



Notice and Agenda
United Counties of Leeds and Grenville
Council Meeting

Thursday, May 22, 2025
9:00 a.m.
Council Chambers
25 Central Avenue West, Brockville, Ontario

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2. Call to Order	
2.1 Land Acknowledgement Statement	
3. Warden's Remarks	
4. Adoption of the Agenda	
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13.	Questions from the Media	
14.	Questions from the Public	
15.	Closed Meeting	
15.1	Closed Report No. CC-014-2025: HR Updates - Standing Item - May 2025	

15.2 Adoption of Closed Regular Meeting Minutes Dated March 20, 2025,
April 24, 2025 and the Closed Special Meeting Minutes Dated March 20,
2025

15.3 Reporting Out from Closed Meeting

16. Confirmatory By-law

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17. Adjournment

**The Corporation of the United Counties of Leeds and Grenville
Council Minutes**

Thursday, April 24, 2025

9:00 a.m.

Council Chambers

25 Central Avenue West, Brockville, Ontario

Members Present: Corinna Smith-Gatcke, Warden
Brant Burrow, Michael Cameron, Tory Deschamps, Roger Haley,
Arie Hoogenboom, Robin Jones, Nancy Peckford, Herb Scott,
Jeff Shaver

Staff Present: Alison Tutak, Interim Chief Administrative Officer
Shanna Culhane, Director of Community and Social Services
Bill Guy, Interim Director of Public Works
Linda Hunter, Director of Maple View Landings
Kim Little, Director of Corporate Services
Jeff Carss, Chief of Paramedic Services
Rick Purdy, Manager of Human Resources
Mario Garcia, Maple View Landings Construction Project
Administrator
Andrea Bolton, Interim County Clerk (Recording Secretary)

Others Present: Ken Durand, Board Chair, Sherwood Park Manor
John Lawless, Recorder & Times

1. O Canada

Recording Timestamp 00:00:01

2. Call to Order

Recording Timestamp 00:01:31

The Warden called the meeting to order at 9:00 a.m.

2.1 Land Acknowledgement Statement

Recording Timestamp 00:01:31

Warden Smith-Gatcke acknowledged the meeting is held on lands that have been and continue to be cared for by indigenous people of Mohawk, Haudenosaunee/Rotinonhsho'n:ni and Algonquin Anishinaabe descent, noting the need to strengthen consultation and understanding with all First Nation and Metis people.

3. Warden's Remarks

Recording Timestamp 00:01:51

Warden Smith-Gatcke noted April 23rd marked the official launch of the Bottle and Barrel Adventure; the event took place at ArBru Solar Brewery in Mallorytown with many Mayors in attendance. She stated the event was well attended, with many of the businesses that are part of the Bottle and Barrel tour present. She expressed her hope that this marketing strategy would encourage visits from residents south of the border.

Warden Smith-Gatcke noted the Eastern Ontario Wardens' Caucus (EOWC) will be visiting Queen's Park May 12th for the Queen's Park Lobby Day.

Warden Smith-Gatcke reminded members of the upcoming Warden's Banquet May 3rd.

4. Adoption of the Agenda

Recording Timestamp 00:03:31

Resolution No. CC-056-2025

Moved by Jeff Shaver

Seconded by Roger Haley

THAT the Agenda for the April 24, 2025 meeting of the Counties Council be adopted as circulated.

CARRIED

5. Disclosure of Pecuniary Interest and General Nature Thereof – Nil

Recording Timestamp 00:04:22

6. Adoption of the Minutes of the Previous Council Session

6.1 Meeting Minutes Dated March 20, 2025 and Special Council Meeting Minutes Dated March 20, 2025

Recording Timestamp 00:04:32

Resolution No. CC-057-2025

Moved by Brant Burrow

Seconded by Michael Cameron

THAT the Minutes of the Meeting of the Counties Council held on March 20, 2025 and Special Council held on March 20, 2025 be adopted as circulated.

CARRIED

7. Delegation/Presentations

7.1 Ken Durand, Board Chair, Sherwood Park Manor re: Sherwood Park Manor Update

Recording Timestamp 00:05:01

Mr. Durand thanked Council for the support they have provided to Sherwood Park Manor's capital project. He explained the project is underway and the completion date is estimated to be February 2026. He noted there was a slight delay in the timeline due to a shortage of steel and a delay associated with acquiring windows. Mr. Durand stated the project cost \$50 million and is completely tendered; the hard costs for construction have been committed and they anticipate it will be on-budget. He noted there are some factors that could still impact the project, including the acquisition of equipment and the issue of connecting to hydro.

