

**THE CORPORATION OF THE
TOWNSHIP OF BONNECHERE VALLEY
MINUTES
COMMITTEE MEETING
TUESDAY NOVEMBER 18, 2025, 1:30 P.M.
COUNCIL CHAMBERS, MUNICIPAL BUILDING AND VIA ZOOM
CONFERENCING**

PRESENT

Mayor Jennifer Murphy
Deputy Mayor John Epps
Councillor Merv Buckwald
Councillor Meredith Caplan Jamieson
Councillor Tracey Sanderson
CAO/Clerk Annette Gilchrist
Treasurer/Deputy CAO Sandra Barr

REGRETS

None

GALLERY

1

CALL TO ORDER COMMITTEE MEETING

Chair, John Epps called the meeting to order at 1:30 p.m.

ADDITIONS TO AGENDA

MOVED BY Meredith Caplan Jamieson

THAT: The agenda be accepted, as presented, with the addition of Correspondence Item B 7.2 6. Fighting Delays, Building Faster Act, 2025 (Bill 60) Carried

PECUNIARY INTEREST OR GENERAL NATURE THEREOF

APPROVAL OF MINUTES

MOVED BY Jennifer Murphy

THAT: The Minutes of the Committee Meeting on November 4, 2025, be accepted as presented. Carried

DELEGATIONS

REPORTS

Recreation & Culture

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

- a) The tree lighting will be Friday November 28th at 6:30. Hot chocolate will be served. John Park Wheeler and Michelle Robichaud will lead the carolling and will be joined by the Eganville Choir;
- b) The Legion banners will be taken down this month and will be replaced with the Township banners. The lights on the bridge will be put up, with help from the Works Department;
- c) The park benches around town will be put away for the season;
- d) The Recreation Department thanked the Horticultural Society for decorating the planters around town this fall, as well as for Remembrance Day and Christmas;
- e) The EHL took two weeks off from their ice rentals for the deer hunt;
- f) EDPS has rented ice every Tuesday & Thursday at 1pm until Christmas;
- g) The Christmas Parade will be held on Sunday, December 14th. Floats will depart from the arena which will be open for registration;

- h) Eagles' Nest – Staff have six events booked to date, of the Eagle's Nest Hall. The library is holding their fundraiser, BUPL Rocks, on November 15th. The Township Christmas party is December 6th. Rio was awarded the dinner at a cost of \$38.50 per person plus HST. Staff also received quotes from Charlie's Eatery and Ullrich's;
- i) The Committee discussed introducing a *Kids' Time* program at the Eagle's Nest during Public Skating. The proposed initiative would offer supervised games and activities for children in the Eagle's Nest area. The Township already has a large Connect 4 set available and has been offered a corn hole set to start. Additional board games could potentially be borrowed from the library, and participants may also be encouraged to bring their own games. Staff will issue a call for parent volunteers to help supervise the children, using social media to recruit support. Registration for Kids' Time would take place in advance through social media, and sessions would be cancelled if no children are signed up. The program would run from February to March 2026 as a pilot project to gauge community interest ahead of the 2026 budget deliberations. If the program proves successful, additional costs may need to be included in the 2026 budget.

Recreation Report Received.

Finance

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

- a) The November 12, 2025 Provisional Budget Report and the Balance Sheet as of October 31, 2025 were provided to Committee;
- b) A draft Debt Management Policy for the Township of Bonnechere Valley was provided to Committee for review and comments. The Annual Repayment Limit (ARL) is the maximum a municipality can pay annually on long-term debt and financial obligations without approval from the Ontario Land Tribunal (OLT). For most municipalities, the ARL is 25% of own-source revenues, minus existing long-term debt payments. Before taking on new debt, the municipal treasurer must update the ARL and confirm whether the municipality has borrowing capacity or needs OLT approval. This policy sets out that the Township would borrow up to a maximum of 80% of the Annual Repayment Limit, leaving us with the flexibility to borrow up to an additional 20% if required, to respond to emergencies and /or to meet senior government funding opportunities. The Township's 2025 ARL is currently at \$812,617. Under the 2025 budget our projected loan repayment for 2025 was estimated at \$711,940. We were at approximately 87.6% of our ARL. With the addition of three upcoming loans for: a new 2026 plow truck (2025 budget), a new garbage truck, and the 2026 Fire Truck, Staff are anticipating our 2026 loan repayments to be \$773,755. Once we file our 2025 Financial Statements with the Province in early 2026, staff anticipate some growth in our ARL;
- c) Calculated and billed out two property tax Supplemental tax billing batches, totaling \$14,733.48;
- d) Calculated and billed out two property tax Write off billing batches, totaling \$1541.66;
- e) As in previous years, (2021-2024) Sandra calculated and billed out a property tax Write Off in the amount of \$553.89 due to a legislative issue.
- Background: In March 2021 the Province of Ontario amended legislation to reduce business education tax rates for taxable business properties. The consequence of this change, in relation to Payments in Lieu of Taxes, created an inconsistency between the treatment of taxable and Canada Post property within the province. Property owned by Canada Post Corporation is exempt from property taxes and eligible for Payments in Lieu of Taxes. These rates included a business education rate which was higher than the rate applicable to taxable property. Canada Post refuses to pay the higher education rate (that is retained by the municipality as per legislation) we have written off the difference in the rate for 2025;

