



## DEVELOPMENT AND PROPERTY COMMITTEE

Tuesday, June 14, 2011

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A meeting of the Development and Property Committee was held on Tuesday, June 14, 2011, at 9:30 a.m., at the County of Renfrew Administration Building, Pembroke, Ontario.

Present were: Donald Rathwell, Chair  
Bob Sweet, Warden

and Committee Members: Raye-Anne Briscoe, Mary Campbell, Donald Eady, Audrey Green,  
Norm Lentz, David Thompson

Staff Present: W. James Hutton, Chief Administrative Officer/Clerk  
Paul Moreau, Director of Development & Property  
Charles Cheesman, Manager of Planning  
Jim Lynch, Manager of Real Property Assets  
Jeff Muzzi, Manager of Forestry  
Judy Kelly, Administrative Assistant, Development & Property

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Chair Rathwell called the meeting to order at 9:31 a.m. The roll was called and no pecuniary interests were disclosed.

### **RESOLUTION NO. DP-C-11-06-36**

Moved by: Reeve Lentz  
Seconded by: Mayor Campbell

THAT the minutes of the May 10, 2011 meeting be adopted as printed and circulated.

CARRIED.

### **DEVELOPMENT & PROPERTY**

Mr. Moreau overviewed the Development and Property Department Report, which is attached as Appendix A.

Mr. Moreau advised Committee that many staff members of the Development and Property Department played a role in the Expo 150 event. Chair Rathwell thanked Development and Property Department staff for their participation in the event.

### **ECONOMIC DEVELOPMENT**

Mr. Moreau overviewed the Economic Development Division Report, which is part of the Development and Property Department Report.

Discussion was held on the Monieson Centre Report. Mr. Muzzi advised Committee that international parameters were used for this report which was different from the report Mr. Leo Hall compiled which was based on local parameters. Committee was informed that a review of

the feed-in-tariff (FIT) program will be done by the government in October. Staff will report back to Committee on this issue with more details.

Warden Sweet stated that the visitors from Renfrewshire, Scotland who were here for the Expo 150 event advised that there is a bit of interest in Scotland in alternative energy and biomass.

Reeve Green and Mayor Briscoe arrived at 9:42 a.m.

Mayor Briscoe inquired what action the County is taking now that the Conservative government has announced that it is cancelling all FIT programs. Mr. Moreau advised that a meeting was held with MPP John Yakabuski and he indicated that another program will be forthcoming. Mr. Muzzi indicated that this is a province-wide concern and meetings are being held all across the province regarding the cancellation of this program. Staff is to contact MPP Yakabuski to invite him to speak to Committee and/or County Council on this issue.

Mr. Thompson suggested investments and jobs are two critical elements of the Development Activity Indicators report.

### **OTTAWA VALLEY TOURIST ASSOCIATION**

Mr. Moreau overviewed the Ottawa Valley Tourist Association Report, which is part of the Development and Property Department Report.

Chair Rathwell thanked all of the staff involved in the motorcycle FAM tour.

Mayor Campbell advised that she would not like to see the Rivers and Roots program fall by the wayside. She indicated that she would like to see a plan drawn up and the program promoted this fall and winter for next year's summer tourism season.

### **ENTERPRISE RENFREW COUNTY (ERC)**

Mr. Moreau overviewed the Enterprise Renfrew County Report, which is part of the Development and Property Department Report.

Mayor Campbell offered her congratulations on the summer company job program. She inquired if Enterprise Renfrew County is involved in the 18-34 age job creation category. She added that she would like to see more details and numbers on this category, as well as any barriers there may be for this age group.

Reeve Green indicated that she feels that more advertising should be done on the Summer Company program. She inquired if there are any reports on how many of these businesses have continued on.

Mr. Moreau introduced Mr. Joe Janota and Mr. Kyle Dickson of Jp2g Consultants who gave a presentation on their solar project (presentation attached as Appendix B).

Discussion was held on the various costs associated with solar systems. Warden Sweet inquired about the maintenance/life cycle of the solar panels. Mr. Janota advised that the new system at the Pembroke Jp2g office is photovoltaic and requires very little maintenance – they only need to be washed down each season. The big issue that may arise is if there is damage as a result of a tornado or lightning. Mr. Dickson advised that he only occasionally swept snow off the panels this past winter. He recommends a low mount ground system as it is easy to access the panels for this reason as opposed to roof top mounted panels. Mr. Janota advised that the life expectancy for the panels is 30 to 35 years.

Mr. Moreau inquired how much time and effort it took for the project to come to fruition. Mr. Dickson advised going to Hydro One first to see if they can connect you to the grid and purchase electricity from you (takes approximately 1-2 weeks); it then takes approximately 3-6 months for the approvals and then the length of time it takes to install the panels on the site. There are currently 5,000 photovoltaic projects across the province.

Mayor Thompson departed the meeting at 10:59 a.m.

Mayor Campbell inquired on the status of the photovoltaic application for Bonnechere Manor. Mr. Moreau advised he will contact staff at Bonnechere Manor and will provide this information at the next meeting.

Warden Sweet and Chair Rathwell thanked the delegation for their presentation.

Committee directed that Jp2g Consultants Inc. be invited to come to County Council in September to make this same presentation.

## **FORESTRY**

Mr. Muzzi overviewed the Forestry Division Report, which is part of the Development and Property Department Report.

Warden Sweet commended Mr. Muzzi on the organization and planting of the Sesquicentennial Forest at the Pembroke Patrol garage as part of the Expo 150 celebrations.

Chair Rathwell thanked Mr. Muzzi for his informative presentation on weed control to the Township of Whitewater Region.

## **REAL PROPERTY**

Mr. Lynch overviewed the Real Property Assets Division Report, which is part of the Development and Property Department Report.

Mr. Darch entered the meeting at 11:09 a.m.

Discussion was held on using Real Property Division savings from the parking lot at the Administration Building to help the Bonnechere Manor Foundation furnish the auditorium. Mayor Briscoe and Mr. Hutton advised that this would take County dollars from the

Development and Property Committee and utilize them for a provincial-county-city cost shared program.

**RESOLUTION NO. DP-C-11-06-37**

Moved by: Reeve Green  
Seconded by: Warden Sweet

THAT this Committee recommend that County Council approve that the Real Property Division proceed with projects Property-2011-01, Property-2011-02, Property-2011-04, Property-2011-05, Property-2011-06, Property-2011-07, and Property-2011-08, allowing staff to manage funds to ensure maximum amount of work is completed within existing budgeted funds.

CARRIED.

Discussion was held on the memorandum entitled “PWC-2011-29 – Rehabilitation of County Administration Building East Parking Lot, 7 International Drive, City of Pembroke” distributed at the meeting and attached as Appendix C.

**RESOLUTION NO. DP-C-11-06-38**

Moved by: Mayor Eady  
Seconded by: Mayor Briscoe

THAT Tender PWC-2011-29 submitted by R.G.T. Clouthier Construction Ltd., Pembroke, ON, for the rehabilitation of the County Administration Building east parking lot, 7 International Drive, City of Pembroke, in the amount of \$134,847.99 including HST, be approved.

CARRIED.

**PLANNING**

Mr. Cheesman overviewed the Planning Division Report, which is part of the Development and Property Department Report.

Discussion was held on County of Renfrew Official Plan Amendment No. 19.

**RESOLUTION NO. DP-C-11-06-39**

Moved by: Mayor Briscoe  
Seconded by: Mayor Campbell

THAT this Committee recommend that County Council pass a By-law to Adopt Amendment No. 19 to the Official Plan of the County of Renfrew.

CARRIED.

Discussion was held on item 4 of the Planning Division Report entitled “Reconveyance of Certain Lands in the geographic Township of Matawatchan, now in the Township of Greater Madawaska.”

**RESOLUTION NO. DP-C-11-06-40**

Moved by: Reeve Green  
Seconded by: Mayor Campbell

THAT this Committee recommend that County Council pass a By-law to Reconvey Certain Land in the geographic Township of Matawatchan, now in the Township of Greater Madawaska, to Mr. Frank Alan Flood.

CARRIED.

**RESOLUTION NO. DP-C-11-06-41**

Moved by: Mayor Briscoe  
Seconded by: Mayor Campbell

THAT the Development and Property Department Report attached as Appendix I be approved.

CARRIED.

Mr. Moreau overviewed a letter from Mr. Alan Latourelle, Chief Executive Officer of Parks Canada, in which it was stated that Mr. Moreau's report on the proposed designation of the Ottawa River as a Canadian Heritage River presented an accurate summary of the process and benefits of heritage river designation, the principles of the Canadian Heritage Rivers System and the roles and jurisdiction of conservation authorities in relation to the proposed designation (distributed at the meeting and attached as Appendix D). Warden Sweet suggested that this letter be sent to all members of County Council for the information of the lower tiers which may help to alleviate some issues that are out there. Mr. Hutton suggested that a covering letter from himself and Mr. Moreau be sent to MP Cheryl Gallant's office. Mayor Eady advised that the Township of Horton has written MP Gallant asking that a member of Parks Canada make a presentation to the Township of Horton at a public meeting and also that she provide information on the 41 rivers in Canada that are designated Heritage Rivers. He indicated that the Township has not received a reply to date.

**NEW BUSINESS**

Warden Sweet thanked the Development and Property Department staff for their participation in the huge success of Expo 150. He also thanked the municipalities for their participation and support.

Mayor Briscoe commented on the nice landscaping at the front of the County building and indicated that she would like to see it continue next year. She recognized Warden Sweet and Warden Rathwell for their hard work on the Expo 150 event.

Mayor Campbell offered her congratulations to Warden Sweet on the successful Expo 150 event and advised Committee that the 3<sup>rd</sup> Annual McNab Days will be start on June 23, 2011.

**RESOLUTION NO. DP-C-11-06-42**

Moved by: Mayor Campbell

Seconded by: Reeve Lentz

THAT this meeting becomes a closed meeting for the following purpose(s): Time – 11:48 a.m.

- (a) the security of the property of the municipality or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another act;
- (h) a meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied: 
  - i. The meeting is held for the purpose of educating or training the members AND
  - ii. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

CARRIED.

**RESOLUTION NO. DP-C-11-06-44**

Moved by: Mayor Campbell

Seconded by: Reeve Lentz

THAT this meeting resume as an open meeting. Time: 12:11 a.m.

CARRIED.

**RESOLUTION NO. DP-C-11-06-45**

Moved by: Mayor Briscoe

Seconded by: Mayor Eady

THAT this meeting adjourn and the next regular meeting be held on Tuesday, August 9, 2011 at the County of Renfrew Administration Building. Time – 12:12 p.m.

CARRIED.

**COUNTY OF RENFREW**

**DEVELOPMENT & PROPERTY DEPARTMENT REPORT**

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**TO:** Development and Property Committee  
**FROM:** Paul Moreau, Director of Development & Property  
**DATE:** June 14, 2011  
**SUBJECT: Departmental Report**

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**INFORMATION**

1. Economic Development Division

Attached as Appendix I to this report is the Economic Development Division Report, prepared by Mr. Alastair Baird, Manager of the Economic Development Division, providing an update on activities.

2. Ottawa Valley Tourist Association

Attached as Appendix II to this report is the Ottawa Valley Tourist Association Report, prepared by Mr. Alastair Baird, Manager of the Economic Development Division, providing an update on activities.

3. Enterprise Renfrew County

Attached as Appendix III to this report is the Enterprise Renfrew County Report, prepared by Mr. Alastair Baird, Manager of the Economic Development Division, providing an update on activities.

4. Forestry Division

Attached as Appendix IV to this report is the Forestry Division Report, prepared by Mr. Jeff Muzzi, Manager of the Forestry Division, providing an update on activities.

