

**THE CORPORATION OF THE  
TOWNSHIP OF BONNECHERE VALLEY  
MINUTES  
COMMITTEE MEETING  
TUESDAY MAY 23, 2023 1:30 P.M.  
COUNCIL CHAMBERS, MUNICIPAL BUILDING AND VIA ZOOM CONFERENCING**

**PRESENT**            **Mayor Jennifer Murphy  
Deputy Mayor Merv Buckwald  
Councillor Brent Patrick  
Councillor John Epps  
Councillor Tracey Sanderson  
CAO Annette Gilchrist  
Deputy CAO Sandra Barr**

**REGRETS**            **None**

**GALLERY**            **4**

**CALL TO ORDER COMMITTEE MEETING**

Chair, Merv Buckwald called the meeting to order at 1:30 p.m.

**ADDITIONS TO AGENDA**

**MOVED BY Jennifer Murphy**  
**THAT:** the agenda be accepted as presented. Carried

**PECUNIARY INTEREST OR GENERAL NATURE THEREOF**

**APPROVAL OF MINUTES**

**MOVED BY Brent Patrick**  
**That:** The Minutes of the Committee Meeting on April 25, 2023 be accepted as presented. Carried

**DELEGATIONS**     Laurel Cook – presented the Township Murals to Committee.  
Committee recommends that staff install the posts that are required to hang the murals around the Township.

**REPORTS**

**Recreation & Culture**

Kevin McGrath, Manager of Recreation and Culture, was present and gave his report.

- a) Arena – The dressing rooms were touched up with paint. Tables have been brought over from the garage to the ice surface for upcoming events. Two handicapped toilets have been installed in the downstairs washrooms. The Community Connect Expo is going to take place on the ice surface June 3. June 10 is the Trunk Treasures sale in the big parking lot at the arena for the Eganville Seniors;
- b) Eagle’s Nest – There are two Stag and Does scheduled near the end of the month;
- c) Village - All water services have been turned on. The bathrooms were open for the May long weekend. Grass cutting has begun;
- d) Centennial Park - Graffiti was removed from the building and gazebo. Committee recommends that Kevin McGrath look into higher resolution cameras and will bring the information back to Committee. Committee also recommends that motion detector spotlights for the park be installed and signage regarding cameras in use be installed in the park. CAO Annette Gilchrist and Kevin McGrath met with Sheri Miller and Sherry Kohoko to discuss moving the Truth and Reconciliation Garden to Centennial Park;
- e) Foymount - The old play structure was removed. The new play structure installation has been delayed due to missing parts. The parts have been ordered and once they arrive the play structure will be installed;

- f) Legion Field - Minor and Opeongo Soccer started on May 15. Minor soccer will start at the end of the month. The adult ball tournament that was scheduled for May 20 was cancelled due to weather. The tennis nets have been installed for the summer. Kevin McGrath is getting two quotes for the shade structure. Grass maintenance has begun;
- g) Rotary Beach - The dock ladder has been rebuilt and fixed. Staff painted over the graffiti on the change room walls;
- h) Beaver Tails will be back in the Village the weekend of June 2 to 4 and July 21 to 23;
- i) Heather Davidson is looking to rent the rec building (Youth Center) at the Legion Field to run a private day camp in July or August. She requested to have the rental fee waived. Committee did not recommend a waiver of the rental fee but gave staff direction to Kevin McGrath to come up with a fair rental fee for the space; and
- j) Taste of The Valley – Township was awarded the Taste of the Valley event on Saturday August 12 at the Eganville Arena.

*Recreation Report Received.*

### **Building & Fire Department**

Darryl Wagner, CBO & Fire Chief, was present and gave his report.