- f) The Township’s WSIB rate for 2026 went up slightly from \$3.25 to \$3.32 up 2.2%;
- g) The Township has received its final 4th quarter payment from the OMPF Ontario Municipal Partnership Fund payment in October, in the amount of \$402,300;
- h) The Township received notice of our 2026 OMPF funding. The Township will receive **\$1,778,700** in 2026, which is up \$169,500 from 2025 (Increase of 10.533%);

2022	\$	1,519,600	
2023	\$	1,501,200	Down \$18,400 from 2022
2024	\$	1,475,000	Down \$26,200 1.75%
2025	\$	1,609,200	Up \$134,200 9.0983%
2026	\$	1,778,700	Up \$169,500 10.533%

- i) Sandra attended the Cunningham & Swan Municipal Law Seminar on October 28, 2025 at the Eganville Arena Eagles Nest. Topics covered included: Legal Traps in Municipal Decision Making, Employment Matters, and a Legal Update. Sandra thought the presentation was excellent, featuring multiple case law examples that provided valuable practical insights;
- j) On November 5, 2025 we received notice from our benefit Consultants, Cowan Benefits Ltd. regarding our Manulife health, dental, life and LTD benefits. The renewal rates for 2025 will increase overall by 1%;
- k) Background: Under Section 357 of the Municipal Act 2001, an application for an adjustment of taxes has been made for the following properties and an assessment report (attached hereto) has been received by MPAC. We require Council approval for these adjustments. Re: Michael. Recommendation: That the application for an adjustment of taxes for 629 Golden Lyn Way be approved due to a demolition. And further that an adjustment of taxes in the amount of \$1382.05 be made to the property for 2025;
- l) The 2026 Budget Deliberations will be held on Monday, March 23, 2026. If needed, a second meeting will take place on Thursday, April 16, 2026;
- m) The final instalment of the 2025 taxes was due on October 31, 2025. Taxes Receivable are up over same period last year. Chart below for year to year comparison.

TAXES RECEIVABLE AT MONTH END				
	2023	2024	2025	
January 31	447,036.86	552,948.25	713,471.02	
February 28	386,536.33	487,248.74	538,006.83	
March 31	1,968,135.26	2,161,455.97	2,349,257.10	
April 30	1,696,205.80	1,767,809.93	1,940,774.01	
May 31	876,567.66	973,660.25	1,096,448.48	
June 30	557,308.55	644,325.89	637,897.82	
July 31	461,226.64	546,377.17	626,127.43	
August 31	2,320,108.62	2,532,521.63	2,766,683.42	
September 30	1,978,111.86	2,183,350.64	2,325,044.74	
October 31	1,122,271.92	1,243,046.09	1,332,674.07	
November 30	802,736.66	1,014,881.63		

Finance Report Received

Administration

- Annette Gilchrist, CAO/Clerk, was present and gave her report.
- a) Since her last report Annette attended various meetings with Ontario Elections Group, Renfrew County Recycling Group, Association of Municipal Managers Clerks and Treasurers of Ontario, Association of Municipalities on Ontario and corresponded with the Ministry of Energy and Environment to advocate for local issues as previously discussed. Annette is working on completing the 3 delegation documents for the Rural Ontario Municipal Conference. Councillor Meredith Caplan Jamieson has indicated she would like to attend the ROMA Conference. The Township has booked a room for

