

**THE CORPORATION OF THE
TOWNSHIP OF BONNECHERE VALLEY
MINUTES
COMMITTEE MEETING
TUESDAY SEPTEMBER 19, 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 **None**

CALL TO ORDER COMMITTEE MEETING

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

ADDITIONS TO AGENDA

MOVED BY **John Epps**

THAT: the agenda be accepted with as presented.

Carried

PECUNIARY INTEREST OR GENERAL NATURE THEREOF

APPROVAL OF MINUTES

MOVED BY **Brent Patrick**

That: The Minutes of the Committee Meeting on September 5, 2023 be accepted as presented.

Carried

DELEGATIONS **None**

REPORTS

Recreation & Culture

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

- a) Taste of the Valley was on Saturday, August 12 and was very well attended, with close to 1000 people attending the event;
- b) The Eganville Gun Show was on Saturday August 19, it was well attended, with approximately 800 people attending;
- c) Staff have been busy putting the ice in. The hot weather after Labour Day caused staff significant difficulties;
- d) The first day of ice was Saturday September 16;
- e) Public skating will begin on Friday October 6, on the school PA Day;
- f) Eganville & District Seniors, Senior Skate is starting back up on December 4 at 1:00-1:50pm for the month. Kevin is working on getting sponsorships for this and if he is successful, we can offer it sooner;
- g) Staff are working on the ice schedule with all user groups;
- h) Minor hockey is interested in running the canteen this year;
- i) The Jr. B team is not taking ice from us this year. They have taken a Leave of Absence from the EOJHL;
- j) A Health Inspector came to check kitchens at the arena; both passed;
- k) The Township Christmas dinner will be on December 2. Kevin McGrath has reached out to get tenders for the meal from The Babbling Gourmet, Ullrich's and Schmidt's;
- l) Bob Pollock is the new owner of the ATM in the entrance lobby;
- m) There is a babysitting course on September 16 at the Eagles Nest;

- n) The End of Summer Celebration is scheduled for Saturday, September 23 from 4:00-8:00 pm. There will be public skating that day from 4:00 to 7:50 pm and upstairs there will be music and food and the bar will be open. Fireworks will be set off around 8:30 pm;
 - o) Both buildings' roofs at Rotary Beach were completed;
 - p) The Toy Bus came every Thursday in August to Centennial Park;
 - q) The Guy Jamieson Ceilidh Amphitheatre was officially named at the Music in the Park on August 25. A huge crowd was in attendance and enjoyed the speeches honouring Guy, as well as the entertainment of the evening;
 - r) There are two new surveillance cameras in the park;
 - s) The Tourist Booth is now closed for the season;
 - t) There is ongoing vandalism and graffiti happening around town;
 - u) The flower boxes will be removed this month in the Village;
 - v) A Health Inspector came and checked the splash pad. Staff has to update the signage;
 - w) The shade structure at Legion Field is completed. There are some light repairs needed to the paved pad;
 - x) The Tour de Bonnechere was successful;
 - y) We have an adult ball Tournament at Legion Field on September 16;
 - z) The Horticulture society is having their annual end of season plant sale at the Legion Field on Saturday, September 16;
 - aa) Staff took the buoys out of the water at Lake Clear;
 - bb) The Time Capsule at the Tourist Booth was vandalized again. The sundial that was mounted on the top is gone. The cost to replace it is \$400. Bob Peltzer agrees to pay for half of the cost and the Township will pay for the other half; and
 - cc) Committee recommends that staff change the hours on the automatic door locks at the washroom at the Tourist Booth, from 9pm to earlier in the night at 7pm.
- Recreation Report Received.*

Finance

Sandra Barr, Deputy CAO, was present and gave her report.

- a) The Income Statement and Balance Sheet for the period ending August 31, 2023 was provided to Committee;
- b) Staff are preparing for the interim procedural audit that will take place the week of October 10th – MacKillican & Associates will be at the office on October 11th;
- c) MPAC made assessment changes due to Legislative changes to the Farm Forestry Exemption, that increased the acreage maximum from 20 to 30 acres and MPAC's commitment to increase transparency. As a result of this legislative change, in March 2023, MPAC issued all properties that were eligible a "Special Amended Property Assessment Notice". As a result of this staff processed almost 200 property tax adjustments. Most of the assessment changes resulted in small credits, while 15 of these properties received a small increase. Credits ranged from \$0.31 cents to \$121.00. Amounts owing range from \$0.31 to \$8.96.

Financial Report Received.

