

NORTH ALGONA WILBERFORCE TOWNSHIP
AGENDA
REGULAR MEETING OF COUNCIL
January 7, 2020
7:00 PM

NOTE: SUBMISSIONS RECEIVED FROM THE PUBLIC EITHER ORALLY OR IN WRITING MAY BECOME PART OF THE PUBLIC RECORD.

1. CALL TO ORDER
2. MOMENT OF REFLECTION
3. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF
4. MAYORS ADDRESS
 - 4.1 Mayors address
5. ADOPTION OF MINUTES
 - 5.1 [January 7, 2020](#) Regular Council minutes and
 - 5.2 [January 7, 2020](#) Budget meeting minutes.
6. DELEGATIONS (ten-minute limit)
7. REPORTS (NEW BUSINESS)
 - 7.1 [TGT Solutions](#)
 - 7.2 [RFP](#) – Roads, Strategic Plan
 - 7.3 [Point Church road closing](#)
 - 7.4 [Melissa Bishop Park](#) - Cottage
 - 7.5 [Road Closing](#) – Lot 31 Con.11
 - 7.6 [2020 Conference Schedule](#)
 - 7.7 [Wilkens Road Trail](#) – Ad Hoc-Bonnechere Valley
 - 7.8 Waste permit Cards
 - 7.9 [IT Services](#)
 - 7.10 Insurance renewal
8. DEPARTMENTAL UPDATES
 - 8.1 [Fire Department](#) – MNRF Municipal Fire Agreement rates

9. CORRESPONDENCE - ACTION AND NON-ACTION

Non-Action

- 9.1.1 [EOWC](#) – News Release
- 9.1.2 [CNL](#) – Site Visit
- 9.1.3 [OPP](#) News Bulletin
- 9.1.4 [Pembroke Regional Hospital](#)
- 9.1.5 [Dutton Dunwich](#) – Conservation authorities' resolution
- 9.1.6 [2020 OCIF](#) allocation

Action

- 9.2.1 [Valley Heritage Radio](#) – Municipal Communications
- 9.2.2 [Renfrew County Training](#)
- 9.2.3 [Township of Greater Madawaska](#) – Electronic Delegation
- 9.2.4 [Eganville Sno-Drifters](#) – Liquor License Extension
- 9.2.5 [MADD](#) - advertising.pdf
- 9.2.6 [OPP](#) - Regional roundtable Sessions
- 9.2.7 [Eganville Leader](#) – sponsorship pages
- 9.2.8 Community Grant – E&DSNA, GL&ACG
- 9.2.9 [Town of Deep River](#) – Nuclear Reactor Technology
- 9.2.10 [City of Quinte West](#) – Conservation authorities resolution
- 9.2.11 [Communities in Bloom](#)

10. BY LAWS

- 10.1 [By-Laws 2020-06 – By-Law 2020-21](#) - Lake Dore Shore Line Road Closing By-laws:

2020-06	Dolores & Terrence Martin	Part 1 Plan 49R-19127
2020-07	Dolores & Terrence Martin	Part 1 Plan 49R-19127 – Restricted Covenant
2020-08	Dolores & Terrence Martin	Part 4 Plan 49R-19125
2020-09	Dolores & Terrence Martin	Part 4 Plan 49R-19125 – Restricted Covenant
2020-10	Dolores & Terrence Martin	Part 5 Plan 49R-19125
2020-11	Dolores & Terrence Martin	Part 5 Plan 49R-19125 – Restricted Covenant
2020-12	Jack & Isabel Martin	Part 4 Plan 49R-19127
2020-13	Jack & Isabel Martin	Part 4 Plan 49R-19127 – Restricted Covenant
2020-14	Jack & Isabel Martin	Part 5 Plan 49R-19127
2020-15	Jack & Isabel Martin	Part 5 Plan 49R-19127- Restricted Covenant
2020-16	Jack & Isabel Martin	Part 6 Plan 49R-19127
2020-17	Jack & Isabel Martin	Part 6 Plan 49R-19127- Restricted Covenant
2020-18	Michael & Heather Saar	Part 2 Plan 49R-19127
2020-19	Michael & Heather Saar	Part 2 Plan 49R-19127- Restricted Covenant
2020-20	Jason & Kristeen Walker	Part 1 Plan 49R-19126
2020-21	Jason & Kristeen Walker	Part 1 Plan 49R-19126- Restricted Covenant

- 10.2 [By-Law 2020-22](#) Being a By-Law to amend By-Law 2019-37
- 10.3 [By-Law 2020-23](#) Being a By-Law to amend By-Law 2011-35

11. MATTERS OF URGENCY

12. NOTICE OF MOTION

13. REPORTS FROM COMMITTEES

- 13.1 Recreation – [Knights of Columbus Irish Play](#)

14. UPCOMING MEETINGS AND UNFINISHED BUSINESS

15. CLOSED SESSION

Closed Meeting pursuant to Section 239 (2) (b) of Municipal Act
3 - Personal Matters about an identifiable individual

16. CONFIRMATORY BY-LAW

[By-Law 2020 - 22](#) to confirm proceedings of council

17. ADJOURNMENT

**NORTH ALGONA WILBERFORCE TOWNSHIP
MINUTES
REGULAR MEETING OF COUNCIL
JANUARY 7, 2020
7:00 PM**

PRESENT: Mayor James Brose
Councillors Doug Buckwald, Maria Robinson, Janet Reiche-Schoenfeldt, Melvin Berndt
Staff, CAO/Acting Clerk, Andrew Sprunt, Treasurer Daniel Burke and Recording Secretary, Laura Griffith

1. Mayor Brose called the Meeting to order at 7:03 pm.
2. Moment of Reflection was held
3. Declaration of Pecuniary Interest and General Nature Thereof – None

During the closed portion of the meeting Councillor Reiche-Schoenfeldt declared pecuniary interest and left the Council chambers during discussion of declared item.

4. Mayors Address

I would like to take this opportunity to welcome back all staff and members of Council as we begin a new decade. With the help of staff, Council will need to develop our Municipalities Strategic Plan, identify opportunities for improving efficiencies, and utilize our Asset Management Plan in order to plan our funding strategy for the next 3 to 5 years.

Council has given direction to staff to continue working on improving our Web site, developing new branding, research new asset and meeting management software and look for solutions to improve our connectivity.

Council has begun the budget process for 2020 and will continue to work toward its completion.

While we wait for information about our grant for Melissa Bishop Park, Council will have to decide on an alternate plan in the event that our application is unsuccessful.

I appreciate that these are only a few of the many challenges and opportunities we will need to address as we begin this new year.

I want to thank Councillor Berndt for his assistance in identifying the heating issue at the Golden Lake Community Centre.

Letters of appreciation were presented at this time to Pam Buckwald, Wendy Kilby and Lori Browne for their assistance and support to the North Algona Wilberforce Fire Department during the 2019 Hokum fire.

MOVED BY Councillor Robinson
SECONDED BY Councillor Berndt

1-7-445

THAT COUNCIL accepts the Mayors address and the new Renfrew County Warden announcement.

JAN 23 2020

5.1

5. Adoption of Minutes

MOVED BY Councillor Berndt 1-7-446
SECONDED BY Councillor Berndt
THAT Council approves the minutes of the December 17, 2019 Regular Council Meeting as presented.

Carried

6. DELEGATIONS - None

7. REPORTS (NEW BUSINESS)

7.1 Gutz – B72/19 lot addition/severance

MOVED BY Councillor Berndt 1-7-447
SECONDED BY Councillor Robinson
THAT Council supports severance B72/19 – Gutz - lot addition/severance

Carried

7.2 Library report

MOVED BY Councillor Berndt 1-7-448
SECONDED BY Councillor Robinson
THAT Council accepts the December 2019 Library report as presented.

Carried

7.3 Library CEO report

MOVED BY Councillor Berndt 1-7-449
SECONDED BY Councillor Robinson
That Council accepts the Library CEO report.

