,056	1,169	(113)	2,000
Office Expense	8,871	19,397	(10,526)	33,250
Professional Development	4,192	4,081	111	7,000
Purchased Services	22,261	32,081	(9,820)	55,000
Recovery - County Departments	(280,596)	(280,595)	(1)	(481,021)
Recovery - Federal	0	0	0	0
Recovery - Outside Agencies	(27,680)	(5,831)	(21,849)	(10,000)
Recovery - Province	0	0	0	0
Recruitment	2,805	0	2,805	0
Salaries	240,234	263,790	(23,556)	457,335
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(5,054)	(5,964)	910	(10,224)
Travel	12,832	8,750	4,082	15,000
<u>FORESTRY DEPT.</u>	<u>124,226</u>	<u>(15,979)</u>	<u>140,205</u>	<u>(86,939)</u>
Advertising	312	231	81	400
Benefits	11,556	11,401	155	19,768
Capital - Under Threshold	0	0	0	0
Conventions	0	581	(581)	1,000
Depreciation	9,601	9,191	410	15,761
GIS Photography	0	0	0	0

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
			over / (under)	
Legal	0	294	(294)	500
Maintenance Operations	0	581	(581)	1,000
Memberships/Subscriptions	5,000	3,381	1,619	5,800
Miscellaneous	787	1,169	(382)	2,000
Office Supplies	9,717	2,919	6,798	5,000
Professional Development	40	875	(835)	1,500
Property Survey Costs	0	1,456	(1,456)	2,500
Recoveries - Other	(1,031)	(2,625)	1,594	(4,500)
Recoveries - Timber Sales	0	(155,666)	155,666	(266,860)
Recruitment	1,476	581	895	1,000
Salaries	53,526	68,758	(15,232)	119,203
Small Tools / Supplies	0	875	(875)	1,500
Special Project	0	2,919	(2,919)	5,000
Surplus Adjustment - Capital	26,703	14,581	12,122	25,000
Surplus Adjustment - Depreciation	(9,601)	(9,191)	(410)	(15,761)
Surplus Adjustment - TRF to Reserves	0	0	0	0
Surplus Adjustment - TRF from Reserves	0	0	0	(61,110)
Travel	1,571	3,500	(1,929)	6,000
Tree Marking	703	147	556	250
Tree Planting	10,062	21,063	(11,001)	36,110
Vehicle Expenses	3,803	7,000	(3,197)	12,000
<u>PUBLIC WORKS</u>	<u>5,399,175</u>	<u>8,434,674</u>	<u>(3,035,499)</u>	<u>13,267,899</u>
Administration	707,479	700,699	6,780	1,029,600
Capital Works - Expenses	107,528	275,919	(168,391)	473,000
Equipment	(200,915)	(241,950)	41,035	(324,600)
Housing	128,443	141,504	(13,061)	251,100
Maintenance	3,610,897	3,565,624	45,273	5,801,000
Depreciation	4,637,012	4,559,275	77,737	7,815,900
Surplus Adjustment - Capital	1,173,810	4,014,384	(2,840,574)	9,794,200
Surplus Adjustment - Depreciation	(4,637,012)	(4,559,275)	(77,737)	(7,815,900)
Surplus Adjustment - TRF to Reserves	0	0	0	324,600
Surplus Adjustment - TRF from Reserves	0	0	0	(3,637,701)
Recoveries - Federal	0	0	0	(200,000)
Recoveries - Other	(15,769)	(21,506)	5,737	(43,300)
Recoveries - Provincial	0	0	0	(200,000)
Clearing	(112,299)	0	(112,299)	0
<u>SPECIAL PROJECTS</u>	<u>403</u>	<u>11,669</u>	<u>(11,266)</u>	<u>20,000</u>
Abandoned Rail Line Development	403	11,669	(11,266)	20,000
<u>EXPO 150</u>	<u>(83,964)</u>	<u>0</u>	<u>(83,964)</u>	<u>0</u>
Revenue - Donations	(156,619)	(179,229)	22,611	(179,229)
Revenue - Federal	(20,000)	(46,500)	26,500	(46,500)
Revenue - Other	(38,106)	(49,250)	11,144	(49,250)
Salaries / Benefits	23,868	23,507	361	23,507
Special Projects - Event	316,318	438,002	(121,684)	438,002
Surplus Adjustment - TRF from Reserves	(209,426)	(186,530)	(22,896)	(186,530)
Surplus Adjustment - TRF to Reserves	0	0	0	0
TRAVEL	0	0	0	0
<u>BONNECHERE MANOR</u>	<u>701,925</u>	<u>701,925</u>	<u>(0)</u>	<u>1,117,735</u>
Total Municipal Cost	1,090,006	1,090,005	1	1,868,581
Recoveries - City of Pembroke	(388,081)	(388,080)	(1)	(665,281)
Surplus Adjustment - TRF from Reserves	0	0	0	(85,565)
<u>MIRAMICHI LODGE</u>	<u>657,693</u>	<u>657,699</u>	<u>(6)</u>	<u>1,127,474</u>
Total Municipal Cost	1,021,430	1,021,433	(4)	1,751,022
Recoveries - City of Pembroke	(363,736)	(363,734)	(2)	(623,548)
Surplus Adjustment - TRF from Reserves	0	0	0	0
<u>OTHER LONG TERM CARE</u>	<u>52,681</u>	<u>53,039</u>	<u>(358)</u>	<u>90,918</u>
North Renfrew Long Term Care	81,872	82,229	(357)	140,959

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
City of Pembroke Share	(29,191)	(29,190)	(1)	(50,041)
<u>HEALTH SERVICES</u>	<u>578,409</u>	<u>807,191</u>	<u>(228,782)</u>	<u>1,383,754</u>
Renfrew County & District Health Unit	807,190	807,191	(1)	1,383,754
Renfrew County & District Health Unit - Rebate	(228,781)	0	(228,781)	0
<u>RECREATION & CULTURAL SERVICES</u>	<u>7,986</u>	<u>8,750</u>	<u>(764)</u>	<u>15,000</u>
Publicity/Public Relations Service	8,396	8,750	(354)	15,000
Recoveries	(410)	0	(410)	0
<u>NATIVE LAND CLAIM</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Salaries & Benefits	15,571	0	15,571	0
Travel	1,788	0	1,788	0
Office Supplies / Admin	650	0	650	0
Accommodation Costs	1,921	0	1,921	0
Provincial Subsidy	(19,931)	0	(19,931)	0
<u>ECONOMIC DEVELOPMENT</u>	<u>113,418</u>	<u>221,509</u>	<u>(108,091)</u>	<u>366,555</u>
Benefits	14,727	28,360	(13,634)	49,165
Business Directory	0	581	(581)	1,000
Community Futures Projects	0	0	0	0
Computer Maintenance	1,243	1,050	193	1,800
Conventions	2,455	1,750	705	3,000
Depreciation	347	2,800	(2,453)	4,800
Forest 2020	0	0	0	0
Hospitality	662	294	368	500
Legal	0	581	(581)	1,000
Marketing Program	6,054	8,169	(2,115)	14,000
Memberships/Subscriptions	1,190	5,075	(3,885)	8,700
Miscellaneous	223	469	(246)	800
Office Expense	3,723	6,244	(2,521)	10,700
Ottawa River Waterway Project	0	0	0	0
Professional Development/Staff Training	450	350	100	600
Recoveries - Federal - CFDC	(1,388)	0	(1,388)	0
Recoveries - Federal - FOREST 2020	0	0	0	0
Recoveries-County	0	0	0	0
Recoveries-Other	(7,321)	(875)	(6,446)	(1,500)
Recoveries-Provincial	0	0	0	0
Recruitment	2,563	581	1,982	1,000
Salaries	58,064	120,160	(62,096)	208,320
Special Projects	5,125	19,250	(14,125)	33,000
Special Projects - Agriculture	22,470	22,470	0	22,470
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(347)	(2,800)	2,453	(4,800)
Travel	3,179	7,000	(3,821)	12,000
<u>ENTERPRISE CENTRE</u>	<u>(13,088)</u>	<u>(7,030)</u>	<u>(6,058)</u>	<u>28,055</u>
Benefits	13,987	14,424	(437)	25,009
Depreciation	282	1,981	(1,699)	3,400
Marketing	229	3,045	(2,816)	5,220
Miscellaneous	95	581	(486)	1,000
Office Expenses	2,646	3,269	(623)	5,600
Professional Development	400	231	169	400
Purchased Service	2,798	2,800	(2)	4,797
Recoveries - Federal	0	(3,206)	3,206	(5,500)
Recoveries - Municipalities	(6,000)	(10,000)	4,000	(10,000)
Recoveries - Other	(128)	(2,919)	2,791	(5,000)
Recoveries - Provincial	(100,966)	(96,304)	(4,662)	(133,660)
Recruitment	0	0	0	0
Renovations	0	0	0	0
Salaries	61,037	63,696	(2,659)	110,429
Special Projects	6,507	7,756	(1,249)	13,300
Surplus Adjustment - Capital	0	0	0	0

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
			over / (under)	
Surplus Adjustment - Depreciation	(282)	(1,981)	1,699	(3,400)
Telephone/Internet Access	2,385	3,766	(1,381)	6,460
Travel	3,923	5,831	(1,908)	10,000
<u>OTTAWA VALLEY TOURIST ASSOCIATION</u>	<u>103,956</u>	<u>107,169</u>	<u>(3,213)</u>	<u>170,541</u>
Salaries	80,213	83,144	(2,931)	144,145
Benefits	23,743	24,025	(282)	41,651
Direct Contribution to OVTA	0	0	0	0
Recoveries	0	0	0	(15,255)
<u>PLANNING DEPARTMENT</u>	<u>397,284</u>	<u>387,185</u>	<u>10,099</u>	<u>672,694</u>
Computer Supplies / Maintenance	27,139	7,000	20,139	12,000
Conventions	500	1,750	(1,250)	3,000
County Official Plan	0	1,456	(1,456)	2,500
Depreciation	1,587	4,459	(2,872)	7,640
Employee Benefits	94,226	88,141	6,085	152,815
Fees - Municipal Projects	0	(6,069)	6,069	(10,400)
Land Division Advertisement Costs	0	294	(294)	500
Legal Fees	3,975	1,169	2,806	2,000
Memberships	185	1,750	(1,565)	3,000
Miscellaneous	2,468	1,169	1,299	2,000
Office Expense	10,910	13,125	(2,215)	22,500
Professional Development	730	1,456	(726)	2,500
Recoveries - Other	(4,286)	(2,919)	(1,367)	(5,000)
Recoveries - Special Projects	(11,252)	0	(11,252)	0
Recruitment	0	1,169	(1,169)	2,000
Revenues - Service Charges	(17,993)	(15,169)	(2,824)	(26,000)
Revenues - Severance Applications	(62,095)	(75,831)	13,737	(130,000)
Revenues - Subdivision Applications	(20,600)	(12,831)	(7,769)	(22,000)
Salaries	366,725	372,775	(6,050)	646,279
Special Projects	0	0	0	0
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(1,587)	(4,459)	2,872	(7,640)
Surplus Adjustment - TRF from Reserves	0	0	0	0
Travel	6,651	8,750	(2,099)	15,000
<u>AGRICULTURE & REFORESTATION</u>	<u>9,414</u>	<u>17,000</u>	<u>(7,586)</u>	<u>22,000</u>
Reforestation - Grants in Lieu	9,067	10,000	(933)	15,000
Forest Fire Protection	347	7,000	(6,653)	7,000
<u>ONTARIO WORKS</u>	<u>1,094,640</u>	<u>1,195,401</u>	<u>(100,761)</u>	<u>2,050,277</u>
Social Assistance - Cost of Admin	1,041,548	1,177,885	(136,337)	2,018,042
Social Assistance - Benefits	4,660,252	4,729,851	(69,599)	8,108,315
Ontario Disability Support Program	0	0	0	0
Ontario Works	771,649	788,014	(16,365)	1,361,403
Homelessness	55,656	87,174	(31,518)	328,568
Emergency Energy Fund	16,320	16,320	0	16,320
Eligibility Review Officer	0	0	0	0
Other	129,576	179,155	(49,579)	218,890
Depreciation	28,821	46,011	(17,190)	78,874
Surplus Adjustment - Capital	458	0	458	0
Surplus Adjustment - Depreciation	(28,821)	(46,011)	17,190	(78,874)
Surplus Adjustment - TRF to Reserves	0	0	0	0
Surplus Adjustment - TRF from Reserves	0	0	0	(223,958)
Provincial Subsidy - Social Assistance - COA	(560,425)	(588,943)	28,518	(1,009,021)
Provincial Subsidy - Social Assistance - Benefits	(3,787,059)	(3,845,891)	58,832	(6,592,956)
Provincial Subsidy - Ontario Disability Support Program	0	0	0	0
Provincial Subsidy - Ontario Works	(626,579)	(639,866)	13,287	(1,105,459)
Provincial Subsidy - Homelessness	(53,400)	(87,174)	33,774	(104,610)
Provincial Subsidy - Emergency Energy Fund	(16,320)	(16,320)	0	(16,320)
Provincial Subsidy - Eligibility Review Officer	0	0	0	0
Provincial Subsidy - Other	(129,576)	(179,155)	49,579	(218,890)
Federal Subsidy	0	0	0	0

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
Other Revenue	(2,256)	0	(2,256)	0
Municipal Contribution - City of Pembroke	(405,203)	(425,649)	20,446	(730,047)
<u>CHILD CARE</u>	<u>292,725</u>	<u>299,776</u>	<u>(7,051)</u>	<u>513,855</u>
Administration	65,083	73,406	(8,323)	126,484
Child Care Program Costs	1,462,985	1,482,656	(19,671)	2,539,960
Child Care Special Projects	0	0	0	510,018
Depreciation	6,362	12,467	(6,105)	21,372
Early Learning Child Development	1,574,713	1,669,086	(94,373)	3,169,975
Early Learning Child Development-Fee Subsidy	61,225	97,370	(36,145)	166,925
Pay Equity	72,523	72,527	(4)	124,326
Provincial Subsidy - Admin	(32,541)	(36,703)	4,162	(63,242)
Provincial Subsidy - Child Care Program	(1,170,388)	(1,186,116)	15,728	(2,031,968)
Provincial Subsidy - ELCD	(1,635,938)	(1,766,456)	130,518	(3,336,900)
Provincial Subsidy - Pay Equity	(67,853)	(67,851)	(2)	(116,320)
Surplus Adjustment - Depreciation	(6,362)	(12,467)	6,105	(21,372)
Surplus Adjustment - TRF from Reserves	0	0	0	(510,018)
Municipal Contribution - City of Pembroke	(37,084)	(38,143)	1,059	(65,385)
<u>SOCIAL HOUSING</u>	<u>2,287,814</u>	<u>2,338,280</u>	<u>(50,466)</u>	<u>4,031,357</u>
Admin Charges	60,317	60,319	(2)	103,400
Fairfields - Tax Rebate	2,155	5,600	(3,445)	5,600
Fairfields - Expansion (Provincially funded)	0	0	0	0
HR Charges	43,009	43,008	1	73,729
IT Charges	13,991	13,993	(2)	23,985
Legal	0	294	(294)	500
Memberships/Subscriptions	400	294	106	500
Non Profit Housing	883,617	933,331	(49,714)	1,600,000
Office Supplies	42	875	(833)	1,500
Postage/Courier	71	294	(223)	500
PROV REV - SHRRP	(236,290)	(250,376)	14,086	(429,211)
ROV REV - AHP RENT SUPPLEMENT	(34,515)	(35,100)	585	(46,800)
PROV REV - STRONG COMMUNITY RENT SUP	(105,064)	(105,064)	(0)	(140,086)
PROV REV - AHP HOMEOWNERSHIP	(11,200)	0	(11,200)	0
PROV REV - SHORT TERM RENT SUPPORT	0	0	0	0
PROV REV - NON PROFIT CAPITAL PROJECTS	0	0	0	0
PROV REV - RENT BANK	(37,839)	0	(37,839)	0
PROV REV - AHP - FAIRFIELDS EXPANSION	0	0	0	0
PROV (FED) SUBSIDY -SOCIAL HOUSING	(931,362)	(931,361)	(1)	(1,241,814)
RCHC - BASE	2,504,580	2,507,701	(3,121)	4,489,664
RCHC - SHRRP	236,290	250,376	(14,086)	429,211
RCHC - AHP RENT SUPPLEMENT	34,515	35,100	(585)	46,800
RCHC - STRONG COMMUNITY RENT SUPP	105,064	105,064	0	140,086
RCHC - AHP HOMEOWNERSHIP	11,200	0	11,200	0
RCHC - RENT BANK	37,839	0	37,839	0
RCHC - SHORT TERM RENT SUPPORT	0	0	0	0
Recoveries - Outside	0	0	0	(190,744)
Recruitment	0	0	0	0
Special Project	0	0	0	0
Staff Training	0	294	(294)	500
Surplus Adjustment - TRF TO Reserves	0	0	0	0
Surplus Adjustment - TRF from Reserves	0	0	0	(325,000)
Travel	825	1,169	(344)	2,000
Municipal Contribution - City of Pembroke	(289,830)	(297,531)	7,701	(512,963)
				89,484
<u>PARAMEDIC SERVICE</u>	<u>2,969,620</u>	<u>3,822,606</u>	<u>(852,986)</u>	<u>5,386,291</u>
Admin - Salaries	320,611	325,589	(4,978)	564,478
Admin - Employee Benefits	75,411	75,134	277	130,257
Admin - Professional Development	13,279	22,155	(8,876)	37,974
Admin - Recruitment	113	3,710	(3,597)	6,365
Admin - Base Hospital Charges	19,422	17,885	1,537	30,660
Admin - Purchased Services - PRH	0	0	0	0
Admin - Admin Charge	50,167	50,169	(2)	86,000

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
			over / (under)	
Admin - HR Charge	83,800	83,797	3	143,657
Admin - IT Charge	33,578	33,579	(1)	57,564
Admin - Conferences & Conventions	758	2,912	(2,154)	4,996
Admin - Travel	29,618	17,850	11,768	30,596
Admin - Special Projects	0	17,500	(17,500)	30,000
Admin - Office Expenses	22,731	20,405	2,326	34,979
Admin - Uniform Allowances	640	700	(60)	700
Admin - Computer Supply & Maintenance	48,842	52,108	(3,266)	89,333
Admin - Legal	10,234	22,967	(12,733)	39,367
Admin - Membership Fees	1,021	1,015	6	1,744
Admin - Communication Fees	37,175	42,133	(4,958)	72,230
Admin - Special Projects	13,903	0	13,903	0
Paramedic - Salaries	4,492,619	4,534,533	(41,914)	7,861,536
Paramedic - Employee Benefits	981,529	973,622	7,907	1,687,973
Paramedic - Vehicle Operation & Maintenance	350,727	352,205	(1,478)	603,784
Paramedic - Small Equipment & Supplies	117,694	339,500	(221,806)	582,000
Paramedic - Operational Costs	36,110	62,391	(26,281)	106,954
Paramedic - Insurance	276,645	257,998	18,647	257,998
Paramedic - Insurance Claims Costs	0	13,216	(13,216)	22,660
Paramedic - Base Station Lease	184,575	257,250	(72,675)	441,000
Paramedic - Base Station Expenses	21,811	0	21,811	0
Capital - Under Threshold	0	0	0	0
Provision for Bad Debt Expense	0	0	0	0
Depreciation	345,674	373,891	(28,217)	640,956
Recovery - Outside	0	0	0	0
Revenue - Other	(113,343)	(64,169)	(49,174)	(110,000)
Recovery - County	(30,335)	(30,331)	(4)	(52,000)
Recovery - County	(715)	0	(715)	0
Recovery - Cross Border - Other Municipalities	0	0	0	(142,329)
Provincial Revenue - Community in Action	(1,000)	0	(1,000)	0
Recovery - Other Agency	0	(17,500)	17,500	(30,000)
Provincial Subsidy - Operating	(3,660,198)	(3,556,504)	(103,694)	(6,096,868)
Revenue - Penalty & Interest	0	0	0	0
Revenue - Prov Mobile Computing	0	0	0	0
Revenue - Federal - JEPP	0	0	0	0
Revenue - Federal Equipment Grant	0	0	0	0
Surplus Adjustment - Capital	0	490,581	(490,581)	841,000
Surplus Adjustment - Depreciation	(345,674)	(373,891)	28,217	(640,956)
Surplus Adjustment - TRF to Reserves	0	0	0	640,956
Surplus Adjustment - TRF from Reserves	0	0	0	(1,772,303)
Municipal Contribution - City of Pembroke	(447,800)	(579,794)	131,994	(816,970)
<u>EMERGENCY MANAGEMENT</u>	<u>61,019</u>	<u>79,087</u>	<u>(18,068)</u>	<u>143,346</u>
911	25,959	27,296	(1,337)	54,590
Admin Charge (Paramedic Service)	30,335	30,331	4	52,000
Conferences	0	0	0	0
Emergency Management	4,725	16,436	(11,712)	28,176
Fire Services Charges	0	0	0	88,580
Purchased Service - Consultant	0	8,750	(8,750)	15,000
Special Project - Pandemic Training	0	0	0	0
Staff Training	0	0	0	0
Surplus Adjustment - Capital	0	0	0	0
Recoveries - Provincial	0	0	0	0
Recoveries - Other	0	(3,726)	3,726	(95,000)
<u>PROVINCIAL OFFENCES ADMINISTRATION</u>	<u>(400,047)</u>	<u>(438,177)</u>	<u>38,130</u>	<u>(748,057)</u>
Adjudication	21,245	27,041	(5,796)	46,350
Admin Charges	27,825	27,825	0	47,700
Bank Charges (Visa/Mastercard)	10,491	15,169	(4,678)	26,000
Capital - Under Threshold	0	0	0	0
Certificates of Offence	0	5,831	(5,831)	10,000
City of Pembroke - Share of Net Revenue	60,677	66,463	(5,786)	113,462
Collection Costs	0	3,794	(3,794)	6,500

COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>over / (under)</u> <u>VARIANCE</u>	<u>FULL YEAR</u> <u>BUDGET</u>
Computer & Technology	3,858	4,669	(811)	8,000
Conventions	250	574	(324)	985
Court Transcripts	170	91	79	150
Depreciation	6,166	7,518	(1,352)	12,888
Fringe Benefits	31,577	33,386	(1,809)	57,884
ICON Charges	12,260	16,492	(4,232)	28,275
Interpreter Fees	436	1,631	(1,195)	2,800
IT Charges	7,800	7,798	2	13,371
Lease/Building Costs	37,067	42,462	(5,395)	72,790
Legal Costs	320	581	(261)	1,000
Miscellaneous	72	203	(131)	350
Monitoring / Enforcement Fees	0	2,394	(2,394)	4,100
Municipal Prosecutor	0	0	0	0
Office Equipment / Furniture	1,271	1,876	(605)	3,215
Office Supplies	1,661	3,850	(2,189)	6,600
Part III Prosecution	6,808	5,250	1,558	9,000
Postage	1,634	1,897	(263)	3,250
Purchase of Service - Notice of Fines	1,696	1,883	(187)	3,225
Recruitment	0	0	0	0
Revenues - Provincial Accessibility Fund	0	0	0	0
Revenues - POA Fines	(778,145)	(875,000)	96,855	(1,500,000)
Revenues - POA Recoveries	(3)	0	(3)	0
Salaries	144,795	151,544	(6,749)	262,736
Satellite Courtroom Costs	0	2,394	(2,394)	4,100
Staff Training/Development	341	2,128	(1,787)	3,650
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - Depreciation	(6,166)	(7,518)	1,352	(12,888)
Surplus Adjustment - TRF from Reserves	0	0	0	0
Telephone	1,571	3,822	(2,251)	6,550
Travel	3,900	5,306	(1,406)	9,100
Witness Fees	377	469	(92)	800
<u>PROPERTY ASSESSMENT</u>	<u>1,082,276</u>	<u>1,082,277</u>	<u>(1)</u>	<u>1,443,035</u>
MPAC	1,082,276	1,082,277	(1)	1,443,035
<u>FINANCIAL EXPENSE</u>	<u>1,394,667</u>	<u>1,550,410</u>	<u>(155,743)</u>	<u>4,797,082</u>
Capping Costs (Forgone Revenue Approach)	6,884	0	6,884	50,000
County Share - Taxes Written Off	12,373	0	12,373	280,000
Debenture Interest - Miramichi Lodge (2014)	28,936	28,936	(0)	231,099
Provision for Bad Debt Expense	0	0	0	0
Provision for Unallocated Funds	0	175,000	(175,000)	300,000
Special Project - EOWC Broadband	141,475	141,474	1	141,474
Surplus Adjustment - Capital	0	0	0	0
Surplus Adjustment - TRF to Reserves	0	0	0	2,559,509
Surplus Adjustment - Principal Payments - ML	1,205,000	1,205,000	0	1,205,000
Temporary Debt Charge	0	0	0	0
Vacant Building Rebates	0	0	0	30,000
TOTAL EXPENSES	17,654,863	22,629,567	(4,974,704)	37,803,680
REVENUES				
<u>COUNTY LEVY</u>	<u>17,108,299</u>	<u>17,108,296</u>	<u>3</u>	<u>34,216,589</u>
<u>PIL ADJUSTMENTS</u>	<u>5,111</u>	<u>0</u>	<u>5,111</u>	<u>(200,000)</u>
<u>WATERPOWER GENERATING STATION</u>	<u>382,296</u>	<u>373,108</u>	<u>9,188</u>	<u>373,108</u>
<u>RAILWAY/HYDRO RIGHTS-OF-WAY</u>	<u>(6,180)</u>	<u>0</u>	<u>(6,180)</u>	<u>95,000</u>
<u>SUPPLEMENTARY REVENUE</u>	<u>58,230</u>	<u>0</u>	<u>58,230</u>	<u>425,000</u>

**COUNTY OF RENFREW
TREASURER'S REPORT - GENERAL REVENUE FUND
As at July 31, 2011**

	over / (under)			
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>PROVINCIAL SUBSIDIES</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ontario Municipal Partnership Fund	0	0	0	0
Investing In Ontario Act - Revenue	0	0	0	0
Move Ontario - Roads & Bridges	0	0	0	0
<u>OTHER REVENUE</u>	<u>1,449,218</u>	<u>1,393,586</u>	<u>55,632</u>	<u>2,752,509</u>
Interest Revenue	171,395	110,831	60,564	190,000
Other Revenue	10	0	10	0
Municipal Rebate - Health Unit	0	0	0	0
Gas Tax Funding	1,276,218	1,279,755	(3,537)	2,559,509
Proceeds - Sale of Assets	0	0	0	0
Gain / (Loss) - Sale of Assets	0	0	0	0
Licenses	1,595	3,000	(1,405)	3,000
<u>CONTRIBUTION FROM RESERVES</u>	<u>0</u>	<u>141,474</u>	<u>(141,474)</u>	<u>141,474</u>
Surplus Adjustment - TRF From Reserves	0	141,474	(141,474)	141,474
TOTAL REVENUES	18,996,975	19,016,464	(19,489)	37,803,680
Municipal Surplus / (Deficit)	1,342,112	(3,613,103)	4,955,215	0