- Meredith and staff will register both Meredith and Annette in January as the conference budget has been spent for 2025;
- b) On November 19th Annette Gilchrist is participating in a panel discussion on climate initiatives to talk about the Township's Electric Vehicle and chargers purchase as well as the Arena upcoming project to ensure energy efficiencies and reduction of our carbon foot print;
 - c) Committee was provided a draft of the final revised museum lease for final review. Committee recommends that this be brought back with a by-law for approval at the December 2nd meeting of Council;
 - d) Committee was provided with the final revised Memorandum of Understand for the dog park which is expiring this year. Committee recommends that this be brought back with a by-law for approval at the December 2nd meeting of Council;
 - e) Committee was provided with a draft encroachment agreement for review that included the property information and pictures. Committee had no concerns and recommends that this be brought back to the December 2nd Council meeting for approval;
 - f) Committee was provided with the proposed 2026 Council meeting calendar for their review. The March 2026 dates were changed and Committee approved the meeting dates for 2026;
 - g) Council and Senior Staff Training Opportunity – CAO/Clerk Annette Gilchrist has a leadership training session scheduled for senior staff and she invited Council to attend. We had multiple training sessions including a Council staff relations training session following the last election and last year a strategic plan initiative that included senior staff and council. With one year to go and some changes in Council Annette thought it would be a great opportunity to extend this team building leadership training to all of Council. It has been scheduled for the afternoon of Thursday December 18th and the CAO Annette Gilchrist thinks it will be a great opportunity to strengthen the leadership within the Township as we head into an election year;
 - h) Santa Claus Parade – Staff meet with Rotary on November 14th, to go over the details for the Parade and staff will start advertising;
 - i) Canada Day 2026 - Staff have confirmed with Capital Drone Show and are working on the agreement with them. Staff have received two quotes from Ry-J's Climbing Adventures. Committee agreed to the second quote which includes the Rock-Climbing Wall and additional staff for a total of \$6304.55.

Administrative Report Received.

CORRESPONDENCE

(A) Correspondence "A"

- 1. AMO Watchfile Nov 6
- 2. AMO Watchfile Nov 13
- 3. AMO Policy Nov 5
- 4. AMO Policy Nov 6
- 5. AMO Policy Nov 7
- 6. FCM Communiqué Nov 3
- 7. FCM Communiqué Nov 5
- 8. FCM Communiqué Nov 7
- 9. FCM Communiqué Nov 10
- 10. County Construction Update November 2025
- 11. EORN Renfrew County October 2025
- 12. Halloween Email

(B) Correspondence "B"

1. Motion State of Emergency on Mental Health Homelessness and Addictions
2. Accessible and Effective Alcohol Container Return System in Ontario
3. Resolution of Council Regarding Support for the Future Use and Deployment of Canadian Nuclear Energy
4. Roseburg Support Letter
5. Support 2+1 Highway 17
6. Fighting Delays, Building Faster Act, 2025 (Bill 60)

(C) Correspondence "C"

B.3 Committee supports the resolution regarding support for the Future Use and Deployment of Canadian Nuclear Energy and directed staff to bring the resolution to the December 2nd meeting of Council.

B.4 Committee supports the request from Roseburg and directed staff to write a letter of support.

B.5 Committee supports the resolution regarding 2+1 Highway 17 and directed staff to bring the resolution to the December 2nd meeting of Council.

NEW/UNFINISHED BUSINESS

- (1)** Notice of Approval of OPA 48 Lake Clear – Committee was provided with the documentation for the Official Plan Change. There is a 20-day appeal period.

ESTABLISH NEXT MEETING DATE

The next Meeting will be held on Tuesday December 2, 2025.

MEDIA SESSION

CLOSED SESSION

MOVED BY Merv Buckwald

THAT: Committee proceed in Closed Session in accordance with the Municipal Act 2001, section 239.2 to deal with the matters as indicated below:

(c) A proposed or pending acquisition of land by the municipality Carried

MOVED BY Tracey Sanderson

THAT: Committee moves out of Closed Session at 3:39 p.m. to rise and report that Committee met to receive information and give direction to the mayor and staff regarding negotiations for the Eganville Creamery property and adjacent lands and approved minutes from October 21, 2025. Carried

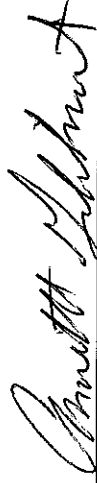
CONCLUSION

MOVED BY Merv Buckwald

THAT: the meeting adjourns at 3:39 p.m. Carried



John Epps, Chair



Annette Gilchrist, CAO/Clerk