7.4 Strategic Plan Direction

MOVED BY Councillor Robinson 1-7-450
SECONDED BY Councillor Berndt
THAT Council directs staff to prepare and issue a Request for Proposals for a consulting firm to construct a Strategic Plan for the Township. AND that this plan must be linked with all other initiatives.
Carried

8. DEPARTMENTAL UPDATES – None

9. CORRESPONDENCE

Non-Action

- 9.1.1 Stephen Sellers MMAH
- 9.1.2 County of Simcoe - Conservation Authority Exit Clause
- 9.1.3 Township of Perry – Ban disposable wipes
- 9.1.4 Ministry of Indigenous Affairs – Algonquin Treaty
- 9.1.5 City of Woodstock

MOVED BY Councillor Berndt 1-7-451
SECONDED BY Councillor Robinson
That Council accepts correspondence 9.1.1 – 9.1.5 as information.
Carried
Action – None

10. MATTERS OF URGENCY

10.1 Pre Budget approval for Capital projects.

MOVED BY Councillor Robinson 1-7-452
SECONDED BY Councillor Berndt
THAT Council gives staff pre budget approval for the following capital projects:

- Black Creek Road \$170,000.00
- Island View Drive \$160,000.00
- McMillan Road \$65,000.00
- Grist Mill Road \$350,000.00
- Mink Lake Road \$30,000.00
- Royal Pines Road \$280,000.00

Carried

10.2 Amend instruction

MOVED BY Councillor Robinson 1-7-453
SECONDED BY Councillor Berndt
THAT Council amend the instruction to draft a budget with a 1% property tax levy increase to a 1.5 %
levy increase.
Carried

10.3 Purchase of new fire pumper truck

MOVED BY Councillor Berndt 1-7-454
SECONDED BY Councillor Buckwald
THAT Council accepts the report and authorizes the Fire Chief to proceed with the purchase of a new
pumper truck from Carrier Centers Emergency Vehicles, at the tender price of \$417,352.86 plus
\$54,255.87 HST, total \$471,608.73
Carried

10.4 Change of meeting date

MOVED BY Councillor Buckwald 1-7-455
SECONDED BY Councillor Berndt
THAT the Council meeting scheduled for January 21, 2020 be changed to January 23, 2020.
Carried

11. NOTICE OF MOTION

12. REPORTS FROM COMMITTEES

13. BYLAWS

13.1

MOVED BY Councillor Reiche-Schoenfeldt

1-7-456

SECONDED BY Councillor Buckwald

THAT By Law 2020 – 02 being a By Law to authorize the execution of a Fire Protection Agreement between the Township of North Algona Wilberforce and the Township of Admaston Bromley.

Be read a First and Second time this 7th day of January 2020

Be read a third time and finally passed this 7th day of January 2020.

Carried

13.2

MOVED BY Councillor Reiche-Schoenfeldt

1-7-457

SECONDED BY Councillor Buckwald

THAT by Law 2020-03 being a By Law to regulate Open Air Burning

Be read a First and Second time this 7th day of January 2020

Be read a third time and finally passed this 7th day of January 2020.

Carried

13.3

MOVED BY Councillor Buckwald

1-7-458

SECONDED BY Councillor Reiche-Schoenfeldt

THAT by Law 2020-05 Being a By Law to enter into an Agreement with the province of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs under the Investing in Canada Infrastructure Program for Lett's Cemetery Road.

Be read a First and Second time this 7th day of January 2020

Be read a third time and finally passed this 7th day of January 2020.

Carried

14. UNFINISHED BUSINESS

14.1 Ad-Hoc Appointment

MOVED BY Councillor Buckwald

1-7-459

SECONDED BY Councillor Reiche-Schoenfeldt

THAT Council forms an Ad-Hoc Committee to study the cost, viability, opportunities and community interest in the constructing of a trail between Wilkins road and Gurlitz road.

AND that the following persons be appointed to the committee:

Mayor James Brose

David Hoover

Stephen Martin

Chris Hinsperger

Paul Hamilton

Brad Wilson

Kevin Clarke

Andrew Sprunt

AND further that the committee at their first meeting create a formal mandate and terms of reference that will come forward to Council for approval prior to the committee starting business.

15. CLOSED SESSION

MOVED BY Councillor Buckwald

1-7-460

SECONDED BY Councillor Reiche-Schoenfeldt

That Council move into closed session at 7:30 pm for the purpose of:

 3 personal matters about an identifiable individual, including municipal or local board employees

Carried

MOVED BY Councillor Buckwald

1-7-461

SECONDED BY Councillor Reiche-Schoenfeldt

THAT Council comes out of Closed Session at 8:49 pm.

Carried

16. CONFIRMATORY BY-LAW

MOVED BY Councillor Buckwald

1-7-462

SECONDED BY Councillor Reiche-Schoenfeldt

That By-Law 2020 - 04 being a bylaw to confirm the proceedings of council for January 7, 2020

Be read a first and second time this 7th day of January 2020

Be read a third time and finally passed this 7th day of January 2020.

Carried

17. ADJOURNMENT

MOVED BY Councillor Reiche-Schoenfeldt

1-7-463

SECONDED BY Councillor Berndt

THAT this meeting of council adjourns at 8:50 pm.

Carried

Mayor James Brose

CAO/Acting Clerk Andrew Sprunt

That Council Enact the following Lake Dore Shore Line Road Closing By-laws:

2020-05	Dolores & Terrence Martin	Part 1 Plan 49R-19127
2020-06	Dolores & Terrence Martin	Part 1 Plan 49R-19127 – Restricted Covenant
2020-07	Dolores & Terrence Martin	Part 4 Plan 49R-19125
2020-08	Dolores & Terrence Martin	Part 4 Plan 49R-19125 – Restricted Covenant
2020-09	Dolores & Terrence Martin	Part 5 Plan 49R-19125
2020-10	Dolores & Terrence Martin	Part 5 Plan 49R-19125 – Restricted Covenant
2020-11	Jack & Isabel Martin	Part 4 Plan 49R-19127
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2020-17	Michael & Heather Saar	Part 2 Plan 49R-19127
2020-18	Michael & Heather Saar	Part 2 Plan 49R-19127- Restricted Covenant

**NORTH ALGONA WILBERFORCE TOWNSHIP
BUDGET MINUTES
JANUARY 7, 2020
MUNICIPAL COUNCIL CHAMBERS
2:00 PM**

PRESENT: Mayor James Brose
Councillors: Doug Buckwald, Melvin Berndt
Janet Reiche-Schoenfeldt and Maria Robinson

Staff: Andrew Sprunt, CAO/Acting Clerk, Treasurer, Daniel Burke,
and Recording Secretary, Laura Griffith

1. MEETING CALLED TO ORDER

Mayor Brose Called the meeting to order at 2:00 pm

2. DISCLOSURE OF FINANCIAL INTEREST - None

3. 2020 BUDGET

3.1 December 3, 2019 minutes

Moved by Councillor Buckwald and Seconded by Councillor Berndt: THAT the
December 3, 2019 Budget minutes be approved as presented.

Carried

3.2 Salary and Wage Grid
Executive Summary

- 5.8 million budget

Property taxes

- Municipal 54%
- County 30%
- School 16%
- Budget prepared with a 1% levy increase

Funding Grants

- 30% of budget
- Lett's Cemetery project added
- Budget made with actual money received

JAN 23 2020

5.2

Fees, Other Charges, Other Income

- Discontinue of cottage rental
- Added estimated revenue from By Law Enforcement

Reserve Withdraws

- Consuming \$750,000.00 more than revenue
- Budget does not include any contribution to reserves

Council Expenses

- Student scholarship & Council donations added to Public Relations

Treasury, Administration etc.