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
As at July 31, 2011

	over / (under)			<u>FULL YEAR</u>
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>BUDGET</u>
<u>CLIENT PROGRAMS & SERVICES</u>	<u>269,172</u>	<u>314,934</u>	<u>(45,762)</u>	<u>547,614</u>
Salaries	204,803	231,207	(26,404)	402,775
Employee Benefits	39,532	47,145	(7,613)	82,130
Depreciation	0	0	0	0
Equipment - Replacements	843	2,331	(1,488)	4,000
Equipment Operation/Maint.	0	1,169	(1,169)	2,000
Federal Subsidy - New Horizons	(12,366)	0	(12,366)	(25,000)
Hobby Crafts	624	1,456	(832)	2,500
New Horizons	12,366	0	12,366	25,000
Office Supplies	222	875	(653)	1,500
Other - Cable TV	16,496	20,930	(4,434)	35,876
Purchased Services	18,326	18,536	(210)	31,772
Recoveries	(23,529)	(19,488)	(4,041)	(33,408)
Recreation & Entertainment	3,938	3,059	879	5,244
Special Events	7,915	7,133	782	12,225
Staff Education	0	581	(581)	1,000
Surplus Adjustment - Depreciation	0	0	0	0
<u>NURSING SERVICES</u>	<u>3,736,668</u>	<u>3,896,406</u>	<u>(159,738)</u>	<u>6,791,158</u>
Salaries - Direct Care	2,912,055	3,012,946	(100,891)	5,252,319
Employee Benefits - Direct Care	501,376	563,817	(62,441)	982,871
Salaries - Nursing Administration	213,697	210,892	2,805	365,984
Employee Benefits - Nursing Administration	46,855	49,340	(2,485)	85,621
Bursary	0	0	0	0
Depreciation	28,438	34,293	(5,855)	58,788
Equipment Operation/Maint.	0	2,044	(2,044)	3,500
Equipment Replacement	3,962	5,369	(1,407)	9,200
Furniture Replacement	0	1,519	(1,519)	2,600
Incontinent Products	50,441	48,419	2,022	83,000
Medical Director	20,448	20,351	97	37,410
Medical Nursing Supplies	47,684	47,250	434	81,000
Memberships	145	581	(436)	1,000
MOH - Early Adopter Program	0	0	0	0
MOH - Education Initiative	0	0	0	0
MOH - High Intensity Needs	26,237	49,581	(23,344)	85,000
MOH - HOBIC	0	0	0	0
MOH - Lab Fees	0	0	0	0
MOH - Late Career Initiative	0	0	0	0
MOH - Nurse Practitioner Expenses	0	0	0	0
MOH - Performance Improvements	0	0	0	0
Office Supplies	0	2,219	(2,219)	3,800
Purchased Services	6,493	7,189	(696)	12,326
Recoveries	(25,245)	(17,486)	(7,759)	(29,973)
Recovery - MOH - Early Adopter Program	(47,719)	(47,719)	0	(81,800)
Recovery - MOH - Education Initiative Funding	0	0	0	0
Recovery - MOH - High Intensity Needs	(9,260)	(49,581)	40,321	(85,000)
Recovery - MOH - HOBIC	0	0	0	0
Recovery - MOH - Lab Fees	0	0	0	0
Recovery - MOH - Late Career Funding	0	0	0	0
Recovery - MOH - Lift Funding	0	0	0	0
Recovery - MOH - Medical Director	(10,500)	(10,325)	(175)	(17,700)
Recovery - MOH - Performance Improvement	0	0	0	0
Surplus Adjustment - Depreciation	(28,438)	(34,293)	5,855	(58,788)

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>over / (under)</u> <u>VARIANCE</u>	<u>FULL YEAR</u> <u>BUDGET</u>
<u>RAW FOOD</u>	<u>283,050</u>	<u>280,917</u>	<u>2,133</u>	<u>481,581</u>
Meat	59,718	70,042	(10,324)	120,072
Dairy	45,767	39,669	6,098	68,000
Bread	13,237	7,581	5,656	13,000
Groceries & Vegetables	160,623	165,088	(4,465)	283,012
Nutrition Supplements	16,678	12,831	3,847	22,000
Raw Food Recoveries	(12,973)	(14,294)	1,321	(24,503)
<u>DIETARY SERVICES</u>	<u>603,978</u>	<u>667,806</u>	<u>(63,828)</u>	<u>1,154,467</u>
Salaries	486,691	518,359	(31,668)	902,762
Employee Benefits	94,531	107,295	(12,764)	186,863
Depreciation	1,766	1,974	(208)	3,383
Dietary Supplies	25,281	29,806	(4,525)	51,100
Equipment - Operation/Maint.	2,612	5,166	(2,554)	8,860
Equipment - Replacements	0	10,400	(10,400)	10,400
Net Vending Proceeds	(805)	0	(805)	0
Other Expenses	475	966	(491)	1,650
Purchased Services	212	931	(719)	1,600
Recoveries	(7,429)	(9,807)	2,378	(16,812)
Replacement - Dishes/Cutlery	2,410	4,690	(2,280)	8,044
Surplus Adjustment - Depreciation	(1,766)	(1,974)	208	(3,383)
<u>HOUSEKEEPING SERVICES</u>	<u>503,104</u>	<u>473,128</u>	<u>29,976</u>	<u>800,656</u>
Salaries	359,626	338,632	20,994	589,579
Employee Benefits	70,874	72,121	(1,247)	125,570
Depreciation	1,084	1,085	(1)	1,859
Equipment - Operation/Maint.	1,774	0	1,774	0
Equipment - Replacements	0	1,456	(1,456)	2,500
Furniture - Replacements	40,717	30,000	10,717	30,000
Housekeeping Supplies	33,192	33,936	(744)	58,179
Purchased Services	1,212	1,260	(48)	2,163
Recoveries	(4,292)	(4,277)	(15)	(7,335)
Surplus Adjustment - Depreciation	(1,084)	(1,085)	1	(1,859)
<u>LAUNDRY AND LINEN SERVICES</u>	<u>206,808</u>	<u>216,814</u>	<u>(10,006)</u>	<u>382,165</u>
Salaries	163,745	161,391	2,354	281,063
Employee Benefits	30,190	33,029	(2,839)	57,517
Bedding Etc Replacements	4,105	8,716	(4,611)	19,930
Depreciation	1,333	1,330	3	2,285
Equipment Operation/Maint.	0	5,047	(5,047)	8,655
Equipment Replacements	0	875	(875)	1,500
Miscellaneous Supplies	10,665	9,429	1,236	16,362
Purchased Services	0	0	0	0
Recoveries	(1,897)	(1,673)	(224)	(2,862)
Surplus Adjustment - Depreciation	(1,333)	(1,330)	(3)	(2,285)

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
As at July 31, 2011

	over / (under)			
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>BUILDINGS AND PROPERTY MAINTENANCE</u>	<u>496,554</u>	<u>592,200</u>	<u>(95,646)</u>	<u>989,620</u>
Salaries	124,727	155,691	(30,964)	270,826
Employee Benefits	30,831	35,664	(4,833)	62,040
Depreciation	239,708	271,586	(31,878)	465,577
Equipment - Operation/Maint.	32,212	43,400	(11,188)	74,400
Equipment - Replacements	0	0	0	0
Furniture - Replacements	11,086	0	11,086	0
Heating / Hydro	197,213	225,263	(28,050)	350,143
Insurance	23,157	24,804	(1,647)	24,804
Cell/Pager	408	371	37	630
Purchased Services	35,824	46,656	(10,832)	93,910
Recoveries	(13,689)	(12,887)	(802)	(22,087)
Repairs/Maint./Bldgs./Grounds	12,195	35,310	(23,115)	59,100
Replacements/Capital	0	0	0	0
Surplus Adjustment - Depreciation	(239,708)	(271,586)	31,878	(465,577)
Water / Wastewater	42,590	37,928	4,662	75,854
<u>GENERAL AND ADMINISTRATIVE</u>	<u>559,023</u>	<u>605,338</u>	<u>(46,315)</u>	<u>992,191</u>
Salaries	232,638	239,065	(6,427)	414,712
Employee Benefits	56,299	56,394	(95)	97,831
Admin Charges	49,525	49,525	0	84,900
Advertising/Awards Dinner	9,790	10,150	(360)	31,000
Audit	5,871	7,210	(1,339)	7,210
Conventions	0	3,000	(3,000)	3,000
Depreciation	9,659	19,264	(9,605)	33,023
Equipment - Operation/Maint.	10,414	16,676	(6,262)	22,506
Equipment - Replacements	437	1,690	(1,253)	7,900
Facility Rental	(985)	(1,225)	240	(2,100)
Gain / Loss from the Sale of an Asset	0	0	0	(15,000)
Health & Safety Program	(212)	3,031	(3,243)	5,200
HR Charges	58,665	58,667	(2)	100,569
Insurance	105,369	94,811	10,558	94,811
IT Charges	22,386	20,986	1,400	35,977
Legal & Labour Contract Costs	1,737	11,669	(9,932)	20,000
Misc	27	0	27	0
Postage / Courier	3,746	3,927	(181)	6,727
Printing & Stationery	7,218	9,919	(2,701)	17,000
Proceeds from the Sale of an Asset	0	0	0	0
Purchased Services	10,554	8,650	1,904	21,260
Recoveries	(40,787)	(24,213)	(16,574)	(41,512)
Recovery-Federal-CFDC Training (80%)	0	0	0	0
Staff Training	6,478	9,044	(2,566)	15,500
Surplus Adjustment - Depreciation	(9,659)	(19,264)	9,605	(33,023)
Telephone	5,506	8,862	(3,356)	15,200
Transportation - Residents	5,104	8,169	(3,065)	14,000
Travel	9,244	9,331	(87)	16,000
Uniform Allowance	0	0	0	19,500
BONNECHERE MANOR TOTALS	<u>6,658,357</u>	<u>7,047,543</u>	<u>(389,186)</u>	<u>12,139,452</u>

**COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
As at July 31, 2011**

	over / (under)			<u>FULL YEAR</u>
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>BUDGET</u>
RESIDENT DAYS	37,726	38,160	(434)	65,700
<u>NON-SUBSIDIZABLE EXPENSE</u>	<u>1,069</u>	<u>1,750</u>	<u>(682)</u>	<u>103,000</u>
Homes for Aged Committee	1,069	1,750	(682)	3,000
Donation - Disbursements	0	0	0	0
Surplus Adjustment - Transfer to Reserve	0	0	0	100,000
<u>SURPLUS ADJUSTMENT</u>	<u>665,765</u>	<u>471,398</u>	<u>194,367</u>	<u>1,151,223</u>
Surplus Adjustment - Capital Purchases	665,765	471,398	194,367	1,151,223
TOTAL EXPENDITURE	7,325,191	7,520,691	(195,500)	13,393,675

**COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
As at July 31, 2011**

	over / (under)			<u>FULL YEAR</u>
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>BUDGET</u>
<u>MUNICIPAL SUBSIDY</u>	<u>1,090,006</u>	<u>1,090,005</u>	<u>1</u>	<u>1,868,581</u>
City of Pembroke -35.50%	388,081	388,080	1	665,281
County of Renfrew - 64.50%	701,925	701,925	0	1,203,300
<u>RESIDENTS REVENUE</u>	<u>1,872,899</u>	<u>1,849,736</u>	<u>23,163</u>	<u>3,170,978</u>
Basic Accommodation	1,725,260	1,696,807	28,453	2,908,810
Bad Debts	0	0	0	0
Preferred Accommodation	133,711	137,970	(4,259)	236,520
Respite Care	13,928	14,378	(450)	24,648
Estate Recoveries - Provincial	0	406	(406)	700
Estate Recoveries - Municipal	0	175	(175)	300
Bed retention	0	0	0	0
<u>OTHER REVENUE</u>	<u>100,000</u>	<u>0</u>	<u>100,000</u>	<u>524,166</u>
Donations	100,000	0	100,000	524,166
<u>GRANTS & SUBSIDIES</u>	<u>4,275,455</u>	<u>4,323,690</u>	<u>(48,235)</u>	<u>7,412,042</u>
Provincial Operating Subsidy	4,158,781	4,252,248	(93,467)	7,289,567
Provincial RPN Subsidy	75,579	71,442	4,137	122,475
Provincial Subsidy - One Time Capital	41,095	0	41,095	0
<u>SURPLUS ADJUSTMENT</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>417,908</u>
Surplus Adjustment - TRF from Reserves	0	0	0	417,908
GRAND TOTAL REVENUES	7,338,360	7,263,431	74,929	13,393,675
Municipal Surplus / (Deficit)	13,169	(257,260)	270,429	0

**COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
As at July 31, 2011**

	over / (under)			<u>FULL YEAR</u>
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>BUDGET</u>
<u>CLIENT PROGRAMS & SERVICES</u>	<u>285,382</u>	<u>292,538</u>	<u>(7,156)</u>	<u>506,636</u>
Salaries	228,174	220,177	7,997	381,635
Employee Benefits	49,067	50,129	(1,062)	86,886
Depreciation	3,416	3,416	0	5,856
Equipment - Replacements	341	875	(534)	1,500
Equipment Operation/Maint.	854	1,456	(602)	2,500
Hobby Crafts	2,241	2,625	(384)	4,500
Purchased Services	0	9,401	(9,401)	16,115
Recoveries	0	0	0	0
Recoveries - Orientation - MOH	0	0	0	0
Recreation & Entertainment	3,413	6,419	(3,006)	11,000
Special Events	1,292	1,456	(164)	2,500
Surplus Adjustment - Depreciation	(3,416)	(3,416)	(0)	(5,856)
<u>NURSING SERVICES</u>	<u>3,768,585</u>	<u>3,707,475</u>	<u>61,110</u>	<u>6,425,981</u>
Salaries - Direct Care	2,853,476	2,825,933	27,543	4,898,287
Employee Benefits - Direct Care	496,606	483,375	13,231	837,847
Salaries - Nursing Administration	207,073	206,745	328	358,357
Employee Benefits - Nursing Administration	57,020	55,822	1,198	96,756
Bursary	0	0	0	0
Depreciation	37,219	46,788	(9,569)	80,209
Equipment Operation/Maint.	11,358	12,397	(1,039)	21,256
Equipment Replacement - under threshold	8,206	5,383	2,823	9,230
Incontinent products	44,920	47,250	(2,330)	81,000
Medical Nursing Supplies	48,293	37,331	10,962	64,000
Memberships and Subscriptions	0	581	(581)	1,000
MOH - High Intensity Needs	31,433	23,331	8,102	40,000
MOH - Lab Fees	4,000	7,000	(3,000)	12,000
MOH - Late Career Initiative	11,037	0	11,037	0
MOH - MDS / RAI	56,738	61,866	(5,128)	106,059
MOH - Medical Director	18,903	18,905	(2)	34,777
MOH - Nurse Practitioner Supplies	81,814	84,727	(2,913)	146,855
MOH - Ulcer Awareness Program	0	0	0	0
Purchased Services	0	0	0	0
Recoveries	(4,700)	(3,500)	(1,200)	(6,001)
Recoveries - Wages	(11,067)	(9,401)	(1,666)	(16,115)
Recovery - MOH - High Intensity Needs	(13,805)	(23,331)	9,526	(40,000)
Recovery - MOH - Lab Fees	(1,930)	(6,000)	4,070	(12,000)
Recovery - MOH - Late Career Initiative	(11,037)	0	(11,037)	0
Recovery - MOH - MDS / RAI	(46,494)	(46,494)	0	(79,700)
Recovery - MOH - Medical Director	(9,685)	(9,681)	(4)	(16,600)
Recovery - MOH - Nurse Practitioner Recovery	(63,468)	(71,666)	8,198	(122,853)
Recovery - MOH - Ulcer Awareness	0	0	0	0
Staff Training	(108)	6,902	(7,010)	11,826
Surplus Adjustment - Depreciation	(37,219)	(46,788)	9,569	(80,209)

**COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
As at July 31, 2011**

	over / (under)			<u>FULL YEAR</u>
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>BUDGET</u>
<u>RAW FOOD</u>	<u>263,652</u>	<u>257,905</u>	<u>5,747</u>	<u>444,125</u>
Nutrition Supplements	7,361	10,455	(3,094)	18,000
Groceries and Vegetables	173,264	155,410	17,854	267,569
Meat	65,026	70,165	(5,139)	120,800
Dairy	29,809	35,000	(5,191)	60,256
Recoveries	(11,808)	(13,125)	1,317	(22,500)
<u>DIETARY SERVICES</u>	<u>599,059</u>	<u>665,938</u>	<u>(66,879)</u>	<u>1,152,999</u>
Salaries	499,680	541,718	(42,038)	938,981
Employee Benefits	96,481	112,927	(16,446)	195,736
Cleaning Supplies	8,312	11,221	(2,909)	19,235
Depreciation	8,387	8,386	1	14,378
Equipment - Operation and Replacement	0	1,113	(1,113)	1,906
Food Wrap & Disposable Items	3,366	4,627	(1,261)	7,931
Meals on Wheels Costs	913	1,750	(837)	3,000
Memberships and Subscriptions	892	1,500	(608)	1,500
Misc Supplies	916	301	615	515
Purchased Services	0	0	0	0
Recoveries	(10,961)	(10,500)	(461)	(18,000)
Replacement - Dishes/Cutlery	2,502	3,906	(1,404)	6,695
Surplus Adjustment - Depreciation	(8,387)	(8,386)	(1)	(14,378)
Vending - Net Proceeds	(3,042)	(2,625)	(417)	(4,500)
<u>HOUSEKEEPING SERVICES</u>	<u>462,461</u>	<u>434,992</u>	<u>27,469</u>	<u>750,775</u>
Salaries	334,960	334,575	385	579,926
Employee Benefits	59,855	62,911	(3,056)	109,049
Depreciation	1,448	1,449	(1)	2,482
Equipment - Operation/Maint.	871	1,456	(586)	2,500
Equipment - Replacements	3,053	6,300	(3,247)	8,300
Furniture - Replacements	37,874	0	37,874	0
Miscellaneous Supplies	25,483	29,169	(3,686)	50,000
Other	365	581	(216)	1,000
Purchased Services	0	0	0	0
Recoveries	0	0	0	0
Surplus Adjustment - Depreciation	(1,448)	(1,449)	1	(2,482)
<u>LAUNDRY AND LINEN SERVICES</u>	<u>141,400</u>	<u>135,072</u>	<u>6,328</u>	<u>232,323</u>
Salaries	106,755	95,107	11,648	164,851
Employee Benefits	21,286	20,332	954	35,239
Depreciation	2,661	2,660	1	4,561
Detergents	4,914	6,608	(1,694)	11,330
Equipment - Replacements	0	2,000	(2,000)	2,000
Equipment Operation/Maint.	595	2,331	(1,737)	4,000
Other	56	385	(329)	663
Purchased Services	0	301	(301)	510
Recoveries	0	0	0	0
Replacements	7,794	8,008	(214)	13,730
Surplus Adjustment - Depreciation	(2,661)	(2,660)	(1)	(4,561)

**COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
As at July 31, 2011**

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>BUILDINGS AND PROPERTY MAINTENANCE</u>	446,187	554,821	(108,634)	909,037
Salaries	122,923	122,519	404	212,363
Employee Benefits	33,385	33,082	303	57,338
Depreciation	420,393	462,833	(42,440)	793,422
Equipment - Operation/Maint.	0	0	0	0
Equipment - Replacements	9,384	27,062	(17,678)	46,390
Furniture - Replacements	0	0	0	0
Heating / Hydro	154,057	195,430	(41,373)	319,000
Insurance	39,988	44,943	(4,955)	44,943
Other	2,068	2,331	(263)	4,000
Purchased Services	65,014	84,777	(19,763)	145,326
Recoveries	(15,905)	(9,205)	(6,700)	(15,780)
Repairs/Maint./Bldgs./Grounds	30,336	46,403	(16,067)	79,544
Replacements/Capital	0	0	0	0
Surplus Adjustment - Depreciation	(420,393)	(462,833)	42,440	(793,422)
Water / Wastewater	4,937	7,479	(2,542)	15,913
<u>GENERAL AND ADMINISTRATIVE</u>	570,501	607,960	(37,459)	993,473
Salaries	212,954	215,213	(2,259)	373,036
Employee Benefits	55,585	56,108	(523)	97,255
Advertising/Awards	4,189	4,081	108	20,000
Audit	6,871	6,940	(69)	6,940
Central Admin Charges	48,475	48,475	0	83,100
Conventions	2,760	3,060	(300)	3,060
Depreciation	15,219	16,996	(1,777)	29,137
Equipment - Maintenance	7,271	12,201	(4,930)	20,914
Equipment - Replacements	371	2,261	(1,890)	3,875
Gain / Loss on Disposal of Asset	0	0	0	0
Health & Safety Program	2,969	3,360	(391)	5,754
HR Charges	58,199	58,198	1	99,769
Insurance	99,202	90,597	8,605	90,597
Insurance Claim Costs	0	0	0	0
IT Charges	22,386	22,386	0	38,376
Legal & Labour Contract Costs	10,816	23,331	(12,515)	40,000
Memberships / Subscriptions	14,584	16,340	(1,756)	16,340
Postage	4,343	3,542	801	6,070
Printing & Stationery	9,355	10,794	(1,439)	18,500
Purchased Services	6,025	12,201	(6,176)	20,910
Recoveries - Facility Rental	(92)	0	(92)	0
Recoveries - Federal CFDC Training	0	0	0	0
Recoveries - Other	(10,944)	(5,831)	(5,113)	(10,000)
Staff Training	3,670	7,735	(4,065)	13,260
Surplus Adjustment - Depreciation	(15,219)	(16,996)	1,777	(29,137)
Telephone	10,335	14,637	(4,302)	25,092
Transportation	0	0	0	0
Travel	972	2,331	(1,359)	4,000
Uniform Allowance	205	0	205	16,625
MIRAMICHI LODGE TOTALS	6,537,226	6,656,701	(119,475)	11,415,349

**COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
As at July 31, 2011**

	over / (under)			
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
RESIDENT DAYS	34,890	35,192	(302)	60,590
<u>NON-SUBSIDIZABLE EXPENSE</u>	<u>332,197</u>	<u>332,956</u>	<u>(759)</u>	<u>760,324</u>
Homes for Aged Committee	1,069	1,750	(682)	3,000
Valley Manor Capital	17,723	17,801	(78)	30,514
Debenture Payment - Interest Only	169,860	169,860	0	335,660
Surplus Adjustment - Debenture Principal	143,545	143,545	(0)	291,150
Surplus Adjustment - Transfer to Reserves	0	0	0	100,000
<u>SURPLUS ADJUSTMENT</u>	<u>0</u>	<u>98,000</u>	<u>(98,000)</u>	<u>221,737</u>
Surplus Adjustment - Capital Purchases	0	98,000	(98,000)	221,737
GRAND TOTAL EXPENDITURE	6,869,423	7,087,657	(218,234)	12,397,410

**COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
As at July 31, 2011**

	over / (under)			
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>MUNICIPAL SUBSIDY</u>	<u>1,021,430</u>	<u>1,021,426</u>	<u>4</u>	<u>1,751,022</u>
City of Pembroke - 35.50%	363,736	363,734	2	623,548
County of Renfrew - 64.50%	657,693	657,692	1	1,127,474
<u>RESIDENTS REVENUE</u>	<u>2,033,853</u>	<u>1,932,798</u>	<u>101,055</u>	<u>3,313,365</u>
Basic Accommodation	1,689,164	1,628,445	60,719	2,791,624
Bad Debt Expense	0	0	0	0
Preferred Accommodation	332,465	291,669	40,796	500,000
Respite Care	12,224	12,684	(460)	21,741
Estate Recoveries - Provincial	0	0	0	0
Estate Recoveries - Municipal	0	0	0	0
Bed retention	0	0	0	0
<u>OTHER REVENUE</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Donations	0	0	0	0
<u>GRANTS & SUBSIDIES</u>	<u>4,159,366</u>	<u>4,143,671</u>	<u>15,695</u>	<u>7,103,431</u>
Provincial Operating Subsidy	3,684,177	3,777,858	(93,681)	6,476,324
Provincial RPN Subsidy	71,411	0	71,411	0
Provincial - Capital Equipment Subsidy	37,972	0	37,972	0
Provincial - Debenture Subsidy	365,806	365,813	(7)	627,107
<u>SURPLUS ADJUSTMENT</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>229,592</u>
Surplus Adjustment - Trf from Reserves	0	0	0	229,592
<u>GRAND TOTAL REVENUES</u>	<u>7,214,649</u>	<u>7,097,895</u>	<u>116,754</u>	<u>12,397,410</u>
<u>Municipal Surplus / (Deficit)</u>	<u>345,226</u>	<u>10,238</u>	<u>334,988</u>	<u>0</u>

COUNTY OF RENFREW
TREASURER'S REPORT - PUBLIC WORKS
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>CAPITAL WORKS</u>	<u>107,528</u>	<u>275,919</u>	<u>(168,391)</u>	<u>473,000</u>
Capital Projects - Repairs	0	0	0	0
Infrastructure Mgt & Misc	107,528	275,919	(168,391)	473,000
Recoveries	0	0	0	0
<u>ADMINISTRATION</u>	<u>707,479</u>	<u>700,699</u>	<u>6,780</u>	<u>1,029,600</u>
Salaries & Benefits	332,480	327,690	4,790	568,000
Office Expenses	74,934	82,799	(7,865)	128,200
Professional Services	260,378	246,000	14,378	261,000
Staff Training	18,048	20,310	(2,262)	36,000
Misc	21,690	23,900	(2,210)	36,400
Recoveries	(50)	0	(50)	0
<u>MAINTENANCE</u>	<u>3,610,897</u>	<u>3,565,624</u>	<u>45,273</u>	<u>5,801,000</u>
Bridges and Culverts	123,165	89,500	33,665	179,000
Roadside Maintenance	255,631	328,290	(72,659)	529,500
Hard Top Maintenance	850,625	799,360	51,265	1,249,000
Loose Top Maintenance	56,172	27,200	28,972	34,000
Winter Control	1,998,387	1,921,134	77,253	3,149,400
Safety Devices	318,488	370,785	(52,297)	650,500
Misc	94,179	93,024	1,155	163,200
Recoveries	(85,750)	(63,669)	(22,081)	(153,600)
<u>EQUIPMENT</u>	<u>(200,915)</u>	<u>(241,950)</u>	<u>41,035</u>	<u>(324,600)</u>
Equipment Replacements	0	0	0	0
Small Equipment, Misc	27,937	20,650	7,287	45,400
Vehicle Operating Costs	810,396	713,400	96,996	1,230,000
Vehicle Operating Revenue	(1,039,248)	(976,000)	(63,248)	(1,600,000)
Recoveries	0	0	0	0
<u>HOUSING</u>	<u>128,443</u>	<u>141,504</u>	<u>(13,061)</u>	<u>251,100</u>
Operating Expenses	128,443	141,504	(13,061)	221,100
Major Repairs	0	0	0	30,000
Misc	0	0	0	0
Recoveries	0	0	0	0
<u>OTHER</u>	<u>1,173,810</u>	<u>4,014,384</u>	<u>(2,840,574)</u>	<u>10,118,800</u>
Depreciation	4,637,012	4,559,275	77,737	7,815,900
Surplus Adjustment - Depreciation	(4,637,012)	(4,559,275)	(77,737)	(7,815,900)
Surplus Adjustment - Capital	1,173,810	4,014,384	(2,840,574)	9,794,200
Surplus Adjustment - TRF to Reserves	0	0	0	324,600
<u>CLEARING ACCOUNT</u>	<u>(112,299)</u>	<u>0</u>	<u>(112,299)</u>	<u>0</u>
TOTAL EXPENDITURES	5,414,944	8,456,180	(3,041,236)	17,348,900

COUNTY OF RENFREW
TREASURER'S REPORT - PUBLIC WORKS
 As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>ROADS REVENUES</u>				
Municipal Contribution	5,399,175	8,434,674	(3,035,499)	13,267,899
Provincial Grants & Subsidies	0	0	0	200,000
Surplus Adjustment - TRF from Reserves	0	0	0	3,637,701
Federal Grants & Subsidies	0	0	0	200,000
Other Revenue - Capital Asset	0	0	0	0
Misc	15,769	21,506	(5,737)	43,300
TOTAL REVENUES	5,414,944	8,456,180	(3,041,236)	17,348,900
Municipal Surplus / (Deficit)	0	0	0	0