5. Real Property Assets Division

Attached as Appendix V to this report is the Real Property Assets Division Report, prepared by Mr. Jim Lynch, Manager of the Real Property Assets Division, providing an update on activities.

6. Planning Division

Attached as Appendix VI to this report is the Planning Division Report, prepared by Mr. Charles Cheesman, Manager of the Planning Division, providing an update on activities.

**ECONOMIC DEVELOPMENT DIVISION REPORT**  
Prepared by: Alastair Baird, Manager of Economic Development  
Prepared for: Development & Property Committee  
June 14, 2011

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**INFORMATION**

1. German Investor Seeking Industrial Location to Inspect Three County Sites

Via the Ontario Ministry of Economic Development and Trade, Investment Division, and the Federal Department of Foreign Affairs and International Trade, we are responding to a site search by a German chemical and materials manufacturer. Based on the site requirements, we identified three possible locations in the County and anticipate a site visit by a company representative in early July.

**Recommendation:** Receive as information

2. Monieson Centre Report on the Need for an Increased Feed-in Tariff (FIT) for Woody Biomass Energy Under the Ontario Green Energy and Green Economy Act Released

Renfrew County Community Futures Development Corporation commissioned the above report in support of County of Renfrew efforts and the local forestry industry, who have created the Upper Ottawa Valley Forest Industry Alliance (the Alliance) and an all-inclusive Ontario Biomass Energy Alliance (OBEA) to champion the cause of wood biomass conversion to energy. This report provides the data which Ontario Power Authority (OPA) and the Ontario Minister of Energy, The Honourable Brad Duguid, suggested we provide to them in meetings in May and June of 2010. The next step for the Alliance is to schedule meetings first with OPA, and immediately afterwards or in conjunction with, meetings with the Ministry of Energy, Ministry of Economic Development, Ministry of Northern Development, Mines and Forests.

**Recommendation:** Receive as information

3. Economic Development Performance Indicators

The Economic Development Performance Indicators are attached as Appendix OVED-I.

**Recommendation:** Receive as information.

## Economic Development Performance Indicators

		Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
<b>Activities</b>														
	Host Workshops, Conferences													
	Host Meetings	3	2	2	2	2								11
	External Business Recruitment	1	2	1	1	1								6
	Internal Business Expansion		1			1								2
	Attend External Business Conferences	1	1			1								3
	Major Initiatives		1	1	1	2								5
	Promotional Activity External	1	2			1								4
	Advertising Activity External	1	1	1	1	1								5
<b>Outputs</b>														
	Inquiries- External	3	1		2	3								9
	Inquiries- Local	6	2		1	1								10
	Direct Assistance to Businesses	8	4	1		2								15
	General Email Activities	220	190	196	166	242								1014
	General Telephone Activities	146	105	134	132	164								681
	General Meeting Activities	8	16	15	20	9								68
<b>Results</b>														
	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
	Square Feet Industrial	20,000												20,000
	Square Feet Commercial/Institutional													
	Attendance at Major Initiative													
	Funding Amounts to County Initiatives													
	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.

**OTTAWA VALLEY TOURIST ASSOCIATION REPORT**

Prepared by: Alastair Baird, Manager of Economic Development Services

Prepared for: Development &amp; Property Committee

June 14, 2011

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**INFORMATION**1. Motorcycle Familiarization Tour

The OVTA, working with Ontario Tourism Marketing Partnership Corporation (OTMPC) and Trillium Motorcycle Tours & Events, hosted 8 prominent female motorcycle journalists from Canada and the United States for a 5 day tour of the Ottawa Valley, May 31 to June 4, 2011. The tour took the women across the County with stops in Greater Madawaska, Whitewater Township Region, North Algona Wilberforce, Bonnechere Valley, Madawaska Valley, Algonquin Park and Petawawa. For further details about the FAM tour, visit the OVTA website:

[http://www.ottawavalley.travel/Media\\_and\\_Communications/Events\\_and\\_Conferences/%22Ride the Valley%22 - 2011 Ottawa Valley Motorcycle FAM tour.html](http://www.ottawavalley.travel/Media_and_Communications/Events_and_Conferences/%22Ride%20the%20Valley%22%20-%202011%20Ottawa%20Valley%20Motorcycle%20FAM%20tour.html)

2. Tourism Week Launched in Downtown Toronto

The OVTA, supported by two County of Renfrew member companies and in partnership with Ontario's Highlands Tourism Organization (OHTO), participated in the very successful full day event on the streets of Toronto organized by Ontario Tourism. Over a thousand OVTA guides and accompanying maps were distributed. Many more people were exposed to the displays, rafts, and personalities representing OVTA and the County. A special contest was featured where Torontonians had their photo taken in a whitewater raft and then were entered into a contest with a prize of an Adventure Weekend in the Ottawa Valley.

**ENTERPRISE RENFREW COUNTY REPORT**

Prepared by: Alastair Baird, Manager of Economic Development Services

Prepared for: Development &amp; Property Committee

June 14, 2011

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**CORRESPONDENCE**1. Aboriginal Business Workshop – April 12, 2011

The following item of correspondence has been received and is attached for Committee's information.

- (i) Appendix ERC-I – Letter sent to Ms. Colleen Sadler, Business Consultant, from Mr. Keith West, Assistant Deputy Minister of Economic Development and Trade, thanking Enterprise Renfrew County for hosting an Aboriginal Business Workshop.

**Recommendation:** Receive as information.

**INFORMATION**2. Summer Company 2011

Enterprise Renfrew County received 37 applicant inquiries to the Summer Company program for 2011. The deadline for this year was extended to May 24, 2011. ERC Program Officer, Mrs. Kim Fraser, worked with a total of 22 applicants, with 6 deciding not to pursue their Summer Company application. The remaining 16 were recommended to the Ministry of Economic Development and Trade (MEDT) for final approval to the program. To date, there are 7 applications approved and 9 pending.

**Recommendation:** Receive as information.

3. Business Enterprise Centre (SBEC) Provincial Conference 2011

Enterprise Renfrew County staff attended the annual Small Business Enterprise Centre (SBEC) Conference in Toronto May 30–June 1, 2011, hosted by the Ministry of Economic Development and Trade. Mrs. Kim Fraser took part in several round table discussions and professional development activities throughout the course of the conference.

**Recommendation:** Receive as information.

**Ministry of  
Economic Development  
and Trade**

5<sup>th</sup> Floor  
56 Wellesley Street West  
Toronto ON  
M7A 2E7

**Ministère du  
Développement économique  
et du Commerce**

5<sup>e</sup> étage  
56 rue Wellesley ouest  
Toronto (ON)  
M7A 2E7



May 16, 2011

Ms. Colleen Sadler,  
Manager  
Enterprise Renfrew County  
450 O'Brien Rd., Suite 109  
Renfrew, ON K7V 3Z2

Re: Aboriginal Small Business Workshop  
Royal Canadian Legion  
Eganville, ON

Dear Ms. Sadler:

I am writing this note of thanks and appreciation for your voluntary participation in hosting the Aboriginal Business Workshop which took place on April 12, 2011 in Eganville, ON.

I appreciate the time and effort that went into making the event successful. The workshop provided a unique opportunity for Aboriginal entrepreneurs and small business owners to learn about provincial, federal and First Nations programs and services available to support Aboriginal business development and expansion.

The round table discussion presented an opportunity for energetic conversations surrounding challenges and opportunities facing Aboriginal small business development as well as an opportunity for participants to form linkages with service providers.

I appreciate your ongoing enthusiasm to build working relationships with your Aboriginal neighbours. The Small Business Enterprise Centres offer an array of services instrumental to supporting Aboriginal economic sustainability particularly those related to youth entrepreneurship and business capacity development.

Sincerely,

A handwritten signature in black ink, appearing to read "Keith West", written over a light blue horizontal line.

Keith West  
Assistant Deputy Minister  
Ministry of Economic Development and Trade

C: Allison Rickaby, Director, SME Policy and Outreach Branch  
Ministry of Economic Development and Trade

Hollee Kew, (A) Director, Entrepreneurship Branch  
Ministry of Economic Development and Trade

**FORESTRY DIVISION REPORT**

Prepared by: Jeff Muzzi, Manager of Forestry Services

Prepared for: Development &amp; Property Committee

June 14, 2011

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**INFORMATION**1. **Staff Activities**

In addition to regular duties, staff has been involved in the following activities:

- A presentation to the Eganville Horticultural Society regarding invasive poisonous weeds.
- A presentation to Whitewater Region Township regarding issues with weed control.
- Accompanied and assisted Algonquin First Nation members to harvest white birch bark from the Ruby Tract of Renfrew County Forest. The bark was needed to construct a wigwam for the Algonquin display at Expo 150.
- Assisted with site preparation at Expo 150.
- Completed planting 25,000 trees at the Pembroke Patrol Garage site.
- Gave a presentation and assisted with a field session for Jeanne-Lajoie High School's environmental studies class.
- Attended a meeting of the K&P Public Advisory Committee at Admaston/Bromley Township Hall.
- Conducted 3 weed inspections.
- Attended the annual meeting of the Algonquin Forestry Authority's logging contractors in Barry's Bay.
- Attended a meeting of the Certification Working Group of the Eastern Ontario Model Forest in Kemptville.
- Prepared draft recommendations regarding preferred urban forest trees for Petawawa's Official Plan.

**Recommendation:** Receive as information.

**REAL PROPERTY ASSETS DIVISION REPORT**

Prepared by: James Lynch, Manager of Real Property Assets

Prepared for: Development &amp; Property Committee

June 14, 2011

**INFORMATION**1. Real Property - Projects Update

Committee will find attached as Appendix RP-I a summary report of all projects currently underway that involve the Real Property Assets Division. All projects have been approved through the applicable Committee/Council. A legend is attached detailing the nomenclature and project steps as outlined.

**Recommendation:** Receive as information.

2. Summary of Property Capital Quotations

In May 2011, a Request for Proposal was issued for 2 projects and a Request for Quotation was issued for 7 projects. Following is a description and summary of the projects. Other capital projects approved in the 2011 budget will be actioned later this year.

PROJECT	BUDGET	LOWEST QUOTE	RECOMMENDATION
<u>Property-2011-01</u> Building Automation System	\$80,000	\$42,740	Purchase
<u>Property-2011-02</u> Replace Caulking	\$50,000	\$74,250 or \$4.95 per linear foot	Reduce scope to \$50,000
<u>Property-2011-04</u> Wide Format Scanner	\$15,000	\$12,752.98	Purchase
<u>Property-2011-05</u> Portable Man-lift	\$5,000	\$6,959	Purchase
<u>Property-2011-06</u> Clean Ductwork	\$15,000	\$21,170	Defer
<u>Property-2011-07</u> Self Closing Louvers	\$7,000	\$9,493.00	Purchase
<u>Property-2011-08</u> Handi-cap Operators	\$22,500	\$13,413	Purchase
<b>TOTAL EXPENSE</b>	<b>\$194,500</b>	<b>\$135,357.98</b>	

1. Property-2011-01: Design, supply and install a Building Automation System sufficient to control the existing HVAC equipment and electric baseboard heating.
  - Five companies submitted quotes
    - i. \$147,500 – Direct Energy
    - ii. \$75,490 – Thomas Energy Control Services
    - iii. \$73,590 – MITO Contracting Group Inc.
    - iv. \$53,350 – VCI Controls Inc.
    - v. \$42,740 – SHC Control Systems Inc.
  - The lowest quote is significantly under the budgeted amount of \$80,000.
  - The low bidder intends to use Honeywell technology which is our current HVAC maintainer, therefore quite compatible for aftermarket service.