- Admin – donations moved to Council Expenses
- Admin – accounting audits done for previous year - 2018
- Efficiency review, Strat Plan, Rebrand – from modernization reserves

Building Inspector, Other Expenses, CEMC

- Change Veterinary to \$300.00

Public Works

- Boat launches entered as maintenance work

Rolling Stock

- This budget has no money in reserves for some vehicles
- As part of Efficiencies review, reserves should be examined

Landfill & Recycling

- Capital is to replace 2 bins at Shaw Woods Road Transfer Site
- OVWRC contribution is for ground water collection
- Adjusted attendant wages to reflect hours worked as per each site

Recreation

- \$104,000.00 for Cottage added

Capital Projects

- Add \$33,000.00 for Mink Lake

A discussion was held to increase the levy to 1.5%

Recommendation to Council:

THAT Council amend the instruction to draft a budget with a 1% property tax levy increase to a 1.5 % levy increase.

- 3.3 IT Services
- IT Services report for next meeting
- 3.4 Boat Launch on Lake Dore
- Adjust budget for Recreation Committee add \$5,000.00 for an inventory and requirement study on boat ramps within the Township.
4. BUSINESS ARISING
None
5. DIRECTION TO STAFF
As noted above.
6. CONFIRMATORY BY-LAW
- MOVED BY Councillor Buckwald
SECONDED BY Councillor Berndt
That By-Law 2020-01 being a bylaw to confirm the proceedings of council for January 7, 2020
Be read a first and second time
Be read a third time and finally passed.
- Carried
7. ADJOURNMENT
- MOVED BY Councillor Buckwald
SECONDED BY Councillor Berndt
THAT this budget meeting adjourns at 4:06 PM.
- Carried

Mayor James Brose

CAO/ Acting Clerk Andrew Sprunt



Township of North Algona Wilberforce COUNCIL / COMMITTEE REPORT

Title: Journey to Discovery	Date: January 23rd 2020
	Council/Committee: Council
	Author: Andrew Sprunt CAO/OM
	Department: Administration

RECOMMENDATIONS:

That Council authorizes staff to engage TGT Solutions to complete a study regarding Asset, Maintenance and Service Management solutions .

And further that the cost of the study does not exceed \$6,990.00 + HST

BACKGROUND:

At the Compliance Committee meeting on January 7th Council listened to a presentation on finding solutions regarding software programs the township uses and requires. The presentation recommended a solution which would combine all the software into a package that communicates and shares data between the software programs.

One component of the proposal was to complete a study , "Journey to Discovery" as TGT Solutions presented it . Council appeared to have some interest in moving forward with the study.

ALTERNATIVES:

FINANCIAL IMPLICATIONS:

**\$6,990.00 + HST out of the newly created \$150,000.00
reserve for improvements.**

ATTACHMENTS:

TGT Solutions Proposal.

JAN 23 2020

7.1

CONSULTATIONS:

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature

North Algona Wilberforce
Journey to Discovery®
for
Public Meeting Management
&
Asset, Maintenance and Service
Management solutions

January 17th, 2020

Contact:

Frank McEachren (416) 556-1846 (frank.mceachren@tgt solutions.com)

Brian O'Neill (519) 274-5591 (brian.oneill@tgt solutions.com)

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Executive Summary

The Township of North Algona Wilberforce (the Township) has expressed an interest in Public Meeting Management and Asset, Maintenance and Service Management solutions.

TGT Solutions Inc. (TGT) recommends a structured investigation into potential options for each of these areas before undertaking the actual projects. TGT has a methodology around such structured investigations - this methodology is called a Journey to Discovery®.

TGT proposes to conduct two separate Journey to Discovery® projects on behalf of the Township. This document provides:

1. An overview of the TGT Journey to Discovery® methodology.
2. An overview of the proposed Journey to Discovery® for the Public Meeting Management solution
3. An overview of the proposed Journey to Discovery® for the Asset, Maintenance and Service Management solution
4. The investment required to undertake these two Journey to Discovery® projects.

TGT assumes that staff from the Township will be available to respond to questions and participate in interviews or meetings from time to time. TGT will provide adequate notice to Township staff when their participation is required.

Since TGT will need to interact with various vendors and TGT cannot anticipate the availability of vendors to provide details, TGT is building in some additional time in the schedule for each project.

The deliverables from each project will be a written report and a presentation replete with observations, findings, pricing and suggestions on a path forward.

The investment required to conduct these two initiatives is 6,990. The value to be derived (either from saving cost of the eventual project execution or ensuring higher quality outputs) is several times higher than the investment being made.

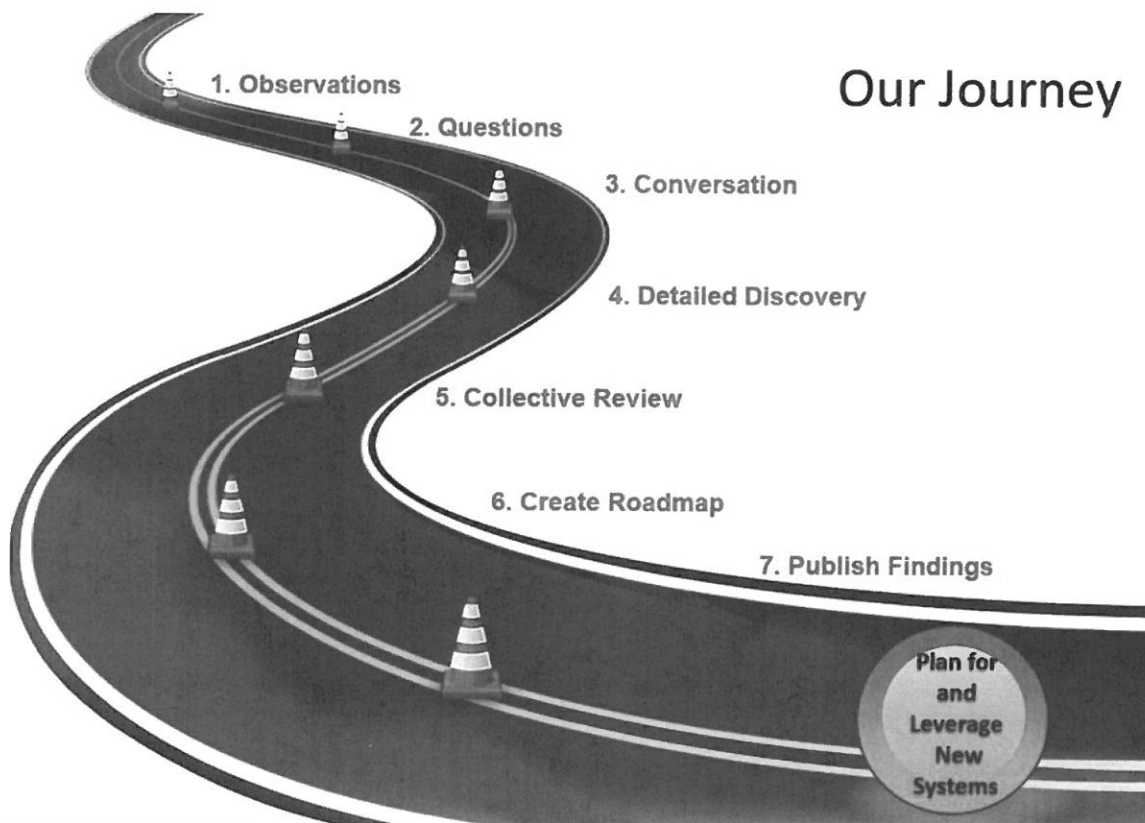
TGT's Journey to Discovery®

TGT's Journey to Discovery is a structured, and consistently reliable method to obtaining relevant information and confidently determining a series of options for future consideration.

The methodology assists with meeting the following objectives:

- Defining the problem statement
- Evaluation the current situation
- Obtaining pertinent details
- Creating a vision for the future
- Documenting findings, particularly as they relate to costs
- Preparing a roadmap to achieve the stated objective

There are seven parts to TGT's Journey to Discovery® process



1. Observations

In the Observation Stage, relevant TGT and Township staff will participate in an orientation meeting to discuss the proposed project. TGT asks questions and listens to the client and works to focus on the problem statement so that it can be validated by the client.

2. Questions

Once the Problem statement has been created and approved by the client, TGT develops the list of questions that need to be answered during the Journey to Discovery® process. The list highlights three or four key questions which need to be answered in order for the organization to confidently address the underlying problem statement.