Administration

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

- a) Staff participated in County Geographic Information System (GIS) training on September 6th;
- b) The new filing classification system is being implemented with staff training to come. This will lead to a more consistent system, making searching and sharing easier between departments;
- c) CAO Annette Gilchrist and Deputy CAO Sandra Barr are participating in the Municipal Finance Officer Associations (MFOA) AMP IT UP 3.0 which provides 30 hours of free consulting to fill in any gaps in our Asset Management Plan. The review showed that Bonnechere Valley is in compliance with 2025 regulations with some small gaps on procedures which we are tightening up;
- d) Annette Gilchrist is speaking at the MFOA conference in Niagara Falls on September 22 for their Women in Municipal Finance: Learning and Growing Together Session;
- e) Annette Gilchrist has been invited to participate in the Federation of Canadian Municipalities (FCM) Municipal Growth Framework: Small and Medium-sized

- Municipal Advisory Committee that will support the development of a new fiscal framework for Canadian municipalities;
- f) The final Asset Management Workshop for Cohort 3 - Eastern Ontario is taking place at the end of the month. CAO Annette Gilchrist and Deputy CAO Sandra Barr have been actively participating in this Cohort for the last 18 months;
 - g) Annette is happy to report that both Sarah Richer and Erica Rice have accepted permanent positions with the Township to support the Township Administration Department in Community Development, Planning, Licensing, Administration and Finance;
 - h) Under New Business there is an agreement requested by Eganville Sno-drifters and review by Public Works Superintendent Jason Zohr who recommends approval. This trail has been active, but an agreement has never been formalized. Staff required direction to sign the MOU;
 - i) Under New Business there is a presentation and email from the County of Renfrew regarding the proposal for Development Charges. Staff submitted comments on September 7th and the County is still collecting comments. Staff Direction is required if Committee wants to provide comments to the County;
 - j) Under New Business there is the connecting link servicing agreement for the 2023/24 season. Staff requires direction to sign the agreement;
 - k) We received a request from the County regarding an upcoming project on Lake Clear Road. The email thread is included under New Business for Committee's consideration. Staff direction is required;
 - l) Committee recommends that the October 31 meeting date be changed to October 24th. Staff will advertise the change on our website, Facebook and the electronic sign;
 - m) The Township of Bonnechere Valley requires all dogs within the municipality to be licensed and to wear tags. In 2005 the Township passed the following fees for licensing of dogs – before March 31st in any year the fee was \$20.00; and after March 31st in any year the fee was \$30.00. With the exception of tags for service and therapy dogs the fee was waived upon presentation of their Proof of Certification. In the event that a tag is lost, a replacement tag could be purchased for \$2.00 per tag.

In 2022 the Township of Bonnechere Valley changed to a lifetime dog tag license fee for \$30. The goal of dog licensing is to ensure the Animal Control Officer can return stray dogs to their owners and not take them to a shelter. Lifetime licenses were passed to help fulfill this goal without requiring staff time to update the dog license and owner data every year. For dog owners, this means that the dog license you buy will remain in effect for the life of your dog.

There is currently no replacement fee. If a dog tag is lost, you can purchase a new one for \$30.00. Even if your dog loses its tag every year there has been no increase in the cost of a tag since 2005. In review of municipal fees for licensing across Ontario the fees range from \$20.00 to \$80.00 for a dog tag and \$2.00 to \$15.00 for a replacement tag. Committee recommends that Bonnechere Valley incorporate a replacement fee cost between \$10 and \$15 per tag;

- n) The Bonnechere Union Public Library requested free use of the Eagle's Nest for BUPL Rocks concert fundraiser on Saturday November 18th, 2023. Committee recommends that the fee be waived for this event;
- o) Community Improvement Program one application was received for this program.

Administrative Report Received.

CORRESPONDENCE

(A) Correspondence "A"

1. County Council Summary August 2023
2. AMO Policy Update September 5, 2023
3. AMO Watchfile September 7, 2023
4. AMO Watchfile September 14, 2023

(B) Correspondence "B"

1. City of Hamilton Letter re Request to Abandon Greenbelt Development
2. Invite from Echo Centre
3. Northern Institute of Chronic Pain - Wawa
4. Renfrew Science Fair Request
5. Town of Grimsby Resolution Guaranteed Livable Income
6. Township of Georgian Bluffs - MFIPPA

(C) Correspondence "C"

NEW/UNFINISHED BUSINESS

- (1)** County of Renfrew Development Charges Comments Request – Committee recommends no development charges;
- (2)** County Email Request re Lake Clear Road Culvert – Committee recommends that CAO Annette Gilchrist reply to the County’s email and request that they use the Lessard Bridge while the project is under construction;
- (3)** Winter Maintenance Agreement with Emcon for Connecting Link – Committee agrees with the agreement and directed CAO Annette Gilchrist to sign the agreement;
- (4)** Lease for Canteen at Arena – Committee agrees with leasing the canteen to Eganville Minor Hockey for the upcoming season;
- (5)** MOU for Eganville Sno-Drifters – Committee agrees with the agreement and directed staff to sign the agreement.

ESTABLISH NEXT MEETING DATE

The next Meeting will be held on Tuesday October 10, 2023

MEDIA SESSION

CONCLUSION

MOVED BY **Brent Patrick**

THAT: the meeting adjourns at 2:52 p.m.

Carried

Merv Buckwald, Chair

Annette Gilchrist, CAO