**Staff Action:** Proceed to enter into a contract with the lowest bidder.

2. Property-2011-02: Supply materials and labour to replace existing exterior caulking around doors and windows at the County Administration Building, 9 International Drive, Pembroke, Ontario.
  - One company submitted a quote: \$74,250 – Empire Restoration Canada
  - Quote is over the budgeted amount of \$50,000.
  - According to County Policy GA-01, section 16.3, “The procedure used to make purchases exceeding \$5,000 shall include evidence that the Director obtained a minimum of two verbal or written quotes...”
  - This purchase does not meet the intent of the policy even with the Request for Quotation being advertised province wide.
  - This same project was run last year using the Paradigm Engineering estimate of \$15,000, and we received one quote of \$48,000.

**Staff Action:** Proceed with purchase but negotiate with company to reduce the scope of work in order to reduce overall cost to less than \$50,000.

3. Property-2011-04: To supply a wide format scanner at the County Administration Building, 9 International Drive, Pembroke, Ontario.
  - Multiple companies picked up the quotation documentation and followed up with phone calls for details and discussion.
  - Only one company submitted a quote of \$12,752.98 – “The Drawing Centre”
  - Quote is under the budgeted amount of \$15,000
  - According to County Policy GA-01, section 16.3, “The procedure used to make purchases exceeding \$5,000 shall include evidence that the Director obtained a minimum of two verbal or written quotes...”
  - This purchase does not meet the intent of the policy even with the Request for Quotation being advertised province wide.

**Staff Action:** Proceed with purchase on existing quote.

4. Property-2011-05: To supply a portable man-lift and appropriate training of personnel at the County Administration Building, 9 International Drive, Pembroke, Ontario.
- Only one company submitted a quote of \$6,959.00 – “Vertical Systems Inc.”
  - Quote is over the budgeted amount of \$5,000
  - According to County Policy GA-01, section 16.3, “The procedure used to make purchases exceeding \$5,000 shall include evidence that the Director obtained a minimum of two verbal or written quotes...”
  - This purchase does not meet the intent of the policy even with the Request for Quotation being advertised province wide.

**Staff Action:** Proceed with purchase on existing quote.

5. Property-2011-06: To supply materials and labour to clean existing supply plenums, return plenums and associated distribution ductwork at the County Administration Building, 9 International Drive, Pembroke, Ontario.
- Three companies submitted quotes:
    - i. \$33,140.00 – “Advanced Air Quality”,
    - ii. \$26,450.00 – “Oryan Duct Cleaning”,
    - iii. \$21,170.00 – “Northern Air Quality Services”
  - Note that Advanced Air Quality is the only company that the County has dealt with in the past (at Miramichi Lodge).
  - All quotes are over the budgeted amount of \$15,000 which is a figure supplied by Paradigm Engineering as part of their capital audit.
  - Another factor is the scope of work. Each company is estimating significant after hours efforts which will require a staff person for escort and security. This could incur from 120 hours up to 240 overtime hours at 1.5 times.

**Staff Action:** For discussion due to impact on staff time.

6. Property-2011-07: To supply materials and labour to replace existing fixed in-place ventilation louvers with automatic self-closing louvers at the County Administration Building, 9 International Drive, Pembroke, Ontario.
- Only one company submitted a quote of \$9,493.00 – “Irvcon”
  - Quote is over the budgeted amount of \$7,000
  - According to County Policy GA-01, section 16.3, “The procedure used to make purchases exceeding \$5,000 shall include evidence that the Director obtained a minimum of two verbal or written quotes...”
  - This purchase does not meet the intent of the policy even with the Request for Quotation being advertised province wide.

**Staff Action:** Proceed with purchase on existing quote.

7. Property-2011-08: To supply materials and labour to install handicap door operators on existing doors (main entrance and public washrooms) at the County Administration Building, 9 International Drive, Pembroke, Ontario.
- Three companies submitted quotes:
    - i. \$18,800 – “Barron Door and Security”
    - ii. \$17,125 – “Gunnebo Canada Inc.”
    - iii. \$13,413 – “Drew’s Security”
  - The lowest quote is significantly under the budgeted amount of \$22,500.
  - An issue that the existing door widths do not meet the new code was raised by the companies quoting. Although we are “grandfathered,” it would be diligent to replace the doors with code compliant widths at an additional cost.

**Staff Action:** Install openers at front entrance but defer installation in washrooms until mandated in 2012. Request that committee “reserve” existing funds for use towards door and closure installation in 2012. This was discussed this with the Director of Human Resources and he is in support of this with a requirement for some covering documentation to the Accessibility Advisory Committee.

**Recommendation:** That this Committee recommend that the Real Property Division proceed with projects Property-2011-01, Property-2011-02, Property-2011-04, Property-2011-05, Property-2011-06, Property-2011-07, and Property-2011-08, allowing staff to manage funds to ensure maximum amount of work is completed within existing budgeted funds.

Proponent / Location	Work Description	Status*				Comments		
		Pre	Quote	Const	Compl	Budget	Quotes	Actual
County Administration Building Pembroke	Clean Ductwork					15,000		
	Exterior Caulking					50,000		
	Automatic Louvers on Generator					7,000		
	Handicap operators on front doors					4500		
	Handicap operators on public washrooms					18,000		
	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		
	Pave East entrance and Parking Lot					175,000		
	HR office reconfiguration							
	Landscaping improvements							

Renfrew County Place	Land Encroachments	■	■			Waiting on response from CTC via legal. Appraisal completed.
	Lease Escalation(s)	■	■	■	■	Annual Operating increases calculated. 2 of 3 tenants have paid increases for 2010.
	Child's Paradise main entrance modification	■				Tenant covering all costs. Approval to proceed has been given.
Provincial Offences Offices, Pembroke	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.
Public Works Garages	Energy Management Plans and Retrofits	■	■	■		Consulting to Public Works. Goshen Garage completed. Pembroke, Palmer Rapids, Cobden and Calabogie to be done.
Paramedic Bases	Security	■				Preparing to re-key all bases to common system.
	Storage of Uniforms	■				Developing strategy to simplify storage and distribution of uniforms.
Bonnechere Manor Auditorium	Project Summary	■	■	■		Construction completed May 5, 2011.
						1,096,842      1,096,842      \$1,088,978

**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

## PLANNING DIVISION REPORT

Prepared by: Charles Cheesman, Manager of Planning Services

Prepared for: Development & Property Committee

June 14, 2010

### **INFORMATION**

1. **Planning Division Activity Tracker**

Attached as Appendix PLAN-I is the Activity Tracker for May 2011. In May, the Division received 5 new severance applications and prepared 16 Planning Checklists for general inquiries. The GIS technicians worked on 101 mapping and GIS projects.

For the period January-May 2011, the County of Renfrew received 79 severance applications compared to 93 received over the same period in 2010.

Two plans of subdivision in the Town of Petawawa were final approved in May totaling 23 lots and 28 blocks (Phase 4, Stage 1, of the Highland Park subdivision and Phase 1 of Petawawa Town Centre subdivision).

**Recommendation:** Receive as information.

2. **County Planning Directors Meeting**

The County of Renfrew hosted the annual County Planning Directors meeting at Calabogie Peaks from May 18 to 20, 2011. Mayor Peter Emon brought greetings from the County of Renfrew on behalf of the Warden.

From all the feedback we received from the approximately 25 attendees, this meeting was a great success and one that left our delegates with fond memories of Renfrew County and many reasons to return in the future.

**Recommendation:** Receive as information.

### **BY-LAWS**

3. **County of Renfrew Official Plan Amendment No. 19 (Part of Lots 21 & 22, Concession 12, geographic Township of Raglan, Brudenell, Lyndoch and Raglan Township)**

The Official Plan of the County of Renfrew was adopted by the Council of the County of Renfrew on March 27, 2002 and approved by the Minister of Municipal Affairs and Housing on June 16, 2003.

The proposed Official Plan Amendment (OPA) attached as Appendix PLAN-II would redesignate the subject lands from Rural to Rural-Exception Ten in order to permit a severance of 1.6 hectares for an existing cottage on a sensitive lake (Raglan White Lake). The amendment is required because the County of Renfrew Official Plan prohibits the creation of new lots with frontage on highly sensitive lakes.

The subject lands comprise the severed and retained lands in consent application B34/11.

The Ministry of Municipal Affairs and Housing has no concerns with this proposed OPA because both the severed and retained parcels contain existing development and no new development is proposed. The Ministry letter is included in Appendix PLAN-II.

The Township supports the proposed OPA as indicated in the Township's resolution dated April 6, 2011. The statutory public meeting for the OPA was held on April 6, 2011 at the Township office; there were no objections.

**Recommendation:** THAT the Development and Property Committee recommend that County Council pass a By-law to Adopt Amendment No. 19 to the Official Plan of the County of Renfrew.

4. Reconveyance of Certain Lands in the geographic Township of Matawatchan, Township of Greater Madawaska

The County of Renfrew granted three consent applications submitted by Mr. Frank Flood. One of the conditions for all of these three applications was the conveyance of a 0.3 meter reserve across the front of the severed lots from Mr. Flood to the County of Renfrew.

Instead of conveying the 0.3 meter reserve to the County of Renfrew, the applicant's solicitor, Mr. Tim Colbert, conveyed in error the lands comprising the proposed three lots to the County of Renfrew. The details of this technical error are outlined in the attached by-law and affidavit prepared by Mr. Colbert (Appendix PLAN-III).

The above documents, including a by-law to be passed by County Council, have been reviewed by Mr. Dave Stewart, County of Renfrew solicitor and his favourable comments are attached as Appendix PLAN-IV. It is Mr. Stewart's recommendation that the one foot reserve be conveyed to the County promptly.

**Recommendation:** THAT the Development and Property Committee recommend that County Council pass a By-law to Reconvey Certain Land in the geographic Township of Matawatchan, now in the Township of Greater Madawaska, to Mr. Frank Alan Flood.

DEVELOPMENT AND  
PROPERTY DEPARTMENT

## PLANNING DIVISION ACTIVITY TRACKER

TIME PERIOD - *May 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	
<b>APPROVALS</b>																				
Local Official Plan																				0
Local Official Plan Amendment	1																			1
Subdivision Draft Approval																				0
Number of Draft Approved Lots/Blocks																				0
Subdivision Final Approval				2																2
Number of Final Approved Lots/Blocks				51																51
Part Lot Control By-laws																				0
Number of Lots Created by Part Lot Control																				0
Severances				2			3		6		2						5			18
<b>TOTAL FINAL AND DRAFT APPROVED LOTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>53</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>69</b>	
<b>APPLICATIONS (Review &amp; Preparation of Documents)</b>																				
Official Plans																				0
Official Plan Amendments					1															1
Comprehensive Zoning By-laws																				0
Zoning By-law Amendments				1				1												2
Severances (County)							1				1	1		1			1			5
New Applications																				0
Severances (Reports to Municipality)															4					4
Minor Variances (Reports to Municipality)									2											2
Plans of Subdivision																				0
New Applications																				0
Number of Subdivision Lots/Blocks																				0
Site Plans / Agreements																				0
OMB Hearings																				0
<b>PRELIMINARY REVIEW</b>																				
Planning Checklist			1	1					2			1			7	2	2			16
Counter & Other Inquiries				2		3	1	1	1		1	1	3	1	2	4	2			22
<b>TOTAL ACTIVITY</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>8</b>	<b>1</b>	<b>3</b>	<b>5</b>	<b>2</b>	<b>11</b>	<b>0</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>13</b>	<b>7</b>	<b>9</b>	<b>0</b>	<b>73</b>	

79 severances received January-May 2011 versus 93 severances received January-May 2010