Renfrew County Housing Corporation
Consolidated Treasurer's Report
As at July 31, 2011

<u>Description</u>	YTD <u>Actual</u>	YTD <u>Budget</u>	<u>Variance</u>	Full Year <u>Budget</u>
SALARIES	807,018	918,299	(111,281)	1,531,633
BENEFITS	185,410	215,039	(29,629)	358,169
ADMINISTRATION	399,616	458,927	(59,311)	917,089
BUILDING - HEAT LIGHT POWER	425,988	513,464	(87,476)	880,181
BUILDING - REPAIRS & MAINTENANCE	180,507	185,759	(5,252)	318,451
BUILDING - NATURAL GAS	91,883	107,303	(15,420)	183,916
BUILDING - HEATING & PLUMBING	36,992	52,661	(15,669)	90,287
BUILDING - TAXES	646,944	762,214	(115,270)	1,190,927
BUILDING - WATER	198,329	298,845	(100,516)	443,308
BUILDING - ELEVATOR	22,315	22,722	(407)	38,960
BUILDING - PAINTING	95,867	88,977	6,890	152,523
BUILDING - GARBAGE REMOVAL	23,034	21,994	1,040	37,675
BUILDING - MISC BUILDING COSTS	0	0	0	0
BUILDING - GROUNDS KEEPING	86,271	100,275	(14,004)	171,901
BUILDING - CAPITAL REPAIRS - non TCA	678,861	1,070,199	(391,338)	1,522,840
FINANCIAL - DEPRECIATION	409,168	405,678	3,490	695,268
FINANCIAL - RENT WAIVER	90,190	102,914	(12,724)	220,454
FINANCIAL - REVENUE SHORTFALL (CASH OVER/SHORT)	173	168	5	300
FINANCIAL - MORTGAGE - INTEREST	64,780	64,782	(2)	1,263,462
FINANCIAL - RENT SUPPLEMENT	152,960	164,500	(11,540)	282,000
FINANCIAL - RENT SUPPLEMENT - STRONG COMMUNITIES	77,757	81,718	(3,961)	140,086
FINANCIAL - RENT SUPPLEMENT - AFFORDABLE HOUSING	25,870	27,300	(1,430)	46,800
FINANCIAL - HOME OWNERSHIP	11,200	0	11,200	0
FINANCIAL - RENT BANK PROGRAM	9,285	0	9,285	0
Surplus Adjustment - Depreciation	(409,168)	(405,678)	(3,490)	(695,268)
Surplus Adjustment - Mortgage Principal	102,660	102,661	(1)	176,778
Surplus Adjustment - Transfer to Reserves	0	0	0	189,809
Surplus Adjustment - TCA	92,669	287,028	(194,359)	492,050
EXPENSES	4,506,578	5,647,749	(1,141,171)	10,649,599
GAIN / (LOSS) - DISPOSAL OF ASSETS	13,075	0	13,075	0
INTEREST ON INVESTMENTS	24,759	13,419	11,340	23,000
MISC REVENUE	65,511	18,571	46,940	31,851
HOME OWNERSHIP - EARLY REPAYMENTS	24,956	0	24,956	0
PROV SUBSIDY - RENT BANK - REVENUE	0	0	0	0
PROV SUBSIDY - DEBENTURES	0	0	0	1,153,199
Surplus Adjustment - Transfer from Reserves	0	0	0	649,362
TENANT REVENUE	2,119,513	2,150,393	(30,880)	3,686,426
COUNTY TRANSFER - BASE	2,507,703	2,507,702	1	4,489,664
COUNTY TRANSFER - AHP	46,475	23,400	23,075	46,800
COUNTY TRANSFER - AHP ADMIN	0	0	0	0
COUNTY TRANSFER - HOME OWNERSHIP	11,200	0	11,200	0
COUNTY TRANSFER - RENT BANK	34,055	0	34,055	0
COUNTY TRANSFER - RENT BANK ADMIN	3,784	0	3,784	0
COUNTY TRANSFER - SHT TRM RNT ADM	0	0	0	0
COUNTY TRANSFER - SHRRP	236,290	250,376	(14,086)	429,211
COUNTY TRANSFER - STRONG COMMUNITIES	121,022	70,044	50,978	140,086
REVENUES	5,208,344	5,033,905	174,439	10,649,599
Municipal SURPLUS / (DEFICIT)	701,767	(613,844)	1,315,611	0

2011 Tax Rates Summary

Using Actual rates on July 14, 2011 12:06PM.

SAR	Residential			Multi-residential/Commercial				Industrial			Large Industrial		Pipelines	Farm	Managed Forests
	Occupied	FAD Phase I	Occupied	Occupied	Excess Land	Vacant Land	FAD Phase I	Occupied	Excess Land	Vacant Land	Occupied	Excess Land	Occupied	Occupied	Occupied
Tax Ratios	1.000000		1.943600	1.814700				2.954810			3.686334		1.332800	0.250000	0.250000
Education- New Construction				0.01330000	0.00931000	0.00931000	0.00080850	0.01330000	0.00864500	0.00864500	0.01330000	0.00864500			
Upper General	0.00383885	0.00134360	0.00746119	0.00696636	0.00487645	0.00487645	0.00134360	0.01134307	0.00737300	0.00737300	0.01415128	0.00919833	0.00511642	0.00095971	0.00095971
Education	0.00231000	0.00080850	0.00231000	0.01559848	0.01091894	0.01091894	0.00080850	0.01930000	0.01254500	0.01254500	0.01930000	0.01254500	0.01277339	0.00057750	0.00057750
Mcnab/Braeside Township, 4701															
Lower General	0.00378293	0.00132403	0.00735250	0.00686488	0.00480542	0.00480542	0.00132403	0.01117784	0.00726560	0.00726560	0.01394514	0.00906434	0.00504189	0.00094573	0.00094573
Arnprior Town, 4702															
Lower General	0.00796768	0.00278869	0.01548598	0.01445894	0.01012126	0.01012126	0.00278869	0.02333487	0.01516767	0.01516767	0.02911189	0.01892273	0.01061932	0.00199192	0.00199192
Greater Madawaska Township, 4706															
Lower General	0.00297863	0.00104252	0.00578927	0.00540532	0.00378372	0.00378372	0.00104252	0.00880129	0.00572084	0.00572084	0.01098023	0.00713715	0.00396992	0.00074466	0.00074466
Brudenell Lyndoch Raglan Township, 4719															
Lower General	0.00359643	0.00125875	0.00699002	0.00652644	0.00456851	0.00456851	0.00125875	0.01012202	0.00657931	0.00657931	0.01262793	0.00820816	0.00479332	0.00089911	0.00089911
Madawaska Valley Township, 4726															
Lower General	0.00570532	0.00199686	0.01108887	0.01035345	0.00724742	0.00724742	0.00199686	0.01685815	0.01095780	0.01095780	0.02103173	0.01367063	0.00760406	0.00142633	0.00142633
Waste Management Area	0.00033428	0.00011700	0.00064971	0.00060662	0.00042464	0.00042464	0.00011700	0.00098774	0.00064203	0.00064203	0.00123228	0.00080098	0.00044553	0.00008357	0.00008357
Killaloe, Hagarty & Richards Township, 4731															
Lower General	0.00612776	0.00214472	0.01190991	0.01112004	0.00778403	0.00778403	0.00214472	0.01810636	0.01176913	0.01176913	0.02258896	0.01468282	0.00816707	0.00153194	0.00153194
SPECIAL AREA RATE	0.00530299	0.00185605	0.01030689	0.00962333	0.00673633	0.00673633	0.00185605	0.01566932	0.01018506	0.01018506	0.01954859	0.01270658	0.00706782	0.00132575	0.00132575
Bonnechere Valley Township, 4738															
Lower General	0.00750236	0.00262583	0.01458160	0.01361454	0.00953018	0.00953018	0.00262583	0.02216806	0.01440924	0.01440924	0.02765622	0.01797654	0.00999915	0.00187559	0.00187559
Special Eganville	0.00045855	0.00016049	0.00089123	0.00083212	0.00058249	0.00058249	0.00016049	0.00135491	0.00088069	0.00088069	0.00169035	0.00109873	0.00061115	0.00011464	0.00011464
Admaston/Bromley Township, 4742															
Lower General	0.00455943	0.00159580	0.00886171	0.00827400	0.00579180	0.00579180	0.00159580	0.01347225	0.00875696	0.00875696	0.01680758	0.01092492	0.00607681	0.00113986	0.00113986
Horton Township, 4746															
Lower General	0.00491779	0.00172123	0.00955822	0.00892432	0.00624702	0.00624702	0.00172123	0.01396637	0.00907814	0.00907814	0.01742396	0.01132557	0.00655443	0.00122945	0.00122945
Renfrew Town, 4748															
Lower General	0.00879656	0.00307879	0.01709699	0.01596311	0.01117418	0.01117418	0.00307879	0.02507669	0.01629985	0.01629985	0.03128494	0.02033521	0.01172405	0.00219914	0.00219914
Whitewater Region Township, 4758															
Lower General	0.00522268	0.00182794	0.01015080	0.00947760	0.00663432	0.00663432	0.00182794	0.01469491	0.00955169	0.00955169	0.01833293	0.01191641	0.00696079	0.00130567	0.00130567
SpringfieldDrSL	0.00028621	0.00010017	0.00055627	0.00051938	0.00036357	0.00036357	0.00010017	0.00084569	0.00054970	0.00054970	0.00105506	0.00068579	0.00038146	0.00007155	0.00007155
Lapasse St Lght	0.00055439	0.00019404	0.00107751	0.00100605	0.00070423	0.00070423	0.00019404	0.00163811	0.00106477	0.00106477	0.00204366	0.00132838	0.00073889	0.00013860	0.00013860
Haley Town SL	0.00132049	0.00046217	0.00256650	0.00239629	0.00167741	0.00167741	0.00046217	0.00390180	0.00253617	0.00253617	0.00486777	0.00316405	0.00175995	0.00033012	0.00033012
Haley Townsite St Light	0.00183422	0.00064198	0.00356499	0.00332856	0.00232999	0.00232999	0.00064198	0.00541977	0.00352285	0.00352285	0.00676154	0.00439500	0.00244465	0.00045855	0.00045855
Foresters Falls SL	0.00092533	0.00032387	0.00179847	0.00167920	0.00117544	0.00117544	0.00032387	0.00273418	0.00177721	0.00177721	0.00341108	0.00221720	0.00123328	0.00023133	0.00023133
Westmeath Special	0.00074036	0.00025913	0.00143897	0.00134354	0.00094048	0.00094048	0.00025913	0.00218764	0.00142196	0.00142196	0.00272923	0.00177400	0.00098676	0.00018509	0.00018509
Cobden Special	0.00054796	0.00019179	0.00106501	0.00099438	0.00069606	0.00069606	0.00019179	0.00161911	0.00105242	0.00105242	0.00201995	0.00131297	0.00073032	0.00013699	0.00013699
Beachburg Special	0.00021027	0.00007359	0.00040869	0.00038158	0.00026711	0.00026711	0.00007359	0.00062132	0.00040386	0.00040386	0.00077514	0.00050384	0.00028025	0.00005257	0.00005257
Laurentian Valley Township, 4766															
Lower General	0.00332552	0.00116393	0.00646347	0.00603481	0.00422437	0.00422437	0.00116393	0.00926357	0.00602132	0.00602132	0.01155696	0.00751202	0.00443225	0.00083138	0.00083138
SEWER	0.00288690	0.00094041	0.00522226	0.00487592	0.00341314	0.00341314	0.00094041	0.00793928	0.00516053	0.00516053	0.00990481	0.00643813	0.00358110	0.00067172	0.00067172
North Algona Wilberforce Township, 4769															
Lower General	0.00599805	0.00209932	0.01165781	0.01088466	0.00761926	0.00761926	0.00209932	0.01772309	0.01152001	0.01152001	0.02211082	0.01437203	0.00799420	0.00149951	0.00149951
Petawawa Town, 4779															
Lower General	0.00283056	0.00099070	0.00550148	0.00513662	0.00359564	0.00359564	0.00099070	0.00771031	0.00501170	0.00501170	0.00000000	0.00000000	0.00377257	0.00070764	0.00070764
Laurentian Hills Town, 4792															
Lower General	0.00749441	0.00262304	0.01456614	0.01360011	0.00952007	0.00952007	0.00262304	0.02214448	0.01439412	0.01439412	0.00000000	0.00000000	0.00998855	0.00187360	0.00187360
Deep River Town, 4796															
Lower General	0.00948770	0.00332070	0.01844029	0.01721733	0.01205213	0.01205213	0.00332070	0.02803435	0.01822233	0.01822233	0.03497483	0.02273364	0.01264521	0.00237193	0.00237193
Head Clara Maria Township, 4798															
Lower General	0.00262066	0.00091723	0.00509351	0.00475570	0.00332899	0.00332899	0.00091723	0.00700577	0.00455375	0.00455375	0.00874019	0.00568112	0.00349281	0.00065516	0.00065516

OPTA 2011 Residential Tax Rate Report

	2010 Residential Rate	2011 Residential Rate	Difference \$	Difference %
Head Clara Maria Township, 4798	0.00221217	0.00262066	0.00040849	18.5%
Admaston/Bromley Township, 4742	0.00428589	0.00455943	0.00027354	6.4%
Laurentian Valley Township, 4766	0.00314870	0.00332552	0.00017682	5.6%
Killaloe, Hagarty & Richards Township, 4731	0.00583714	0.00612776	0.00029062	5.0%
Brudenell Lyndoch Raglan Township, 4719	0.00345559	0.00359643	0.00014084	4.1%
Whitewater Region Township, 4758	0.00509476	0.00522268	0.00012792	2.5%
Mcnab/Braeside Township, 4701	0.00369066	0.00378293	0.00009227	2.5%
Petawawa Town, 4779	0.00276666	0.00283056	0.00006390	2.3%
Horton Township, 4746	0.00481837	0.00491779	0.00009942	2.1%
Renfrew Town, 4748	0.00862524	0.00879656	0.00017132	2.0%
North Algona Wilberforce Township, 4769	0.00590754	0.00599805	0.00009051	1.5%
Bonnechere Valley Township, 4738	0.00739823	0.00750236	0.00010413	1.4%
Madawaska Valley Township, 4726	0.00566411	0.00570532	0.00004121	0.7%
Laurentian Hills Town, 4792	0.00749441	0.00749441	0.00000000	0.0%
Greater Madawaska Township, 4706	0.00298316	0.00297863	-0.00000453	-0.2%
Arnprior Town, 4702	0.00823362	0.00796768	-0.00026594	-3.2%
Renfrew Co, 4700	0.00413359	0.00383885	-0.00029474	-7.1%
Deep River Town, 4796	0.01027309	0.00948770	-0.00078539	-7.6%

OPTA 2011 Taxable and PIL Levy from Returned Roll

	2010 Estimated Taxation	2011 Estimated Taxation	Difference \$	Difference %
Head Clara Maria Township, 4798	367,748	455,361	87,613	23.8%
Madawaska Valley Township, 4726	2,768,182	3,220,433	452,251	16.3%
Killaloe, Hagarty & Richards Township, 4731	1,428,400	1,635,061	206,661	14.5%
Laurentian Valley Township, 4766	2,729,768	3,119,787	390,019	14.3%
Brudenell Lyndoch Raglan Township, 4719	525,877	592,288	66,411	12.6%
Whitewater Region Township, 4758	2,831,009	3,177,175	346,166	12.2%
Admaston/Bromley Township, 4742	943,809	1,053,647	109,838	11.6%
North Algona Wilberforce Township, 4769	1,701,313	1,890,557	189,244	11.1%
Bonnechere Valley Township, 4738	2,299,955	2,539,921	239,966	10.4%
Petawawa Town, 4779	3,684,687	4,068,083	383,396	10.4%
Horton Township, 4746	1,297,373	1,429,934	132,561	10.2%
Mcnab/Braeside Township, 4701	2,442,307	2,677,108	234,801	9.6%
Greater Madawaska Township, 4706	1,532,422	1,670,206	137,784	9.0%
Renfrew Town, 4748	5,819,328	6,325,946	506,618	8.7%
Laurentian Hills Town, 4792	2,315,024	2,502,341	187,317	8.1%
Arnprior Town, 4702	6,185,508	6,440,902	255,394	4.1%
Deep River Town, 4796	4,086,419	4,242,553	156,134	3.8%
Renfrew Co, 4700	34,048,303	34,216,589	168,286	0.5%



Eastern Ontario Wardens' Caucus

Introducing the Eastern Ontario Financial Sustainability Update Project

Background to a New Initiative by the EOWC:

In recent years, the EOWC has become *a strong advocate* on behalf of the citizens of Eastern Ontario and has earned substantial credibility with senior levels of government. For instance, the EOWC is *regularly invited to participate* in pre-budget consultations and made *important contributions* to provincial processes such as the 2007 provincial Fiscal Capacity-Service Delivery Review. The EOWC has contributed to provincial policy and program funding decisions (example: business education taxes, Eastern Ontario Development Fund). Most recently, the EOWC is *leading the development and implementation* of the joint federal-provincial funded Eastern Ontario Regional Network (broadband). By *working together*, the EOWC is *engaging talented people* from within the region and *sharing the costs* of projects that will benefit all of us.

Nationally and provincially, our *economy is changing* – governments at all levels are likely to *develop new strategies* suited to this new landscape. With a newly-elected federal government with a four-year mandate, and a provincial election taking place this fall, local governments have the opportunity – and the need – to *forge new or different relationships* with elected officials and cabinet ministers serving in Ottawa and Queen's Park.

Capitalizing on these opportunities to *shape our own financial future* requires that we understand our current financial position in detail. From this base, we will *formulate practical, responsible funding and policy positions* to strengthen the financial position of local governments. A new initiative from the EOWC will also contribute to EOWC's efforts to ensure that *Eastern Ontario has a strong regional economy*, capable of *supporting the service delivery responsibilities of our local governments*.

The Financial Sustainability Update Project in Brief:

In July of this year, the Eastern Ontario Wardens' Caucus (EOWC) *launched its next initiative* known as the Eastern Ontario Financial Sustainability Update Project. Designed to help local governments in the region – as well as colleagues in provincial and federal governments – better understand the *factors that determine the financial sustainability* of municipal government in the region, this project will also provide *useful background information for discussions* with upper levels of government on a wide range of EOWC priorities – from infrastructure deficits and funding formulae to policy decisions and our aspirations for a growth plan for the region. The EOWC is determined to offer *new insights* into meeting service delivery responsibilities and *practical, responsible, well-supported recommendations* to put local governments on a better long-term financial footing.

Purposes of the Eastern Ontario Financial Sustainability Project:

The Eastern Ontario Financial Sustainability Update Project has three main purposes, which are to provide:

1. A comprehensive study of the factors contributing to the overall sustainability of Eastern Ontario municipalities.
2. Early support to EOWC's elected representatives and their staffs as the EOWC forges post-election relationships with both federal and provincial governments. We are striving to ensure that officials at all levels understand the particular circumstances and the priority issues of Eastern Ontario.
3. Data and analytical support needed by the EOWC to enter into an invigorated dialogue with federal and provincial governments. These dialogues may lead to new or modified policies, program designs or service delivery models that benefit the region's municipalities and their ratepayers.

Five Project Deliverables:

The Eastern Ontario Financial Sustainability Update Project has five main deliverables, all of which will be completed by the end of January 2012:

- **Strategy** for leveraging EOWC previous work with both federal and provincial fronts for the betterment of Eastern Ontario and local government in the region (To be received late August 2011).
- **Report on Financial Sustainability of Eastern Ontario's Local Governments;** based on the most important determining factors, assessment of funding programs available to local government in the region, and updated *Future Directions* data (To be received July, Aug, Sept 2011 and presented in Jan 2012).
- **Total Capital Infrastructure Deficit Estimate** based on FIR data and focusing primarily but not exclusively on transportation systems (roads, bridges and culverts). Also included will be data on the current costs to build and especially maintain roads, and an analysis of the implications of recent funding patterns on prospects for being able to maintaining existing infrastructure (capital and operating funding) (To be received Oct and Nov 2011).
- **Report on Operating Situation,** focusing on resource equalization and implications of FCSDR rollout; supported by a financial model populated with best available data; (To be received Nov 2011).
- **Scenario Testing Tools** to allow the EOWC to "test drive" policy ideas for the financial implications for local government before taking specific proposals forward to upper levels of government (To be received Jan 2012).

Once the project is complete, these reports will be made available to all local governments in Eastern Ontario.

How Local Governments Across Eastern Ontario Will Benefit:

Local governments in Eastern Ontario are expected to benefit from the Eastern Ontario Financial Sustainability in these ways:

- A **better understanding of the factors influencing the financial circumstances** of local governments, and access to data and information which makes it easier to understand the range of circumstances of local governments across the region.... and discuss these circumstances with other levels of government.
- A **more complete description of the financial circumstances of 114 local governments** across Eastern Ontario (13 upper/single tier rural municipalities, 90 lower tier municipalities, and 11 separated cities including Ottawa).... so each local government can see where it stands and how the region as a whole is faring.
- **More effective advocacy** on behalf of local government in discussions with federal and/or provincial counterparts. Increased effectiveness will be seen at both the regional level – through the EOWC – and at the local level, as councils draw upon the information and analysis emanating from the project.

How Local Governments Can Be Involved:

Local governments can be part of the successful execution of this project, by:

- **Providing appropriate contact information** to the consultants so that the data collection described below can proceed quickly and with as little demand on municipal staffs as possible.
- **Highlighting and encouraging participation** in this project at upcoming municipal meetings so that staffs in local governments across the region will be aware of the project.
- **Providing key municipal documents** to the consultants: 2010 FIR return, most recent capital needs study, other data typically included in *Future Directions* reports.
- **Clarifying information in FIR returns or other public domain documents**, if requested by the consultant.
- **Contributing current (2011) cost data for infrastructure maintenance**, if available.

To reach the consulting firm working on this project, contact:

Kathryn Wood
President and CEO, Natural Capital Resources Inc.
613-376-6006
kwood@ncronline.ca

What Has Happened So Far:

- **Steering Committee created** to execute an RFP process and select a consulting firm to carry out the project. The Steering Committee is made up of the CAOs and the Treasurers of the Counties of Lennox and Addington, Frontenac and Lanark. Natural Capital Resources Inc., with Kathryn Wood as the project leader, has been retained and began work on this project in July 2011.
- **Background Research conducted** on work done in other jurisdictions on the financial sustainability of local governments – the factors that influence it, how financial sustainability is measured, the variations between urban and rural, large and small municipalities, recommendations to improve financial sustainability.
- **Data Gathering begun**, focusing on Financial Information Returns (FIRs) and related census data. The consultants will be in touch with individual municipalities to fill in gaps in the data or to clarify information.
- **Interviews are being undertaken with key contacts in federal and provincial governments** as well as with individuals in local governments whose responsibilities bring them into contact with upper levels of government on a regular basis. These discussions are focused on the role that this project can play in bringing forward data that will be useful for policy and program discussions and decisions in the years ahead.

What Is Happening In September:

- **Additional data collection** from existing sources such as capital needs studies, municipal asset management and performance management systems.
- **Contact with individual municipalities** to fill in gaps or clarify information, typically related to data submitted in FIR returns.
- **Data analysis on overall operating costs of local government**, with a focus on provincially-mandated service delivery responsibilities and associated funding/financing.
- **Current costs for roads:** A cross-section of municipalities (upper and lower tier) will be contacted to assist with the development of current cost estimates to build and/or maintain different types of roads. This information will be used as part of the development of a methodology which can be used to estimate the dollar value of the total roads infrastructure deficit in Eastern Ontario and therefore the costs to rebuild and maintain the associated road works.

Two Actions You Can Take Right Now:

1. Send the consultant, Kathryn Wood, direction and the contact coordinates for the person(s) who should to respond to data-related enquiries on behalf of your municipality. You can call Kathryn at 613-376-6006 or send an email to kwood@ncronline.ca.
2. If your 2010 FIR return is not yet complete, please send it along at the same time as you post to the Ministry of Municipal Affairs and Housing website. (If your 2010 FIR return is complete and posted to the Ministry of Municipal Affairs and Housing website, thank you --- we will access the data from there.)

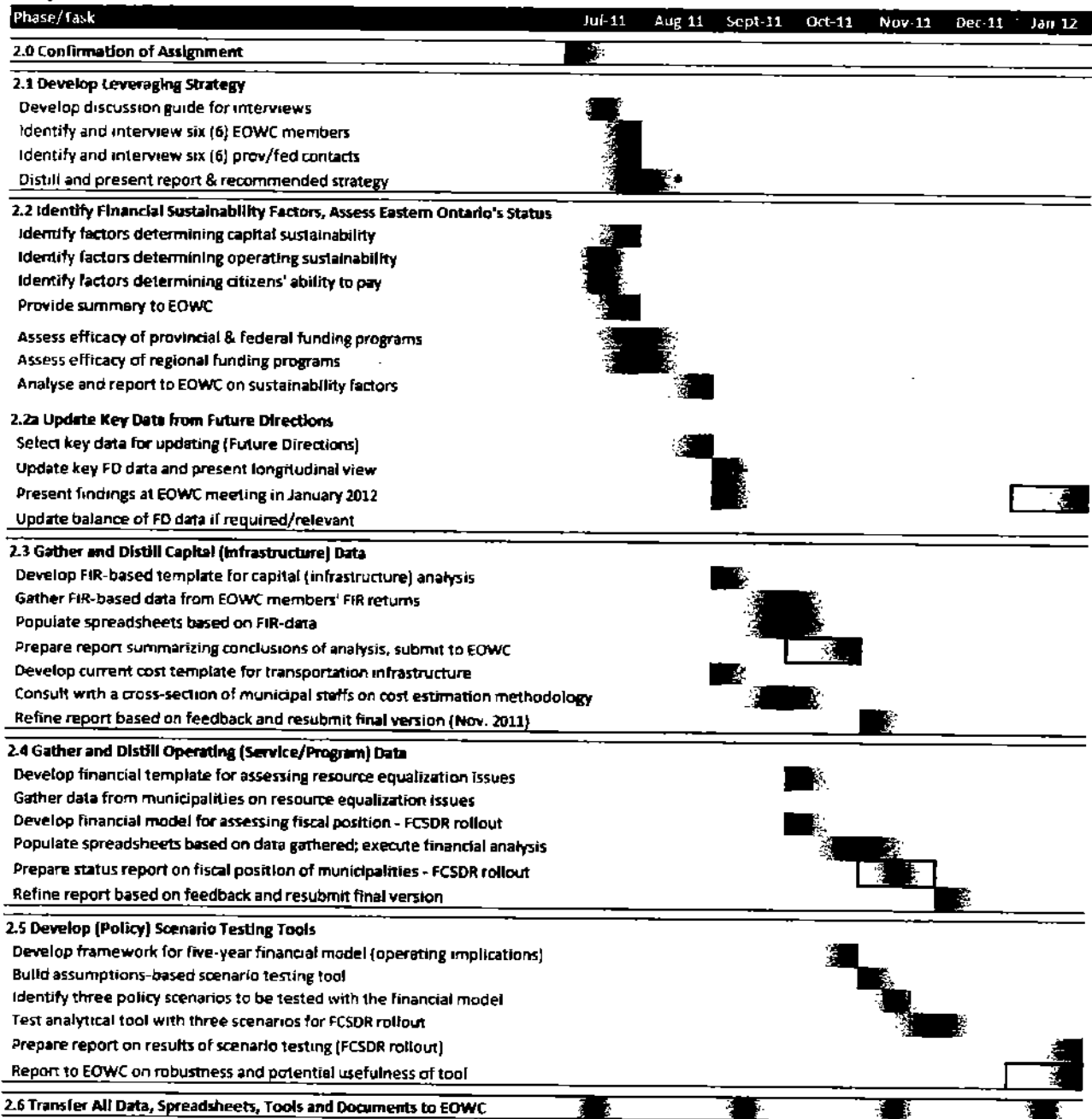
The EOWC thanks you in advance for your assistance in completing this important project for our region.