3. Conversations

TGT schedules various meetings to engage relevant stakeholders in deep conversations around the observations made and the various questions raised. This process helps to clearly define the Scope of the proposed investigation.

4. Detailed Discovery

At this stage, TGT:

- interviews client employees
- reviews client documentation
- collects third party data
- assesses third party data
- works with vendors as required
- analyses all information
- formulates potential options
- develops a list of recommendations
- gives initial consideration to sizing and investment levels required

A draft report is created and presented to Client Management.

5. Collective Review

Collective Review is the process of:

- reviewing the initial draft of the project
- discussing findings
- receiving feedback
- refining the report
- discussing and prioritizing the recommendations
- finalizing the vision
- finalizing the budget

TGT then completes and presents the second draft of the report.

6. Create Roadmap

During this stage, the team considers the second draft and begins to formulate a prioritized workplan and a roadmap for the various options. The team also considers the human involvement and the budget to execute the work to achieve the end state vision. The focus here is on listing all the people, resources and funding required to make this project a success. Some attention is placed on the estimates but it is understood these are high level estimates at this stage.

7. Publish Findings

The last stage is Publish Findings where the team presents the findings, the vision, the plan and the budget to the organization. This process is designed to create awareness and buy-in. This stage helps align the organization and connects the projects being recommended to the organizations business vision and mission.

The Public Meeting Management Opportunity

The Township is interested in implementing an online meeting management solution to assist with:

- Agenda creation and publishing
- Meeting Minute creation and publishing
- Electronic Voting
- Management and distribution of information
- Aligning agendas and minutes to bylaws

There are a number of public meeting management solutions available, delivered in the Software as a Service Model. Some of the questions to be answered around the Public Meeting Management solution are:

1. What are the requirements for the public meeting management system at North Algona Wilberforce?
2. What other technology changes are necessary or recommended?
3. In what order should change occur?
4. How will the improvement be measured?

TGT is suggesting the following schedule for the Public Meeting Management Journey to Discovery®:

- Project is approved by January 31st, 2020
- Project is kicked off by Monday, February 3, 2020
- Stages 1 to 4 (including vendor demos) - February 3rd to 28th, 2020
- Collective Review will be completed by March 13th, 2020
- Publish Findings by March 31st, 2020

The Asset, Maintenance and Service Management Opportunity

The Township is interested in implementing an Integrated Asset Management solution to assist with:

- Asset Management for asset inventory, tracking and financial management
- Maintenance Management to plan and cost future maintenance
- Service Management to ticket and track service requests on assets

There are a number of Asset, Maintenance and Service management solutions available, delivered in the Software as a Service Model. The Build option is also on the table. Some of the Questions to be answered are:

1. What are the Township's requirements for the Asset Management, Maintenance Management and Service management?
2. Should North Algona Build or Buy a solution?
3. If the buy option is selected, what vendor should we engage
4. In what order should change occur?
5. How will the improvements be measured?

TGT is suggesting the following schedule for the Asset, Management and Maintenance solution:

- Project is approved by January 31st, 2020
- Project is kicked off by Monday, February 3, 2020
- Stages 1 to 4 (including vendor demos) - February 3rd to 28th, 2020
- Collective Review will be completed by March 27th, 2020
- Publish Findings by April 9th, 2020

Investment

Public Meeting Management Journey to Discovery®

\$ 1,995 plus HST.

Asset, Maintenance and Service Management Journey to Discovery®

\$ 4,995 plus HST.

Total

The investment will therefore be \$ 6,990 + HST

TGT will invoice as follows:

- 20% on signing the contract
- 50% on deliver of the first draft of the report
- 30% on publishing the findings.

Authorization

TGT Solutions is authorized to complete the work described above.

Signature

Date

About TGT

TGT's origins

Founded in 1996, TGT is a Systems Integrator specializing in the delivery of information-based software solutions. TGT offers tailored choices of software and services to address each Organization's information needs.

Expertise

Over the past 23 years, TGT has gained valuable insights into best practices and methodologies that significantly reduce the cost of deploying and managing systems. In particular, TGT has pioneered the art of helping Organizations to "Profit Through Technology®".

TGT has partnered with leading vendors (such as IBM, Microsoft and Oracle). These partnerships demonstrate TGT's drive to build relationships that support the delivery of outstanding solutions at a reasonable cost. Building relationships is key to successful Systems Integration and TGT is committed to using both relationships and expertise in the technology stacks to add value to our clients.

TGT's Clients

TGT has successfully delivered thousands of projects for more than two hundred leading Organizations across a plethora of industries. The organizations include (but are not limited to) Harvard University, Cornell University, McGill University, Citi Bank, CIBC Bank, Bank of Montreal, Syngenta Canada, BDI Canada, Direct Energy, Enbridge, London Health Sciences, Cara Food Services, Verizon, the Region of Durham and Canadian Tire. On many occasions, these Organizations have invited TGT to deliver further projects and in several cases, TGT manages Applications on behalf of the Organization in question!

TGT currently manages 1½ billion transactions for its clients annually.

Final note

TGT is excited about the vision being considered by the Township and TGT is keen to play an active and enabling role in helping to bring the vision to fruition.



Township of North Algona Wilberforce COUNCIL / COMMITTEE REPORT

Title: Administration update	Date: January 23rd 2020
	Council/Committee: Council
	Author: Andrew Sprunt CAO/OM
	Department: Administration

RECOMMENDATIONS:

Council accepts the report

BACKGROUND:

Staff are now in the process of preparing an all-encompassing capital roads RFP and hope to issue it before the end of the month. This will be a very large project and staff will recommend a project inspector, this will be in a future report.

The process of 'duty to consult' has been initiated by staff in regard to Letts Cemetery.

The formal agreement contract documents have been signed for the Letts Cemetery Grant.

Staff can now engage consulting engineers.

RED Grant funding stream opened on January 22; staff are starting the process of assembling a proposal.

An RFP is being created for constructing a strategic plan.

ALTERNATIVES:

FINANCIAL IMPLICATIONS:

JAN 23 2020

7.2

ATTACHMENTS:

RED Grant funding stream

CONSULTATIONS:

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature

Andrew Sprunt

From: noreply@salesforce.com on behalf of Minister OMAFRA <minister.omafra@ontario.ca>
Sent: Monday, January 20, 2020 11:45 AM
To: cao@nalgonawil.com
Subject: From the Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs



This communication is in both English and French. The French-language message can be found immediately after the English-language message.

La présente communication est en anglais et en français. Le message en français se trouve immédiatement après la version anglaise.

January 20, 2020

Dear Mr. Sprunt:

I am pleased to announce the next application intake for the Rural Economic Development (RED) program will be from January 20 to February 24, 2020. You can find all program information, including how to apply, on my ministry's website at ontario.ca/REDprogram.

In July 2019, we announced the revitalized RED program. Our updates put the focus on outcome-based projects that will have tangible benefits for Ontario's rural and Indigenous communities. The updates to the RED program better align with our government's priorities to remove barriers to investment, open doors to rural economic development and create good jobs across the province.

The program now has two project categories:

- The Strategic Economic Infrastructure stream provides up to 30 per cent in cost-shared funding for minor capital projects that advance economic development and investment opportunities.
- The Economic Diversification and Competitiveness stream provides up to 50 per cent in cost-shared funding for projects that remove barriers to business and job growth, attract investment, attract or retain a skilled workforce, strengthen sector and regional partnerships and diversify regional economies.

Our government is committed to supporting economic growth in rural communities and ensuring Ontario is open for business.

I encourage you to take advantage of this funding opportunity and submit an application for your economic development project. Together, we can ensure Ontario's communities thrive.

Sincerely,

Original signed by

Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs

Le 20 janvier 2020

Monsieur Sprunt,

J'ai le plaisir d'annoncer que la prochaine période de réception des demandes dans le cadre du Programme de développement économique des collectivités rurales (DECOR) se déroulera du 20 janvier au 24 février 2020. Tous les renseignements sur le Programme DECOR, dont la marche à suivre pour présenter une demande, se trouvent au site Web de mon ministère à l'adresse www.ontario.ca/fr/page/programme-de-developpement-economique-des-collectivites-rurales.

