

**THE CORPORATION OF THE  
TOWNSHIP OF BONNECHERE VALLEY  
MINUTES  
COMMITTEE MEETING VIA ZOOM CONFERENCING  
TUESDAY OCTOBER 20, 2020 1:30 P.M.**

**PRESENT**                    **Mayor Jennifer Murphy  
Deputy Mayor Jack Roesner  
Councillor Merv Buckwald  
Councillor Brent Patrick  
Councillor Tim Schison  
CAO Annette Gilchrist  
Deputy CAO Sandra Barr**

**REGRETS**                    **None**

**GALLERY**                    **10**

**CALL TO ORDER    COMMITTEE MEETING**

Chair, Jennifer Murphy called the meeting to order at 1:31 p.m.

**ADDITIONS TO AGENDA**

**MOVED BY**                    **Merv Buckwald**

**That:** the agenda be accepted as presented.

Carried

**PECUNIARY INTEREST OR GENERAL NATURE THEREOF** – None Declared

**APPROVAL OF MINUTES**

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

**That:** the Minutes of the Committee Meeting on October 6, 2020 be accepted as presented.

Carried

**DELEGATIONS**

**REPORTS**

**Community Development**

Dana Jennings, Planning, Zoning & Community Development, was present and gave her report.

a) Economic Development Operation Review –

Under the Operational Review it was recommended that Bonnechere Valley undertake a Market Gap Analysis Study. Staff will be working with McSweeney and Associates who will develop a Business Mix Analysis: Gaps & Opportunities for the Township of Bonnechere Valley as well as a four page Community Profile for the Township.

The second recommendation was an Online Business and Available Properties Registry. Staff have reached out to the County of Renfrew to see if we can use the County's GIS system to create a tool to allow Bonnechere Valley to do this. Dana is waiting on a response from the County of Renfrew.

The third recommendation was for a Bonnechere Valley Day Trip Itinerary. The Ottawa Valley Tourist Association is going to assist staff in preparing seasonal daytrip itineraries for to post on the Township website and to use as marketing tools.

The fourth recommendation was for a Business Toolkit. Dana Jennings will be preparing a Bonnechere Valley Business Toolkit and her goal is to have it completed by March 2021.

- b) VTAC – Mayor Jennifer Murphy is encouraging all residents that have had an experience with VTAC to write a letter of support to the Province through Premier Ford, and send a copy of the letter to the Minister of Health, Christine Elliot and our MPP John Yakabuski. Mayor Murphy requested that Dana Jennings promote this on the Township’s social media accounts;
- c) Pumpkin Parade – The parade is cancelled;
- d) Tree Lighting – Will be held on Friday, November 26<sup>th</sup> at 6:30 pm at the Tourist Information Booth. The lights will be on the 6 foot Blue Spruce tree that was planted and donated by the Eganville Horticultural Society in the Spring;
- e) Municipal Photoshoot – The photoshoot has been postponed until the spring;
- f) Canada’s Best Restroom Contest – The Township has received amazing comments on the cleanliness of our restrooms, so staff has nominated the McRae Park Washroom in the contest of Canada’s Best Restroom. Five finalists will be selected based on cleanliness, visual appeal, innovation, functionally and unique design elements. Then there will be a vote to decided the best of the five. The winner will receive \$2,500 in Clintas products and services; and
- g) Remembrance Day Ceremony – The Royal Canadian Legion will be utilizing the Township’s technology to broadcast the 2020 Remembrance Day Ceremony. No military personnel will be attending the ceremony in person, and the ceremony will take place outside.

*Community Development and Planning Report Received.*

### **Recreation and Culture**

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

- a) Arena – The first ice time of the season was Saturday October 3<sup>rd</sup>, 2020 and things went well;
- b) Contracts – The Junior B Team and Blades Skate Sharpening are currently reviewing their contracts;
- c) One booking for the Eagle’s Nest for a P.A.L. course;
- d) Legion Field – Kevin McGrath has had a request to leave the tennis court nets up. Garbage cans have now been removed and put away for the winter;
- e) Buildings Winterized – The Centennial Park, Rotary Beach, Tourist Booth and McRea Park buildings are all being winterized and the water lines blown out;
- f) There was a lamp post that was broken in Centennial Park last Tuesday night. Recreation staff reported it to the OPP;
- g) Village – Park benches and garbage cans will be put away before Halloween;
- h) Emma Normoyle will be taking Basic Refrigeration Course online in November;
- i) Kevin McGrath will be attending a meeting in Pembroke on October 22, 2020 for recreation managers. The Health Unit will be in attendance;
- j) Junior B team is installing their camera equipment this week; and
- k) Two new staff have been hired at the arena to help with cleaning due to Covid19.