Yours truly,



J. Murray Jones
Chair, Eastern Ontario Wardens' Caucus 2011-2012

Project Timeline:



THE INTELLIGENCER

[← Back](#)

County council cringes at Hudak claim

Posted 2 days ago

A Conservative government in Ontario could mean additional costs for municipalities, a Hastings County official says.

A statement made by Ontario PC leader Tim Hudak during the annual AMO (Association of Municipalities of Ontario) conference last week prompted county councillors to ask for a report on how its finances would be impacted if the province's ongoing services upload was to stop.

Marmora and Lake Reeve Terry Clemens, who attended the AMO conference, said there is real reason for concern.

"We gathered critical information, not from rumours, but from the mouths of the politicians in the upcoming election," Clemens said.

County CAO Jim Pine said Premier Dalton McGuinty told the conference he would honour the remainder of the service uploads to the province set to carry through to 2018.

Hudak, however, said he would review the uploads, leading many municipal officials and political watchers to fear he would scrap the uploads.

While the county has yet to see any benefits from the uploading of Ontario Works costs, as Ontario Municipal Partnership funding is phased out, a benefit is expected for its 2014 budget.

"We should look at what would be the impact on Hastings County if it stopped now," Pine told county council.

He said he thought "a bit of a shock wave" went through the room at the conference at the thought of the uploads being stopped.

"We're obviously very concerned about that because the uploading of social service benefit costs has been proceeding," Pine said, adding the discontinuation of the upload could have a big impact.

He said the issue should also be of concern to the City of Belleville as court security costs are another area currently being uploaded.

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COUNTY OF RENFREW

BY-LAW NUMBER 70-11

EMPLOYMENT BY-LAW # 1 FOR COUNTY OFFICERS AND STAFF

WHEREAS the Council of the Corporation of the County of Renfrew deems it advisable to employ County Officers and Staff under and subject to the provisions of a By-law;

AND WHEREAS the Ontario Municipal Act empowers Council to pass such a By-law regulating the appointment, duties and remuneration of such Officers and Staff;

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

ARTICLE 1 - INSURANCE AND HEALTH BENEFITS

PART A - Full-Time Employees

1. **Pension**

The Ontario Municipal Employees Retirement System Pension Plan shall apply as per the OMERS Agreement.

2. **Life Insurance**

The Employer shall pay 100% of the premiums for Basic Group Life Insurance coverage and Accidental Death or Dismemberment.

3. **Extended Health Care**

The Employer shall pay 100% of the premiums for the Extended Health Care Plan. There is a drug dispensing fee cap of \$7.50.

4. **Dental Plan**

The employer shall pay 100% of the standard dental plan (prior year ODA schedule).

In additional, major restorative coverage is provided at 50% co-insurance to a maximum of \$2,000 per year per insured. Orthodontic coverage is provided at 50% co-insurance to a lifetime maximum of \$2,000 per insured.

5. **Health Care Spending Account**

In addition to the Extended Health and the Dental Plan, full-time employees have access to an annual Health Care Spending Account. The Health Care Spending Account is set at \$750.00 annually. This is prorated for new employees.

6. **Optional Life Insurance/Optional Accidental Death & Dismemberment Insurance**

Employees may participate in an Optional Life Insurance Program and an Optional Accidental Death & Dismemberment Program within the terms and conditions of the policy, provided the employee assumes full responsibility for the premiums.

7. **Early Retiree Benefit**

The employer shall pay 100% of the premiums for employees who qualify under OMERS for an Early Retirement Plan for full-time employees with a lifetime maximum of \$25,000 for claims.

ARTICLE 2 - PAID HOLIDAYS

Thirteen paid holidays shall be provided. Specific days are outlined in the Corporate Policies and Procedures Manual.

ARTICLE 3 - OTHER ALLOWANCES

1. **Mileage Allowance**

For the use of cars authorized by the employee's supervisor, effective March 1, 2008 employees will receive \$0.52 per kilometre for the first 5000 kilometres per year and \$0.46 per kilometre for all kilometres over 5000 per year.

2. **Meals, Gratuities and Incidental Expenses**

While attending conferences, conventions, seminars, workshops or business meetings, employees will receive actual expenses supported by receipts of up to \$65.00 per day.

3. **Uniform and Safety Footwear Allowance**

(a) Employees who are required by nature of their job to wear uniforms and/or safety footwear on a regular daily basis shall be provided the following annual allowance:

Effective January 27, 2010: Full-Time - \$180.00 per annum
Part-Time - \$90.00 per annum

(b) Employees who are required by nature of their job to wear uniforms and/or safety footwear on an occasional basis will be provided with the above allowance once every three years.

ARTICLE 4 - RATES OF PAY

Schedule "A" - Non-Union Salary Grid and Classifications

Schedule "B" - Roads Operational Classifications and Rates

ARTICLE 5 - ADJUSTMENT DATE

The next adjustment date shall be January 1, 2012 or earlier as deemed appropriate by Council.

ARTICLE 6 - ENFORCEMENT AND GENERAL

1. Matters pertaining to working conditions and employment are also set out in the Corporate Policies and Procedures Manual. The manual should be referred to for additional information about the employment conditions contained in this by-law.

2. Any other amendments to this By-law shall be recommended by the Finance & Administration Committee to County Council in the form of a replacement By-law.

3. This By-law shall not be interpreted to contradict or violate any statute or regulation of the Province of Ontario.
4. By-law 25-11 is hereby repealed.
5. This By-law shall come into force and be effective upon the passing thereof, except where otherwise noted.

READ a first time this 28th day of September 2011.

READ a second time this 28th day of September 2011.

READ a third time and finally passed this 28th day of September 2011.

ROBERT SWEET, WARDEN

W. JAMES HUTTON, CLERK

County of Renfrew Staff Salary Grid

Schedule "A"

Effective: January 1, 2011

Group	Step 1	Step 2	Step 3	Step 4	Step 5 Job Rate	Merit
1	\$28,388	\$29,389	\$30,391	\$31,393	\$32,395	\$33,397
2	\$33,075	\$34,241	\$35,409	\$36,576	\$37,744	\$38,911
3	\$37,850	\$39,185	\$40,522	\$41,858	\$43,193	\$44,529
4	\$42,568	\$44,063	\$45,558	\$47,054	\$48,548	\$50,043
5	\$47,313	\$48,982	\$50,652	\$52,322	\$53,992	\$55,661
6	\$52,000	\$53,835	\$55,670	\$57,505	\$59,341	\$61,176
7	\$56,774	\$58,779	\$60,782	\$62,786	\$64,789	\$66,794
8	\$61,462	\$63,631	\$65,800	\$67,970	\$70,138	\$72,308
9	\$67,386	\$69,765	\$72,144	\$74,522	\$76,900	\$79,278
10	\$73,311	\$75,899	\$78,487	\$81,075	\$83,661	\$86,249
11	\$79,237	\$82,034	\$84,830	\$87,626	\$90,423	\$93,220
12	\$85,162	\$88,168	\$91,174	\$94,179	\$97,185	\$100,191
13	\$90,998	\$94,210	\$97,422	\$100,634	\$103,845	\$107,057
14	\$96,923	\$100,345	\$103,766	\$107,186	\$110,607	\$114,028
15	\$102,849	\$106,479	\$110,109	\$113,738	\$117,368	\$120,999
16	\$107,624	\$111,423	\$115,221	\$119,020	\$122,818	\$126,617
17	\$112,400	\$116,367	\$120,333	\$124,300	\$128,268	\$132,235

Revised: March 2011

County of Renfrew Staff Classifications and Salary Ranges

GROUP	SALARY (\$)	POSITION	
1	28,388 – 33,397	<ul style="list-style-type: none"> • Data Entry Clerk 	<ul style="list-style-type: none"> • Labourer
2	33,075 – 38,911	<ul style="list-style-type: none"> • Maintenance Person • Receptionist 	<ul style="list-style-type: none"> • Secretary I
3	37,850 – 44,529	<ul style="list-style-type: none"> • Accounting Clerk I - ES • Administrative Assistant • Collections Officer / General Clerk • Courtroom Clerk / Monitor • General Clerk/Cashier 	<ul style="list-style-type: none"> • Intake Coordinator • Program Officer • Scheduling Clerk • Secretary II • Tourism Communications Coordinator
4	42,568 – 50,043	<ul style="list-style-type: none"> • Accounting Clerk I - Finance • Administrative Assistant • Administrative Assistant - Finance • Community Relations Coordinator 	<ul style="list-style-type: none"> • Information Coordinator • Integration Coordinator • Secretary/Treasurer Land Division
5	47,313 – 55,661	<ul style="list-style-type: none"> • Eligibility Coordinator • Executive Assistant - CAO • GIS Technician 	<ul style="list-style-type: none"> • IT Technician • IT Technician / Webmaster • Media Relations / Grants Coordinator • Tourism Marketing Coordinator
6	52,000- 61,176	<ul style="list-style-type: none"> • Accounting Technician • Asset Management Technician • Corridor Control Technician / 911 Coordinator • Engineering Technician 	<ul style="list-style-type: none"> • Forester • Junior Planner • Payroll Administrator • Public Works Technician
7	56,774 – 66,794	<ul style="list-style-type: none"> • Assistant Food Services Supervisor • Business Consultant • Client Programs Supervisor • Client / Outreach Programs Supervisor • Construction Supervisor 	<ul style="list-style-type: none"> • GIS Coordinator • Human Resources Coordinator • Operations Coordinator • Patrol Supervisor • RCHC Site Supervisor • Systems Analyst
8	61,462 – 72,308	<ul style="list-style-type: none"> • Business Development Officer • Dietitian • Environmental Services Supervisor • Food Services Supervisor • Human Resources Coordinator – Homes • Network Administrator 	<ul style="list-style-type: none"> • Prosecutor • Prosecutor (Bilingual) • Senior Planner • Supervisor - Engineering Services • Supervisor of Technical Services • Supervisor - Ontario Works
9	67,386 – 79,278	<ul style="list-style-type: none"> • Employee Health Coordinator • Manager of Child Care Services • Manager - Economic Development Services • Manager of Forestry Services 	<ul style="list-style-type: none"> • Manager of Planning Services • Manager - Real Property Assets • POA Manager
10	73,311 – 86,249	<ul style="list-style-type: none"> • Housing Manager • Manager of Information Technology • Ontario Works Manager 	<ul style="list-style-type: none"> • Paramedic Service District Manager • Resident Care Coordinator

GROUP	SALARY (\$)	POSITION	
11	79,237 – 93,220	<ul style="list-style-type: none"> • Financial Services Officer • Paramedic Service Deputy Chief - Logistics • Paramedic Service Deputy Chief - Quality Programs / Community Emergency Management Coordinator 	<ul style="list-style-type: none"> • Manager of Capital Works • Manager of Operations
12	85,162 – 100,191	<ul style="list-style-type: none"> • Paramedic Service Deputy Chief - Operations 	<ul style="list-style-type: none"> • Director of Care
13	90,998 – 107,057	<ul style="list-style-type: none"> • Nurse Practitioner 	
14	96,923 – 114,028		
15	102,849 – 120,999	<ul style="list-style-type: none"> • Administrator - Bonnechere Manor • Administrator - Miramichi Lodge • Director - Development & Property 	<ul style="list-style-type: none"> • Director - Emergency Services / Chief Paramedic Service
16	107,624 – 126,617	<ul style="list-style-type: none"> • Director - Human Resources • Director - Social Services 	<ul style="list-style-type: none"> • Director - Public Works & Engineering
17	112,400 – 132,235	<ul style="list-style-type: none"> • Treasurer / Deputy Clerk 	

Revised: September 2011

SCHEDULE "B"

ROADS OPERATIONAL CLASSIFICATIONS AND RATES Effective: January 1, 2011

Classification	Probationary Rate	Permanent Rate
Mechanic	26.15	27.04
Truck/Equipment Operator	20.80	21.47
Sign Shop Fabricator	20.12	20.96
Labourer	15.93	16.68
Student	n/a	11.75
Lead Hand Premium		\$2.00/hr
Grader Operator Premium		\$1.00/hr
Shift Premium		0.60

Revised: March 2011

COUNTY OF RENFREW

BY-LAW NUMBER 71-11

**A BY-LAW TO AMEND BY-LAW 63-03 HUMAN RESOURCES CORPORATE
POLICIES AND PROCEDURES FOR THE COUNTY OF RENFREW**

WHEREAS on October 29, 2003 the Corporation of the County of Renfrew enacted By-law No. 63-03, a By-law to establish Human Resources Corporate Policies and Procedures for the County of Renfrew as amended on November 26, 2003, January 28, 2004, April 28, 2004, August 26, 2004, October 27, 2004, November 24, 2004, January 26, 2005, April 27, 2005, June 29, 2005, August 31, 2005, March 29, 2006, June 28, 2006, October 25, 2006, January 31, 2007, March 2, 2007, September 26, 2007, November 28, 2007, March 26, 2008, June 25, 2008, January 28, 2009, March 25, 2009, May 27, 2009, June 24, 2009, October 28, 2009, November 25, 2009, January 27, 2010, June 29, 2010, August 25, 2010, January 26, 2011, February 23, 2011, March 30, 2011 and May 25, 2011;

AND WHEREAS it is deemed desirable and expedient to amend the said By-law for the purpose of amending an existing policy;

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

1. That Policies B-01, G-03, H-01 as set out in Schedule "A" of the said By-law 63-03 be repealed.
2. That the following policies attached to this By-law be hereby enacted as an amendment to the said By-law 63-03:
 - B-01 – Performance Management Program (PMP)
 - G-03 – Employee Substance Use Problems
 - H-01 – Suspension or Loss of Driver's License.
4. That this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 28th day of September, 2011.

READ a second time this 28th day of September, 2011.

READ a third time and finally passed this 28th day of September, 2011.

ROBERT SWEET, WARDEN

W. JAMES HUTTON, CLERK

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: B-01
POLICY: Performance Management Program (PMP)			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 1 of 7

POLICY STATEMENT:

The County of Renfrew conducts annual performance appraisals to evaluate the Employee's performance relative to corporate, departmental and position competencies and agreed to performance goals and to outline any areas requiring improvement or development. Performance appraisals also assess the suitability of the Employee for additional responsibilities, succession planning or promotion and where applicable determine the Employee's eligibility for the purpose of salary/merit increment progression.

PROCEDURE:

1. The following apply to performance appraisal dates:
 - (a) Non-union salaried employees (see Appendix A):
 - (i) an Employee's anniversary date, is either January or July, whichever is the closest to the Employee's date of hire, promotion, or reclassification; and
 - (ii) performance appraisals are conducted annually, approximately one (1) month prior to an Employee's anniversary date, which is either January 1st or July 1st.
 - (b) Non-union hourly paid employees (see Appendix B):
 - (i) performance appraisals are conducted annually;
 - (ii) a more condensed Performance Appraisal form is used; and
 - (iii) for new employees, refer to Policy A-11 – Probation.
 - (c) Non-union end of term seasonal/part-time/student (see Appendix C & D):
 - (i) performance appraisals are conducted at the end of the employment term; and

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: B-01
POLICY: Performance Management Program (PMP)			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 2 of 7

- (ii) a more condensed Performance Appraisal form is used.
 - (d) Unionized staff:
 - (i) performance appraisals are conducted on Full Time Staff on an annual basis and Part Time Staff a minimum of once every 24 months; and
 - (ii) a more condensed Performance Appraisal form is used.
2. The following apply to the Performance Appraisal Report:
- (a) the “Performance Appraisal” form, for non-union salaried staff, is Step 5 of the Performance Management Program (PMP) template. The Human Resources Department advises Department Heads of the employees whose performance appraisals are due, two (2) months prior to an Employee’s anniversary date;
 - (b) the “Performance Appraisal Form” is completed by the Employee’s Supervisor;
 - (c) the completed form, including the Supervisor's comments and signature, are presented to the Employee for his/her comments and signature; a copy of the signed appraisal is given to the Employee;
 - (d) all completed forms, involving non-union salary increases or merit increments-are returned to the Human Resources Department for processing no later than three (3) weeks prior to January 1st or July 1st. No merit increment is allowed until the performance appraisal is completed and the new performance goals are set;
 - (e) an Employment Record is completed by the Department and is then submitted to the Human Resources Department for approval. The Human Resources Department informs the Payroll Office of the approved salary or merit increments; and
 - (f) the completed Performance Appraisal Form, including the corporate, departmental and position competencies and new performance goals are placed on the Employee’s personnel file that is maintained by the Human Resources Department.

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: B-01
POLICY: Performance Management Program (PMP)			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 3 of 7

3. Corporate competencies were selected by the Chief Administrative Officer / Clerk. Departmental and position competencies are determined by each Department Head in consultation with their Managers/Supervisors and should align with the goals and objectives found in the annual Business Plan. It is important to discuss these competencies with each Employee to ensure they understand how they are related to performance expectations and the overall Performance Appraisal process.
- (a) The four (4) Corporate Competencies are (Appendix C):
1. Honesty & Integrity
 2. Professionalism
 3. Client Service Orientation
 4. Focus on Results
- (b) The Department Heads, with the assistance of Human Resources and the annual business plan, will choose the departmental and position competencies (Appendix E) from the following list:
1. Accuracy & Thoroughness
 2. Analytical/Systematic Thinking (Problem Solving)
 3. Coaching and Feedback
 4. Commitment and Perseverance
 5. Communication
 6. Creative Thinking
 7. Decisiveness
 8. Development of Self and Others
 9. Efficiency
 10. Flexibility/Adaptability
 11. Forward Thinking
 12. Leadership/Vision
 13. Managing Change and Transition
 14. Personal Sensitivity/Empathy
 15. Relationship Building
 16. Teamwork
 17. Self-Awareness
 18. Holding People Accountable

<u>Corporate Policies and Procedures</u>			
DEPARTMENT: Human Resources			POLICY #: B-01
POLICY: Performance Management Program (PMP)			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 4 of 7

Additional competencies may be introduced by Department Heads with the approval of the Staff Administration Committee.

4. Rating Process for Competencies

(a) Non-Union Salary/Hourly/End of Term Seasonal/Part-time/Student

The corporate, departmental and position competencies performance rating is based on the Employee's supervisor providing detailed comments and feedback with examples of performance.

(b) Union

The following four (4) level rating system is used when rating corporate, departmental and position competencies:

- (i) Level 1: This rating is given when the all of the Employee's behaviour is demonstrated consistently and soundly through job performance.
- (ii) Level 2: This rating is given when the Employee's behaviour is frequently demonstrated through job performance.
- (iii) Level 3: This rating is given when the Employee's behaviour is demonstrated on occasion but not consistently through job performance.
- (iv) Level 4: This rating is given when the Employee's behaviour is not demonstrated through job performance.

5. Performance factors provide the Employee with the Supervisor's evaluation of how he/she is assessed in terms of meeting the goals and expectations including the previous performance appraisal outcomes.

Non-Union Salary Only

6. Yearly performance goals play an important role in an Employee's development:

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: B-01
POLICY: Performance Management Program (PMP)			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 5 of 7

- (a) Goals are established as “an improved end result toward which efforts are directed”.
- (b) Goals are specific efforts that will create a measurable result in a specific period of time.
- (c) In preparing goals, consideration should be given to the SMART audit:
 - S - pecific
 - M - easurable
 - A - ction oriented
 - R - ealistic
 - T - ime and resource constrained

Non-Union Salary Only

- 7. The following apply to the progressive steps (1-5) in the wage grid:
 - (a) if the Employee is eligible, a merit increment is recommended when it is evident that the Employee has improved or added to the skills and knowledge required for the performance of his/her duties, and has performed his/her duties to the satisfaction of the Department Head;
 - (b) The rating system used for performance goals will be:
 - 1. Achieved
 - 2. Not Achieved
 - (c) recommendations for merit increments must be approved by the Department Head and by the Chief Administrative Officer;
 - (d) performance appraisals are completed whether or not an Employee has reached the maximum of the salary range;
 - (e) when an Employee is at the maximum of the range, it is important that discussions relevant to the Employee’s special strengths or specific weaknesses

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: B-01
POLICY: Performance Management Program (PMP)			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 6 of 7

are conducted to ensure that both the Supervisor and Employee have an understanding of potential for future advancement;

- (f) it is equally important that the Employee is not given a false impression for position reclassification when an Employee is properly classified, regardless of special attributes beneficial to other classifications; and
 - (g) if an increment is withheld, the Employee is given the reasons and advised that his/her performance shall be reviewed again in six (6) months; if at that time the Employee qualifies for a merit increment, his/her anniversary date will become the date of the re-qualification.
8. Where an Employee is not at the maximum level of their wage grid (Step 5), the Department Head may withhold the movement on the grid to the next level until they are satisfied that the Employee meets the expectations and goals set out for the Employee. Where the movement on the grid is delayed or withheld, an appropriate notation must be made on the PMP document on the reasons it is being delayed and the actions necessary to reinstate the movement on the grid. There will be no partial portion of the increment paid out as there are no salaries paid that are at any level but the steps set out by By-law.
9. Where an Employee is at Step 5 on the grid the Department Head has greater flexibility, they can:
- (a) withhold the merit entirely;
 - (b) pay out 100% of the lump sum or pay out only a portion – typically 25, 50 or 75% of the lump sum; or
 - (c) delay the decision to pay any portion or all of the merit until a further review. This is usually subject to the achievement of clear guidelines for achievement of the merit.
10. A delay could also suggest a change to the annual January / July schedule for an Employee.

Hourly, End of Term Seasonal/Part-time/Students

11. The following four (4) level rating system is used when rating performance standards:

<u>Corporate Policies and Procedures</u>			
DEPARTMENT: Human Resources			POLICY #: B-01
POLICY: Performance Management Program (PMP)			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 7 of 7

1. Exceeds performance standards
 2. Meets performance standards
 3. Needs improvement to meet performance standards
 4. Not relevant
12. Performance appraisals for Department Heads are completed by the Chief Administrative Officer/Clerk. The Warden completes the Chief Administrative Officer/Clerk's performance appraisal.

APPENDIX A:

Performance Management Program – Non Union

APPENDIX B/C:

End of Term Seasonal/Part-time/Student

APPENDIX D:

Corporate, Departmental & Position Competencies

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: G-03
POLICY: Employee Substance Dependence Problems			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 1 of 3

POLICY STATEMENT:

The County of Renfrew provides guidance to employees who develop social or health problems as a result of substance dependence that affects the quality of their life and job performance. The objective is to identify employees whose work habits are affected by a substance dependence problem and to attempt to correct an employee's work habits through the establishment of corrective actions that may include a rehabilitation program. Successful rehabilitation of an employee results in improved health and well being of an employee, increased productivity and improved general morale. The County and society in general gains in terms of improved safety of the employee, co-workers and the public, and decreased alternative costs of social assistance and other social services required by the employee and his/her family.

PROCEDURE:

1. Assisting an employee who has a substance dependence problem is a cooperative venture of the individual, staff, and management and may require referral to, and assistance from, one or more treatment agencies. It has been found that this team concept produces the best results.
2. Clear directions from management are required to motivate the employee to accept help.
3. The success or failure of the treatment/rehabilitation program is measured through work performance and/or attendance data. The facts are therefore properly recorded and brought to the employee's attention on a regular basis. The employee needs to know that his/her job depends on his/her successful rehabilitation.
4. Management will consult their Human Resource Coordinator and the Employee Health Coordinator (EHC) prior to initiating Step 1 of the process.
5. Step No. 1:
 - (a) whenever it is suspected that lower work performance, poor attendance, poor employee relations, or other problems indicate the existence of a substance dependence problem, the Supervisor conducts an interview with the employee;

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: G-03
POLICY: Employee Substance Dependence Problems			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 2 of 3

- (b) the employee is requested to provide the employer via the office of the Employee Health Coordinator, expressed authorization to release/receive relative information with appropriate health and medical professionals. The employee is referred to the EHC for appropriate action and follow-up as indicated by individual case circumstances;
- (c) the employee is given the opportunity to provide input into a corrective action plan and identify reasonable workplace intervention that may assist with improving performance and/or attendance;
- (d) the employee is informed by his/her Supervisor that his/her work must improve within a specified time frame (usually one (1) month). A formal letter of a corrective action plan is issued to him/her in accordance with the provisions of the applicable Collective Working Agreement;
- (e) the details of this interview are recorded by the Supervisor and filed with the Department Head and Director of Human Resources.

Note: The subject employee may actually initiate this step, and is, in fact, encouraged to do so.

6. Step No. 2:

- (a) a confidential record of the employee's performance is maintained by the Department Head who, after the time frame specified in Step 1, either:
 - (i) files a report with the Director of Human Resources that the employee's problems are being resolved; or
 - (ii) sends the employee a letter including a corrective action plan and warning that suspension or discharge follows repetition of the act(s) referred to;
- (b) in the case of the latter, the Department Head specifies a time frame for immediate improvement; and
- (c) a copy of all corrective action letters are filed with the Director of Human Resources, the Supervisor, the Secretary of the applicable Union, and, if required, with the employee's treating professional(s)

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: G-03
POLICY: Employee Substance Dependence Problems			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 3 of 3

7. Step No. 3:

- (a) the employee's work record is maintained regularly and, after the time frame specified in Step 2, the Department Head sends the employee one of the following letters:
 - (i) if the employee's work record has improved and rehabilitation is progressing as confirmed by the treating professional(s) via the EHC office, a letter of commendation, with a note that his/her work habits shall continue to be evaluated on a regular basis; or
 - (ii) if work has not improved, a letter of suspension or discharge;
- (b) if the Department Head opts for suspension rather than discharge, a new trial period, as per Step No. 2, is established; and
- (c) copies of these letters are sent to the Director of Human Resources, the Supervisor, the Secretary of the appropriate Union, and the treating professional(s) are notified via the EHC office.

Note: The foregoing procedures are guidelines only and may be altered to cope with specific situations. This Policy does not bind the County to undertake any rehabilitation procedures since summary dismissal may be a more expedient course of action. The provisions of any Collective Working Agreements are, however, strictly adhered to. Confidential documentation is vital for either the rehabilitation or the disciplinary process. If absenteeism is part of the presenting circumstances, refer to the County of Renfrew Policy E-09 Employee Attendance.

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: H-01
POLICY: Suspension or Loss of Driver's License			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 1 of 3

POLICY STATEMENT:

The County of Renfrew ensures that employees are aware of the possible effects that a driver's licence suspension has on their employment, and provides general guidelines with regard to appropriate and equitable disciplinary action when an employee is unable to carry out his/her normal duties as a result of the suspension or loss.

PROCEDURE:

1. Any employee who requires a driver's licence in the performance of his/her duties either occasionally or on a regular basis and who has had his/her driver's licence suspended must immediately notify his/her Supervisor with the following information:
 - (a) the date of the infraction;
 - (b) details of the infraction;
 - (c) a copy of the summons;
 - (d) the date of the hearing; and
 - (e) the date and the duration of the suspension if available;

the Supervisor must notify his/her Department Head who informs the Human Resources Department of the circumstances.
2. The Human Resources Department will undertake to investigate each situation as it becomes aware of one of its employees becoming subject to a lengthy drivers licence suspension.
4. The Chief Administrative Officer with the Staff Administration Committee and the relevant Department Head will consider the impact of the employee's conduct and the loss of drivers licence on his or her ability to perform the work duties and responsibilities required.