82 severance decisions January-May 2011 versus 66 severance decisions January-May 2010

P:\Data\County\DEVELOPMENT &amp; PLANNING\00 DEVELOPMENT &amp; PLANNING\GENERAL\PLANNING SERVICE\Planning Division Activity\2011\Planning Division Activity Tracker 2011



DEVELOPMENT AND  
PROPERTY DEPARTMENT

# GIS ACTIVITY TRACKER

*TIME PERIOD - May 2011*

	Arnprior	Deep River	Laurentian Hills	Petawawa	Renfrew	Admaston / Bromley	Bonnechere Valley	Brudenell Lyndoch & Raglan	Greater Madawaska	Head, Clara & Maria	Horton	Killaloe, Hegarty & Richards	Laurentian Valley	Madawaska Valley	McNab / Braeside	North Algona Wilberforce	Whitewater Region	County-wide / Pembroke	TOTAL
<b>GIS Data &amp; Systems</b>																			
Database Maintenance											1				1		1	5	8
Internet GIS Maintenance																			0
Internet GIS Enhancements																		9	9
Metadata Creation & updates																			0
Data Distribution/ Contracts																		3	3
Conferences, Courses & User Groups																		2	2
Training, Reports & Presentations Delivered																			0
Technical Support																		8	8
Map document conversions & updates																			0
Policies & Procedures																			0
Research, Funding Applications & Budgets																			0
Other																		1	1
<b>Internal D&amp;P Dept</b>																			
Economic Development & Tourism																		6	6
Forestry & Trails																		1	1
Planning	1			2							1			1	3				8
Real Property																		8	8
Other																		1	1
<b>County Departments</b>																			
Administration, Finance & Information Technology																		1	1
Community & Social Services																		10	10
Emergency Services																		11	11
Human Resources																			0
Public Works & Engineering																			0
Other																		1	1
<b>External Inquiries &amp; Requests</b>																			
Municipalities						1	1	1											3
Agencies & Institutions																		2	2
General Public & Businesses																		6	6
Other																			0
<b>Special Projects</b>																			
150th Anniversary																		10	10
DRAPE																			0
Leeds Grenville GIS																			0
Eastern Ontario Broadband																			0
Tracking Database																			0
EOWC																		2	2
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>87</b>	<b>101</b>

Notes:

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**COUNTY OF RENFREW**

**BY-LAW NUMBER**

**A BY-LAW TO ADOPT AMENDMENT NO. 19 TO THE OFFICIAL PLAN  
OF THE COUNTY OF RENFREW**

---

The Council of the Corporation of the County of Renfrew, in accordance with the provisions of Sections 17 and 21 of the Planning Act, hereby enacts as follows:

1. Amendment No. 19 to the Official Plan of the County of Renfrew, consisting of the attached text and Schedule "A" is hereby adopted.
2. That the Clerk is hereby authorized and directed to make application to the Minister of Municipal Affairs and Housing for approval of Amendment No. 19 to the Official Plan of the County of Renfrew.
3. This By-law shall come into force and take effect on the day of final passing thereof.

READ a first time this 29th day of June 2011.

READ a second time this 29th day of June 2011.

READ a third time this 29th day of June 2011.

---

ROBERT SWEET, WARDEN

---

W. JAMES HUTTON, CLERK

**COPY**

**AMENDMENT NO. 19**  
**TO THE**  
**OFFICIAL PLAN**  
**OF THE COUNTY OF RENFREW**

Prepared For: The County of Renfrew and the  
Township of Brudenell, Lyndoch and Raglan

Prepared By: County of Renfrew  
Development & Property Department  
Planning Division  
9 International Drive  
Pembroke, Ontario  
K8A 6W5

March 2011

**AMENDMENT NO. 19**  
**TO THE**  
**OFFICIAL PLAN**  
**OF THE COUNTY OF RENFREW**

This Amendment was adopted by the Council of the Corporation of the County of Renfrew by By-law \_\_\_\_\_ in accordance with Sections 17 and 22 of The Planning Act on the \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
WARDEN

CORPORATE  
SEAL OF  
MUNICIPALITY

\_\_\_\_\_  
CAO/CLERK

This Amendment No. 19 to the Official Plan of the County of Renfrew, which has been adopted by the Council of the Corporation of the County of Renfrew, is hereby approved in accordance with Section 17(34) of The Planning Act.

\_\_\_\_\_

Date

\_\_\_\_\_

Approval Authority

**AMENDMENT NO. 19**  
**TO THE OFFICIAL PLAN OF THE**  
**COUNTY OF RENFREW**

<u>INDEX</u>	<u>PAGE</u>
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<u>Part A - The Preamble</u>	
Purpose	2
Location	2
Basis	2
<u>Part B - The Amendment</u>	
Details of the Amendment	4
Implementation and Interpretation	4
Schedule "A" Land Use Plan	
<u>Appendices</u>	
Appendix A - Subject Lands and Proposed Consents	

**THE CONSTITUTIONAL STATEMENT**

**PART A - THE PREAMBLE** does not constitute part of this amendment.

**PART B - THE AMENDMENT** consisting of the following text and Schedule 'A' constitutes Amendment No. 19 to the Official Plan of the County of Renfrew.

## **PART A - THE PREAMBLE**

### **Purpose**

To redesignate the lands shown on Schedule "A" attached hereto from Rural to Rural-Exception Ten to permit the severance of a new lot on Raglan White Lake, which is designated Highly Sensitive in the County of Renfrew Official Plan.

### **Location**

The lands affected by this amendment are located in Part of Lots 21 & 22, Concession 12, in the geographic Township of Raglan, as shown on the Key Map.

### **Basis**

The Official Plan of the County of Renfrew was adopted by the Council of the County of Renfrew on March 27, 2002 and was approved by the Minister of Municipal Affairs and Housing on June 16, 2003.

The subject lands are designated Rural and are adjacent to Raglan White Lake which is designated a Highly Sensitive Lake on Schedule "A" to the Official Plan.

The owners have applied for consent to sever approximately 1.6 hectares (3.9 acres) of land containing an existing cottage. The County of Renfrew Official Plan contains policies that prohibit the creation of new lots with frontage on highly sensitive lakes.

### **Surrounding Land Uses**

North: Existing residential/seasonal residential dwellings

South: Forrest

East: Raglan White Lake

West: An existing dwelling and County Road 514

### **Background**

The Grosklag's own approximately 70 hectares (173 acres) of land with 334 metres of frontage on Raglan White Lake. There are two single detached dwellings on the lands. One dwelling was built in 1953, the other in 1963.

In 2009 the applicant pre-consulted with the County of Renfrew Planning Division regarding the possibility of severing a 1.6 hectare waterfront seasonal-residential lot, containing one of the existing dwellings.

As Raglan White Lake is designated a highly sensitive lake, section 9.2(3) of the Sensitive Lakes policies of the County of Renfrew Official Plan applies. This policy, which refers to highly sensitive lakes, states, “No new lots with lakeshore frontage or second-tier development shall be created either by means of consent or through plan of subdivision.”

This Official Plan Amendment is being considered because both the proposed severed and retained lands contain existing dwellings. Therefore, no new development will occur as a result of this amendment.

### **Provincial Policy**

Section 2.2.2 of the PPS states, “Development and site alteration shall be restricted in or near sensitive surface water features and sensitive ground water features such that these features and their related hydrologic functions will be protected, improved or restored.” This Official Plan amendment seeks to permit the creation of a new waterfront lot. The Official Plan amendment is consistent with the PPS because both the proposed severed and retained lands contain an existing dwelling. If approved, the Official Plan amendment and subsequent consent (File No. B34/11) will have no impact on the hydrologic functions of Raglan White Lake as no new residential development will be introduced either on the proposed severed or retained lands.

## PART B - THE AMENDMENT

All of this part of the document entitled Part B - The Amendment, consisting of the following text and Schedule "A", constitutes Amendment No. 19 to the Official Plan of the County of Renfrew.

### Details Of The Amendment

The Official Plan is amended as follows:

- (a) Schedule "A" to the Official Plan of the County of Renfrew is amended by redesignating lands described as Part of Lots 21 & 22, Concession 12, geographic Township of Raglan, from Rural to Rural-Exception Ten as shown on the attached Schedule "A".
- (b) By adding the following subsection to section 5.4 -- Special Policy Exceptions, immediately following section 5.4(I):

**"(J) Brudenell, Lyndoch and Raglan**

- (1) Rural-Exception Ten (Part of Lots 21 & 22, Concession 12, geographic Township of Raglan)

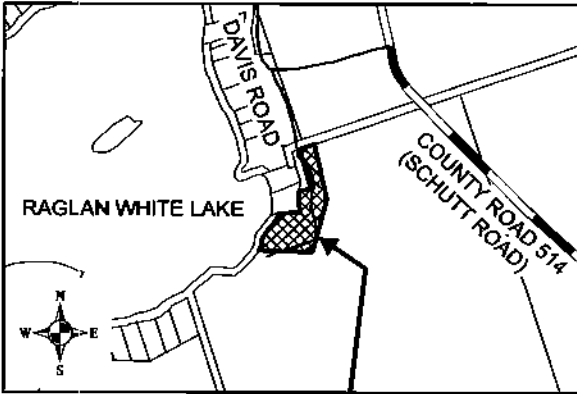
Notwithstanding any policies of this Plan to the contrary, for those lands designated Rural-Exception Nine on the Land Use Schedules and located in Part of Lots 21 & 22, Concession 12, geographic Township of Raglan, a consent to sever lot with an existing cottage is permitted."

### Implementation And Interpretation

The implementation and interpretation of this amendment shall be in accordance with the respective policies of the Official Plan of the County of Renfrew.

## **Appendix A – Subject Lands**

**Township of Brudenell,  
Lyndoch & Raglan  
Key Map**




**Location of Amendment**
































# AMENDMENT NO. 19 TO THE OFFICIAL PLAN OF THE COUNTY OF RENFREW

## SCHEDULE 'A'

(Part of Lots 21 & 22, Concession 12 in the Geographic Township of Raglan)

 Area affected by this Amendment From Rural To Rural-Exception Ten

### COUNTY OF RENFREW OFFICIAL PLAN LEGEND

-  Non County Areas
-  Crown Land
-  Urban Community (see Local Official Plan)
-  Village Community
-  Rural Hamlets
-  Rural (for North Algona Willebrorce see Policy 5.4 (C) - Forestry)
-  Agriculture
-  Mineral Aggregate
-  Environmental Protection Area
-  Provincially Significant Wetland
-  Area of Natural & Scientific Interest
-  Highly Sensitive Lakes (see Policies 9.4 (1) and 9.4 (3))
-  Lakes and Rivers (for all islands in Bonnechere Valley see Policy 9.4 (2))
-  County Forest
-  Mining Resources
-  Active Waste Disposal Site
-  Inactive Waste Disposal Sites
-  Special Policy Exception Areas
-  Environmental Protection
-  Flood Plain
-  Municipal Roads
-  Municipal Seasonal Roads
-  Crown Access Roads
-  County Roads
-  Provincial Highways
-  Railway
-  Natural Gas Pipeline
-  Municipal Boundary
-  Lot and Concession Lines
-  Geographic Township Boundary
-  Local Official Plan in effect



From Rural  
To Rural-  
Exception Ten



1:12,000

Note: This schedule forms part of Amendment No. 19 to the Official Plan of the County of Renfrew and must be read in conjunction with the written text.