Nous avons annoncé, en juillet 2019, la version actualisée du Programme DECOR. Nous avons actualisé le Programme DECOR pour mettre l'accent sur les projets axés sur les résultats – ceux qui apportent des avantages concrets aux collectivités rurales et autochtones de l'Ontario. La version actualisée du Programme DECOR correspond mieux aux priorités de notre gouvernement, lesquelles consistent à éliminer les obstacles aux investissements, à favoriser le développement économique rural et à créer de bons emplois partout dans la province.

Le Programme DECOR comporte désormais deux catégories de projets:

- Le volet Infrastructure économique stratégique, qui apporte une aide financière à frais partagés représentant jusqu'à 30 p. 100 du coût des petits projets d'immobilisation visant à favoriser le développement économique et les possibilités d'investissement.
- Le volet Diversification économique et compétitivité, qui apporte une aide financière à frais partagés représentant jusqu'à 50 p. 100 du coût des projets visant à supprimer des obstacles à la croissance des entreprises et à la création d'emplois, à attirer des investissements, à attirer ou à maintenir en poste une main-d'œuvre qualifiée, à renforcer les partenariats sectoriels et régionaux, et à diversifier les économies régionales.

Notre gouvernement est déterminé à favoriser la croissance économique des collectivités rurales et à rendre l'Ontario ouvert aux affaires.

Je vous encourage à profiter de cette possibilité d'aide financière et à présenter une demande pour votre projet de développement économique. En unissant nos efforts, nous pourrions assurer la prospérité des collectivités de l'Ontario.

Veuillez agréer, Monsieur, l'expression de mes sentiments les meilleurs.

Le ministre de l'Agriculture, de l'Alimentation et des Affaires rurales,

Original signé par

Ernie Hardeman





Township of North Algona Wilberforce COUNCIL / COMMITTEE REPORT

Title: Point Church Road Closing By-laws	Date:	January 23, 2020
	Council/Committee:	Council
	Author:	Andrew Sprunt
	Department:	Administration

RECOMMENDATIONS:

That Council enact the 16 Road Closing and Restrictive Covenant by-laws for 8 properties who have applied to purchase Shore Land Road Allowances located between Lake Dore and Point Church Drive.

BACKGROUND:

Between 2015 and 2017, the township received upwards of 30 applications for the sale of the Shore Line Road Allowance along Lake Dore between the lake and Point Church Drive. Approximately 75% of the applications have been completed to date.

During the August 21, 2018 Council Meeting, Council considered 7 more of these applications. Each application requires two by-laws – one to authorize closure and conveyance of the land, and the second one to require a restrictive covenant to join the new parcel with the applicants existing property across Point Church Drive, hence 14 by-laws were enacted at that meeting.

When the by-laws were sent to our lawyer for registration, it was noticed by our lawyer that the PIN numbers referenced in the by-laws for the road had changed. New by-laws were required with this change. Note that the PIN number changes for remaining road allowance each time a road closing by-law was registered. (i.e. if a stretch of road has one PIN number and a by-law for a parcel in the middle is registered, this requires the creation of two new PIN numbers on either side of the new parcel)

Staff have now completed the required changes, reviewed them with the Township Solicitor and now present 14 new by-laws (2020-06 to 2020-19) to replace the original 14 by-laws which use the correct PIN for the road and rescind the previous by-laws.

JAN 23 2020

7.3

In addition, By-laws 2020-20 and 2020-21 are presented to Council for the first time. The survey work is complete and the closure and conveyance can now proceed.

The by-laws, once passed, will be forwarded to our solicitor and will be registered as soon as the applicants execute the restricted covenant agreement.

ALTERNATIVES:

n/a

FINANCIAL IMPLICATIONS:

All costs are recovered from the applicant.

ATTACHMENTS:

Attached are copies of by-laws 2020-06 to 2020-21

CONSULTATIONS:

With Municipal Solicitor

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature



RECOMMENDATIONS:

And that, the cottage rental be increased from \$800.00 week to \$850.00 per week or \$200.00 per night.

And further that the cottage rental remains status quo or the cottage should be rented through Airbnb

BACKGROUND:

The Committee did not however agree that Airbnb would be the best way to rent, they suggested that rental through the township office should continue. In the end they believe Council should decide how the cottage is rented.

To ensure some cost recovery and to more realistically cover expenses, it is recommended that the rental charge be increased to \$850.00 per week or \$200.00 per night.

JAN 23 2020

7.4

ALTERNATIVES:

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

Cottage notes

CONSULTATIONS:

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature

Cottage Rental Notes

Present Rate:	\$800.00wk	
Housekeeping Rate:	\$100.00wk	Actual
Grounds:	\$30.00wk	Estimate
Administration:	\$10.00wk	Estimate
Utilities:	\$27.00wk	Average
Profit:	\$633.00wk	When rented

Not included: Water testing, utility overhead, insurance, maintenance/repairs, opening/closing and reserve contributions

Proposed Airbnb Rate:	\$945.00wk
Less Airbnb 3%:	\$916.65wk
Housekeeping:	\$125.00wk
Grounds:	\$10.00wk
Utilities:	\$30.00wk
Profit:	\$751.00wk

Proposed: increase in profit \$118.00 approximately 16% increase over present rate

Airbnb

Area rental rate for cottages: \$118.00 to \$300.00+ per night

International advertising market

Liability insurance

Screening

Administration

Customer convenience

Money management

Cottage Rental Prep

Beds

- 1 queen
 - 2 double
 - 1 single or bunk
- \$2400.00

Linen

- Pillows
 - Bug bug covers
 - Mattress cover
 - 2 sets of hotel sheets
- \$600.00

Kitchen

- 10 place settings
 - Kitchen utensils
 - Basic cookware and serving bowls
 - Linen and oven mitts
- \$500.00

Bath

- 8 sets of full bath linen
- 4 sets half bath linen
- 4 sets bath matts
- 3 sets soap dispensers

\$400.00

Bath Reno

- Fixture replacement
- Floor
- Walls
- Vanity

\$2000.00



Township of North Algona Wilberforce COUNCIL / COMMITTEE REPORT

Title: Road Closing, Concession 11 Lot 31, North Algona	Date:	January 23, 2020
	Council/Committee:	Council
	Author:	Andrew Sprunt
	Department:	Administration

RECOMMENDATIONS:

That Council consider the new information gained from speaking with the neighbouring property owner and provide additional direction.

BACKGROUND:

Jody Tettemer filed an application to Close part of the unopened road allowance between the former Townships of Fraser and North Algona along the Bonnechere River. The section of the unopened road allowance to be closed is located between Carty Road and the Bonnechere River.

Council received this application at their September 17, 2019 Council Meeting and Resolution 9-17-314 was passed which states "*That Council approves the sale of unopened road allowance beside Con 11 lot 31, geographical township of North Algona and that a letter be sent to the abutting landowner with an offer of splitting the allowance 33' each. Carried*".

The adjoining neighbour was contacted and spoke with the Clerk. He advised that he didn't want the road allowance closed as it could deny access to their property that fronts on this unopened allowance in the future. However, he added that he had supported the closure of the last 66' at the water's edge (Shore Line Road Allowance) and Ms. Tettemer could purchase the entire parcel. He did not want any portion of that section of the allowance, but reiterated that the balance of the 459.37 feet of unopened allowance could not be closed.

JAN 23 2020

7.5

Staff's discussion with the neighbour has been verbal. If Council supports his amended proposal, staff will require a written response from the neighbour before the closure is commenced.

ALTERNATIVES:

The alternative is to rescind Council's resolution of support as the updated information is not satisfactory as the road will remain legally opened, except for the last 66' (20 m) at the water's edge which would deny future access to the water if the road is ever opened.

FINANCIAL IMPLICATIONS:

No financial implications to the municipality as all costs are recovered through the road closing process.

ATTACHMENTS:

Attached is the application and survey showing the unopened allowance.