Corporate Policies and Procedures			
DEPARTMENT: Human Resources			POLICY #: H-01
POLICY: Suspension or Loss of Driver's License			
DATE: OCT30/91	REV. DATE: SEP28/11	COVERAGE: All Employees	PAGE #: 2 of 3

5. The Human Resources Department consults with the Department Head to determine an appropriate course of action. The attached chart is used as a guideline only. Action taken may be altered according to the circumstances of each incident. Matters for consideration include:
 - (a) requirements for driver's licence;
 - (b) the length of the suspension;
 - (c) whether driving a County-owned vehicle or personal vehicle; and
 - (d) the employee's employment record and the availability of alternative non-driving positions;

The recurrence of incidents increases the degree of discipline.
6. This Policy applies to driving infractions incurred while on or off duty. For infractions incurred while on duty, additional disciplinary action may be applied in accordance with the County's general Disciplinary Guide.
7. Infractions related to impairment by drug or alcohol dependence will involve an offer of assistance in accordance with the Employee Substance Dependence Problems Policy (G-03).

COUNTY OF RENFREW

BY-LAW NUMBER 72-11

**A BY-LAW TO AUTHORIZE INSURANCE COVERAGE FOR THE
COUNTY OF RENFREW**

WHEREAS the Municipal Act, 2001, c.25 as amended, authorizes Council to enter into agreements;

WHEREAS the Council of the Corporation of the County of Renfrew deems it desirable and expedient to enact a by-law to provide for the contracting of all insurance provided under the proposal and policies from Jardine Lloyd Thompson Canada Inc. in partnership with Municipal Insurance Services Ltd., and for paying the premiums thereof;

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

1. That the insurance coverage effective January 1, 2012 as submitted by Jardine Lloyd Thompson Canada Inc. in partnership with Municipal Insurance Services Ltd., for the following coverage at the following annual premium is hereby accepted and approved:

Councillors' Accident	\$4,369
Crime	2,500
Property	130,993
Boiler and Machinery	Included
Liability: Municipal Liability	244,818
Errors and Omissions	Included
Non-owned Automobile	Included
Environmental Liability	Included
Legal Expense	Included
Conflict of Interest	Included
Automobile Fleet	<u>86,383</u>
TOTAL	\$469,063
	+ applicable taxes

2. That the Warden and Clerk are hereby empowered to do and execute all things, papers, and documents necessary to the execution of this by-law.

3. That this by-law shall come into force and take effect on the 1st day of January, 2012.

That By-law Number 19-04 being a By-law to Authorize Insurance Coverage for the County of Renfrew is hereby repealed on the 1st day of January, 2012.

READ a first time this 28th day of September, 2011.

READ a second time this 28th day of September, 2011

READ a third time and finally passed this 28th day of September, 2011.

ROBERT SWEET, WARDEN

W. JAMES HUTTON, CLERK

JOHN A. HARRIS B.COMM. F.C.I.P.

761 Big Rideau North Shore
RR # 3 Perth, ON.
K7H 3C5

PHONE 1-613-272-3594
e-mail harris3@rideau.net

Transmission by e mail.....jkutschke@countyofrenfrew.on.ca

September 1, 2011

James D. Kutschke C.A.
Treasurer/Deputy Clerk
The Corporation of the County of Renfrew
9 International Drive
Pembroke, ON
K8A 6W5

SUBJECT: GENERAL INSURANCE RFP - REVIEW OF PROPOSALS

This letter is to report on the RFP for General Insurance Requirements received by The County of Renfrew on July 22, 2011. On July 25, 2011 you provided me with 4 responses to your request for proposal namely OMEX, Cowan, Jardine and BFL. My scope of work as outlined in my letter of May 25, 2011 is to assist you in the evaluation process.

RECOMMENDATIONS:

1) That the County accept the proposal from Jardine Lloyd Thompson Canada Inc. at the premium of \$466,734.00 (Net of taxes), for the 12 month term January 1, 2012 to December 31, 2012.

2) That the County increase the Councillor's Accident Insurance coverage to \$200,000. Principal Sum on a 24 hour/365 basis. The additional premium for this coverage for 2012 is \$2,329 (plus taxes).

THE RFP PROCESS:

The RFP specifications were developed by the County and issued to the municipal insurance market on June 6, 2011.

An addendum responding to bidder's questions was issued on July 8, 2011.

The proposals were opened by The County on July 22, 2011.

Proposer	Annual Term (before taxes) January 1, 2012 To December 31, 2012
Jardine	\$466,734.00
Cowan	\$519,329.00
BFL Canada	\$499,356.00
OMEX incumbent	\$691,910.00

RATIONAL FOR RECOMMENDATIONS:

1) SELECTION OF PROPOSER

A detailed comparison of Proposals submitted by the four bidders was completed. Although there were differences, as they related to the individual insurer's municipal program, the essential insurance requirements of the RFP were captured in each response. This comparison is detailed in Appendix "B" Comparison of Responses (pages 1 to 10) and Comparison of existing program to that of recommended RFP bidder Appendix "A".

After an in-depth review of the policies, the fact that Jardine submitted the low price and their product is comparable to the RFP specifications, it is recommended to accept the Jardine proposal.

Jardine Lloyd Thompson Canada Inc. is a large international insurance broker and has designed a special program for municipal insurance. Jardine is the number 2 provider of insurance for Ontario municipalities. Municipal Insurances Services Ltd. of North Bay Ontario will be Jardine's partner, for the County's account. The account executive for MIS is Bill Riley, a well respected and success career broker who has specialized in municipal accounts for the past 30 years.

2) REVIEW OF THE COUNCILLORS' ACCIDENT INSURANCE

The RFP specifications requested a Limit of \$100,000.00 Principal Sum for Accidental Death and Dismemberment. The specifications also requested that the policy is to respond while councilors are on Council Business only. Jardine's proposal, bid exactly to those specifications. However, it is noted that the other bidders quoted on \$200,000.00 Principal Sum on a 24 hr/365 day policy. Jardine in their proposal quoted an additional annual premium of \$2,329.00 to provide \$200,000.00 Principal Sum, on a 24 hr/365 day basis. It is recommended that the County accept \$200,000. Principal Sum and to change the business only coverage to 24 hours/365 day basis to eliminate any grey areas concerning what is deemed "on business". This will also bring the County's coverage in line with other Counties of similar size and providing similar services.

It was a pleasure to work on this project on behalf of the County.

Yours truly,

John A. Harris

Encl. 1) APPENDIX "A" Comparison of existing program to that of recommended RFP bidder.

2) APPENDIX "B" Comparison of Responses 10 pages

Appendix "A"

Coverage/Limits/Aggregates/Deductibles

Comparison of OMEX to Jardine's response to July 22, 2011 RFP

Type of Insurance	Summary of Coverage /Limits /Aggregates /Deductibles	OMEX Present Insurance expiring December 31, 2011	OMEX RFP response for Annual Term 2012	Jardine's RFP response for Annual Term 2012
Municipal Liability	Per Claim/Per Occ. Medical Malpractice Annual Aggregate Deductible	\$50,000,000. \$25,000,000. Occurrence and Aggregate. Nil \$25,000.	\$50,000,000. \$25,000,000. Occurrence and Aggregate. Nil \$25,000.	\$50,000,000. \$50,000,000.Occurrence and Aggregate <u>Note</u> does not include Medical Doctors. \$20,000,000. Products Liability only \$25,000.
E & O Liability	Per Claim Annual Aggregate Deductible	\$50,000,000. Nil \$25,000.	\$50,000,000. Nil \$25,000.	\$50,000,000. \$50,000,000. \$25,000.
Non-Owned Automobile Liability	Per Claim Aggregate Deductible	\$50,000,000. N/A Nil	\$50,000,000. N/A Nil	\$50,000,000. N/A Nil
Environmental Liability	Per claim Annual Aggregate Self Insurance	\$5,000,000. \$5,000,000. \$5,000.	\$5,000,000. \$5,000,000. \$5,000.	\$2,500,000. \$5,000,000. \$5,000.
Crime Insurance	Fidelity Bond Limit Money Limit Inside and Out Deductible	\$1,000,000. \$100,000. Nil	\$1,000,000. \$100,000. Nil	\$1,000,000. \$200,000. Nil
Councillors' Accident Insurance	Principal Sum	\$100,000. On duty only	\$200,000. 24hr/365 days	\$100,000. On duty only (as per specs) <u>Note</u> To increase to \$200,000. 24 hr/365 day coverage Additional annual premium \$2,329.00
Conflict of Interest Insurance	Per Claim Annual Aggregate Deductible	\$50,000,000. Nil \$25,000. <u>Note</u> part of E & O Policy	\$50,000,000. Nil \$25,000. <u>Note</u> part of E&O policy	100% legal expenses to \$100,000. \$500,000. Nil <u>Note</u> included with legal expense policy.
Legal Expense Insurance	Per Claim Annual Aggregate Deductible	\$50,000,000. Nil \$25,000. <u>Note</u> part of E & O Policy	\$50,000,000. Nil \$25,000. <u>Note</u> part of E&O policy	100% legal expenses to \$100,000. \$500,000. Nil <u>Note</u> included with Conflict of Interest policy.
Property Insurance	All Perils Coverage Blanket-All Locations Replacement Cost Deductibles Basic Flood Earthquake	Yes \$91,000,000. Yes \$5,000. \$100,000. >3% or \$100,000.	Yes \$100,000,000. Yes \$5,000. \$100,000. >3% or \$100,000.	Yes \$101,000,000. Yes \$5,000. \$50,000. >3% or \$100,000.
Boiler and Machinery	Limit Per Accident Deductible	\$100,000,000. \$5,000.	\$100,000,000. \$5,000.	Included as part of Property Insurance.
Automobile Licensed Veh.	Liability Per Claim Deductible on All Perils	\$50,000,000. \$10,000. Replacement Cost on all vehicles.	\$50,000,000. \$10,000. Replacement Cost on all vehicles.	\$50,000,000. \$10,000. Replacement Cost on all vehicles 20 years and newer. Over 20 years in age Actual Cash Value.
Annual			\$691,910.	\$466,734.

Appendix "B" Page 1 of 10
The County of Renfrew
General Insurance RFP Received July 22, 2011
Comparison of Responses

The following Proposals were received by The County on July 22, 2011 in response to the RFP issued by the County on June 6, 2011

All figures are net of taxes.

PROPOSER	Total \$	Note
OMEX (incumbent)	691,910.00	
Jardine	466,734.00	RFP bid of \$465,234.00 increased by \$1,500.00 to change the Environmental insurance SIR from \$25,000.00 to \$5,000.00.
Cowan	519,329.00	
BFLCanada	499,356.00	

This document is a comparison of the significant program differences between the OMEX submission which provided the basis for the RFP specifications/policy limits, to that of Jardine, Cowan and BFLCanada's submissions.

Appendix “B” Page 2 of 10
The County of Renfrew
General Insurance RFP Received July 22, 2011
Comparison of Responses

Definitions;

- “Occurrence Policy” is the policy that is in force when the claim takes place.
- “Claim Made Policy” is the policy that is in force when the insured becomes first aware of the incident that causes the claim, subject to the retro date as stated in the policy.
- Retro date in a “Claims Made Policy” means that the policy will respond to all claims after the retro date. A retro date of January 1, 2012 means that all claims after January 1, 2012 will be insured. A claim before December 31, 2011 will not be insured. If there is no retro date or N/A in the policy when the insured first becomes aware of the incident that causes the claim, the claim will be insured regardless of how far in the past the claim occurred.
- An annual aggregate means the total amount that the policy will pay in an annual period of time.

Category#1 Completeness of Submission section Valued @ 10%				
Municipal Liability	<p>OMEX</p> <ul style="list-style-type: none"> • \$50 million limit per occurrence including sewer back up claims. OMEX is licensed by Financial Services Commission of Ontario to provide insurance to its members. Proposal states that reinsurance and stop loss programs are in existence. Proposal is silent on the detail of these insurance devices. • Annual Aggregate of 25 million on medical malpractice only. • Policy pays punitive in addition to compensatory damages 	<p>JARDINE</p> <ul style="list-style-type: none"> • \$50 million limit per occurrence except sewer backup claims which are on a per claimant basis. \$5 million primary with a \$45 million excess to make up the \$50 million of total protection. • \$20 million aggregate limit on products liability and completed operations liability. • Policy pays punitive damages (except USA claims) in addition to 	<p>COWAN-</p> <ul style="list-style-type: none"> • \$50 million limit per occurrence except sewer backup claims which are on a per claimant basis. \$15 million primary with \$10 million <u>follow form</u> over primary plus another \$25 million <u>excess with a \$25 million aggregate</u> to make up a total of \$50 million. • 50 million limit on Professional Liability, Full Medical Malpractice, Products and Completed Operations. The 1st \$25 million has <u>no annual aggregate</u>; however the excess \$25 million has an annual aggregate of \$25 million. • Policy pays compensatory damages only. 	<p>BFLCanada</p> <ul style="list-style-type: none"> • \$50 million limit per occurrence except sewer backup claims which are on a per claimant basis. \$5 million of primary with a \$45 million excess to make up \$50 million of total protection. In addition, when the primary is exhausted (5 million aggregate) the excess drops down to where the primary no longer exists. The excess has no annual aggregate. • \$50 million aggregate limit on products liability and completed operations liability. • Policy pays compensatory damages only.

Appendix “B” Page 3 of 10
The County of Renfrew
General Insurance RFP Received July 22, 2011
Comparison of Responses

	<ul style="list-style-type: none"> Abuse/Molestation on “Occurrence Policy” up to the insurance limit of \$50,000,000.00 for the named insured <u>including</u> Boards and Commissions \$50 million Professional liability on an “Occurrence Basis Policy”. However, only \$25 million for Full Medical Malpractice on an “Occurrence Basis Policy” for all medical practitioners (i.e. includes Medical Doctors) subject to \$25 million annual aggregate. 	<p>compensatory damages.</p> <ul style="list-style-type: none"> Abuse/Molestation on “Occurrence Policy” up to the insurance limit of \$50,000,000.00 for the named insured <u>including</u> Boards and Commissions. Claims involving minors the limit of liability is reduced to \$5,000,000.00. Jardine program also provides <u>additional</u> coverage for Abuse/Molestation for an <u>individual</u> employee with a limit of \$250,000. Per claim with \$500,000. Annual aggregate on a “Claims Made Policy” basis. New employees require background check and policy has a retro date of January 1, 2012. \$50 million Professional liability on an “Claims Made Policy”. <u>excluding Medical Malpractice.</u> Incidental Medical Malpractice liability on a “Claims Made Policy” (retro date Nov. 15, 1993) for medical professionals on staff (i.e. nurses, paramedics ambulance drivers etc.). Policy would <u>exclude</u> Medical Doctors-MD’s. 	<ul style="list-style-type: none"> Abuse/Molestation on “Occurrence Policy” up to the insurance limit of \$50,000,000.00 however, the excess policy of \$25 million has an annual aggregate of \$25 million. The coverage is for the named insured, i.e. The Corporation of the County of Renfrew. There is no coverage for sexual misconduct for additional insured’s i.e. boards and commissions. \$50 million on Professional Liability, Full Medical Malpractice, Products and Completed Operations on a “Occurrence Basis Policy”. The 1st \$25 million has no annual aggregate; however the excess \$25 million has an annual aggregate of \$25 million. 	<ul style="list-style-type: none"> Abuse/Molestation on “Occurrence Policy” up to the insurance limit of \$50,000,000.00 for the named insured including Boards and Commissions. 50 million on Professional liability on an “Occurrence basis Policy”. However, there is no coverage for a Medical Doctor, nursing services, furnishing or dispensing of drugs, surgical supplies or appliances.
ERRORS AND OMISSIONS	<p>OMEX</p> <ul style="list-style-type: none"> \$50 million limit. 	<p>JARDINE</p> <ul style="list-style-type: none"> \$50 million limit. \$5 million primary with a \$45 million excess to make up the \$50 million of total protection. 	<p>COWAN</p> <ul style="list-style-type: none"> \$50 million limit. \$15 million primary with \$10 million <u>follow form</u> over primary plus another \$25 million <u>excess with aggregate</u> to make up a 	<p>BFLCanada</p> <ul style="list-style-type: none"> \$50 million per claim (wrongful act). \$5 million of primary with a \$45 million drop down excess to make up \$50 million of total protection.

Appendix “B” Page 4 of 10
The County of Renfrew
General Insurance RFP Received July 22, 2011
Comparison of Responses

	<ul style="list-style-type: none"> No annual aggregate “Claims Made Policy”. Retro date N/A if continued with insurer. 	<ul style="list-style-type: none"> \$50 annual aggregate. “Claims Made Policy” retro date Nov. 15, 1993. 	<ul style="list-style-type: none"> total of \$50 million. No annual aggregate for the 1st \$25 million. “Claims Made Policy” retro date N/A. 	<ul style="list-style-type: none"> \$50 million annual aggregate limit on products and completed operations liability. “Claims Made policy” retro date N/A.
Non Owned Automobile Liability	<p>OMEX</p> <ul style="list-style-type: none"> No significant difference to other bidders. 	<p>JARDINE</p> <ul style="list-style-type: none"> No significant difference to other bidders. 	<p>COWAN</p> <ul style="list-style-type: none"> No significant difference to other bidders. 	<p>BFLCanada</p> <ul style="list-style-type: none"> No significant difference to other bidders.
Environmental Impairment Liability	<p>OMEX</p> <ul style="list-style-type: none"> \$5,000,000.00 per claim. Policy pays punitive in addition to compensatory damages “Claims Made Policy” retro date N/A. \$5,000,000.00 annual aggregate \$5,000.00 Self insured retention 	<p>JARDINE</p> <ul style="list-style-type: none"> \$2,500,000.00 per claim. Policy pays compensatory damages only. “Claims Made Policy” retro date November 15, 1993. \$5,000,000.00 annual aggregate. \$5,000.00 Self Insured Retention. The existence of all known and approved underground storage tanks must be listed in the policy. All tanks must have a procedure in place to inspect tanks on a regular established basis as agreed with the insurer. Completion of Casualty Questionnaire required. 	<p>COWAN</p> <ul style="list-style-type: none"> \$3,000,000.00 00 per claim. Policy pays compensatory damages only. “Claims Made Policy” retro date N/A.. 5,000,000.00 annual aggregate. \$10,000.00 Self Insured Retention. All underground tanks are all insured on a blanket basis and are not required to be listed in the policy. 	<p>BFLCanada</p> <ul style="list-style-type: none"> \$5,000,000.00 per claim. Policy pays compensatory damages only. “Claims Made Policy” retro date N/A . \$5,000,000.00 annual aggregate. \$5,000.00 Self insured Retention. The existence of all known storage tanks must be listed in the policy.
Automobile	<p>OMEX</p> <ul style="list-style-type: none"> \$50,000,000.00 liability limit. \$10,000.00 deductible. Claims are paid on a replacement cost basis regardless of age. Construction or Maintenance equipment is 	<p>JARDINE</p> <ul style="list-style-type: none"> \$50,000,000.00 Liability Limit. \$5 million primary with a \$45 million excess to make up the \$50 million of total protection. \$\$10,000.00 deductible. Claims are paid on a replacement cost basis to vehicles 20 years old or newer –after 20 years on an actual cash value basis Construction or Maintenance equipment 	<p>COWAN</p> <ul style="list-style-type: none"> \$50,000,000.00 Liability limit. \$10 million primary with \$15 million excess over primary plus another \$25 million <u>excess with aggregate</u> to make up a total of \$50 million. \$10,000.00 deductible. Claims are paid on a replacement cost basis regardless of age. Construction or Maintenance equipment 	<p>BFLCanada</p> <ul style="list-style-type: none"> \$50,000,000.00 Liability Limit. \$5 million of primary with a \$45 million drop down excess to make up \$50 million of total protection. \$10,000.00 deductible Proposal states that Claims are paid on a replacement cost basis regardless of age. Construction or Maintenance equipment is

Appendix “B” Page 5 of 10
The County of Renfrew
General Insurance RFP Received July 22, 2011
Comparison of Responses

	covered under the automobile policy for “All Perils” when attached or removed subject to the automobile policy deductible.	is covered under the automobile policy for “All Perils” when equipment is attached to vehicle subject to the automobile policy deductible. <ul style="list-style-type: none"> When equipment is removed from the vehicle it is covered under the property policy, subject to the property policy deductible of \$5,000.00. Updated vehicle and drivers list to insurer. 	is covered under the automobile policy for “All Perils” when attached or removed subject to the automobile policy deductible.	covered under the automobile policy for “All Perils” when equipment is attached to vehicle subject to the automobile policy deductible.
Property Insurance	<p>OMEX</p> <ul style="list-style-type: none"> Blanket “All Risk” policy on property of every description. Claims Settlement based on “Replacement Cost” which means the cost of replacing, repairing, constructing or re-constructing (whichever is the least) the insured property on the same site with new property of like kind and quality and for like occupancy without deduction for depreciation. <p>\$100,000.00 deductible on flood.</p>	<p>JARDINE</p> <ul style="list-style-type: none"> Blanket “All Risk” policy on property of every description. Claims Settlement based on “Replacement Cost” which means the cost of replacing, repairing, constructing or re-constructing (whichever is the least) the insured property on the same site with new property of like kind and quality and for like occupancy without deduction for depreciation. Heritage properties are covered for Replacement cost only. Professional appraisal required for Heritage replacement cost insurance. Properties that become vacant, unoccupied, shutdown require 60 day notification for endorsement of coverage. \$50,000.00 deductible on flood. Combines Property and Boiler and Machinery Coverage into one policy. COPE (construction/occupancy/protection/exposure) required for all locations. All locations may be subject to Engineering Inspection. All cooking facilities are ULC wet 	<p>COWAN</p> <ul style="list-style-type: none"> Blanket “All Risk” policy on property of every description. Claims Settlement based on “Replacement Cost” which means the cost of replacing, repairing, constructing or re-constructing (whichever is the least) the insured property on the same site with new property of like kind and quality and for like occupancy without deduction for depreciation. Heritage properties claims will be adjusted on a heritage replacement cost basis. <p>\$25,000.00 deductible on flood.</p> <p>Separate policy on Boiler and Machinery insurance.</p>	<p>BFLCanada</p> <ul style="list-style-type: none"> Blanket “All Risk” policy on property of every description. Claims Settlement based on “Replacement Cost” which means the cost of replacing, repairing, constructing or re-constructing (whichever is the least) the insured property on the same site with new property of like kind and quality and for like occupancy without deduction for depreciation Proposal silent on Heritage properties. <p>\$50,000.00 deductible on flood.</p> <p>Combines Property and Boiler and Machinery coverage into one policy.</p>

Appendix “B” Page 6 of 10
The County of Renfrew
General Insurance RFP Received July 22, 2011
Comparison of Responses

		chemical compliant with semi-annual maintenance contract and Class K portable extinguisher.		
Boiler and Machinery	<p>OMEX</p> <ul style="list-style-type: none"> Boiler and Machinery is covered on a separate policy and different insurer than property policy above, with a limit of \$100 million. 	<p>JARDINE</p> <ul style="list-style-type: none"> Boiler and Machinery is covered as a peril in the Blanket limit in the Property Insurance policy above. 	<p>COWAN</p> <ul style="list-style-type: none"> Boiler and Machinery is covered on a separate policy and different insurer than property policy above, with a limit of \$50 million. 	<p>BFLCanada</p> <ul style="list-style-type: none"> Boiler and Machinery is covered as a peril in the Blanket limit in the Property Insurance policy above.
Conflict of Interest Insurance	<p>OMEX</p> <ul style="list-style-type: none"> The OMEX Errors and Omissions program includes Conflict of Interest Insurance subject to a policy limit of \$50 million and the deductible of \$25,000.00 per occurrence. 	<p>JARDINE</p> <ul style="list-style-type: none"> 100% reimbursement of eligible expenses. \$100,000.00 per claim with an annual aggregate of \$500,000.00. This coverage is included in with the Legal Expense Insurance. 	<p>COWAN</p> <ul style="list-style-type: none"> 100% reimbursement of eligible expenses. \$100,000.00 per claim with no annual aggregate. 	<p>BFLCanada</p> <ul style="list-style-type: none"> 100% reimbursement of eligible expenses. \$250,000. 00 per claim with no annual aggregate.
Legal Expense Insurance	<p>OMEX</p> <ul style="list-style-type: none"> The OMEX Errors and Omissions program includes Legal Expense insurance subject to a policy limit of \$50 million and the deductible of \$25,000.00 per occurrence. 	<p>JARDINE</p> <ul style="list-style-type: none"> 100% reimbursement of eligible expenses. \$100,000.00 per claim with an annual aggregate of \$500,000.00. This coverage is included in with the Conflict of Interest Insurance, therefore the \$500,000. annual aggregate also includes Conflict of Interest Insurance claims. 	<p>COWAN</p> <ul style="list-style-type: none"> 100% reimbursement of eligible expenses. \$100,000.00 per claim with an annual aggregate of \$250,000.00. 	<p>BFLCanada</p> <ul style="list-style-type: none"> 100% reimbursement of eligible expenses. \$100,000.00 per claim with an annual aggregate of \$250,000.
Crime Insurance	<p>OMEX</p> <ul style="list-style-type: none"> \$100,000.00 Broad form money –inside and outside premises. \$100,000. Audit fees 	<p>JARDINE</p> <ul style="list-style-type: none"> \$200,000.00 Broad form money –inside and outside premises. \$200,000.00 Audit fees. <u>Note</u> Bank accounts NOT reconciled by the same person(s) authorized to deposit and withdraw funds and all cheque requisitions and issued cheques containing dual signatures. 	<p>COWAN</p> <ul style="list-style-type: none"> \$100,000.00 Broad form money –inside and outside premises. \$100,000.00 Audit fees. 	<p>BFLCanada</p> <ul style="list-style-type: none"> \$200,000.00 Broad form money –inside and outside premises. \$200,000.00 Audit fees.

Appendix “B” Page 7 of 10
The County of Renfrew
General Insurance RFP Received July 22, 2011
Comparison of Responses

Councillors Accident Insurance	<p>OMEX</p> <ul style="list-style-type: none"> \$200,000.00 Principal Sum. 24/365 day coverage. <ul style="list-style-type: none"> Insurer Chartis Insurance Company of Canada. 	<p>JARDINE</p> <ul style="list-style-type: none"> \$100,000.00 Principal Sum. On duty only <p><u>Note</u> RFP specs stated \$100,000. On duty only.</p> <p><u>Note</u> To increase to \$200,000. 24/365 day coverage additional annual premium \$2,329.00</p> <ul style="list-style-type: none"> \$2,500,000.00 Annual Aggregate limit. Age limit 79 or less on weekly indemnity. Out of Province Emergency Medical Coverage for 15 days including Spouses Coverage age 79 or less Insurer Chartis Insurance Company of Canada.. 	<p>COWAN</p> <ul style="list-style-type: none"> \$200,000.00 Principal Sum. On duty only. <ul style="list-style-type: none"> No aggregate limit. No age limit in policy. <ul style="list-style-type: none"> Insurers Guarantee 55% Lombard 25% Temple 20% 	<p>BFLCanada</p> <ul style="list-style-type: none"> \$250,000.00 Principal Sum. 24/365 day coverage. <ul style="list-style-type: none"> \$2,500,000.00 Annual Aggregate limit. Age limit 79 or less. <ul style="list-style-type: none"> Out of Province Emergency Medical Coverage for 15 days including Spouses Coverage age 79 or less. <ul style="list-style-type: none"> Insurer Chartis Insurance Company of Canada.
Completeness of Submission Score (10%)	10	7	10	5
Category #2 Experience and Qualifications Section Valued @ 5%	<p>OMEX</p> <ul style="list-style-type: none"> OMEX is a not-for-profit reciprocal insurance exchange owned by participating members—Ontario municipalities. In a Reciprocal, the members pool, or exchange, their insurance coverage and share in both the risks and rewards on a basis pre-determined by the members in the Reciprocal Agreement. During the “Hard market crisis” of 1986 OMEX was created by a group of Toronto area municipalities in an attempt to collectively take control of their insurance requirements and 	<p>Jardine</p> <ul style="list-style-type: none"> Jardine, is a large international broker that has developed an insurance program for municipalities. Jardine sells insurance directly to the insured and/or partners with other brokers to service the account. Jardine has partnered with Municipal Insurances Services Limited (MLS) of North Bay. Bill Riley a well respected broker will 30 years service in the municipal insurance industry will be the Account Representative. 	<p>COWAN</p> <ul style="list-style-type: none"> Cowan, a large Underwriting Agent that specializes in insurance for municipalities, hospitals and schools. Cowan can sell insurance directly to the insured but mainly performs as an insurance company manager, for local brokers. Cowan has appointed Edmonds,Gallagher,McLaughlin Pembroke as their broker of record. Over the last 80 years, through strategic alignments with local brokers and by continually updating their insurance product, Cowan has 	<p>BFLCanada</p> <ul style="list-style-type: none"> BFLCanada, established in 1987, is a large employee owned Canadian insurance broker, that has designed a special program for municipal insurance. They have provided insurance to municipalities in Quebec for the last 24 years and in the last 7 years have been active in Ontario. They currently insure The City of Brockville, Town of Hawkesbury, Township of Champlain and several other smaller Ontario townships.