**Ministry of  
Municipal Affairs  
And Housing**

**Ministère des  
Affaires municipales  
et du Logement**



Municipal Services Office Eastern Region 8 Estate Lane Rockwood House Kingston ON K7M 9A8 Phone: (613) 545-2100 Fax: (613) 548-6822 Toll Free: 1-800-267-9438	Bureau des services aux municipalités Région de l'Est 8 chemin Estate Maison Rockwood Kingston ON K7M 9A8 Téléphone: (613) 545-2100 Télécopieur: (613) 548-6822 Sans frais: 1-800-267-9438
--	---

May 20, 2011

Mr. Charles Cheesman  
Director of Planning  
9 International Drive  
Pembroke, ON K8A 6W5

**Re: Draft Official Plan Amendment #19  
County of Renfrew Official Plan  
Township of Brudenell, Lyndoch & Raglan  
MMAH File #: 47-DP-0142-11001**

Dear Mr. Cheesman:

Thank you for the opportunity to provide comments on draft Official Plan Amendment #19 to the County of Renfrew Official Plan. We have now had an opportunity to review the proposed Official Plan amendment. The proposed amendment is to redesignate the subject lands from Rural to Rural Exception Ten to permit the severance of a new lot on Ragland White Lake, which is classified as a Highly Sensitive lake. As both the severed and retained lots have existing development and no new development is proposed, we have no concerns with the amendment as proposed. However, we offer the following information as technical advice:

Fish and Fish Habitat

As Raglan White Lake is a Highly Sensitive Lake Trout Lake, we recommend that any future development, including new or expanded septic systems, be placed a minimum of 30 metres from the high water mark in order to prevent seepage and nutrient loading that may negatively impact water quality and fish habitat.

I trust this information helps in your processing of Official Plan Amendment 19 for the County of Renfrew. If you have any questions, please do not hesitate to call me at 613-545-2124.

Sincerely,

for Chris Hadwin, Planner  
Municipal Services Office – East

cc: Michelle Mantifel, Township of Brudenell, Lyndoch & Raglan

Visit us at [www.mah.gov.on.ca/OnRAMP](http://www.mah.gov.on.ca/OnRAMP)  
Veuillez nous visiter à [www.mah.gov.on.ca/OnRAMP](http://www.mah.gov.on.ca/OnRAMP)



Township of Brudenell, Lyndoch and Raglan

RESOLUTION

No. 7

Date: April 6, 2011

Moved by: [Signature]

Seconded by: Heath Phawler

"THAT we the Council for the Township of Brudenell, Lyndoch and Raglan recommend that the County of Renfrew adopt Official Plan Amendment No. 19."

I, Michelle Mantifel, Clerk-Treasurer of the Township of Brudenell, Lyndoch and Raglan, do hereby certify this to be a true copy of Resolution No. 7 of the Corporation of the Township of Brudenell, Lyndoch and Raglan passed by the Council of the said Corporation at a meeting held April 6, 2011.

Dated at Palmer Rapids, Ontario, this 2<sup>nd</sup> day of June, 2011.

[Signature]  
Michelle Mantifel - Clerk/Treasurer

Carried

Defeated

[Signature]  
Clerk

[Signature]  
Signature of Presiding Officer

Amended by Resolution(s) Number: \_\_\_\_\_

For:	Division Vote	
	Against:	
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Declaration of Conflict of Interest

Disclosed His/ Her (Their) Interest(s), Vacated His/Her (Their) Seat(s), Abstained from Discussion and Did Not Vote on this Resolution

Return to Report

JUN 03 2011

**COLBERT & DONNELLY**  
ASSOCIATES IN THE PRACTICE OF LAW

Timothy Boyd Colbert  
tim@cclawyer.net

Nancy (Colbert) Donnelly  
nancy@cclawyer.net

June 3, 2011

County of Renfrew  
9 International Drive  
Pembroke, Ontario  
K8A 6W5

Attention: Alana Zadow

Dear Ms. Zadow:

RE: Flood; Part Lot 27, Conc 3 & 4, Township of Matawatchan

Further to Mr. Stewart's correspondence of May 27, 2011, and with a view to having this matter dealt with at the June 14, 2011 County Council meeting, I am enclosing the following:

1. Affidavit providing background explanation. The affidavit addresses and corrects the issues set out in Mr. Stewart's May 27, 2011 correspondence;
2. Acknowledgement and Direction regarding the conveyance of the 0.3 metre reserve containing the proper description. Once approved, this transfer can be registered. If you feel this should be registered in advance of the County Council meeting June 14<sup>th</sup> please advise;
3. Draft By-Law.

This letter will also serve as my undertaking to pay all of the legal costs incurred by the County with respect to this matter.

If there is anything further required, please advise. A copy of this letter and enclosed material has been provided to Mr. Stewart today for his consideration.

.../2

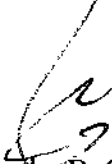
252 Daniel Streef South, Arnprior, Ontario, K7S 2M2  
613-623-7655 (phone)  
613-623-8796 (fax)

- 2 -

I trust the enclosed is satisfactory and that the matter can move forward.

Thanking you for your co-operation, I remain,

Yours truly,

A handwritten signature in black ink, appearing to read "TBC", written over a dotted line.

Timothy B. Colbert

TBC/tlf  
encls.


cc: David A. Stewart

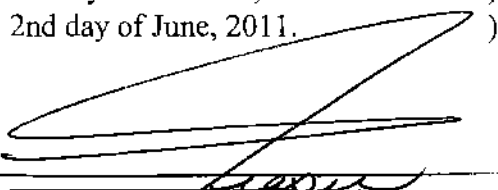
252 Daniel Street South, Amprior, Ontario  
613-623-7655 (phone)  
613-623-8796 (fax)



9. The incorrect legal description contained in Instrument No. RE101474 was clearly a technical error;
10. The incorrect legal description contained in Instrument No. RE101474 was clearly a technical error. Mr. Flood is seeking the assistance of the County of Renfrew in clarifying the proper description of the 0.3 metre reserve.
11. A deed prepared by my office containing the proper legal description of the 0.3 metre reserve from Mr. Flood to the County of Renfrew has been delivered to the County of Renfrew and it's solicitor for approval. This deed will be registered on approval and will complete the conditions relating to the three (3) severance applications.
12. The applicant is respectfully requesting the reconveyance to him of the lands conveyed to the County in error. This will correct the technical error and will allow the applicant to complete his severances;
13. This affidavit is made in support of the applicant's request and for no improper purpose.

SWORN BEFORE ME at the )  
Town of Amprior, in the )  
County of Renfrew, this )  
2nd day of June, 2011. )

  
\_\_\_\_\_  
Timothy B. Colbert

  
\_\_\_\_\_  
A Commissioner etc.

Tracey Lynn Fraser, a Commissioner, etc.,  
County of Renfrew, for Timothy B. Colbert,  
Barrister and Solicitor.  
Expires August 10, 2012.

**ACKNOWLEDGEMENT AND DIRECTION**

**TO:** Timothy Boyd Colbert  
(Insert lawyer's name)

**AND TO:** TIMOTHY B COLBERT LAW OFFICE  
(Insert firm name)

**RE:** Flood transfer (the transaction")  
(Insert brief description of transaction)

**This will confirm that:**

- I/We have reviewed the information set out this Acknowledgement and Direction and in the documents described below (the "Documents"), and that this information is accurate;
- You, your agent or employee are authorized and directed to sign, deliver, and/or register electronically, on my/our behalf the Documents in the form attached.
- You are hereby authorized and directed to enter into an escrow closing arrangement substantially in the form attached hereto being a copy of the version of the Document Registration Agreement, which appears on the website of the Law Society of Upper Canada as of the date of the Agreement of Purchase and sale herein. I/We hereby acknowledge the said Agreement has been reviewed by me/us and that I/We shall be bound by its terms;
- The effect of the Documents has been fully explained to me/us, and I/we understand that I/we are parties to and bound by the terms and provisions of the Documents to the same extent as if I/we had signed them; and
- I/we are in fact the parties named in the Documents and I/we have not misrepresented our identities to you.
- I, \_\_\_\_\_, am the spouse of \_\_\_\_\_, the (Transferor/Chargor), and hereby consent to the transaction described in the Acknowledgment and Direction. I authorize you to indicate my consent on all the Documents for which it is required.

**DESCRIPTION OF ELECTRONIC DOCUMENTS**

The Document(s) described in the Acknowledgement and Direction are the document(s) selected below which are attached hereto as "Document in Preparation" and are:

- A Transfer of the land described above.
- A Charge of the land described above.
- Other documents set out in Schedule "B" attached hereto.

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of JUNE, 2011.

**WITNESS**

(As to all signatures, if required)

\_\_\_\_\_

\_\_\_\_\_  
CORPORATION OF THE COUNTY OF RENFREW

This document has not been submitted and may be incomplete.

yyyy mm dd Page 1 of 1

**Properties**

**PIN** 57491 - 0099 LT *Interest/Estate* Fee Simple  
**Description** PT LT 27 CON 3 MATAWATCHAN, PTS 21, 22 & 23, 49R16826 ; TWP OF GREATERMADAWASKA  
**Address** GRIFFITH

**PIN** 57491 - 0102 LT *Interest/Estate* Fee Simple  
**Description** PT LT 27 CON 3 MATAWATCHAN, PT 24, 49R16826 ; S/T EASEMENT IN RE88796 & RE88797 ; TWP OF GREATER MADAWASKA  
**Address** GRIFFITH

**Consideration**

**Consideration** \$ 1.00

**Transferor(s)**

The transferor(s) hereby transfers the land to the transferee(s).

**Name** FLOOD, FRANK ALAN  
 Acting as an individual  
**Address for Service** P.O. Box 451, Rossland, B.C. V0G 1Y0

I am at least 18 years of age.

The property is not ordinarily occupied by me and my spouse, who is not separated from me, as our family residence.

This document is not authorized under Power of Attorney by this party.

**Transferee(s)***Capacity**Share*

**Name** CORPORATION OF THE COUNTY OF RENFREW  
 Acting as a company  
**Address for Service** 9 International Drive, Pembroke, Ontario K8A 6W5

**Calculated Taxes**

**Provincial Land Transfer Tax** \$0.00  
**Retail Sales Tax** \$0.00

**TRANSFER TAX STATEMENTS**

atter of the conveyance of: 57491 - 0099 PT LT 27 CON 3 MATAWATCHAN, PTS 21, 22 & 23, 49R16826 ; TWP OF GREATERMADAWASKA

57491 - 0102 PT LT 27 CON 3 MATAWATCHAN, PT 24, 49R16826 ; S/T EASEMENT IN RE88796 & RE88797 ; TWP OF GREATER MADAWASKA

BY: FLOOD, FRANK ALAN

TO: CORPORATION OF THE COUNTY OF RENFREW

%(all PINs)

1. I am

- (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
- (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
- (c) A transferee named in the above-described conveyance;
- (d) The authorized agent or solicitor acting in this transaction for CORPORATION OF THE COUNTY OF RENFREW described in paragraph(s) (d) above.
- (e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for \_\_\_\_\_ described in paragraph(s) ( ) above.
- (f) A transferee described in paragraph ( ) and am making these statements on my own behalf and on behalf of \_\_\_\_\_ who is my spouse described in paragraph ( ) and as such, I have personal knowledge of the facts herein deposed to.

**3. The total consideration for this transaction is allocated as follows:**

(a) Monies paid or to be paid in cash	1.00
(b) Mortgages (i) assumed (show principal and interest to be credited against purchase price)	0.00
(ii) Given Back to Vendor	0.00
(c) Property transferred in exchange (detail below)	0.00
(d) Fair market value of the land(s)	0.00
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	0.00
(f) Other valuable consideration subject to land transfer tax (detail below)	0.00
(g) Value of land, building, fixtures and goodwill subject to land transfer tax (total of (a) to (f))	1.00
(h) VALUE OF ALL CHATTELS - items of tangible personal property	0.00
(i) Other considerations for transaction not included in (g) or (h) above	0.00
(j) Total consideration	1.00

4.