*Recreation, Community Development and Planning Report Received.*

### **Administration**

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

- a) The September financial reports are in your packages;
- b) Flags at the Municipal Office – Two new flag poles are being installed in front of the Municipal Office in time for Remembrance Day;
- c) The Operational Review – The schedule for staff Operation Review reports to Council will be as follows: Economic Development Report will be reviewed at Council on Oct 20, Library November 3, Admin & Recreation Nov 17, Fire, Roads, Water and Sewer Dec 1, and a second Admin on Dec 16;
- d) The senior leadership team will be meeting on October 27<sup>th</sup>, 2020. These meetings will be scheduled monthly for all department heads;
- e) Comments have been submitted to the County of Renfrew regarding the Official Plan which is currently under review;
- f) Covid-19 Phase II Funding – The Township of Bonnechere Valley has lost revenue across all departments of approximately \$155,000. Additional Expenses to date of approximately \$15,000 and additional projected costs and lost revenue of approximately \$100,000 between now and December 2020. The Township has received \$149,500 in Phase 1 funding. However without additional funding in the amount of \$120,500 the Township will be looking at a 3.5% levy increase just to

- cover 2020 losses due to Covid-19. There may be some real and projected savings that reduce this number however these savings will be minimal as our facilities and offices have continued to operate and generate expenses. CAO Annette Gilchrist is recommending to Committee that it consider applying for Phase 2 funding. Committee recommends support of the Phase II funding;
- g) By-Law – The courts were set to re-open September 14<sup>th</sup>, but they remain closed. The Township has an outstanding order for derelict vehicles. We have sent a registered letter requiring the removal of these vehicles within 30 days. Orders for illegal septic's and builds that were put on hold due to Covid-19 had been reissued with a deadline date of October 15<sup>th</sup>, 2020. Staff will follow up later this week, however great progress has been made with the full cooperation of the property owner. Animal Control continues to be busy. All dogs picked up have been adopted out at this time, however there is one outstanding issue that has been reported to the Province's animal welfare inspector. Admaston/Bromley Township has requested that we continue to supply them with Animal Control Services at this time. A By-Law and Agreement will be brought forward for Council's consideration. The previous By-Law Service Agreement with Admaston Bromley Township has come to an end;
  - h) Health & Safety – The Joint Health and Safety Committee will be meeting on November 23rd. Deputy CAO Sandra Barr has assumed the Chair as managements representative and Erica Rice is secretary;
  - i) Emergency Management – Community Control Group meetings continue on a monthly or as needed basis as we make our way through the effects of the Covid pandemic; and
  - j) Building – CBO Mark Schroder is very busy issuing building permits.  
*Report and Financial Report Received.*

## **CORRESPONDENCE**

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

- (i) Solicitor General – Community Safety and Policing Act, 2019
- (ii) AMCTO – Advocacy Update
- (iii) Town of Wasaga – Car Rally
- (iv) AMO Communications

### **(B) Correspondence "B"**

- (i) Township of Asphodel Norwood – Cannabis Production
- (ii) Township of North Glengarry – Safe Restart Agreement Funding to Allow for Capital Expenditures
- (iii) Town of St. Catharines – Bill 197 Development Approval Requirements for Landfills
- (iv) County of Wellington – Aggregate Resource Property Valuation
- (v) Loyalist Township – Funding for Community Groups and Service Clubs Affected by Pandemic

### **(C) Correspondence "C"**

Committee gave staff direction to write letters of support for Correspondence Items Bii and Bv.

## **NEW/UNFINISHED BUSINESS**

- (1)** Road Transfer Request – Committee recommends granting legal title to the forced road on Jim Davidson's property that once registered will effectively create a natural severance. Staff will prepare the By-Law and bring back for approval once we have received the R-plan and;
- (2)** Bonnechere Valley Professional Building – Memorial Bench for Paula and Ellis Bashford – Committee recommends that Roads Superintendent Jason Zohr, and Recreation Manager, Kevin McGrath meet with the owner of the Bonnechere Valley Professional Building to advise on the placement and size of the memorial bench.

**ESTABLISH NEXT MEETING DATE**

The next Committee Meeting will be held on Tuesday November 3, 2020 at 1:00 pm

**MEDIA SESSION**

**CONCLUSION**

**MOVED BY**            **Tim Schison**

That: the meeting adjourn at 2:24 p.m.

Carried

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Jennifer Murphy, Chair

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Annette Gilchrist, CAO