Appendix "B" Page 8 of 10
The County of Renfrew
General Insurance RFP Received July 22, 2011
Comparison of Responses

	<p>escalating insurance costs. The pooling arrangement was so successful that in 1989 OMEX secured a license to operate as an insurer from the Ontario Superintendent of Insurance (now known as the Financial Services Commission of Ontario).</p> <ul style="list-style-type: none"> • After 22 years of building a successful core organization, OMEX currently has a membership of twenty-eight (28) municipalities and is continuously expanding its benefits and services to municipalities throughout Ontario. • Current ratings OMEX..... Approved by FSCO Chartis.....A 	<ul style="list-style-type: none"> • Jardine (ROMA program in the 1980's and 90's) is the number 2 provider of insurance for Ontario municipalities. • Jardine's market consists of Lloyds Syndicate #1886, AVIVA Insurance Company of Canada, Sovereign General and Chartis which are all licensed in Canada. • Current rating A M Best Rating Bureau Lloyd's Syndicate #1886.....A+ AVIVA Insurance Company.....A Sovereign General.....A Chartis Insurance Co of Canada. A 	<p>become known for its stability, in times of hard and soft market conditions.</p> <ul style="list-style-type: none"> • Cowan is the number 1 provider of insurance for Ontario municipalities. • Cowan's market consists of The Guarantee Company of North America, Lombard General Insurance Company and Temple Insurance Company, Lloyd's Syndicate 2003 Per Catlin Canada Inc. and The Boiler Inspection and Insurance Company which are all licensed in Canada. • Current rating A M Best Rating Bureau Guarantee.....A Lombard In.....A Temple.....A+ Lloyd's Syndicate 2003.....A • The Boiler Inspection Company.....A+ 	<ul style="list-style-type: none"> • BFLCanada market consists of a Lloyds Syndicate, Chartis, AXA Assurances Inc. • Current rating A M Best Rating Bureau Syndicate at Lloyd not provided in RFP. Chartis.....A AXA Assurances Inc.....A
Experience and Qualifications Score (5%)	4	4	5	3
Category #3 Services Offered Score (5%)	<p>OMEX</p> <p>Proven Qualified staff provide,</p> <ul style="list-style-type: none"> • Risk Inspections • Seminars and training • Claims management seminars and Computer programs • Bulletins of topical interest • Contract/Lease Agreement Reviews • Technical Consultation • CheckPoint Ontario website. 	<p>Jardine</p> <p>Proven Qualified staff provide,</p> <ul style="list-style-type: none"> • Risk Inspections • Seminars and training • Claims management seminars and Computer tracking programs • Bulletins of topical interest • Contract/Lease Agreement Reviews • Technical Consultation • Broker services with experience and solid reputation. 	<p>Cowan</p> <p>Proven Qualified staff provide,</p> <ul style="list-style-type: none"> • Risk Inspections • Seminars and training • Claims management seminars and Computer tracking programs • Bulletins of topical interest • Contract/Lease Agreement Reviews • Technical Consultation • Broker services with experience and solid reputation. 	<p>BFL</p> <ul style="list-style-type: none"> • As BFL is fairly new in the Ontario Municipal Insurance market place their proven reputation has yet to be established, however, it is noted that they are hiring well qualified and experienced employees to provide a service team to establish this reputation.

Appendix "B" Page 9 of 10
The County of Renfrew
General Insurance RFP Received July 22, 2011
Comparison of Responses

Services Offered Section Score @ 5%	5	5	5	3
Category #4 Price Section Value 75%	OMEX <ul style="list-style-type: none"> • \$691,910.00 	Jardine <ul style="list-style-type: none"> • \$466,734.00 	Cowan <ul style="list-style-type: none"> • \$519,329.00 	BFLCanada <ul style="list-style-type: none"> • \$499,356.00
Price Score-(75%)	67	75	69	71
Category #5 Price Stability Section Valued @5%	OMEX <ul style="list-style-type: none"> • As OMEX is a reciprocal insurer a full risk transfer is not available and future retro-assessments may be required. 	JARDINE <ul style="list-style-type: none"> • Jardine offers a 3 year "Rate Guarantee for the primary policy of <ul style="list-style-type: none"> ○ General Liability ○ Conflict of Interest ○ Legal expense ○ Non-owned Auto ○ E & O ○ Environmental Liability <p>All "Rate Guarantees" are subject to conditions such as, but not limited to:</p> <ul style="list-style-type: none"> ○ Re-insurance treaties ○ Adverse Legislative changes ○ Claims experience-loss ratio ○ Material change to risk ○ Continuation of insurers not exiting from municipal insurance business. <p>These offers are complex and</p>	COWAN <ul style="list-style-type: none"> • None • 90 day cancellation period by insurer in all policies. 	BFLCanada <ul style="list-style-type: none"> • None • 90 day cancellation period by insurer in all policies.

Appendix "B" Page 10 of 10
The County of Renfrew
General Insurance RFP Received July 22, 2011
Comparison of Responses

		<p>should be explored with Jardines' Broker of Record.</p> <ul style="list-style-type: none"> 90 day cancellation period by insurer in all policies. With the exception of the Accident policy which is underwritten by Chartis Insurance Co of Canada which has a cancellation clause subject to the policy wording which is 31 days. 		
Price Stability Score (5%)	0	3	0	0

JAH July 2011 E & O except

Scoring of Proposals-Recap

Categories	OMEX	JARDINE	COWAN	BFL
	%	%	%	%
Completeness of Submission 10%	10	7	10	5
Experience & Qualifications 5%	4	4	5	3
Services Offered 5%	5	5	5	3
Price 75%	67	75	69	71
Price Stability 5%	0	3	0	0
Total	86	94	89	82

Reeve Walter Stack, Chair of the Operations Committee, brought in and read the resolutions of the following Report:

September 28, 2011

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

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

INFORMATION

1. PWO-2011-17 - Granular Sealing of Roadside Shoulders

Quotations for the supply and application of granular sealant on roadway shoulders at various locations were received as follows:

- 1. Greenwood Paving Ltd., Pembroke, ON.....\$47,375.25
 - 2. Smiths Construction Company Ltd., Arnprior, ON49,138.05
 - 3. H&H Construction Inc., Petawawa, ON No Submission
- All amounts include 13% HST

In accordance with Policy GA-01, the contract has been awarded to the low bidder under the authority of the Director of Public Works & Engineering.

2. Property

The Department continues to work at property acquisitions related to several road projects.

Current property negotiations are summarized in the following table:

Road	Total # of Owners Contacted	Meetings Attended	Signed Options	Properties for which a By-law has been passed	Transactions Completed
22 (Grattan Road)	40	33	36	12	7
28 (Barron Canyon Road)	8	8	8	8	8
34 (Norton Road)	8	8	6	6	6
63 (Flat Rapids Road)	16	13	12	11	5
66 (Opeongo Road)	18	18	18	0	0
68 (Letterkenny Road)	14	13	13	10	8
71 (Matawatchan Road)	5	1	0	0	0
Total	109	94	93	47	34

3. Projected 2011 Capital Budget Expenditures

Committee reviewed the Department's variance report for the 2011 Capital Program.

Appendix I identifies the approved budget, projected project expenditures and the variance (between budget & projected expenditures). The analysis includes the most recent tenders received, updated costs for works that have been completed to date, and updated costs for projects currently under construction. The Department is projecting a \$65,500 cost overrun at this time.

4. Petawawa Transportation Study - Environmental Assessment

As directed during the special meeting of the Operations Committee on August 29, 2011, an updated schedule to complete the environmental assessment work for the Petawawa Transportation Study has been completed.

The work plan and schedule is attached as Appendix II. It is anticipated that the Phase 3 & 4 Environmental Assessment work will be completed and the final reports filed for public review by late November 2012.

5. 10-Year Capital Works Program Review

Council is advised that the 10-Year Capital Works Program that was approved in January 2008 has been reviewed and tables have been prepared showing comparisons of the approved program with the work that has been completed to date. Tabled are the comparison tables identifying the timing of projects as per the originally approved 10-year program compared with those timelines to works either completed to date or as currently scheduled.

On review of the comparison tables, the following issues are noted:

- Some projects had been advanced in the schedule to enable the County to take advantage of the conditions of some of the recent infrastructure programs. Two particular projects that fall into this category are County Road 58 (Round Lake Road) between Round Lake Center and Tramore as well as part of County Road 515 (Palmer Road).
- Some culvert and bridge projects had been advanced to address more rapidly occurring deterioration or structural failures than was originally anticipated.
- Some projects, such as County Road 16 (Victoria Street), had been advanced to enable a coordinated project approach with the local municipalities, although this project may be debt financed outside of the 10-year plan.
- Several projects were delayed as a result of changes to the scope of work required, increases in the cost of construction, and the need to balance the program with the

available funding. The original 10-Year Plan was developed on the basis of average benchmark costs. As each project develops, the detailed evaluation and design process may result in a change in the scope of the project which in turn reflects a change in the costs.

6. 10-Year Capital Works Program Update

As directed by the Operations Committee, staff will be updating the 10-Year Capital Works Program with a view to presenting an updated plan at the October 14, 2011 Committee meeting. In considering the development of an update to the Capital Works Forecast, the following factors will be considered:

- (a) The plan must consider the level of funding that is determined to be sustainable and predictable. The updated plan will incorporate an annual increase in the tax levy of 2% over the life of the 10-year planning horizon.
- (b) The needs of the roads and bridges under the jurisdiction of the County far outweigh the available funding allocation. Current funding of the system from predictable sources (ie. property tax levy and gas tax) is approximately \$8.0 million.
- (c) A priority should be given to funding those projects that can be identified as “just-in-time” works. This strategy minimizes the need to implement more costly rehabilitation strategies. The update should also require a review of what is the “tolerable level of service” that can be provided as compared to the level of service that is “desirable” on a project specific basis. This will necessitate consideration of alternative strategies to the full reconstruction option.
- (d) In an effort to match anticipated funding levels, innovative and alternative strategies may need to be implemented. These alternatives may also result in reduced life expectancies for the system. Such a change in strategy will require careful consideration and discussion by Committee and County Council.
- (e) The long range plan will not likely consider new projects or projects that are in large part driven by development pressures within the County. A separate funding strategy is required for growth generated project works.
- (f) If there is a need or desire to advance a project to accommodate other activities or to address more rapid deterioration, it will be necessary to delay a corresponding value of work in order to respect the sustainable funding levels incorporated in the plan.
- (g) While benchmark costing is proposed to develop the 10-year forecast, the unit costs for the various rehabilitation treatments need to be adjusted to reflect the past increases in the costs of the various construction components. It will be necessary to incorporate a reasonable contingency amount in the benchmark costs to provide an allowance for unknown factors. Even with a contingency provision, it is important

to understand that some project costs will increase during the detailed evaluation and design phases of the project due to changes in the scope of the work required.

- (h) The timing of works-in-progress projects and projects “in line” for implementation will not be impacted by the update review.
- (i) The current plan was developed on the basis of a number of criteria that were presented to and approved by the Operations Committee and County Council in October 2007. The road evaluation criteria to be used in the Capital Works update will include the following components:
 - Pavement Condition Index (PCI)
 - Riding Comfort
 - Traffic Volume & Composition
 - Geometrics/Safety
 - Roadway Design Class

RESOLUTIONS

7. County Assumption of Baskin Drive, Town of Arnprior

Committee considered two separate resolutions (May 25, 2010 and August 3, 2011) from the Town of Arnprior requesting that:

- (a) the County assume Baskin Drive (Daniel Street-Division Street) and,
- (b) Baskin Drive (Daniel Street-Division Street) and Division Street (Elgin Street-Baskin Drive) be upgraded as part of the Department’s 2012 Capital Works program.

Using the OGRA Road Rationalization criteria, staff advised that Baskin Drive received a total weighted rating of five points. This total rating is below the recommended threshold “cutoff” level of six points. Notwithstanding the evaluation score, alterations to the area road network as a result of the construction of Highway 417 support the position that Baskin Drive (Division Street-Daniel Street) should be incorporated into the County’s road network at this time.

Since Division Street (Highway 417-Baskin Drive) will become a “flyover” at the newly constructed Highway 417 - it will no longer intersect directly with the highway and as such, the Division Street-Baskin Drive-Daniel Street road network will become the most direct connecting roadway link to Highway 417.

Future development on both sides of Highway 417 may dictate new roadway links (e.g. an extension of Vanjumar Drive to Division Street). This could result in a future reassessment of the County Road network in this area.

Division Street (Highway 417-Baskin Drive) will no longer qualify as a County Road due to the loss of its direct access to Highway 417. Accordingly, the section of roadway will be transferred back to the Township of McNab/Braeside.

Based on previous jurisdictional road transfers, when there is a download of a road facility, the transferring road authority has approved funding to cover the cost of “reasonable” capital improvements and in some cases monies to offset one or two years operating costs. It is noted, however, that uploads of local roadways to the County have not required the local municipality to provide any form of financial compensation to bring the roadways to a “tolerable” County standard.

With respect to Division Street (Highway 417-Baskin Drive), the cost to bring the roadway to a “tolerable” local standard is approximately \$40,000. Negotiations will be initiated with McNab/Braeside staff in September 2011 to determine the amount of compensation for the transfer of jurisdictional control. These negotiations will also address maintenance requirements as well, particularly for winter control.

RESOLUTION NO. OP-CC-11-09-80

Moved by Chair
Seconded by Committee

THAT the transfer of Baskin Drive (Division Street - Daniel Street) to a County Road be approved in principle at this time; AND THAT the transfer of Division Street (Highway 417 - Baskin Drive) to the Township of McNab/Braeside be approved in principle at this time; AND THAT negotiations take place in September 2011 with Township staff to agree upon the amount of monies to be provided to the Township in order to bring the roadway up to a “tolerable” local municipal standard; AND FURTHER THAT upon completion of the negotiations referenced above, a staff report be considered by Operations Committee, Finance & Administration Committee and County Council at their October meetings with regard to the jurisdictional transfer of Baskin Drive (Division Street - Daniel Street) and Division Street (Highway 417 - Baskin Drive).

BY-LAWS

8. Sand Point Traffic Calming

Committee reviewed the on-going speeding problems in Sand Point.

The current speed limit through the Hamlet is 50km/h. The County of Renfrew has introduced several measures to help reduce speeding over the past three years including reducing the speed limit from 60km/h to 50km/h and installing additional signage to warn motorists of pedestrians in the area. Unfortunately most motorists continue to exceed the posted speed limit in this area. Speed studies indicate that approximately 75% of motorists are travelling more than 20 km/h over the posted speed limits.

The following measures were considered and approved by the Committee:

1. That a white paint edge line be placed along both sides of the roadway within the 50 km/h section of the Hamlet. It is noted, in several traffic manuals, that a painted edge line can make a roadway seem narrower, causing motorists to reduce their speed.
2. That a “50 km/h Ahead” symbol be painted on the roadway prior to entering the reduced speed zone. This would be the first time that the County of Renfrew has painted text on a roadway and staff believes that this would be a good trial location for this type of marking.
3. That a Community Safety Zone (CSZ) be implemented within the 50km/h section of Sand Point. Below is a definition/summary of a Community Safety Zone (CSZ):

Section 214 of the Highway Traffic Act (RSO 1990) contains provisions whereby a municipality may pass a by-law designating a part of a highway as a Community Safety Zone (CSZ) if in the Council’s opinion, public safety is of a special concern on that part of the highway. The effect of the CSZ designation is to increase the penalties imposed for infractions. The usual increase is to double the fines. The area designated must be appropriately signed in accordance with the Ontario Traffic Manual (OTM).

In order to have a CSZ implemented, special signage must be installed and a Municipal By-Law must be passed designating the zone. This would be the first CSZ along a County Road. Implementation on the CSZ will be done as a pilot program and its effectiveness would be monitored for one year.

RESOLUTION NO. OP-CC-11-09-81

Moved by Chair

Seconded by Committee

THAT the three traffic calming measures outlined above be implemented as a pilot project along this section of County Road 1 (River Road) in the Hamlet of Sand Point; AND THAT a by-law be passed to authorize the designation of a Community Safety Zone (CSZ).

All of which is respectfully submitted.

W. Stack, Chair

And Committee Members: D. Eady, N. Lentz, J. Murphy, D. Shulist, B. Sweet, H. Weckworth

The Report was adopted as presented.

CAPITAL WORKS VARIANCE REPORT - SEPTEMBER 2011

(X \$1,000)

Road Reconstruction/Rehabilitation									
Road #	Location	From	To	Length (km)	2011 BUDGET	Projected Expenditure June 2011	Projected Expenditure Aug. 8 2011	Projected Expenditure Sep.12 2011	Variance
22	Bonnechere Valley	2010 Limit	Easterly	2.00	900.0	890.00	915.00	949.00	49.0
28	Laurentian Valley/Petawawa	Station Hill Road	Smith Lane	3.00	800.0	600.00	700.00	734.00	-66.0
34	Greater Madawaska/Admaston/Bromley	2010 Limit	Northerly	1.40	480.0	610.00	610.00	760.00	280.0
61	Whitewater	2009 Limit	Hwy 17	1.90	750.0	550.00	460.00	452.00	-298.0
*62	Madawaska Valley	2009 Limit	Long Lake Road?	1.70	550.0	575.00	630.00	600.00	50.0
63	McNab/Braeside	300m E of Mill Ridge Road	750m W of Mill Ridge Road	1.50	800.0	1,000.00	1,025.00	1,025.00	225.0
*64	Bonnechere Valley	Baptist Church Road	Easterly	3.30	350.0	350.00	350.00	343.00	-7.0
66	Madawaska Valley	Wilno Road South	Easterly	1.50	900.0	890.00	810.00	697.00	-203.0
68	Brudenell, Lyndoch & Raglan	1.6km N of Rockingham	Northerly	2.00	800.0	832.00	749.00	834.00	34.0
*69	Madawaska Valley	Sunny Hill Road	Southerly	2.00	43.0	43.00	45.00	45.00	2.0
		Kartuzy Road	Westerly	1.50	32.0	32.00	33.00	33.00	1.0
*20	Horton	Frost Heave Repair			60.0	60.00	61.00	61.00	1.0
ROAD RECONSTRUCTION/REHABILITATION TOTALS				21.8	6,465.0	6,432.0	6,388.0	6,533.0	68.0
Bridge/Culvert Reconstruction/Rehabilitation									
Structure #	Location	Structure Name			2011 BUDGET				Variance
B-032	Greater Madawaska	Calabogie Bridge			620.0	675.00	685.00	691.00	71.0
B-053	Greater Madawaska	Constant Creek Bridge			260.0	285.00	230.00	219.00	-41.0
B-203	Petawawa	Petawawa River Bridge			700.0	100.00	100.00	700.00	0.0
Bridge Repairs - General					150.0	0.00	0.00	0.00	-150.0
		*Tramore Bridge			0.0	35.00	35.00	33.00	33.0
		Claybank Bridge			0.0	40.00	120.00	120.00	120.0
		Replace Lessard Bridge (60 foot)			0.0	75.00	75.00	0.00	0.0
Unspecified Culvert Replacements					0.0				0.0
		Coughlans Meadows			0.0	130.00	130.00	131.00	131.0
		*CR56 Culvert			0.0	45.00	52.00	52.00	52.0
		*CR58 Culvert				80.00	80.00	91.50	91.5
BRIDGE/CULVERT RECONSTRUCTION/REHABILITATION TOTALS					1,730.0	1,465.0	1,507.0	2,037.5	307.5
Future Engineering									
<u>A. Roads</u>									
Road #	Location	From	To	Length (km)	2011 BUDGET				Variance
10	McNab/Braeside/ Arnprior	Elgin Street	County Road 15	1.20	30.4	30.40	30.40	30.40	0.0
70	Bonnechere Valley	Gorman Road	Wolfe Road	3.30	30.0	30.00	30.00	30.00	0.0
71	Greater Madawaska	County Road 65	Northerly	3.00	50.0	50.00	50.00	50.00	0.0
Road Future Engineering Totals				7.50	110.4	110.4	110.4	110.4	0.0
<u>B. Bridges/Culverts</u>									
Structure #	Location	Structure Name			2011 BUDGET				Variance
C-030	Laurentian Valley	Hales Creek Culvert (Bline Rd)			50.0	50.00	50.00	30.00	-20.0
B-067	Brudenell, Lyndoch & Raglan	Addington Bridge			50.0	50.00	50.00	40.00	-10.0
Bridge/Culvert Future Engineering Totals					100.0	100.0	100.0	70.0	-30.0
<u>C. Deck Condition Surveys/Structural Evaluations</u>									
Structure #	Location	Structure Name			2011 BUDGET				Variance
Deck Condition Survey Totals					77.0	77.0	77.0	40.0	-37.0
FUTURE ENGINEERING TOTALS					287.4	287.4	287.4	220.4	-67.0
6) Safety Devices									
Road #	Location				2011 BUDGET				Variance
					80.0	40.00	35.00	35.00	-45.0
					200.0	200.00	200.00	200.00	0.0
SAFETY DEVICES TOTAL					280.0	240.0	235.0	235.0	-45.0
7) Infrastructure, Right-of-way & Studies									
<u>A. Items</u>									
Item Totals					298.0	298.0	298.0	190.0	-108.0
<u>B. Studies</u>									
Item Totals					175.0	175.0	175.0	85.0	-90.0
INFRASTRUCTURE, RIGHT-OF-WAY & STUDIES TOTAL					473.0	473.0	473.0	275.0	-198.0
BUDGET TOTAL					9,235.4	8,897.4	8,890.4	9,300.9	65.5

* Projects completed

All figures in thousands

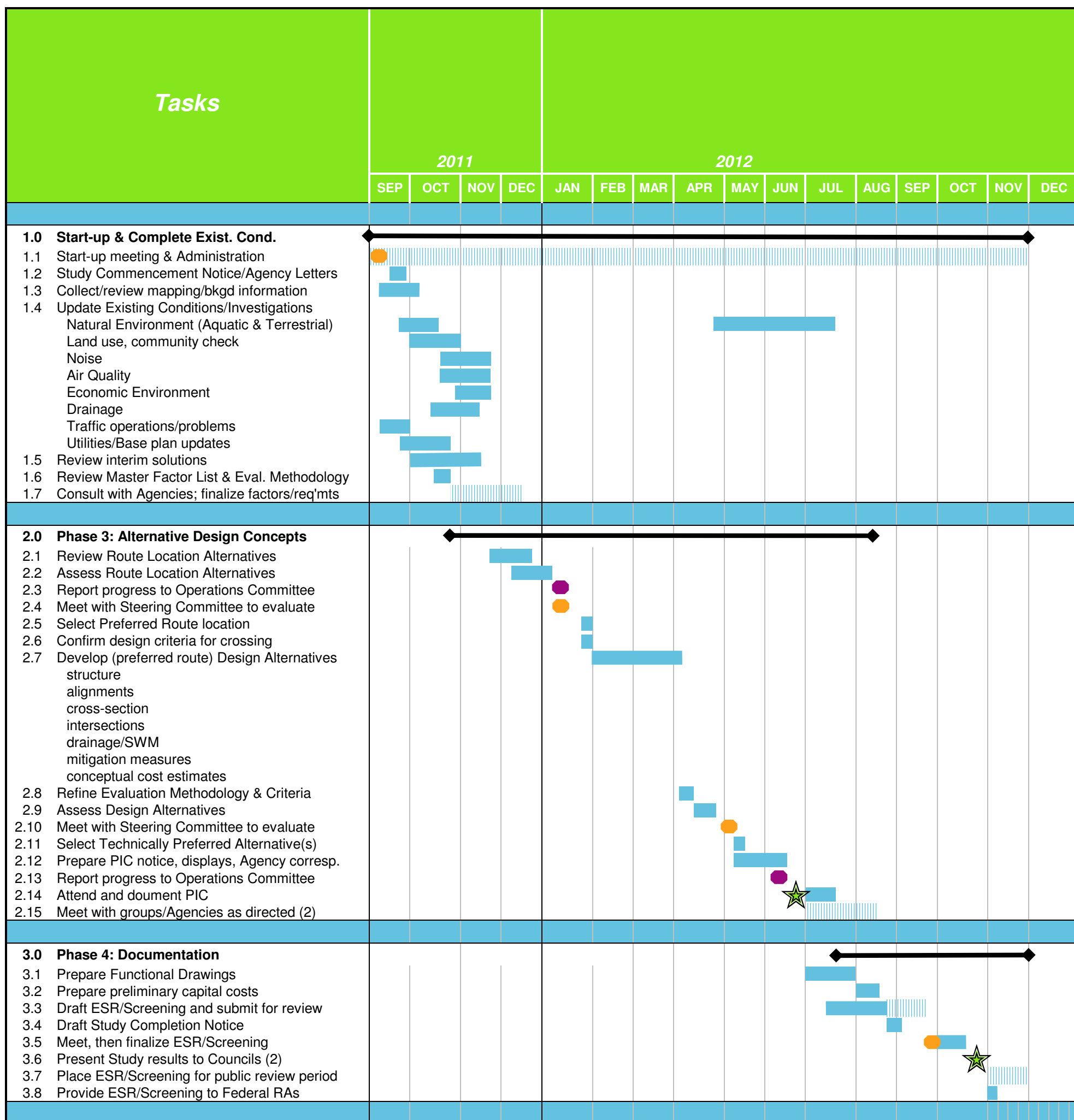
Schedule B

CAPITAL WORKS DIVISION - OPERATING PROGRAM

Infrastructure, Right-of-Way & Studies				
<u>A. Items</u>	2011 BUDGET	Projected Expenditure Sep. 12 2011	Variance	
Right-of-Way Management	40.0	50.0	10.0	
Infrastructure Management	175.0	80.0	-95.0	
Culvert Approvals and Environmental Assessments	26.0	10.0	-16.0	
Education, Research, PMPs, Interviews & Meetings	57.0	50.0	-7.0	
Item Totals	298.0	190.0	-108.0	
<u>B. Studies</u>				
Transportation Strategic Planning	50.0	25.0	-25.0	
Growth Financing Assessment	5.0	0.0	-5.0	
Drainage Outlets Review	15.0	5.0	-10.0	
Sand Point Drainage Study	20.0	0.0	-20.0	
Division Street Infrastructure Assessment - Arnprior	35.0	35.0	0.0	
Meadowbrook Drive Drainage Assessment - Forest Lea Road	25.0	10.0	-15.0	
Miscellaneous Studies and Assessments (5 x \$5,000)	25.0	10.0	-15.0	
Studies Totals	175.0	85.0	-90.0	
INFRASTRUCTURE, RIGHT-OF-WAY & STUDIES TOTAL		473.0	275.0	-198.0

*All figures in thousands

Proposed Schedule and Workplan for Petawawa Class EA Phase 3 and 4 Completion



Notes: A field investigation in the spring (not completed) is required to satisfy provincial and federal requirements.
 A Stage 2 Archaeological Investigation is likely required once the new alignment has been staked in the field. For the County's information, a Stage 2 investigation will be in the range of \$9,000 to \$15,000 depending on the site selected.
 Responsible Authorities may include DND, DFO, Transport Canada. Triggers may include land, Fisheries Act and NWPA regulations.
 Federal Agencies may have additional requirements to those anticipated in this work plan to complete their screening, depending on the characteristics of the Recommended Plan.