Explanation for nominal considerations:

g) Transfer to a municipality pursuant to subdivision or development agreement, condominium approval or other municipal purposes: conveyance to Corporation of the County of Renfrew for Reserve

**5. The land is not subject to an encumbrance**

**PROPERTY Information Record**

A. Nature of Instrument: Transfer  
 LRO 49 Registration No. Date:

B. Property(s):  
 PIN 57491 - 0099 Address Assessment 4712000 - 01513700  
 GRIFFITH Roll No  
 PIN 57491 - 0102 Address Assessment 4712000 - 01513700  
 GRIFFITH Roll No

C. Address for Service: 9 International Drive, Pembroke, Ontario  
 K8A 6W5

D. (i) Last Conveyance(s): PIN 57491 - 0099 Registration No.  
 PIN 57491 - 0102 Registration No.

(ii) Legal Description for Property Conveyed : Same as in last conveyance? Yes  No  Not known

Appendix PLAN-IV

**MCNAB, STEWART & PRINCE**BARRISTERS - SOLICITORS  
NOTARIES PUBLICA.A. McNAB, Q.C. (1911 - 1998)  
D.A. STEWART, B.A., LL.B.

117 RAGLAN STREET SOUTH

*Renfrew, Ontario*  
K7V 1P8

TEL. 613-432-5644

e-mail: dstewart@mcnablaw.com

FAX. 613-432-7832

e-mail: tprince@mcnablaw.com

FAX. 613-432-0955

T.J. PRINCE, B.A., LL.B.

June 6, 2011

by fax to: 613-735-2492Municipal Corporation of the County of Renfrew  
9 International Drive  
Pembroke, Ontario  
K8A 6W5**ATTENTION: CHARLES CHEESEMAN**

Dear Charles:

**Re: County of Renfrew and Frank Flood - Matawatchan Road**

This is further to the material delivered to my office (and yours) by Tim Colbert on June 3<sup>rd</sup> and our telephone conversation (with Alana) of the same date.

It is my opinion that Mr. Colbert has now covered the situation correctly. His affidavit accurately sets out the events comprising the error made in registration of Instrument No. RE101474. He has provided us with a draft of a transfer of the correct one foot reserve lands to be transferred to the County. It is my view that we ought to proceed to registration promptly.

Mr. Colbert's draft by-law is the authorization by County Council to convey back to Frank Flood the lands incorrectly conveyed to the County. It is my opinion that this is a proper by-law, both in form and content.

I trust the foregoing is satisfactory for your purposes, however, should you have any questions please contact me.

Yours truly,

MCNAB, STEWART &amp; PRINCE



David A. Stewart

**COUNTY OF RENFREW**

**BY-LAW NUMBER**

**A BY-LAW TO RECONVEY CERTAIN LAND IN THE GEGRAPHIC TOWNSHIP OF  
MATAWATCHAN, NOW IN THE TOWNSHIP OF GREATER MADAWASKA**

---

WHEREAS under the Municipal Act, 2001, S.O. 2001, c. 25, S.5(3), the powers of a municipality are exercised by by-law;

AND WHEREAS by Instrument RE101474 registered in the Registry Office for the Registry Division of Renfrew registration to the Corporation of the County of Renfrew was made of lands described as Parts 7, 8, 9, 10, 11, 12, 13, 14 and 15 on Reference Plan 49R-16826 for a Reserve for municipal purposes;

AND WHEREAS Instrument RE101474 contained an incorrect legal description;

AND WHEREAS in order to rectify the correct legal description to be contained in the said Reserve, it is expedient that the County of Renfrew do reconvey the said lands in Instrument RE101474;

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

1. That it convey Parts 7, 8, 9, 10, 11, 12, 13, 14 and 15 on Reference Plan 49R-16826 (being part Lot 27, Concessions 3 and 4, geographic Township of Matawatchan, Township of Greater Madawaska) to Frank Alan Flood.
2. That the consideration to be shown on said Transfer be stated as “correction of title.”
3. The Warden and Clerk are hereby authorized to do or cause to be done all such manner or act or thing as may be required to give full force and effect to this by-law and to complete said Transfers.
4. That this by-law shall come into force and take effect immediately upon the final passing thereof.

READ a first time this 29<sup>th</sup> day of June 2011.

READ a second time this 29<sup>th</sup> day of June 2011.

READ a third time and finally passed this 29<sup>th</sup> day of June 2011.

---

ROBERT SWEET, WARDEN

---

W. JAMES HUTTON, CLERK

# The Jp2g Solar Experience

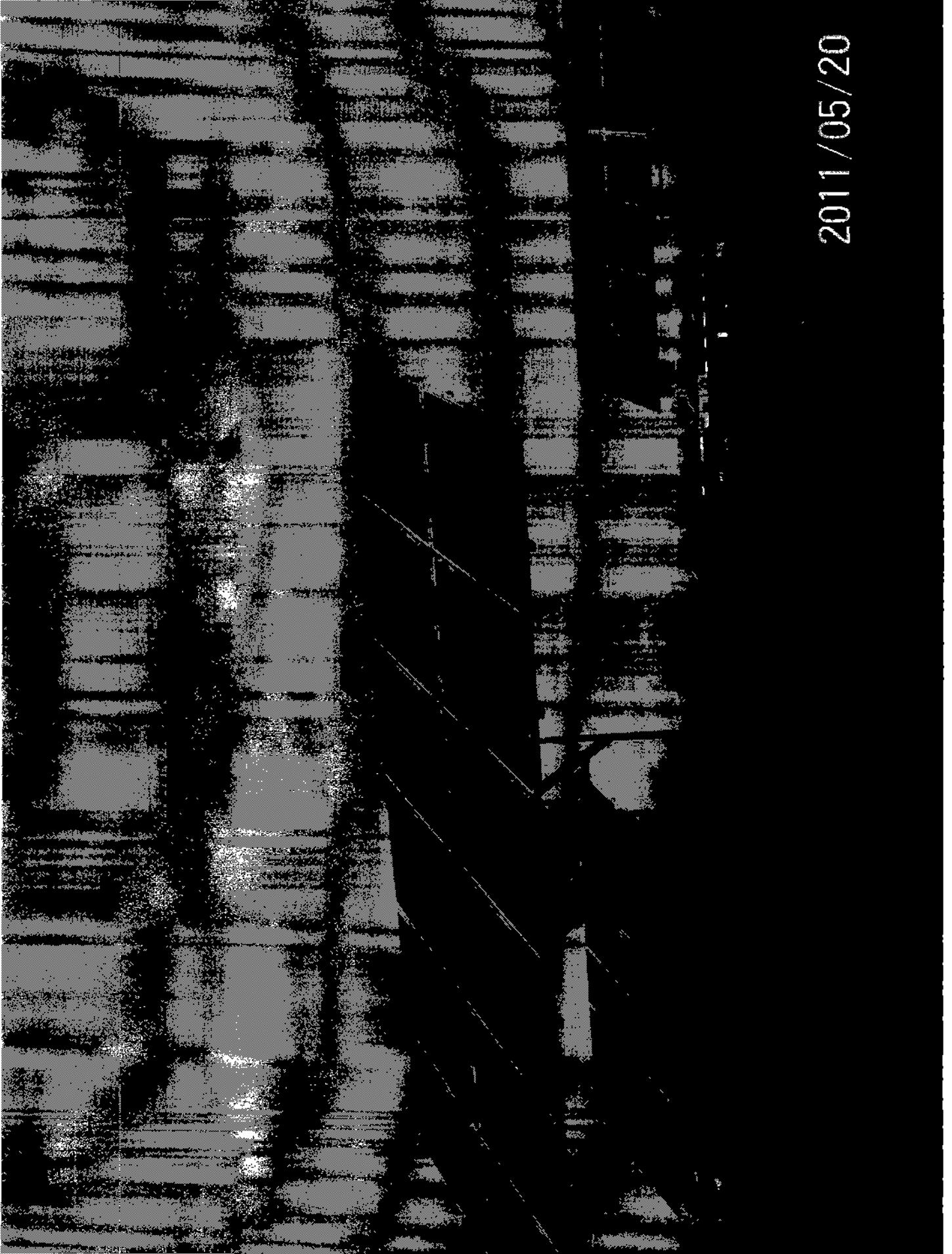
1. The Benefits
2. The Solar Systems
3. Solar Project Issues
4. Financial Analysis
5. Solar System Performance
6. Jp2g Next Steps

# The Benefits

- Renfrew County – Prime Location for Solar Radiation
- 20 Year Contract with OPA
- Guaranteed Fixed Price
- Return on Investment 5% to 10%
- Greenhouse Gas Reduction (18% for Jp2g Office)
- Contribution to Sustainable Community

# The Solar Systems

- Jp2g Submitted 6 Applications
- 3 Built, Hydro Approval for 2 more, 12 month extension for 1 more
- Jp2g's Solar System



2011/05/20

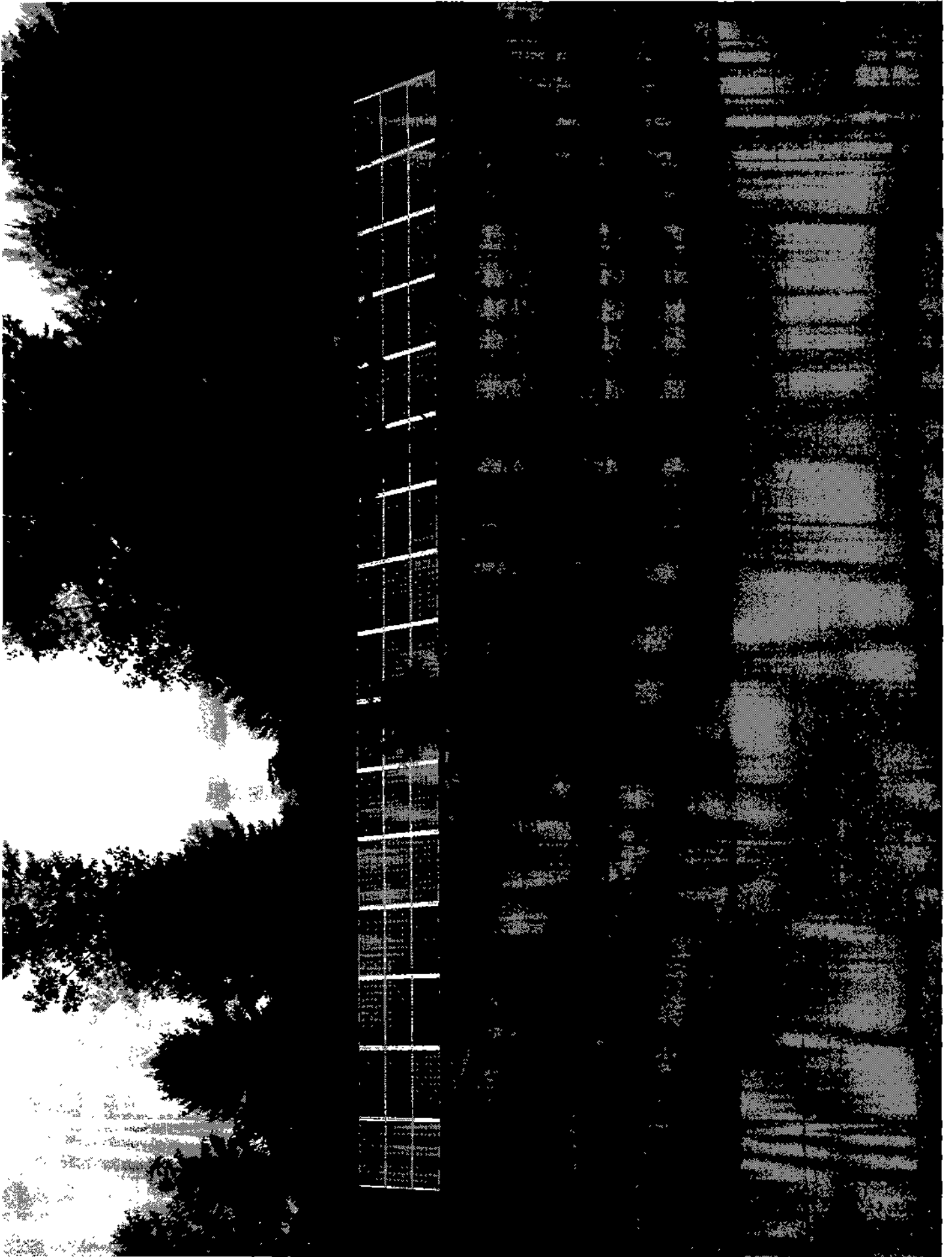
# The Solar Systems

- Jp2g Submitted 6 Applications
- 3 Built, Hydro Approval for 2 more, 12 month extension for 1 more
- Jp2g's Solar System
- Kyle's Solar System