CONSULTATIONS:

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature

NORTH ALGONA WILBERFORCE TOWNSHIP
Application For
Unopened.
SALE OF SHORE ROAD ALLOWANCE

Until Council has received the prescribed information and material, Council may refuse to accept or further consider this application.

PART I GENERAL INFORMATION

1. APPLICANT/OWNER INFORMATION

a) *+ Applicant's Name(s):

Jody Tettemer

*+ Address:

40473 Combermere Rd. Barry's Bay, ON, K0J 1B0

*+ Phone #: Home: () Work: () Fax: ()

613-756-9218 613-639-0605-0 613-756-1826

b) The applicant is: ☒ the registered owner yes

☐ an agent authorized by the owner

c) If the applicant is an agent authorized by the owner, please complete the following:

+ Name of Owner:

+ Address of Owner:

+ Phone #: Home: () Work: () Fax: ()

d) To whom should correspondence be sent? ☒ Owner ☐ Applicant ☐ Both

2. *+PROVIDE A DESCRIPTION OF YOUR PROPERTY

Municipality: North Algona Wilberforce Concession: NA1g Plan. 496

Lot: 1 & 2.

Registered Plan No.: RP49R 16302 Part I Block or Lot No(s). in the

Plan: _____

Reference Plan No.: _____ Part No(s).:

3. *+PROVIDE A DESCRIPTION OF THE SHORE ROAD ALLOWANCE

Municipality: North Algona Lake: Bonnechere River Concession: _____

Lot: _____

Registered Plan No.: _____ Block or Lot No(s)

Plan: _____

Reference Plan No.: _____

Part No(s).: _____

APPLICATION SKETCH

On a separate page(s), please provide a sketch, showing the following:

- Boundaries and the dimensions of the subject land .
- The location, size and type of all existing and proposed buildings and structures, indicating the distances from the front yard lot line, rear yard lot line and the side yard lot lines.
- The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- The location, width, and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right of way.
- If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- The location and nature of any easement affecting the subject land.
- The locations and dimensions of off-street parking spaces and off-street loading facilities.
- Planting strips and landscaped areas.
- Buildings to be demolished or relocated.

AUTHORIZATION OF OWNER FOR AGENT TO MAKE THE APPLICATION:

(If affidavit is signed by an Agent on owner's behalf, the Owner's written authorization below must be completed)

I (we) Jody Tettemer
of the town of Barry's Bay
in the County of Renfrew do hereby authorize
Miles Tettemer to act as my (our) agent
in this application.

Jody Tettemer Aug. 30, 2019
Signature of Owner(s) Date

AFFIDAVIT (This affidavit must be signed in the presence of a Commissioner):

I (we), Jody Tettemer of the
town of Barry's Bay

in the County of Renfrew solemnly declare that all of the information required under Ontario Regulation 543/06 and/or Ontario Regulation 545/06, and the statements contained in this application are true, and I (we), make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the **CANADA EVIDENCE ACT**.

DECLARED before me at the Township of North Algona in the County of Renfrew this

30 day of August, 2019
McLass

Signature of Owner or Authorized Agent Date

McLass
Signature of Commissioner Date

NOTE: One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the County/local Municipality to such persons as the County/local Municipality sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.

(To be completed by the Municipality)

"COMPLETE" APPLICATION AND FEE OF \$250.00 RECEIVED BY THE MUNICIPALITY:

August 30, 2019 [Signature]
Date Signature of Municipal Employee

Roll # 4769 072 01528404.

00002/0006

Crosstown Construction

08/28/2019 3:12PM FAX 6137561826

GEOGRAPHIC TOWNSHIP OF FRASER

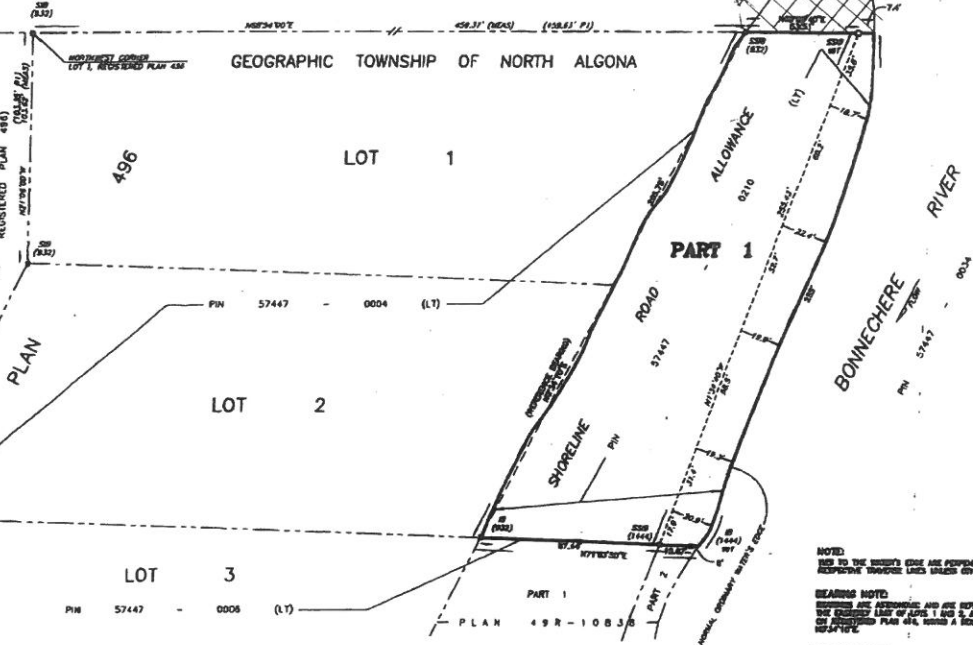
Unopened

ROAD ALLOWANCE BETWEEN TOWNSHIPS OF FRASER & NORTH ALGONA (NOT TRAVELLED) PIN 57443 - 0003 (LT)

GEOGRAPHIC TOWNSHIP OF NORTH ALGONA

(Known OS)
CARTY ROAD
CHURCH ROAD
REGISTERED PLAN 488
WHITE
HARVEY LITTLE
(HARVEY LITTLE ROAD)
REGISTERED PLAN 489

REGISTERED



SCHEDULE			
PART	LOT	DESCRIPTION	AREA (AC)
1	1	SHORELINE ROAD ALLOWANCE	1.0000
1	2	SHORELINE ROAD ALLOWANCE	1.0000
1	3	SHORELINE ROAD ALLOWANCE	1.0000

PLAN 49R-16302
RECEIVED AND DEPOSITED
March 22, 2007
(OS) - L. Kasperzak
LAND REGISTRAR FOR THE LAND TITLES
DIVISION OF RENFREW (NO. 40)
I REQUIRE THIS PLAN TO BE DEPOSITED
UNDER THE LAND TITLES ACT
DATE: MARCH 22, 2007.
Adam Kasperzak
ADAM KASPRZAK

PLAN OF SURVEY
OF PART OF
SHORELINE ROAD ALLOWANCE
ALONG BONNECHERE RIVER
FRASER LOTS 1 & 2, REGISTERED PLAN 488
GEOGRAPHIC TOWNSHIP OF NORTH ALGONA
TOWNSHIP OF NORTH ALGONA
WILBERFORCE
COUNTY OF RENFREW
SCALE: 1 INCH = 30 FEET
ADAM KASPRZAK SURVEYING LTD.