COUNTY OF RENFREW
Public Works & Engineering Department

10 Year Roads Rehabilitation Program 2008 - 2017 Schedule Comparison

Road No	Name	Description		Approved Schedule		Actual/Projected Schedule		Comments
		From	To	Const. Start	Const. Finish	Const. Start	Const. Finish	
1	Madawaska Blvd/Elgin Street	Herrick Dr	Cty Rd 10	2013	2016	Beyond 2014 update		
1	River Road	Dochart St	Castleford Bdge S Exp Jnt	2013	2017	Beyond 2014 update		
2	White Lake Road	Edey St	Baskin Dr	2008	2008	2008	2008	
2	White Lake Road	Campbell Dr	Young Road	2013	2013	2013	2013	
2	White Lake Road	Waba Creek E Exp Jnt	Cty Rd 52 (Burnstown Rd)	2013	2013	Beyond 2014 update		
3	Usborne Street	Braeside West Limits	Cty Rd 54 (McLean Dr)	2015	2017	2015	2017	
5	Stone Road	Culhane Rd	Kennelly Rd	2016	2016	Beyond 2014 update		
6	Gillan Road	Hwy 60 (O'Brien Rd)	Lime Kiln Rd	2012	2012	Beyond 2014 update		
6	Lochwinnoch Road	Hwy 17-to-Thomson Rd	Miller Rd	2017	2017	Beyond 2014 update		
7	Foresters Falls Road	Beginning of semi-urban	Grants Settlement Rd	2016	2016	Beyond 2014 update		
8	Cobden Road	Hwy 60/Cty Rd 9	CPR Crossing	2010	2012	2012	2014	
8	Main Street	CPR Crossing	Hwy 17	2016	2016	Beyond 2014 update		
9	Bulger Road	Agnew Rd	Hwy 41	2009	2009	2009	2009	
9	Bulger Road	Hwy 60/Cty Rd 8	Agnew Rd	2014	2014	Beyond 2014 update		
10	Division Street	Cty Rd 15	Cty Rd 1	2011	2011	2013	2013	Surface rehabilitation only
13	Mountain Road	Hwy 41	Micksburg Rd	2017	2017	Beyond 2014 update		
14	Witt Road	Cty Rd 56	Cty Rd 26	2017	2017	Beyond 2014 update		
16	Victoria Street	Cty Rd 51	Wolfe Ave	2010	2009	2009	2009	
16	Victoria Street	Wolfe Ave	Cty Rd 25	2013	2015	2012	2012	
19	Mud Lake Road	Cty Rd 24	City of Pembroke South Limit	2012	2014	2014	2016	
20	Bruce Street	Hwy 60	Hwy 17	2010	2010	2012	2012	
20	Castleford Road	Eady Rd	Cty Rd 1	2016	2016	Beyond 2014 update		
21	Beachburg Road	Cty Rd 49	Cemetery Rd	2008	2013	2008	2014	
21	Beachburg Road	Cemetery Rd	Cty Rd 40	2017	2017	Beyond 2014 update		
21	Beachburg Road	Cty Rd 7	Buchannan's Pit Entrance	2017	2017	Beyond 2014 update		
22	Grattan Road	Hwy 41	Scotch Bush Rd	2009	2012	2010	2012	
22	Hyndford Road	Scotch Bush Road	Cty Rd 5	2010	2011	2013	2013	
26	Doran Road	Sandy Beach Rd	Cty Rd 58	2008	2008	2008	2008	
26	Doran Road	Airport Rd	Black Bay Rd	2013	2013	Beyond 2014 update		
28	Barron Canyon Road	Priebe Road	End of Cty Rd 28	2009	2015	2010	2011	Proj. advanced with FED/Prov funding. Work S of Station Hill Road schedule TBD
29	Drive-in Road	Clearview Crescent	Hwy 148	2009	2009	2012	2012	Culv. in 2010 are part of Mun. Drain
30	Lake Dore Road	Black Creek Rd	Hwy 41	2012	2015	2014	2016	
34	Whelan Rd/Norton Rd	English Road	Cty Rd 508	2009	2017	2009	2017	
35	Jean Avenue/Boundary Road	Beginning of Urban	Trafalgar Rd	2012	2012	2014	2014	
42	Forest Lea Road	Hwy 17	Meadowbrook Dr West Junction	2012	2012	2014	2014	
49	Lapasse Road	Grants Settlement Rd	Cty Rd 50	2008	2008	2008	2008	
50	Gore Line	Canola Rd	Cty Rd 49	2016	2016	Beyond 2014 update		
51	Petawawa Boulevard	Cty Rd 42	Airport Rd	2012	2012	2014	2014	

52	Burnstown Road	Cty Rd 2	McLachlan Rd	2013	2013	Beyond 2014 update		
52	Burnstown Road	Picket Hill Lane N Jct	Hwy 60	2013	2015	Beyond 2014 update		
54	McLean Drive	Hwy 17	Cty Rd 3	2012	2014	2014	2015	
55	Paquette Road	Cty Rd 51	Hwy 17	2012	2012	2014	2014	
56	Woitto Station Road	Cty Rd 14	Ottawa Valley Waste Recovery Centre	2016	2016	Beyond 2014 update		
58	Round Lake Road	Stencells Road	Hwy 17	2008	2009	2008	2009	
58	Round Lake Road	Ski Hill southerly	Picnic Area	2009	2013	2009	2014	
58	Round Lake Road	Round Lake Centre	Traemore	2012	2015	2010	2010	Project advanced with FED/PROV Funding program
58	Round Lake Road	Hwy 60	Traemore	2015	2015	Beyond 2014 update		
58	Round Lake Road	Round Lake Center S Bndy	Deer Trail Rd	2013	2016	Beyond 2014 update		
58	Round Lake Road/Bruham Ave	Hwy 17	Boundary Rd	2012	2014	Beyond 2014 update		
61	Haley Road/Godfrey Road	Hwy 60	Hwy 17	2008	2009	2009	2011	
62	Combermere Road	Cty Rd 515	Hwy 60	2008	2013	2008	2013	
63	Flat Rapids Road	Cty Rd 45	Stewartville Road	2009	2011	2008	2013	
63	Stewartville Road	Maple Bend Rd	Cty Rd 508	2014	2017	Beyond 2014 update		
63	Miller Road	Clifford Sideroad	Cty Rd 6	2015	2015	Beyond 2014 update		
64	Opeongo Road	Cty Rd 512	Hwy 41	2009	2017	2009	2017	
66	Opeongo Road	John Watson Road	Wilno S. Road	2010	2011	2010	2011	
68	Letterkenny Road	Rockingham Rd	Cty Rd 66	2008	2010	2010	2012	
68	Rockingham Road	Diamond Lake Rd	Guiney Road	2011	2011	2013	2013	
69	Siberia Road	Queen Street	Hwy 60	2012	2013	2014	2014	
70	Ruby Road	Gorman Rd	Hoffman Rd (East Leg)	2010	2012	2012	2014	
71	Matawatchan Road	Hwy 41	Cty Rd 65	2011	2014	2010	2013	
508	Calabogie Road	Barrett Chute Rd	Cty Rd 65	2009	2011	2009	2012	
511	Lanark Road	Cty Rd 508	Calabogie Bridge	2013	2013	Beyond 2014 update		
512	Brudenell Road	South Limit of Killaloe	Cty Rd 66	2008	2011	2008	2010	
512	Foymount Road	Hwy 41	Spring Creek Rd	2009	2012	2009	2014	
512	Foymount Road	Silver Lake Rd	Buelow Rd	2013	2017	Beyond 2014 update		
515	Palmer Road	Cty Rd 62	Palmer Rapids	2012	2015	2010	2017	Proj advanced with FED/PROV funding program

COUNTY OF RENFREW
Public Works & Engineering Department

10 Year Bridge Rehabilitation Program 2008 - 2017 Schedule Comparison

Bridge No.	Name	Original Schedule		Actual/Projected Schedule		Comments
		Const. Start	Const. Finish	Const. Start	Const. Finish	
B118	CPR Overhead, Cty Rd 1	2008	2008	2008	2008	
B233	Latchford Bridge, Cty Rd 515	2008	2008	2008	2008	
B044	Douglas Bridge, Cty Rd 5	2009	2009	2009	2009	
B053	Constant Creek Bridge, Ferguson Lake Rd	2009	2009	2011	2011	
B105	Coulas Bay Bridge, Bear Trail Rd	Project Not Scheduled		2010	2010	
B153	Jewellville Bridge, Cty Rd 515	2010	2010	2010	2010	
B096	Centennial Lake Bridge, Cty Rd 65.	2011	2011	2013	2013	
B101	Bonnechere River Bridge, Cty Rd 58	2012	2012	2014	2014	
B173	Byers Creek Bridge, Cty Rd 58	2012	2012	2010	2010	
B100	Sherwood River Bridge, Cty Rd 58	2012	2012	2010	2010	
B311	Indian River Bridge, Cty Rd 58	2013	2013	2013	2013	
B234	Coles Creek Bridge, Cty Rd 512 (Killaloe)	2013	2013	Beyond 2014		
B067	Addington Road Bridge, Quadeville	2013	2013	2011	2012	
B226	Black Creek Bridge, Black Creek Rd	2013	2013	Beyond 2014		
B018	Davis Mills Bridge, Cty Rd 26	2013	2013	Beyond 2014		
B120	Claybank Bridge, Cty Rd 2	2014	2014	2015	2015	Expansion joint repairs required in 2011
B258	Madawaska River Bridge. (Arnprior), Cty Rd 1	2015	2015	Beyond 2014		Some rehab work completed in 2008
B203	Petawawa River Bridge, Cty Rd 51	2016	2016	2011	2011	
B257	Harrington Creek Bridge, Cty Rd 512 (Foymount Rd)	2016	2016	Beyond 2014		
B057	Mt. St Patrick Bridge, Mt St. Patrick Rd	2017	2017	Beyond 2014		
B150	Dam Lake Bridge, Martin Recoskie Rd	2017	2017	Beyond 2014		
B202	Cameron St Bridge, Cameron St (Killaloe)	2017	2017	Beyond 2014		
B002	Bonnechere River Bridge, Bonnechere Rd	2017	2017	2014	2014	
B074	Fire Tower Bridge, Fire Tower Road	Project Not Scheduled		2008	2008	
B031	Madawaska River Bridge (Calabogie) Cty Rd 511	2017	2017	2011	2011	
B110	Christopher Bell Bridge, Cty Rd 1	2017	2017	Beyond 2014		

COUNTY OF RENFREW
Public Works & Engineering Department

10 Year Culvert Rehabilitation Program 2008 - 2017 Schedule Comparison

Culvert No.	Name	Approved Schedule		Actual/Projected Schedule		Comments
		Const. Start	Const. Finish	Const. Start	Const. Finish	
C077	Castleford Culvert, Cty Rd 1, 4.7 km E of Cty Rd 20	2008	2008	2009	2009	
C119	Dochart Creek Culvert, Cty Rd 1, 0.02 km N of Moore Street	2008	2008	2008	2008	
C168	Lake Clear Tri Culverts, 1.7 km S of Cty Rd 512	2008	2008	2008	2008	
C248	Forest Lea Culvert, Cty Rd 42, 0.06 km E of B-Line Road	2008	2008	2008	2008	
C263	County Road 515, Neumans Culvert	2008	2008	2008	2008	
C332	Chapeski Mill Dr, Chapeski Culvert	2008	2008	2008	2009	
C162	Kohlsmith Culvert, Kohlsmith Road, 1.5 km S of Cty Rd 7	2009	2009	2009	2009	
C175	Paugh Lake Road Culvert, Paugh Lake Road	2009	2009	2010	2010	
C195	Black Bay Culvert, Black Bay Road, 2 km W of Highway 17	2009	2009	2009	2009	
C237	Sicards Creek Culvert, Cty Rd 512, 10.4 km N of Brudenell	2009	2009	2009	2009	
C245	Indian Road Culvert, Cty Rd 21 at Indian Road	2009	2009	2010	2010	
C251	Armstrongs Culvert, Russett Drive, 4 km E of Highway 17	2009	2009	Beyond 2014		
C334	Thompson Road Culvert	Project Not Scheduled		2009	2009	Project added to original plan
C081	Esmond Culvert, Cty Rd 64	2012	2012	2009	2009	Work advanced due to culvert condition
C104	Byers Creek Culverts, Cty Rd 67, 1.5 km S of Cty Rd 58	2012	2012	2013	2013	
C261	Kauffeldt's Culvert, Cty Rd 515	2012	2012	2013	2013	
C264	Hopeberg Creek Culverts, Jewellville Rd,	2012	2012	2013	2013	

C065	Rockingham Creek Culvert, Cty Rd 68	2013	2013	2014	2014	
C147	Turtle Creek Culverts, Cty Rd 68	2013	2013	2014	2014	
C255	Red Rock Tri Pipes, Red Rock Road	2013	2013	2007	2007	Early replacement required due to structural failure
C028	Alice-Wilberforce Municipal Drain, Locksley Road, 1 km W of Highway 41	2014	2014	2015	2015	
C125	McGregor Culvert, Lochwinnoch Road, 2.3 km S of Cty Rd 1	2014	2014	2010	2010	Work advanced due to culvert condition
C238	Townline Culvert, Cty Rd 512, 0.1 km W of Silver Lake Road	2014	2014	2015	2015	
C140	Mundt's Culvert, Roesler Road,	2015	2015	Beyond 2014		
C190	Bucholtz Culvert, Stafford Third Line, 0.5 km NW of Cty Rd 24	2015	2015	2014	2014	
C313	Nagels Culverts, Cty Rd 49	2015	2015	Beyond 2014		
C314	Royal Pines Culvert, Royal Pines Road,	2015	2015	Beyond 2014		
C136	Robertson Twin Pipes, Robertson Line, 2.5 km E of Cty Rd 2	2016	2016	Beyond 2014		
C141	Zienans Culvert, Roesler Rd, 5 km N of Highway 60	2016	2016	Beyond 2014		
C217	Hila Road Culvert, Hila Road, 1.5 km E of Cty Rd 21	2016	2016	Beyond 2014		
C016	Harold's Culvert, English Road, 1 km W of Cty Rd 34	2017	2017	Beyond 2014		
C030	Hales Creek Culvert, B-Line Road, 0.2 km N of Cty Rd 42	2017	2017	2012	2012	Work advanced due to culvert condition
C151	Wadsworth Creek Culvert, Vistula Road, 9 km N of Cty Rd 62	2017	2017	Beyond 2014		
C215	Elm Creek Culverts, Snake River Line, 1 km N of Waterview Road	2017	2017	Beyond 2014		
C266	Drohan Creek Culverts, Cty Rd 62 south of Barry's Bay	Project Not Scheduled		2009	2009	Work included with Cty Rd 62 road project
C267	Bean Pot Creek Culverts, Cty Rd 62 south of Barry's Bay	Project Not Scheduled		2009	2009	Work included with Cty Rd 62 road project
C246	Culhane Culvert, Culhane Road, 0.5 km W of McNaughton Line East Junction	2017	2017	Beyond 2014		
C252	Vanderploegs Culvert, Russett Drive, 2 km E of Highway 17	2017	2017	Beyond 2014		

Reeve Donald Rathwell, Chair of the Development & Property Committee, brought in and read the resolutions of the following Report:

September 28, 2011

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

We, your **Development & Property Committee**, wish to report and recommend as follows:

INFORMATION

1. Planning Division Activity Tracker

Tabled for Council's information is the Activity Tracker for August 2011. In August, the Division received 22 new severance applications and prepared 9 Planning Checklists for general inquiries. The GIS technicians worked on 88 mapping and GIS projects.

For the period January-August 2011, the County of Renfrew received 137 severance applications compared to 148 received over the same period in 2010.

Two new plans of subdivision were applied for in August: a 119 lot subdivision in Arnprior which also includes 122 townhouse units and an 11 lot subdivision in Chalk River.

Two plans of subdivision were draft approved in August: a 168 lot subdivision in Petawawa which also includes 146 multiple attached units and a 13 lot subdivision in the Township of Laurentian Valley.

Approvals were also given for Amendment No. 7 to the Township of Laurentian Valley Official Plan and to a part lot control by-law in the Town of Renfrew comprising 5 townhouse units.

2. Real Property - Projects Update

Tabled for Council's information is a summary report of all projects currently underway that involve the Real Property Assets Division. A legend is attached detailing the nomenclature and project steps as outlined.

3. Economic Development Performance Indicators

Tabled for Council's information is the Economic Development Performance Indicators report.

4. Enterprise Renfrew County (ERC) Activity Report

Tabled for Council's information is the Enterprise Renfrew County (ERC) Activity Report.

5. Taste of the Valley Events in Petawawa and Barry's Bay

The first three of the four Taste of the Valley events were held on August 12, 2011 in Petawawa, August 19, 2011 in Barry's Bay and September 24, 2011 in the Town of Renfrew. A survey has been sent out to all vendors and will be reviewed by the Renfrew County Agricultural Economic Development Committee. The final Taste of the Valley event will be held on October 15, 2011 at the Cobden Fairgrounds.

6. Contract Information Coordinator Position

An Information Coordinator has been hired on a contract basis to fill the position while the incumbent is on leave. Ms. Jacklyn Stott started on September 12, 2011. She was selected from a total of fifty-five applicants.

7. Biomass Energy Meeting in Madawaska Valley

County Economic Development staff, Forestry staff and the Director of the Development and Property Department participated in a meeting with forest industry and municipal leaders organized by Mayor Dave Shulist of the Township of Madawaska Valley. MPP John Yakabuski, Energy Critic, also attended. The purpose of the meeting was to identify opportunities for the municipality to develop wood biomass energy projects to assist the forest industry and to become more engaged in renewable and local energy production.

8. 2011 Rural Ramble in the Ottawa Valley

Brochures for the 2011 Rural Ramble have been printed and distributed. A new addition to the 2011 guide is the Rural Ramble passport. Ramblers are encouraged to fill out the passport and drop it off at the last site visited each weekend to be entered into a draw for a prize pack featuring unique gifts from participating Rural Ramble sites valued at over \$500. The passports also include a spot for Ramblers to vote for their favourite Rural Ramble site. The site with the most votes (one per weekend) will be named "Rural Rambler's Choice."

The number of sponsors for the Rural Ramble has increased this year to include: myFM Radio, the Renfrew Mercury, The Arnprior Chronicle, The Eganville Leader, Best Western Renfrew Inn, Whitewater Cobden Sun, Penny's Fudge Factory, MacDonald Fuels, M&R Feeds in Renfrew, Ottawa Valley Living Magazine, KI Pembroke and AECL.

9. Summer Company 2011

Enterprise Renfrew County (ERC) completed exit interviews with the 14 students in this year's Summer Company program.

In celebration of this year's Summer Company students' successes, ERC held a wrap up event at Wilderness Tours in Foresters Falls on August 25, 2011. Ms. Mary Ann Taman, representing MPP John Yakabuski, congratulated the students on their success and participation in the 2011 Summer Company Program. Mr. Philipp Wood from the Ministry of Economic Development & Trade gave an overview of the Summer Company Program and also congratulated the students. Reeve Donald Rathwell of Whitewater Region Township brought greetings on behalf of the County of Renfrew and Warden Bob Sweet. There were 49 in attendance.

10. Summer Company Success Story

Ms. Kylah Dobson, a 2007 Summer Company participant, started Rainbow Heritage Garden. She was one of fifty-five innovator's that received \$5,000 for the 2010 Premier's Award for Agri-Food Innovation Excellence at the local award ceremonies held in Carlsbad Springs on July 13, 2011 (see the following websites for more information).

http://www.omafra.gov.on.ca/english/premier_award/2010/events/f/rhg.htm

<http://www.yourottagaregion.com/community/article/1047778--sunny-skies-ahead-for-rainbow-heritage-garden>

11. Bridges to Better Business

Planning is underway for a Bridges to Better Business event to be held Friday, October 21, 2011 at The Renfrew Armouries in Renfrew. Funding from the Ministry of Economic Development and Trade has been approved and other sponsors have been approached. More details will be provided as the agenda develops and confirmations are made.

12. Timber Sales

One timber sale was offered and tenders closed on August 25, 2011 with a total of 4 packages picked up. The following table outlines the results:

Bidder	Beachburg Tract - Sale DPF 70-11
Heideman and Sons (Eganville)	\$71,440.00
M.W. Miller (Eganville)	\$59,820.00

Forestry staff is in the process of entering into an agreement with the successful bidder.

13. Energy Retrofit Incentive Program (ERIP) Incentive

For Council's information, a letter was received from Ottawa River Power thanking the County of Renfrew for participating in the Ontario Power Authority's ERIP (Energy Retrofit Incentive Program) and saveONenergy Retrofit Program. Enclosed with the letter was a cheque for \$35,863.94 (HST included) which is the incentive amount the County qualified for.

14. Local Authority Services Limited (LAS) Rebate

For Council's information, a letter was received from Local Authority Services Limited (LAS) announcing a rebate of \$9,239.35 to the County of Renfrew. This amount represents the County's proportionate share of the \$1 million reserve fund surplus that is being returned to members of the LAS Natural Gas Program for the 2010 program year. The funds will be divided equally between the four major facilities (Miramichi Lodge, Bonnechere Manor, Renfrew County Place, and the County Administration Building) in the same manner as in the past.

All of which is respectfully submitted.

Donald Rathwell, Chair

And Committee Members: R. Briscoe, M. Campbell, D. Eady, A. Green, N. Lentz, B. Sweet, D. Thompson

The Report was adopted as presented.

Mayor Thompson vacated the meeting at 11:45 a.m.

Mayor Janice Visneskie, Chair of the Health Committee brought in and read the resolutions of the following Report:

September 28, 2011

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

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

INFORMATION

1. Resident Population

We wish to advise that our resident population as of the date of our last committee meeting is as follows:

HOME	POPULATION
Bonnechere Manor	176
Miramichi Lodge	165
TOTAL	341

2. Paramedic Service Deployment Strategies

The Paramedic Service has begun a significant review of its deployment strategies, service utilization patterns and response time challenges with the goal of improving response times in the priority areas with significant call volume and greater than 0:19:00 response times. The Paramedic Service is pleased to have the assistance of the County of Renfrew GIS Program to complete this review. Details of the report will be provided at a future County Council session.

3. Bonnechere Manor Senior/Adult Day Program 2011/2012 Increases to Base Funding

We are pleased to advise Council that the Ministry of Health and Long-Term Care (MOHLTC) recently confirmed that it will be providing the Champlain Local Health Integration Network (LHIN) with a 3% increase in community support services base funding to support specific investments within this sector.

In accordance with the terms on which this funding was provided, the LHIN must give a 1.5% increase to the base funding provided to health services for community support services; Community Care Access Centres; Community Support Services; Assisted Living Services in Supportive Housing; Community Mental Health and Addictions Agencies; Acquired Brain Injury Services; and Community Health Centres. The

remaining 1.5% is to be allocated by the LHIN for the Ministry's targeted priorities and will occur in the coming months.

In the meantime, the Champlain LHIN advised Bonnechere Manor that the Senior/Adult Day Program will receive an additional \$6,800 base funding for the fiscal year 2011/12. The confirmation of funding has been signed by Mr. Jim Hutton, Chief Administrative Officer/Clerk and returned to the Champlain LHIN by the deadline of September 9, 2011, therefore accepting the proposed funding and conditions to the amended Multi-Sector Accountability Agreement.

RESOLUTIONS

4. Long-Term Care Homes Act/Regulations – Amendments

The Ministry of Health and Long-Term Care (MOHLTC) has recently advised long-term care homes (LTCHs) of approved amendments to the Ontario Regulation 79/10 under the LTCHs Act, 2007. Council may recall information provided to them by staff during the 2011 budget discussions regarding the issues of doors in Miramichi Lodge; the draft amendments held new "A" Homes built to 1999 MOHLTC design standards (such as the Lodge) to an even higher standard without the capital funding to do so. The final amendments were received August 8, 2011, effective August 1, 2011 and indicated that the one area of non-compliance for the Lodge, specifically an audible alarm system which can only be cancelled at the point of activation, remained the same. Further, Council is advised that the cost to implement this requirement is estimated at approximately \$30,000.00. Council is also reminded that the LTCHs received notice of increases in MOHLTC funding in July 2011, retroactive to April 1, 2011. Specifically, Miramichi Lodge received a \$47,552.36 increase to the "Other Accommodation" envelope in this budget year.

Committee was advised that the audible alarm system at Bonnechere Manor is under review.

RESOLUTION NO. H-CC-11-09-73

Moved by Chair

Seconded by Committee

THAT County Council approve up to \$30,000.00 of Ministry of Health and Long-Term Care funding from the "Other Accommodation" envelope be utilized to meet the Long-Term Care Homes Act/Regulation amendment regarding audible door alarms.

5. Miramichi Lodge 2011 Capital Budget – Beds

Council may recall approving the sum of \$25,000 for the purchase of new beds through the 2011 Miramichi Lodge Capital Budget. This item is part of the Capital Asset Replacement Plan developed for the Home as the current bed stock was purchased more

than fifteen years ago. Council may also recall that in March 2011, long-term care homes (LTCHs) received one-time funding from the Ministry of Health and Long-Term Care (MOHLTC) to purchase equipment that “improves the safety and reduces injuries due to falls” in LTCHs. Miramichi Lodge received \$37,972.00 and purchased seventeen (17) ‘high-low’ beds – beds that can be lowered close to the floor for resident at risk of getting out of bed without assistance and/or falling out of bed. At that time, Council was also advised of new information that has been received by LTCHs regarding potential risk of resident entrapment related to bed rails and/or mattresses and that staff would bring the issue of the \$25,000 in municipal funding back to Council for consideration of reallocation of the previously approved funding for bed purchases towards purchases of new mattresses and beds.

Preliminary testing has indicated that the existing beds purchased in 1996 do not meet the entrapment guidelines for safety rails. Further, some of the current mattress stock also does not meet these guidelines. Therefore, staff are recommending the utilization of the previously approved \$25,000 capital funding for beds to purchase an additional seven (7) ‘high-low’ beds and twenty-seven (27) mattresses that meet the new entrapment guidelines. Further, Council is advised that staff, in an effort to reduce risk of entrapment, will recommend an ongoing capital plan to replace beds and mattresses.

RESOLUTION NO. H-CC-11-09-74

Moved by Chair
Seconded by Committee

THAT County Council approve the reallocation of the previously approved (2011 Budget) \$25,000 for bed replacements for the purchase of seven (7) high-low beds and twenty-seven (27) mattress replacements.

All of which is respectfully submitted.

Janice Visneskie, Chair

And Committee Members: M. Campbell, J. Murphy, R. Rabishaw, D. Shulist, T. Stewart, R. Sweet

The Report was adopted as presented.