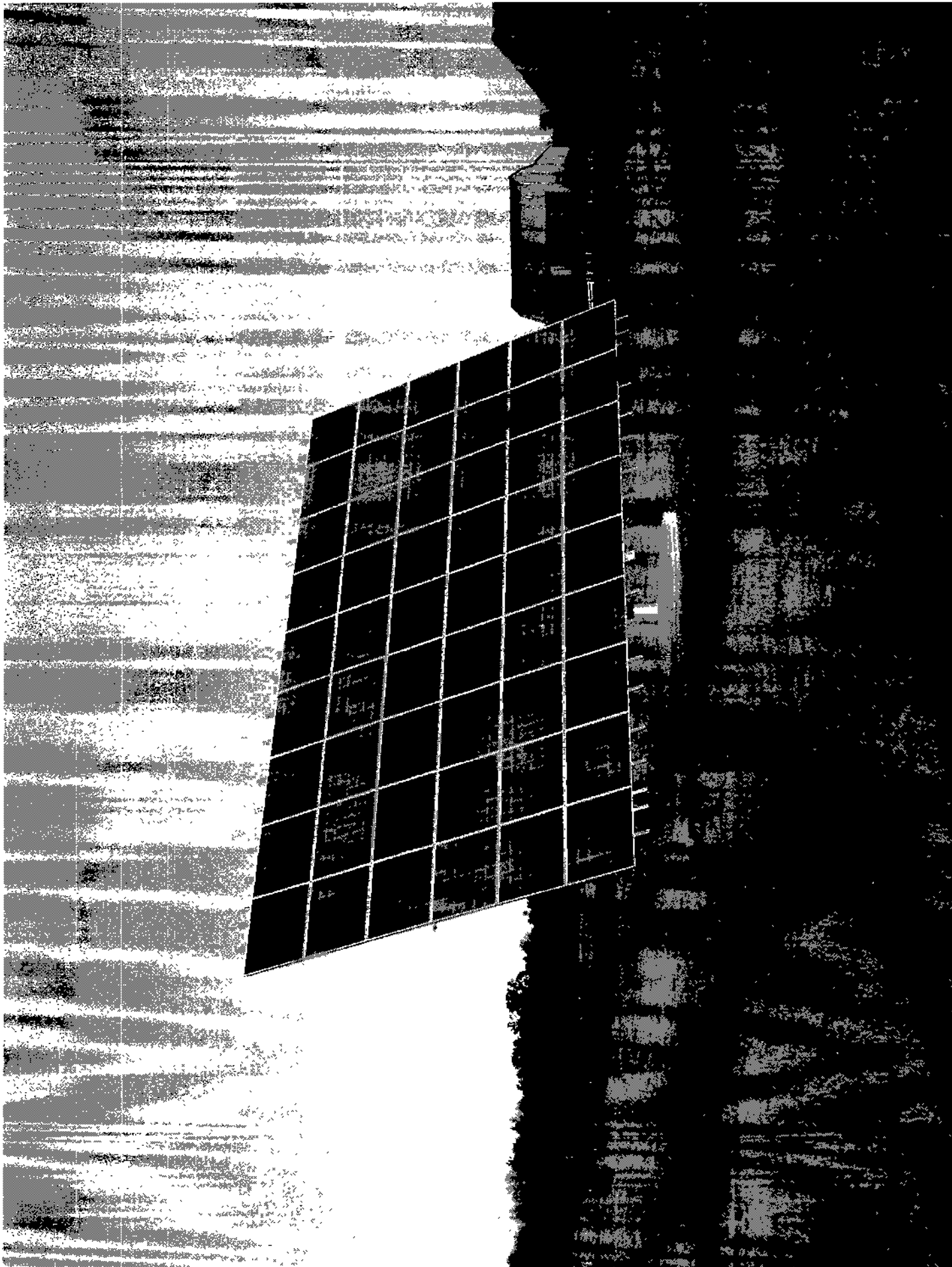
# The Solar Systems

- Jp2g Submitted 6 Applications
- 3 Built, Hydro Approval for 2 more, 12 month extension for 1 more
- Jp2g's Solar System
- Kyle's Solar System
- Joe's System



# The Solar Systems

- Jp2g Submitted 6 Applications
- 3 Built, Hydro Approval for 2 more, 12 month extension for 1 more
- Kyle's Solar System
- Joe's Solar System
- Other Systems



# Solar Project Issues

- **Approvals**
  - Green Energy Act
  - Municipal Building Permit (Roof Mounted Panels)
  - OPA Conditional Contract
  - Hydro Connection Approval
  - Canadian Content Requirement (60%)
- **Design**
  - PV Watts
  - Structural Support Systems
  - Solar Calculators for shading, financial analysis, etc.
  - The “Little Things That Count”

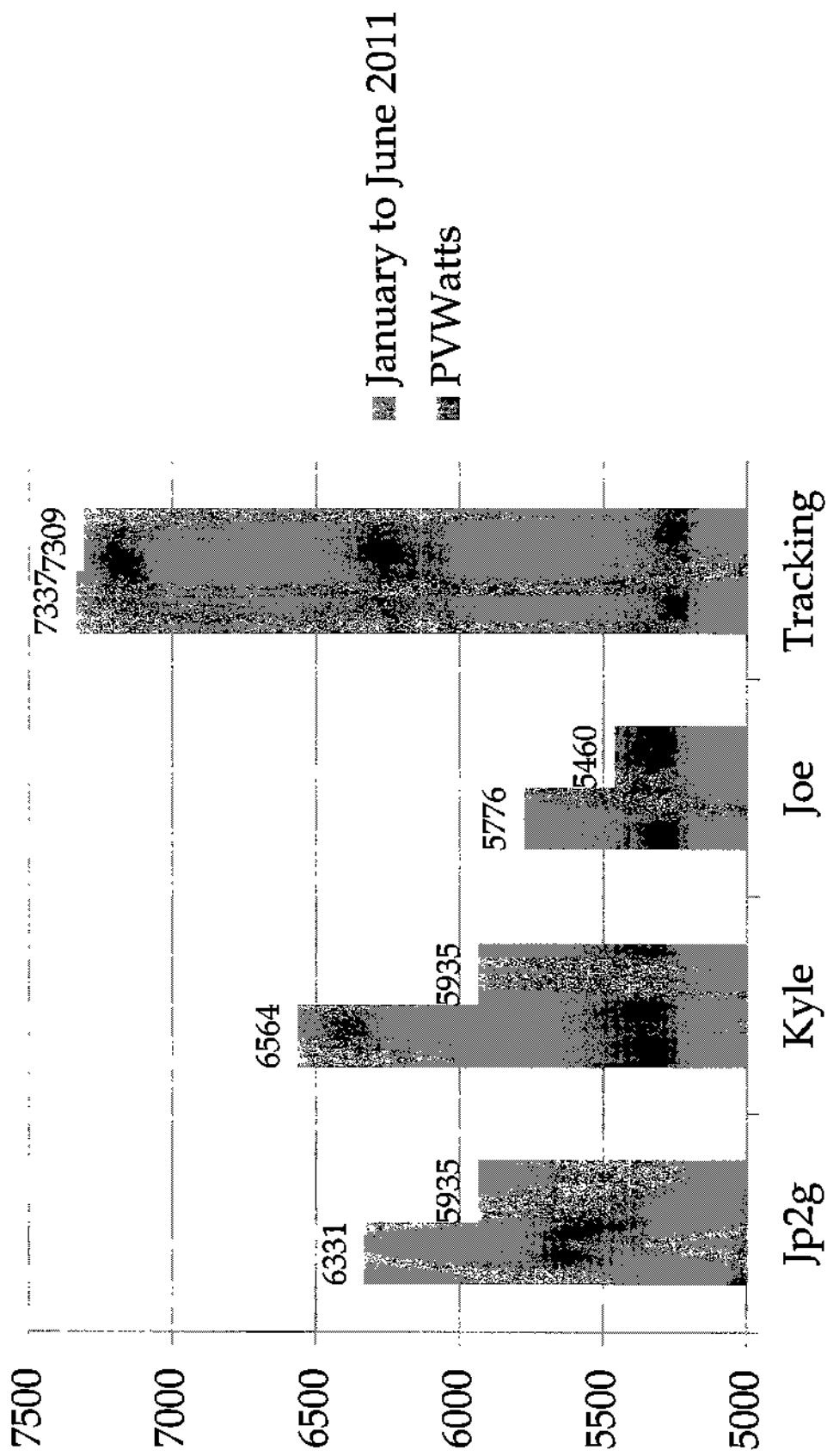
# **Solar Project Issues cont.**

- **Construction**
- **Project Management by Jp2g**
- **Solar Equipment Supplied by:**
  - **Ottawa Solar Power**
- **Installation by Local Contractors**
  - **Site Works**
  - **Foundation**
  - **Erection**
  - **Electrical**
- **Warranties**