- a) The Fire Department had twenty-four calls for service in 2023;
- b) Effective April 1 until October 31 we are in the Provincial Fire Season and there is no daytime burning. Burning is permitted two hours prior to sunset and must be extinguished two hours after sunrise;
- c) The Fire Marshal mandated that every Municipality complete a Community Risk Assessment by July 2024. While a Master Fire Plan is not mandated by the province, the two documents complement each other and by having both completed simultaneously, there is a cost savings. The Emergency Management Group (formerly known as Emergency Management & Training) have been in business since 1998 and this consulting firm have extensive fire and emergency service knowledge. All have worked directly in the industry as operational leads. The purpose of the Community Risk Assessment (CRA) document is to assist in the decision-making process pertaining to fire protection services. It is a process of identifying, analyzing, evaluating, and prioritizing risks to public safety. The CRA must be reviewed annually and revised if necessary to reflect any significant changes within the community profile. The CRA must be approved by Council and made available to the Office of the Fire Marshal upon request. A Master Fire Plan (MFP) is a strategic blueprint for fire protection. The Plan addresses all local needs and circumstances based upon the financial resources available to the community. The Master Fire Plan is a framework for municipal decision-making. The plan will link Council policy-setting and fire service operational expertise to accommodate short, medium, and long-term planning. The cost of the plan is \$49,800 excluding HST. Committee directed the CAO and the Fire Chief work on a Community Risk Assessment, in consultation with the OFEM's Fire Advisor.

*Fire Department & CBO Report Received.*

### **Administration**

Annette Gilchrist, CAO, was present and gave her report.

- a) The Pound officially closed on April 30<sup>th</sup> 2023. Municipal Law Enforcement Services have been responding to by-law and animal control issues. Recertification of our License Plate Search authority through MTO is due in June 2023. We have now authorized MLES to access our account;
- b) Proposed Fee By-Law was reviewed at a public meeting on May 23 at 1:15 and the By-Law bill be brought forward to be passed on June 6<sup>th</sup> meeting of Council;
- c) Staff met with the committee in charge of the Truth and Reconciliation Garden and picked a location and also have a proposed design. The free landscaping app that was used does not have corn or beans or squash but it provides a conceptual idea of the proposed garden. The draft design for Truth and Reconciliation Garden will include three signs – Every Child Matters, Three Sisters Garden and Every Day is Red Dress Day. The location is behind the mosaic up on the hill. The Township will purchase the planters and the signs will be in both english and anishinàbemowin. Staff will promote the garden on June

- 21<sup>st</sup> which is National Indigenous Peoples Day, however the official ribbon cutting will be on September 30<sup>th</sup>, 2023 on Truth and Reconciliation Day;
- d) Reports were provided to Committee regarding tender recommendations for winter sand and gravel along with a sole source recommendation for a Community Risk Assessment and Master Fire Plan;
  - e) Staff will be meeting with File Hold representatives at the end of the month regarding the modernization of our filing system;
  - f) The insurance renewal documents have been submitted and the review is underway;
  - g) Senior staff met with Enbridge to discuss the expansion of natural gas into Bonnechere Valley. This is still in the design stage;
  - h) Annette Gilchrist was honoured to teach for the Municipal Clerks Institute on Wednesday May 17<sup>th</sup> regarding Records Management, Digitization, and Change Management. They had participants from across the province attend and two from within Renfrew County;
  - i) Staff are still in negotiations with IESO for the Small Hydro Producers Program. The Eganville Generations Corporation contract expires in 2027;
  - j) Staff have received a desktop audit from the Ministry for Seniors and Accessibility due June 6<sup>th</sup>;
  - k) We received a request for the 2023 Landfill Gas Survey from Environment and Climate Change Canada which must be completed in 15 days. We are working with our consultants on this;
  - l) We also received a request from the Ministry of Infrastructure requesting information to receive our Ontario Community Infrastructure Funds. This is not due until July;
  - m) The new Job Descriptions for Administration Staff have been completed and Annette Gilchrist is organizing our Pay Equity Committee to review and place them appropriately on the grid;
  - n) Staff sent the results of our tourism survey given out at the Tourism Launch Party to our consultant Richard Innes and he has agreed to schedule a call with CAO Annette Gilchrist and Dana Jennings to review and discuss next steps;
  - o) Sarah and Dana attended a Community Economic Development 101 Workshop in Cobden;
  - p) Youth Dance was held on Friday, May 19<sup>th</sup>, 2023 at the Legion;
  - q) Music in the Park Opening night is Friday, June 9<sup>th</sup> with a performance by "The Blender Project" from 7-9 pm. Committee recommends that the dates be advertised in the Eganville Leader;
  - r) Canada Day 2023 - Plans are in the works for Canada Day 2023. Staff are planning for the following activities: Rotary Breakfast, Kids Bouncy Castles, Cake Cutting (at the museum), Valley Venture RC, Face Painting, Egg/Spoon Races, Bubble Painting, Bike Parade, E-bike Demos (by the Echo Centre), Art in the Afternoon (by Off the Grid Productions at 30 Elsie Street), Eganville's Got Talent, Evening entertainment with a Shania Twain Tribute Artist at the Eganville Arena, Fireworks. Sarah is contacting some food vendors for the day. We have secured a Poutine Truck.
  - s) Sarah and Dana met with Matt Singer of Camp Smitty. The Township will be partnering with Camp Smitty, and will be offering Summer Day Camp this July and August. Cost is \$30 per day for ages 7-14 years old. Lunch is provided and drop off and pick up times are 8 am and 6 pm. The cap per day is 20 kids per day. Sarah and Dana will take registrations for the Camp;
  - t) Youth Cooking Workshops - Sarah is working with ConnectWell Community Health and they will be offering Free Youth Cooking Workshops for ages 13 to Grade 12 on August 9<sup>th</sup>, 23<sup>rd</sup> and 30<sup>th</sup> from 9 am to 3 pm at the Eagle's Nest;
  - u) There were two isolated shooting incidents over the past weekend in Renfrew and Pembroke. The County of Renfrew and the Renfrew County Housing Corporation issued a press release as both incidents happened in public housing areas. The investigations are ongoing; and
  - v) Committee recommends that the signage at the former Pound be removed as soon as possible.