SURVEYOR'S CERTIFICATE
I CERTIFY THAT
1. THIS SURVEY AND PLAN ARE CORRECT AND IN
ACCORDANCE WITH THE SURVEY ACT, THE
SURVEYORS ACT, THE LAND TITLES ACT AND
THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS CONDUCTED ON
JULY 10, 2006.
DATE: MARCH 22, 2007
Adam Kasperzak
ADAM KASPRZAK

LEGEND	
1	SHORELINE ROAD ALLOWANCE
2	SHORELINE ROAD ALLOWANCE
3	SHORELINE ROAD ALLOWANCE
4	SHORELINE ROAD ALLOWANCE
5	SHORELINE ROAD ALLOWANCE
6	SHORELINE ROAD ALLOWANCE
7	SHORELINE ROAD ALLOWANCE
8	SHORELINE ROAD ALLOWANCE
9	SHORELINE ROAD ALLOWANCE
10	SHORELINE ROAD ALLOWANCE

AK ADAM KASPRZAK SURVEYING LTD.
REGISTERED LAND SURVEYORS
402 PEMBROKE ST. W., P.O. BOX 402
PEMBROKE, ONTARIO N6A 6X7
PHONE (519) 720-0704
FAX (519) 720-0704
SCALE: 1" = 30'

NOTES:
1. THE SHORELINE ROAD ALLOWANCE IS PERPENDICULAR TO EACH
RESPECTIVE SHORELINE LINES UNLESS OTHERWISE NOTED.
BEARING NOTE:
BEARINGS ARE APPROXIMATE AND ARE REFERRED TO
THE TRUE LINE OF ADJACENT LOTS 1 AND 2, AS SHOWN
ON REGISTERED PLAN 488, UNDER A RECORD OF
MAY 1976.
DISTANCE NOTE:
DISTANCES SHOWN ON THIS PLAN ARE IN FEET AND CAN
BE CONVERTED TO METERS BY MULTIPLYING BY 0.3048.



Township of North Algona Wilberforce COUNCIL / COMMITTEE REPORT

Title: Municipal Conferences 2020	Date: January 23rd 2020
	Council/Committee: Council
	Author: Andrew Sprunt CAO/OM
	Department: Administration

RECOMMENDATIONS:

Council Authorizes the following:

BACKGROUND:

Every year Council is presented with opportunities for both Council and staff to attend municipal sector conferences. These conferences historically have been presented to council somewhat randomly throughout the year.

In an effort to be more efficient and to permit accurate budgeting in the future staff have tried to assemble a list for Councils consideration for the beginning of the year. Attached is a working list based on information available at this time.

Council should review the list and provide staff with direction as to who they authorize to attend conferences in 2020.

ALTERNATIVES:

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

CONSULTATIONS

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature

JAN 23 2020

7.6

CONFERENCES -2020

Conference	Date	# of Days	Place	Description	Cost		Contact Number	Who Is Attending
					Approx \$ Accommodation Extra	Early Bird Cut-off		
AMCTO	June 7 - 10	4	Blue Mountain Resort	New legislation, emerging issues, key strategic management issues. 3 key themes of managing money, managing people and managing organizational performance. Optional social events.	Full Package Member \$865 Non-Member \$1081	March 15	905-602-4294	
CAMA	June 1 - 3	3	Huntsville - Deerhurst Resort	Teambuilding.	Member \$791 Non-member - \$1243	April 1	1-866-771-2262	
OSUM	April 29 - May 1	3	Brantford	The conference will look at the latest initiatives; growing challenges; innovative solutions and will expand the conversation on the "Changing Landscapes" of Small Urban Ontario.	Member \$564 Non-member - \$598 Golf Extra - \$142.00	Not yet determined	416.971.9856 x 330	
OEMC	Sept 16 - 18	3	Cornwall	A dynamic program to share municipal knowledge and best practices and enhance economic opportunities and successes.	Not Finalized Last Year \$625	July 15	613) 531-9210	
MFOA	Sept 23 - 25	3	Blue Mountain Resort	Cyber security, adaptation to rapid change, case studies, networking events	Full Package Member \$1250 Non-Member \$1750	May 1	(416) 362-9001	
FCM	June 4 - 7	4	Toronto	Learn from dozens of engaging workshops and study tours. Hear from Canada's top federal political leaders. Meet industry experts at our ever-popular trade show. And of course, network with thousands of your municipal colleagues.	Member \$1015	April 10	613-241-5221	
OGRA	Feb 23 - 26	4	Toronto	Theme is "Vision for a Prosperous Tomorrow"	Non Member - \$720	January 17	289-291-6472	
MLEOA	Fall - TBA	4	Collingwood	Annual Training				
AMO	Aug 16 - 19	4	Ottawa	Explore current & emerging municipal interests.				

AMCTO - Association of Municipal Clerks and Treasurers of Ontario

CAMA - Canadian Association Municipal Administrators

OSUM - The Ontario Small Urban Municipalities

OEMC - Ontario East Municipal Conference

MFOA - Municipal Finance Officers' Association of Ontario

FCM - Federation of Canadian Municipalities

OGRA - Ontario Good Roads Association

MLEOA - Municipal Law Enforcement Officers Association\

AMO - Association of Municipalities of Ontario



Township of North Algona Wilberforce COUNCIL / COMMITTEE REPORT

Title: Wilkens Road Trail Ad-Hoc Committee Bonnechere Valley	Date:	January 23, 2020
	Council/Committee:	Council
	Author:	Andrew Sprunt CAO/OM
	Department:	Administration

RECOMMENDATIONS:

That Council appoints the Township of Bonnechere Valley's Councillor Tim Schison to sit on the Wilkens Trail Ad Hoc Committee.

BACKGROUND:

At the January 7th meeting of Council, appointments were made to sit on an Ad Hoc Committee to explore the feasibility of a trail between Wilkens Road and Gurlitz road. The Committee was to have one member from the Township of Bonnechere Valley. At the time of the meeting, the Township of Bonnechere Valley had not submitted a name.

The CAO of Bonnechere Valley has subsequently provided the name of their proposed representative, Tim Schison.

The recommendation to Council is to formalize the appointment.

ALTERNATIVES:

FINANCIAL IMPLICATIONS:

JAN 23 2020

7.7

ATTACHMENTS:

BV email
Eganville Leader article regarding BV's discussion of the trail.

CONSULTATIONS:

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature

<Tims@eganville.com>

Subject: RE: Proposed trail adhoc committee

Good afternoon Mr. Sprunt,

Council reviewed the below request and Councillor Tim Schison has been appointed to represent the Township on the proposed Committee. My understanding is that Councillor Schison is also connected to the Eganville and District Sportsmans Club so he may be able to provide a perspective from this organization as well. Please forward a meeting schedule at your earliest convenience.

Thank you

Annette Gilchrist, CMO
CAO/Clerk/Treasurer
Township of Bonnechere Valley
PO Box 100
Eganville ON K0J 1T0
Tel 613-628-3101 Ext. 222
Fax 613-628-1336

From: Andrew Sprunt <cao@nalgona.com>

Sent: Thursday, December 19, 2019 9:36 AM

To: Sandra Barr <sandrab@eganville.com>

Cc: 'James Brose' <jbrose@nalgona.com>; Jennifer Murphy <jenniferm@eganville.com>

Subject: Proposed trail adhoc committee

Good morning Sandra,

Our township is considering a multi-use trail to be constructed between Wilkins Road off of Gristmill Road to Gurlitz Road coming on to Fourth Chute Road.

The trail would be exclusively for horse drawn transportation, cyclists and hikers. The trail would be of great benefit to our Mennonite community, businesses, and active transportation enthusiasts. It would create a loop from Eganville to Fourth Chute and back to Eganville benefiting BV and NAW.

At this time we are forming an adhoc committee to explore the feasibility of this project. Our Council is inviting BV to have a representative on this committee. The committee will be tasked with bringing a report back to council on the feasibility of the project after studying requirements, interest, barriers, benefits and cost.

The representative from BV would whoever your Council deems best, member of Council or staff. The representatives will be a volunteer and there would be no financial compensation.

We would like to have the committee finalized on January 7th if possible.

If you want more information or have questions please do not hesitate to contact me.

Have a great Christmas season and I hope you get some time off to enjoy it!

Andrew Sprunt
Chief Administrative Officer/Operations Manager
Township of North Algona Wilberforce

Andrew Sprunt

From: Annette Gilchrist <annetteg@eganville.com>
Sent: Wednesday, January 08, 2020 2:07 PM
To: Andrew Sprunt
Subject: RE: Proposed trail adhoc committee

Andrew,

Thank you. I am looking forward to working with you as well.