# Solar Financial Analysis

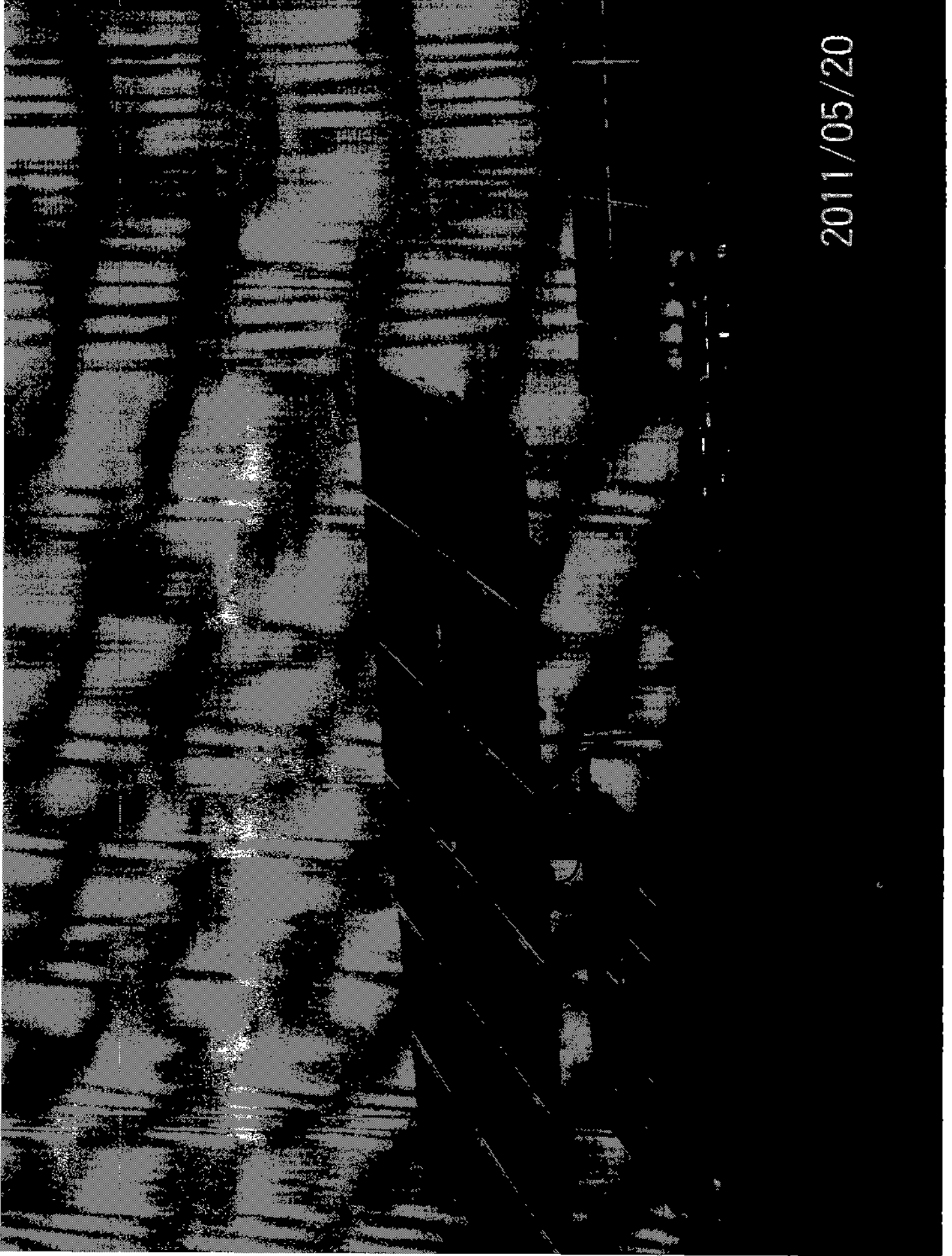
	Jp2g System	Kyle's System	Joe's System	Tracking System
Capital Cost (ex. HST)	\$61,116	\$49,851	\$50,986	\$73,450
Projected Kwh (Year 1)	13,000	13,000	11,960	15,600
Projected Kwh (Year 20)	10,400	10,400	9,568	12,480
Est. Sale of Energy over 20 yrs <sup>(80.2)</sup>	\$186,886	\$186,886	\$172,655	\$239,525
ROI (Financed @ 4% over 20 yrs)	4.9%	6.1%	6.0%	5.3%
ROI (No Financing)	5.7%	6.8%	6.3%	6.1%
Est. Sale of Energy over 20 yrs <sup>(62.4)</sup>	\$146,016	\$146,016	\$134,335	\$175,219
ROI (Financed @ 4% over 20 yrs)	3.3%	4.6%	4.5%	3.3%
ROI (No Financing)	4.6%	5.5%	5.0%	4.4%

# Solar System Performance



# Jp2g Next Steps

- Summary
- Go Solar!
- Jp2g Project Management Services
- Eco Energy Engineering Services



2011/05/20



Natural Resources Canada

Ressources naturelles Canada

Canada



# Natural Resources Canada

www.nrcan-rcan.gc.ca

Français

Home

Contact Us

Help

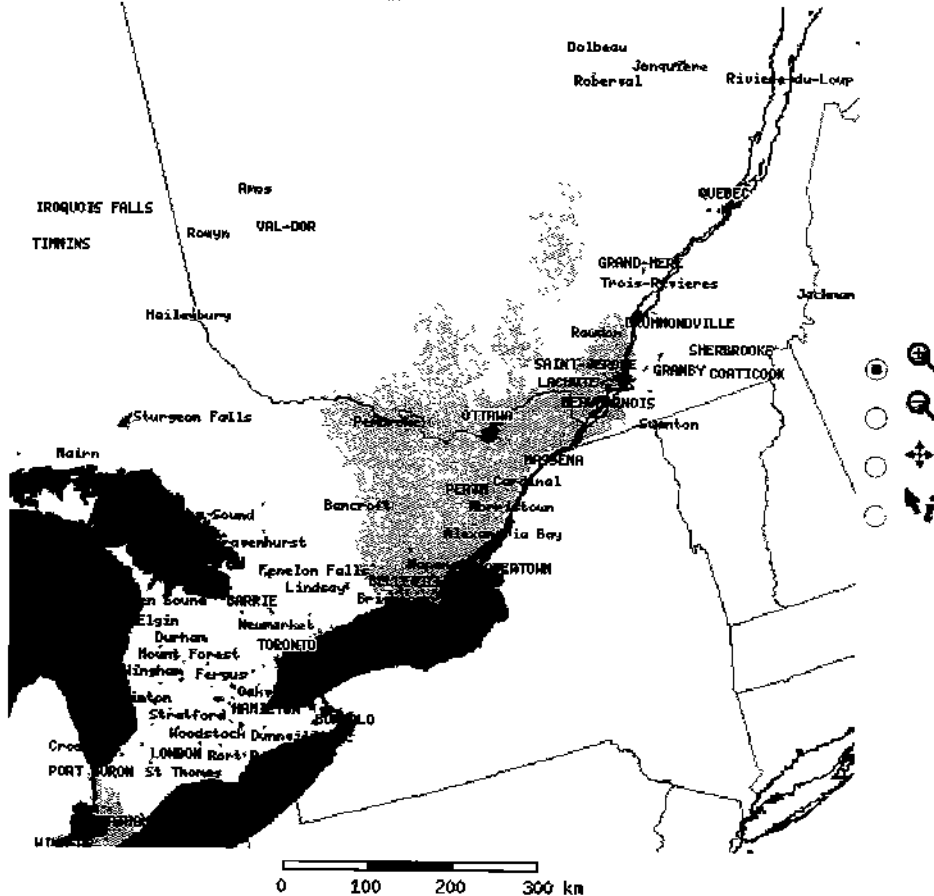
Search

canada.gc.ca

Home - PV Maps

## PV potential and insolation

600 x 500 Quick Zoom



### Legend

**Built up areas**

- Built up areas

**Photovoltaic potential (kWh/kW) South-facing, tilt=latitude Annual**

- 0 - 500 kWh/kW
- 500 - 600
- 600 - 700
- 700 - 800
- 800 - 900
- 900 - 1000
- 1000 - 1100
- 1100 - 1200
- 1200 - 1300
- 1300 - 1400
- 1400 +

- Capitals
- North American Political Boundaries
- Towns
- Built up areas

annual

### Parameter

- Photovoltaic potential (kWh/kW)
- Mean daily global insolation (MJ/m<sup>2</sup>, kWh/m<sup>2</sup>)

Refresh Map

### PV panel orientation

- South-facing, tilt=latitude
- South-facing, vertical (tilt=90°)
- South-facing, tilt=latitude+15°
- South-facing, tilt=latitude-15°

### Period

- January
- February
- March
- April
- May
- June
- Annual
- July
- August
- September
- October
- November
- December

## COUNTY OF RENFREW

PUBLIC WORKS & ENGINEERING  
DEPARTMENT9 INTERNATIONAL DRIVE  
PEMBROKE ON CANADA  
K8A 6W5  
613-732-4353  
TOLL FREE: 1-800-273-0183  
FAX: 613-732-0087  
[www.countyofrenfrew.on.ca](http://www.countyofrenfrew.on.ca)

## MEMORANDUM

**TO:** Jim Lynch, Manager of Real Property  
**CC:** Paul Moreau, Director of Development & Property  
Jim Hutton, CAO

**FROM:** Mike C. Pinet, P.Eng., Manager of Capital Works

**DATE:** June 9, 2011

**SUBJECT:** **PWC-2011-29 – Rehabilitation of County Administration Building East  
Parking Lot, 7 International Drive, City of Pembroke**

---

Attached please find a brief report regarding the tendering for the Administration Building East Parking Lot which closed on June 9<sup>th</sup>, 2011.

This work has been tendered in accordance WITH established Public Works tendering practices and procedures.

This memo will confirm that we have reviewed all tenders submitted for this work and have found them to be in order. We recommend the award of A contract to the low bidder, R.G.T. Clouthier Construction Ltd. in the amount of \$134,874.99 which includes HST (13%).

With respect to other costs pertaining to this project, the costs incurred to date for site investigating, design and tendering are approximately \$4,000. In addition, we anticipate internal costs of \$5,000. for contract administration and inspection services.

If you should have any questions or comments, please do not hesitate to contact me.

Mike C. Pinet, P.Eng.  
Manager of Capital Works  
[mpinet@countyofrenfrew.on.ca](mailto:mpinet@countyofrenfrew.on.ca)

## RESOLUTIONS

Contract No. PWC-2011-29 – Rehabilitation of County Administration Building East Parking Lot, 7 International Drive, City of Pembroke. Closing Date: June 9, 2011

Tenders were received until 2:00 p.m. on June 9, 2011 for the Rehabilitation of County Administration Building East Parking Lot, 7 International Drive, City of Pembroke.

In accordance with Policy GA-01 for the Procurement of Goods & Services, The Public Works & Engineering Department placed advertisements in local newspapers, circulated throughout the County and posted on the County of Renfrew's website. County staff has reviewed the tenders submitted and determined that there is sufficient budget availability for this project to be awarded as tendered.

The following Contractors requested tenders for the aforementioned project. The results of their bids are summarized as follows:

1. R.G.T. Clouthier Construction Ltd., Pembroke, ON .....\$134,847.99
2. Smiths Construction Company, Arnprior, ON .....\$160,979.80
3. Greenwood Paving Ltd., Pembroke, ON .....175,796.93
4. Eastway Contracting Inc., Pembroke, ON .....195,427.85
5. H&H Construction Inc., Petawawa, ON .....198,707.04
6. Thomas Cavanagh Construction Ltd, Douglas, ON ..... No Submission
7. Karson Konstruction, Carp, ON..... No Submission
8. R.W. Tomlinson Limited, Ottawa, ON..... No Submission

\*Contract amounts include 13% HST

**Recommendation:** THAT tender PWC-2011-29 submitted by R.G.T. Clouthier Construction Ltd., Pembroke, ON, for the Rehabilitation of County Administration Building East Parking Lot, 7 International Drive, City of Pembroke in the amount of \$134,847.99 including HST, be approved.



Parks Canada

Parcs Canada

Chief Executive Officer

Directeur général



MAY 31 2011

Mr. Bob Sweet  
Warden  
County of Renfrew  
9 International Drive  
Pembroke ON K8A 6W5

Dear Mr. Sweet:

I am replying on behalf of the Minister of the Environment to your letter of March 21 enclosing a copy of the report on the proposed designation of the Ottawa River as a Canadian Heritage River prepared by Mr. Paul Moreau, Director of Development and Property for Renfrew County Council.

Mr. Moreau's report presents an accurate summary of the process and benefits of heritage river designation, the principles of the Canadian Heritage Rivers System and the roles and jurisdiction of conservation authorities in relation to the proposed designation.

I note Renfrew County Council's unanimous support for this potential designation and appreciate the Council's interest in the Canadian Heritage Rivers program. The federal review process for this proposed designation is ongoing. Renfrew County Council will be contacted once a final decision has been made.

Yours sincerely,

Alan Latourelle  
Chief Executive Officer  
Parks Canada