*Administrative Report Received.*

## **CORRESPONDENCE**

### **(A) Correspondence "A"**

1. AMO Policy Update - Presentation to Standing Committee, Fees to Underground Infrastructure Updates
2. Community Economic Development 101 Presentation
3. Community Economic Development 101 Inventory Guide 2023
4. AMO Watchfile May 18 2023

**(B) Correspondence "B"**

1. Dennis Kauffeldt - Request Road Allowance Purchase
2. City of Cambridge - Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement
3. City of Cambridge - Highway Traffic Act Amendments
4. City of Stratford - Use of Long Term Care Funding to Support Community Care Services
5. City of Waterloo - Removing of Address on Municipal Election Forms
6. Town of Lincoln- Municipal Heritage Register
7. Municipality of Tweed - Pole Infrastructure Resolution
8. Township of Puslinch - Litter on Roadside of 401
9. Bonfield Township - Privacy of Candidates and Donors
10. Town of Plympton-Wyoming - Removing of address on municipal election forms
11. County of Prince Edward - Provincial Policy Statement
12. Town of Fort Frances - Response to the Opioid Crisis
13. Fire Radio Dispatch System County of Renfrew MOU proposal

**(C) Correspondence "C"**

B.1 Dennis Kauffeldt Request Road Allowance Purchase – Committee approved the request in principle;

B.13 Fire Radio Dispatch System County of Renfrew MOU proposal – Committee preferred Option 2. To make equal payments of \$4236.97/year over 5 years starting in 2024.

**NEW/UNFINISHED BUSINESS**

- (1)** Library Board Update – Brent Patrick updated Committee on the Library Board. The Tea Party they hosted on April 30<sup>th</sup> was a great success, they raised over \$1600, ninety-one adults and twelve kids were in attendance. In other programming the Dungeons and Dragons weekly event is well attended and so is the Youth Night;
- (2)** Tender BV23-02 Winter Sand – Committee recommends that Tender BV23-02 for the supply, hauling and stockpiling of Winter Sand be awarded to RJ Selle Sand and Gravel Ltd. in the amount of \$80,940 plus HST; and
- (3)** Tender BV23-03 Gravel – Committee recommends that Tender BV23-03 for the Supply and Replacement of maintenance Gravel be awarded to RGT Clouthier in the amount of \$84,514.80 plus HST.

**ESTABLISH NEXT MEETING DATE**

The next Meeting will be held on Tuesday June 6, 2023

**MEDIA SESSION**

**CONCLUSION**

**MOVED BY**            **Brent Patrick**

**THAT:** the meeting adjourns at 3:54 p.m.

Carried