PLANNING DIVISION ACTIVITY TRACKER

TIME PERIOD - August 2011

	Arnprior	Deep River	Laurentian Hills	Petawawa	Renfrew	Admaston/Bromley	Bonnechere Valley	Brudenell, Lyndoch & Raglan	Greater Madawaska	Head, Clara & Maria	Horton	Killaloe, Hagarty & Richards	Laurentian Valley	Madawaska Valley	McNab / Braeside	North Algona Wilberforce	Whitewater Region	County-wide	TOTAL	
APPROVALS																				
Local Official Plan																				0
Local Official Plan Amendment													1							1
Subdivision Draft Approval				1									1							2
Number of Draft Approved Lots/Blocks				318									14							332
Subdivision Final Approval																				0
Number of Final Approved Lots/Blocks																				0
Part Lot Control By-laws					1															1
Number of Lots Created by Part Lot Control					5															5
Severances			3			1	7				6	6	1			1	5			30
TOTAL FINAL AND DRAFT APPROVED LOTS	0	0	3	318	5	1	7	0	0	0	6	0	20	1	0	1	5	0	367	
APPLICATIONS (Review & Preparation of Documents)																				
Official Plans																				0
Official Plan Amendments																				0
Comprehensive Zoning By-law Amendments											1		1				3			5
Severances (County) New Applications			1			1		3				2	1			4	10			22
Severances (Reports to Municipality)																				0
Minor Variances (Reports to Municipality)															2					2
Plans of Subdivision New Applications	1		1												1					3
Number of Subdivision Lots/Blocks	241		11																	252
Site Plans / Agreements																				0
OMB Hearings																				0
PRELIMINARY REVIEW																				
Planning Checklist									1			1			3	2	2			9
Counter & Other Inquiries			2			1			2		1	1	2		1	3				13
TOTAL ACTIVITY	1	0	7	1	1	2	8	0	6	0	8	2	12	3	7	10	20	0	88	

137 severances received January-August 2011 versus 148 severances received January-August 2010

144 severance decisions January-August 2011 versus 133 severance decisions January-August 2010



DEVELOPMENT AND
PROPERTY DEPARTMENT

GIS ACTIVITY TRACKER

TIME PERIOD - August 2011

	Amprior	Deep River	Laurentian Hills	Petawawa	Renfrew	Admaston / Bromley	Bonnechere Valley	Brudenell Lyndoch & Raglan	Greater Madawaska	Head, Clara & Maria	Horton	Killaloe, Hagarty & Richards	Laurentian Valley	Madawaska Valley	McNab / Braeside	North Algona Wilberforce	Whitewater Region	County-wide / Pembroke	TOTAL	
GIS Data & Systems																				
Database Maintenance			1				1												9	11
Internet GIS Maintenance																			3	3
Internet GIS Enhancements																			7	7
Metadata Creation & updates																			2	2
Data Distribution/ Contracts																			2	2
Conferences, Courses & User Groups																			6	6
Training, Reports & Presentations Delivered																				0
Technical Support																			5	5
Map document conversions & updates																			4	4
Policies & Procedures																				0
Research, Funding Applications & Budgets																				0
Request for Quote																				0
Other																				0
Internal D&P Dept																				
Economic Development & Tourism																			1	1
Forestry & Trails																			6	6
Planning					3		1												4	8
Real Property																			6	6
Other																				0
County Departments																				
Administration, Finance & Information Technology																				0
Community & Social Services																			5	5
Emergency Services																			5	5
Human Resources																				0
Public Works & Engineering																				0
Other																				0
External Inquiries & Requests																				
Municipalities						1			1				1						6	9
Agencies & Institutions																			3	3
General Public & Businesses																			5	5
Other																				0
Special Projects																				
Land Claim																				0
Broad Band																				0
Tracking Database																				0
DRAPE																				0
Total	0	0	1	0	3	1	2	0	1	0	0	0	1	0	0	0	0	6	73	88

Notes:

P:\Data\COUNTYID - DEVELOPMENT & PLANNING\000 DEVELOPMENT & PLANNING - GENERAL\PLANNING SERVICES\Planning Division Activity\2007\GIS Division Activity Tracker 2007.xls

Real Property – Projects Update – (as of August 29, 2011)

Proponent / Location	Work Description	Status*				Comments		
		Pre	Quote	Const	Compl	Budget	Quotes	Actual
County Administration Building Pembroke	Clean Ductwork					\$15,000	\$21,170	On Hold due to overtime needs
	Exterior Caulking					\$50,000	\$50,000	Reduced scope to meet budget
	Automatic Louvers on Generator					\$7,000	\$9493.	Materials being fabricated
	Health Unit carpet					\$15,000		
	Floor tiles in stairs/entrances					\$6,500	No quotes received	
	Large Thermopanes in Hard Rock					\$15,000	No quotes received	
	Health Unit ceiling tiles					\$25,000		
	Building HVAC Automation System					\$80,000	\$42,740.	Completed.
	Pave East entrance and Parking Lot					\$175,000	\$134,848	Approx. \$20,000 extra
	HR office reconfiguration					Reconfiguration completed.		
	MicroFIT Solar							
	Expo 150 stone							
	Renfrew County Place	Land Encroachments					Legal waiting on direction from staff. Appraisal completed.	
Fascia damaged in windstorm in June						Insurance claim for repairs. 200 feet of fascia repaired/replaced. \$16,500 repairs. \$5000 deductible not budgeted.		

Real Property – Projects Update – (as of August 29, 2011)

Proponent / Location	Work Description	Status*				Comments		
		Pre	Quote	Const	Compl	Budget	Quotes	Actual
Provincial Offices Offices, Pembroke	RCHC and OW office reconfiguration					Preliminary drawings being developed. Interviews with clients completed to get user requirements.		
	Lease					Negotiations with Landlord (PCCC)		
	Facility Improvements					Overseeing Improvements by Landlord		
Ontario Works, Pembroke	Lease					Negotiations with Landlord (PCCC)		
	Facility Improvements					Overseeing Improvements by Landlord		
Health Unit, Pembroke	Lease					Lease drafted and submitted to Tenant. Current lease expires Feb 2012. Negotiations continue.		
Public Works Garages	Energy Management Plans and Retrofits					Consulting to Public Works. Goshen Garage completed. Pembroke, Palmer Rapids, Cobden and Calabogie to be done.		
	Goshen Garage					RFPs for: - Roof replacement - Heating replacement - Lighting replacement To close Sept 9, 2011		
Paramedic Bases	Security					Being modified to electronic access.		
	Storage of Uniforms					Developing strategy to simplify storage and distribution of uniforms.		

Status*

Pre Preliminary work to develop needs and concept with customer.

Quote Costing by external companies underway, as per GA-01.

Const Construction and fabrication underway as planned.

Compl Project substantially complete but not yet fully signed off. (deficiencies and documentation addressed).

① Progress not as expected or project halted

Economic Development Performance Indicators

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
Activities													
Host Workshops, Conferences							1						
Host Meetings	3	2	2	2	2	3	3	1					18
External Business Recruitment	1	2	1	1	1	4	3	1					14
Internal Business Expansion		1			1	3	4	1					10
Attend External Business Conferences	1	1			1	1	1						5
Major Initiatives		1	1	1	2	1	2	2					10
Promotional Activity External	1	2			1	6	6						16
Advertising Activity External	1	1	1	1	1	2	1	1					9
Outputs													
Inquiries- External	3	1		2	3	2	2	1					14
Inquiries- Local	6	2		1	1	4	3	1					18
Direct Assistance to Businesses	8	4	1		2	5	2	1					23
General Email Activities	220	190	196	166	242	185	225	65					1489
General Telephone Activities	146	105	134	132	164	70	96	76					923
General Meeting Activities	8	16	15	20	9	6	5	3					82
Results													
New Company from External		1											1
Start-up Local													
Expansion Local	1												1
Diversification Local	1												1
Jobs Created (F/T)	7												7
Jobs Retained (F/T)													
Amount of Investment (\$)	\$350,000												\$ 350,000.00
Square Feet Industrial	20,000												20,000
Square Feet Commercial/Institutional													
Attendance at Major Initiative							3						
Funding Amounts to County Initiatives								\$25,000					\$ 25,000.00
Funding Amounts to Businesses					\$30,000								\$ 30,000.00
Funding Amounts to Municipalities													
Investigation Square Feet	200,000		10,000		42,000								252,000

Note: Based on premise of what we touch we count.

ERC ACTIVITY TRACKER	Month of July			Q 1	Previous Months Q 2	Year to Date
	Renfrew	Pembroke	Combined			
A: SBEC Economic Impact:						
Total Business Started	7	7	14	2	10	26
Total Business Expanded	0	0	0	0	0	0
Total Jobs Created	7	7	14	3	13	30
Total Others	0	0	0	0	0	0
B: Client Contacts						
Total INQUIRIES	32	53	85	437	560	1082
Website (# of page views) *			5850	18084	17340	41274
Client Consultations A:						
Total NEW CONSULTATIONS	5	3	8	61	55	124
Total REPEAT CONSULTATIONS	9	11	20	27	21	68
Total NEW/REPEAT CONSULTATIONS	14	14	28	88	76	192
French Language Consultations			0	0	0	0
Client Consultations B:						
Total CLIENT CONSULTATIONS	14	14	28	88	76	192
Referral - Consultations						
Total Referrals	2	6	8	63	30	101
C. SEMINARS AND WORKSHOPS:						
Total Seminars "Activities"	2	0	2	3	4	9
"Attendance"						
Total Seminar "Attendance"	34	0	34	43	229	306
D. OUTREACH / NETWORKING PRESENTATION						
PART 1: GENERAL OUTREACH						
Total Gen. Outreach/Visits/Networking	8	8	16	28	14	58
Career Fairs			0	0	0	0
Tradeshows			0	0	1	1
Total Activities "Outreach"	8	8	16	28	15	59
OUTREACH / NETWORKING PRESENTATION						
Attendance						
Total Attendance Gen. Outreach/Visits/Networking	28	112	140	583	1336	2059
Total Attendance "Outreach"	28	112	140	583	4836	5559
PART 2: YOUTH ENTREPRENEURSHIP						
Total Activities "Youth"	0	0	0	2	12	14
Total Attendance "Youth"	0	0	0	131	42347	42478
E. EVENTS "HOSTED"						
Total "Events"	0	0	0	1	1	2
Attendance						
Total Attendance "Events"	0	0	0	146	33	179
F: MENTORING:						
Total Protégés/Mentors Registered	0	0	0	3	0	3
Activities						
Total Mentor/Protégé Sessions	0	0	0	0	0	0
Total Participants	0	0	0	0	0	0

Mayor Peter Emon, Chair of the Social Services Committee brought in and read the resolutions of the following Report:

September 28, 2011

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

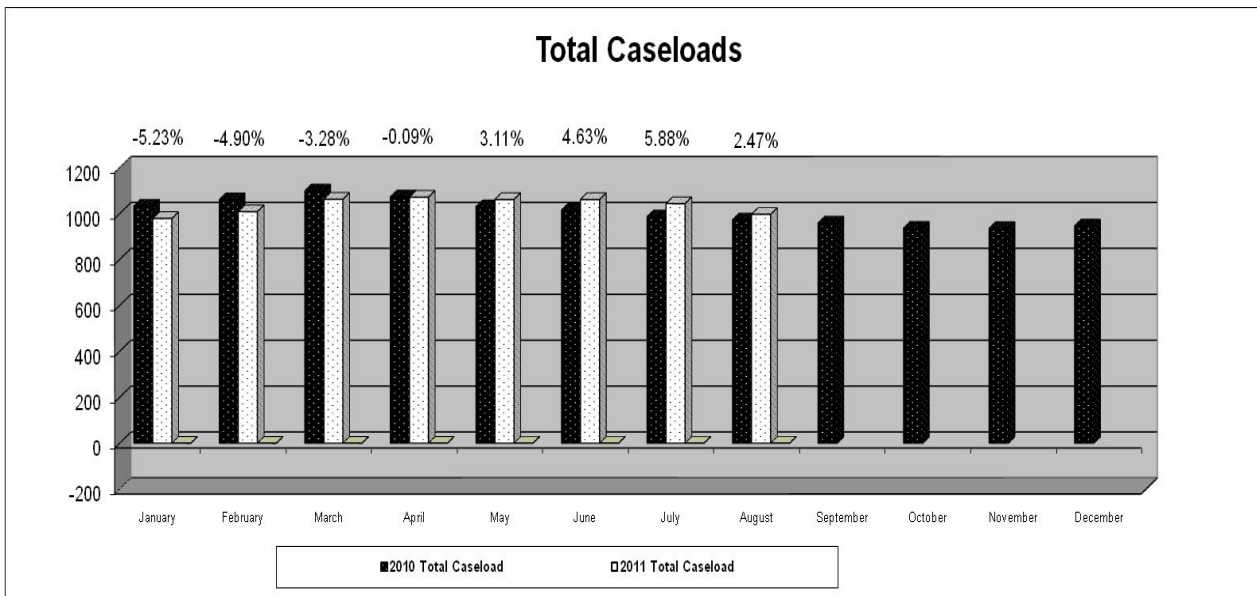
We, your **Social Services Committee**, wish to report and recommend as follows:

INFORMATION

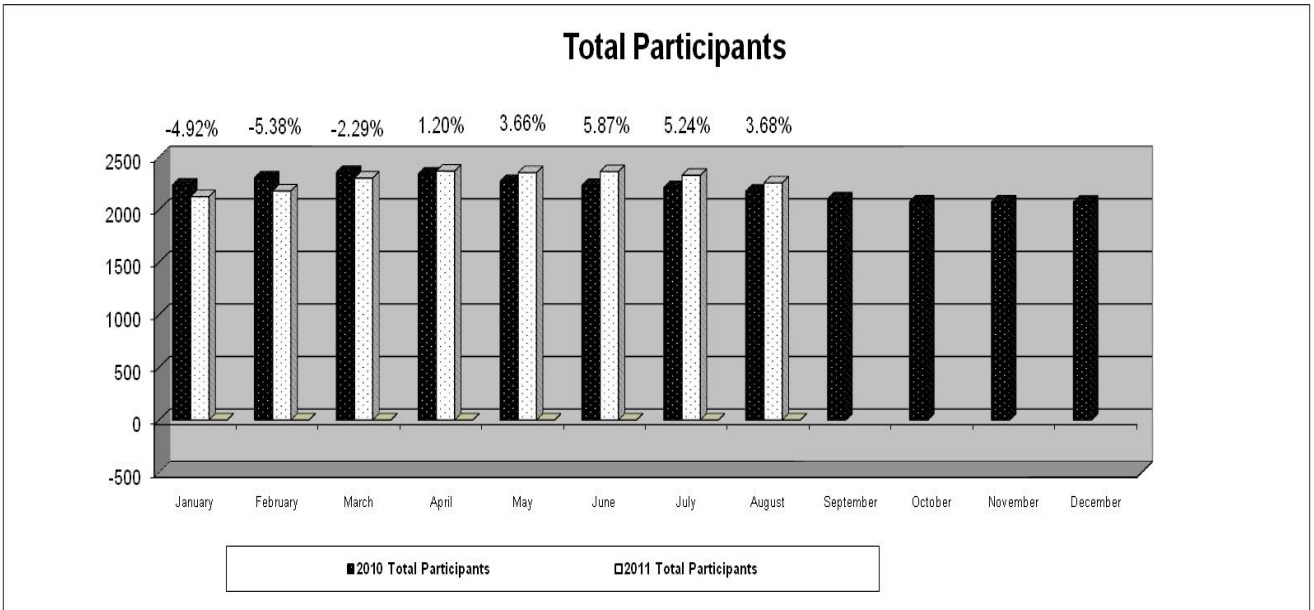
1. Ontario Works Caseload Statistics

2010 and 2011 Monthly Ontario Works Caseload Comparison

	2010 Total Caseload	2011 Total Caseload	Percentage of Change
January	1033	979	-5.23%
February	1061	1009	-4.90%
March	1099	1063	-3.28%
April	1073	1072	-0.09%
May	1030	1062	3.11%
June	1015	1062	4.63%
July	986	1044	5.88%
August	973	997	2.47%
September	959		
October	937		
November	936		
December	947		



	2010 Total Participants	2011 Total Participants	Percentage of Change
January	2235	2125	-4.92%
February	2303	2179	-5.38%
March	2356	2302	-2.29%
April	2340	2368	1.20%
May	2270	2353	3.66%
June	2232	2363	5.87%
July	2212	2328	5.24%
August	2176	2256	3.68%
September	2103		
October	2075		
November	2074		
December	2071		



2. Child Care Statistics

Child Care Fee Subsidy Statistics as at end of July 2011

MONTHS	2010		2011	
	FAMILIES	CHILDREN	FAMILIES	CHILDREN
January	321	471	337	473
February	332	485	347	484
March	334	490	352	495
April	340	493	356	497
May	350	503	355	496
June	355	511	354	492
July	340	499	350	508
August	338	501		
September	346	507		
October	329	467		
November	330	470		
December	329	470		

CURRENT COUNTY CENTRALIZED WAITLIST TOTAL - 300

Integration Coordinator Statistics as at end of August 2011

2011	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Total Active Files	78	89	96	101	105	99	98	99				
New Referrals	6	9	7	6	5	3	4	0				
Children on Waitlist for Child Care Space	5	9	10	9	9	10	11	8				
Children on Waitlist for *IC	0	0	0	0	0	0	0	0				
Children on Waitlist- funding	0	0	0	0	0	0	0	0				
Closed files	4	0	0	0	3	9	5	14				
Receiving Resource Funding	52	59	60	64	74	62	65	65				

*IC = Integration Coordinator

BY-LAWS

3. Investment in Affordable Housing (IAH) for Ontario Program – Administration Agreement

Attached as Appendix I is a letter dated August 12, 2011 from Janet Hope, Assistant Deputy Minister, Ministry of Municipal Affairs and Housing announcing the new Investment in Affordable Housing (IAH) for Ontario Program. The Investment in Affordable Housing (IAH) for Ontario Program will provide the County of Renfrew with \$2,832,070 in funding for the creation and repair of affordable housing over a four-year

period (2011–12 to 2014-2015). Year 1 (2011–2012) is designed as a transitional year. The full program will be delivered in Years 2 to 4.

The IAH program offers six components to Service Managers, which are broken down into two separate areas. There are four capital components of the IAH Program:

- Rental Housing
- Homeownership
- Northern Repair (does not apply)
- Ontario Renovates (Years 2 – 4)

There are two operating components of the IAH Program:

- Rent Supplement
- Housing Allowance

Service Managers (SMs) who wish to participate in any component of the IAH must sign an Administration Agreement (AA) with the Province. The AA contains an accountability framework between the Province and SMs and outlines the roles and responsibilities of the SM. Upon signing the Administration Agreement, the Service Manager will receive \$100,000 in administration fees for planning and pre-development activities. For Years 2 to 4, Service Managers may use up to 5% of their total three-year funding allocation as administration fees.

The AA outlines:

- Financial provisions (i.e. administration fees, payment claims and financial accountability)
- Eligible criteria
- Indemnification and repayment provisions
- Risk management protocols for projects facing difficulties
- Reporting, auditing and other accountability enforcement provisions.

An AA is required to be signed before the SM can receive funding under any component of the IAH. AAs must be signed no later than January 31, 2012.

RESOLUTION NO. SS-CC-11-09-45

Moved by Chair

Seconded by Committee

THAT a by-law be adopted authorizing the County of Renfrew to enter into a Service Manager Administration Agreement with the Province of Ontario to participate in the Investment in Affordable Housing (IAH) for Ontario Program.

4. Amendment to Child Care Policies – Fee Subsidy and Wait List Prioritization

The Child Care policies were approved by by-law in April 2009 (By-law No. 58-09). In September 2009 Child Care Policy CC-03 – Fee Subsidy Waitlist Prioritization was amended to include that working families with a net family income of \$20,000 or less be assigned to the First Level of Priority of placement to fee subsidy. Since that time this policy has been further examined and as a result it has been identified that further updates to policy CC-03 are required to include working families with a net income of \$20,000 or less with children with special or social needs as a first priority, working families with a net income of \$20,000 to \$40,000 with children with special or social needs as a second level priority, as well as working families with a net income of \$40,000 or greater, with children with special or social needs as a third level priority.

The Social Services Committee is recommending that Child Care Policy CC-03 be changed to reflect this new level of priority for fee subsidy placement.

RESOLUTION NO. SS-CC-11-09-46

Moved by Chair

Seconded by Committee

THAT By-law No. 58-09 be amended for the purpose of amending the existing Child Care Policy No. CC-03 – Fee Subsidy Wait List Prioritization to reflect the approved changes to levels of priority for fee subsidy placement.

All of which is respectfully submitted.

Peter Emon, Chair

And Committee Members: A. Green, R. Rabishaw, B. Sweet, D. Thompson, H. Weckworth, J. Wilson

The Report was adopted as presented.

Council recessed at 12:00 p.m. Council reconvened at 12:40 p.m. with the same persons present.

**Ministry of
Municipal Affairs
and Housing**

Assistant Deputy Minister's Office
Housing Division
777 Bay St 16th Flr
Toronto ON M5G 2E5
Telephone: (416) 585-6277
Fax: (416) 585-6800

**Ministère des
Affaires municipales
et du Logement**

Bureau du sous-ministre adjoint
Division du Logement
777, rue Bay 16^e étage
Toronto ON M5G 2E5
Téléphone: (416) 585-6277
Télécopieur: (416) 585-6800



August 12, 2011

Mr. David Anderson, Director, Social Services
County of Renfrew
9 International Drive
Pembroke, Ontario
K8A 6W5

Dear Mr. Anderson:

Re: Investment in Affordable Housing (IAH) for Ontario Program

As part of the recently announced multilateral Affordable Housing Framework, the province has developed the Investment in Affordable Housing for Ontario (IAH) program, a joint initiative between Ontario and the federal government for the creation and repair of affordable housing over four years.

This new initiative offers a variety of program components aimed at addressing affordable housing needs across the housing continuum and provides increased flexibility, with accountability, to municipal Service Managers, housing proponents, and other housing partners to deliver affordable housing in their communities.

I am pleased to provide you with details on your IAH notional allocation.

Service Managers are being provided with details on their notional allocation to assist with planning for the IAH. I am pleased to advise that the total notional funding allocation for the County of Renfrew is up to \$2,832,070, and is divided by fiscal year, as shown below:

County of Renfrew			
Year 2 2012-13	Year 3 2013-14	Year 4 2014-15	Total
\$1,162,188	\$1,164,269	\$505,613	\$2,832,070

Funding must be committed by December 31st of each fiscal year or it may be re-allocated. Please note that moving funding between fiscal years is not permitted under the IAH.

The ministry has designed Year 1 (2011-12) as a transitional year and no allocation is being provided for this year. Service Managers who have the capacity to commit funds in this fiscal year are encouraged to request to bring forward funding from their overall total notional allocation.

A maximum of \$47.5 million is available to be approved for Year 1. The ministry will approve funding requests until the maximum amount has been reached. Service Managers who receive funding approval for Year 1 will have their annual allocations for Years 2 to 4 adjusted to reflect their remaining balance.

Please note that the ministry reserves the right to adjust and reduce each Service Manager's fiscal year funding allocation for Years 2 to 4 if the maximum Year 1 funding amount is not reached by December 31, 2011.

Any remaining Year 1 balance will be pooled together and distributed in January 2012 to construction-ready projects or other available components to ensure that all Year 1 funds are utilized.

Finally, participation in the IAH is subject to the Service Manager and the province entering into an Administration Agreement. An Administration Agreement will be sent to you shortly.

Further program details will be provided in the near future. If you have any questions or require additional information, please contact your regional Municipal Services Office (MSO) Team Lead.

I look forward to working with the County of Renfrew throughout the implementation of the Investment in Affordable Housing program in the coming months. In the meantime, the province continues to encourage the federal government to develop a long-term affordable housing strategy that will allow both the province and municipal Service Managers to plan for their ongoing housing needs.

Yours sincerely,



Janet Hope
Assistant Deputy Minister

c. Mila Kolokolnikova, Team Lead, Regional Housing Services - MSO Eastern

Mayor Jack Wilson, Chair of the Striking Committee brought in and read the resolutions of the following Report:

September 28, 2011

To the Council of the Corporation
of the County of Renfrew

Members of County Council:

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

BY-LAW

1. CP Rail Corridor Committee

With the ongoing discussions regarding the acquisition of the CP Rail line, it is necessary to establish an Ad-Hoc Committee. As per Resolution No. DP-C-11-09-59 from the Development & Property Committee, our Committee recommends that the Warden, Chair of Development & Property Committee and the Chair of the Finance & Administration Committee be appointed as a Council Representative to the CP Rail Corridor Committee.

County staff will commence the creation of a project team and development of a Memorandum of Understanding (MOU) that encompasses the guiding principles for the acquisition of the rail corridor. Staff will also pursue discussions with CPR, Papineau-Cameron and the County of Lanark.

RESOLUTION NO. ST-CC-11-09-03

Moved by Chair
Seconded by Committee

THAT County Council approve of the establishment of an ad-hoc CP Rail Corridor Committee comprised of the Warden, Chair of the Development and Property Committee, and the Chair of the Finance and Administration Committee; AND FURTHER THAT a revised By-law to Appoint the County Committees for the Ensuing Year or until their Successors are Appointed, be adopted at the next session of County Council.

All of which is respectfully submitted.

Jack Wilson, Chair

And Committee Members: R. Briscoe, M. Campbell, P. Emon, J. Murphy, T. Stewart, B. Sweet

The Report was adopted as presented.

Moved by: Mayor Briscoe
Seconded by: Mayor Eady

THAT the following By-laws be enacted and passed:

- (a) By-law 70-11 Employment By-law #1 For County Officers and Staff.
- (b) By-law 71-11 A By-law to Amend By-law 63-03 Human Resources Corporate Policies and Procedures for the County of Renfrew.
- (c) By-law 72-11 A By-law to Authorize Insurance Coverage for the County of Renfrew.
- (d) By-law 73-11 A By-Law to Authorize the Designation of a Community Safety Zone.
- (e) By-law 74-11 A By-Law to Authorize the Warden and Clerk to Execute a Service Manager Administration Agreement with her Majesty the Queen in Right of Ontario as Represented by the Minister of Municipal Affairs and Housing.
- (f) By-law 75-11 A By-Law to Amend By-Law 58-09 - Corporate Policies and Procedures for Child Care Services for the County of Renfrew.
- (g) By-law 76-11 A By-Law to Appoint the County Committees for the Ensuing Year or Until their Successors are Appointed.

CARRIED.

Reeve Stack indicated that the Town of Arnprior has a serious safety concern on Madawaska Boulevard. A number of tractor trailers are stopping at Tim Horton's to get coffee and they take a lot of space and other vehicles cannot see around the trucks. This will be brought forward to the next Operations Committee to perhaps erect appropriate signage.

Mr. Jim Hutton, Chief Administrative Officer/Clerk advised that two letters have been placed on Councillor's desks. The first is from Warden Jo-Anne Albert, of Hastings County regarding the financial implications for the County if the remaining \$500 million in social service and court security costs were not uploaded as planned. Attached to this letter are the 2011 budgeted costs plus a 2% increase per year.

Also on Councillor's desks is a News Release from AMO (Association of Municipalities of Ontario) entitled "AMOs 2011 Ontario Election Weekly Roundup—News from the Hustings for Municipalities and Party Commitments to AMOs Top 12 Asks."

Mayor Visneskie advised that the Township of Killaloe, Hagarty & Richards will have a 5 km run/walk marathon on October 15, 2011 to raise funds for a new library in the Village of Killaloe.

Mayor Sweet advised that he will be placing his name forward for the position of Warden for 2012.

Moved by: Mayor Briscoe
Seconded by: Mayor Eady

THAT By-law 77-11, being a By-law to Confirm the Proceedings of the Council of the County of Renfrew at the meeting held on September 28, 2011 be now numbered, deemed read three times and passed.

CARRIED.

Moved by: Mayor Visneskie
Seconded by: Reeve Stewart

THAT County Council adjourn. Time – 1:00 p.m.

CARRIED.