Annette Gilchrist, CMO
CAO/Clerk/Treasurer
Township of Bonnechere Valley
PO Box 100
Eganville ON K0J 1T0
Tel 613-628-3101 Ext. 222
Fax 613-628-1336

From: Andrew Sprunt <cao@nalgona.com>
Sent: Wednesday, January 08, 2020 1:08 PM
To: Annette Gilchrist <annetteg@eganville.com>; Sandra Barr <sandrab@eganville.com>
Cc: 'James Brose' <jbrose@nalgona.com>; Jennifer Murphy <jenniferm@eganville.com>; Tim Schison <Tims@eganville.com>
Subject: RE: Proposed trail adhoc committee

Good afternoon Annette,

You can call me Andrew.

Congratulations on your appointment and I look forward to establishing a working relationship with you as neighbours.

We made our official appointments to our committee last night, we will add Councilor Schison at our next meeting.

The Sportsman's Club does have formal representation on the committee but certainly the Councilors input will be welcomed.

I will contact Councilor Schison directly when we have a meeting date for the Ad-Hoc Committee, I will copy you on that email.

Andrew Sprunt
Chief Administrative Officer/Operations Manager
Township of North Algona Wilberforce

From: Annette Gilchrist <annetteg@eganville.com>
Sent: Wednesday, January 08, 2020 12:50 PM
To: Andrew Sprunt <cao@nalgona.com>; Sandra Barr <sandrab@eganville.com>
Cc: 'James Brose' <jbrose@nalgona.com>; Jennifer Murphy <jenniferm@eganville.com>; Tim Schison

BV council expresses concerns over policing of Mennonite buggy trail

By Debbi Christinck
Staff Writer

Eganville -- Bonnechere Valley council members are concerned about just how a non-motorized buggy trail will be monitored in neighbouring North Algona Wilberforce Township and will share their views after being invited to join a study committee.

"This is a lovely idea, however, the words 'exclusively for horse-drawn transportation, cyclists or hikers' could be problematic trying to enforce, keeping snowmobilers and ATVs off of it," began Mayor Jennifer Murphy in her comments last Tuesday during a committee meeting of council. "This is a caution."

The trail she is referring to is a proposed Mennonite buggy trail off Wilkins Road in NAW. Since the property, which is owned by NAW, is next to BV, there was an invitation to BV council to participate in a committee looking at the possibility of the trail.

The parcel of land is at the end of Wilkins Road and was purchased by a previous NAW council in hopes of building a road to connect Wilkins and Gurlitz roads. At the time, it was thought it would be a short cut and avoid a plowing obstacle on Gurlitz Road in winter maintenance.

In the fall, members of the local Mennonite community approached NAW council about revisiting this project or building a road through the township-owned property for use by Mennonites to keep them off more highly travelled roads. Recently, at a meeting of NAW council, CAO/OM Andrew Sprunt

suggested an Ad Hoc committee be formed to look at the viability, cost, available funding and community interest of opening the trail. He said it would be comprised of members of staff, council, the Mennonite community, the sportsman's club, and the community at large, as well as someone from BV. He added BV would benefit from a trail as it would create a "loop" from Eganville to Fourth Chute and back again for cyclists.

Last Tuesday, Councillor Tim Schison pointed out this proposed trail goes right past the gate of the Eganville District Sportsman's Club and this needs to be considered.

"Have they looked at their concerns?" he asked, adding he would be willing to be on the committee looking into the feasibility of this trail.

"There is a lot of traffic and there is the snowmobile trail there," he pointed out.

Councillor Jack Roesner agreed he did not know how the non-motorized aspect would be enforced if the trail was only for buggies, pedestrians or cyclists.

Councillor Brent Patrick pointed out the entire trail would be on NAW land.

"They will be coming onto Fourth Chute," he said.

Mayor Murphy noted this is in close proximity to the township lands. It is almost into BV there, she said, so having a member of council on the committee makes sense.

"They do talk about the benefits and barriers," she said. "Enforcement is always a challenge."

She pointed out when the County

of Renfrew acquired the abandoned CP rail bed to form the Algonquin Trail there was never the intention of prohibiting motorized traffic.

"We made the Algonquin Trail multi-use, you know, everybody welcome and we did that by design," she said.

This was done to make sure that there was no conflict among the various users feeling they had sole use of the abandoned rail bed, she said.

"It is no different than a roadway. You need care and control."

She said having Coun. Schison sit as a representative on the committee was a good idea.

"I can find a point of some balance to it being from outside the municipality," he said.

Coun. Roesner said having a trail exclusively for one group of users was a big ask.

Mayor Murphy said this was an opportunity for BV to weigh in and examine if this was feasible, or would there be constant compliance problems with the OPP called or by-law enforcement.

"If it is public property is it up to any government official to dictate which part of the public can use that?" questioned Coun. Schison. "That is a very fine line in the sand. I think in this day and age, inclusiveness is a big part of our democracy."

Coun. Patrick said it was important for the input of the sportsmen's club to be considered.

Coun. Schison pointed out people need to be treated fairly.

"You can't just give to one and say you are okay to do this and not the other," he said.

Township of North Algona Wilberforce COUNCIL / COMMITTEE REPORT

<p>Title:</p> <p>IT Services</p>	<p>Date:</p> <p>December 17, 2019</p>
	<p>Council/Committee:</p> <p>Council</p>
	<p>Author:</p> <p>Daniel Burke</p>
	<p>Department:</p> <p>Treasury</p>

RECOMMENDATIONS:

Staff sends a letter to the local townships inquiring if they would like to join a joint request for proposal for IT monitoring and support.

BACKGROUND:

The Townships current IT service agreement ends February 2020. The OVWRC IT service agreement has been on a month to month basis since November 2019. These agreements provide for monitoring, managing updates, and support for basic IT services. Issues with specialized programs for municipal taxation and weight scale control are directed to the software provider. It is common practice to tender for these services as the costs are usually billed as a flat monthly fee and can be substantial. In order to achieve cost reductions a joint tender for a larger contract (both the OVWRC & Township) could be produced. Staff could also investigate if there are any other townships/boards in the area that would be interested in joining the tender or have in house IT capability that could be leveraged.

ALTERNATIVES:

1. Staff produce an RFP for IT services for a 2-year contract for just the Township
2. Staff produce a joint RFP for IT services for a 2-year contract for the Township and OVWRC
3. Staff sound out the neighboring municipalities if there is any interest in a larger joint tender or in-house solutions

FINANCIAL IMPLICATIONS:

A large volume of work should produce cost savings, the exact amount will depend on the results of the RFP or arrangement reached.

JAN 23 2020

7.9

ATTACHMENTS:

Draft letter to local municipalities

CONSULTATIONS:

OVWRC

Author:

signature

Other:

signature

Treasurer

signature

C.A.O.

signature



December 12, 2019

To the CAO, Treasurer, or Relevant Decision Maker

The Township of North Algona Wilberforce and the Ottawa Valley Waste Recovery Centre are in the process of creating a joint request for proposal (RFP) to provide information technology (IT) support for a two-year period to run approximately March 2020 to April 2022. The basic services to be provided include managing the routine updates of servers and workstations, 24-hour remote on call support, general IT advice, and on location support as required. We believe that the cost of IT support can be substantially lowered for each individual organization if a larger contract is offered to providers or an in-house solution is used.

We are asking our neighboring municipalities/municipal organizations to reach out to us if the following points are applicable:

- Does your organization currently have an IT support provider with no fixed contract or a contract that is ending in the near future and you intend to go out to market for a new contract?
- Would your organization be interested in a joint contract with other local municipal organizations?
- Does your organization have an in-house IT support employee/provider who has the capacity to be expanded or leveraged through a shared service agreement?

Please reach out to us if you're interested or can help provide a joint solution at the contact information provided below.

Sincerely

Daniel Burke, CPA, Ca
Treasurer, Township of North Algona Wilberforce
Finance & Support Services Supervisor, Ottawa Valley Waste Recovery Centre
dburke@ovwrc.com; treasurer@nalgona-wil.com;
613-735-7537 ext. 210; 613-628-2080