Mr. Durand outlined how the project was financed, explaining they have a long-term contract with the Ministry of Long-Term Care for monthly payments for 25

years. He noted they have arranged \$33 million in outside financing with a mortgage company for 25 years. He explained the balance of the financing has come from the Ministry of Long-Term Care and the donation campaign, which has raised \$3.2 million, as well as through surpluses generated by Sherwood Park Manor itself.

Mr. Durand noted in terms of operating, they are capable of operating the home on a sound financial basis for years to come, saying they have made changes to the financing and accounting processes at Sherwood Park Manor. He reported they are working on a seven-year financial plan for the new facility, and believe they will be in a strong position to meet the needs of the future. He outlined some of the new technology to be put into the new home, including a whirlpool room and new dining system. Mr. Durand concluded by noting the Board has made many changes to move from deficits to surpluses and have now turned their attention to staffing, staff relations, and encouraging long-term employment. He thanked the community, the Counties, and the Province for their support.

Mr. Durand left the meeting at 9:19 a.m.

8. Staff Reports

8.1 Report No. CC-012-2025: Kemptville County Road 43 Widening

Recording Timestamp 00:18:52

9. Committee Reports/Draft Resolutions

9.1 Committee of the Whole Report Dated April 9, 2025

Recording Timestamp 00:23:45

Recording Timestamp 00:24:02

Mr. Hoogenboom noted a correction to the report with respect to the passing of Anna Greenhorn, noting she was a Councillor for Bastard and Burgess, not South Crosby.

Resolution No. CC-058-2025

Moved by Roger Haley

Seconded by Tory Deschamps

THAT the Committee of the Whole Report dated April 9, 2025 be adopted as circulated.

CARRIED

9.2 Maple View Lodge Committee of Management Report Dated April 10, 2025

Recording Timestamp 00:24:52

Resolution No. CC-059-2025

Moved by Herb Scott

Seconded by Robin Jones

THAT the Maple View Lodge Committee of Management Report dated April 10, 2025 be adopted excluding the following recommendations, which will be addressed separately by Council:

6.2 Report No. MVL-016-2025: UCLG and Turner & Townsend G. Tackaberry and Family Home Project Management Services Additional Fees

6.3 Report No. MVL-013-2025: Mealsuite Food Service Technology

6.5 Report No. MVL-015-2025: Long Term Care Fundraising Committee Additional Naming Rights

CARRIED

9.2.1 Draft Resolution - Turner & Townsend - G. Tackaberry and Family Home Project Management Services - Additional Fees

Recording Timestamp 00:29:03

Resolution No. CC-060-2025

Moved by Nancy Peckford

Seconded by Arie Hoogenboom

THAT Council approve the Turner & Townsend request for additional project management services fees regarding the G. Tackaberry and Family Home in the amount of \$47,229.00, plus HST; and THAT the necessary by-law be prepared.

CARRIED

9.2.2 Draft Resolution - MealSuite Food Service Technology Award

Recording Timestamp 00:30:53

Resolution No. CC-061-2025

Moved by Brant Burrow

Seconded by Jeff Shaver

THAT Council approve non-standard single source award to MealSuite in the amount of \$96,915.00, excluding HST, for the G. Tackaberry and Family Home.

CARRIED

9.2.3 Draft Resolution - Additional Naming Rights - G. Tackaberry and Family Home

Recording Timestamp 00:31:26

Recording Timestamp 00:32:44

Ms. Jones requested Council be provided a list of the names of the various donors to the G. Tackaberry and Family Home fundraising campaign in order to enable Councillors to recognize them for their contributions.

Resolution No. CC-062-2025

Moved by Michael Cameron

Seconded by Tory Deschamps

THAT Council approves the addition of the following to the List of Proposed Naming Right Opportunities in the Long-Term Care Redevelopment Project Fundraising Policy Appendix "A":

- | | |
|-------------------------------|----------|
| • Family Celebration Room (1) | \$80,000 |
| • Garden Lounge (1) | \$25,000 |
| • Care Centre Room (6) | \$10,000 |
| • Harvest Room (6) | \$10,000 |

CARRIED

9.2.4 Turner & Townsend Financial Status Report - G. Tackaberry and Family Home - March 26, 2025

Recording Timestamp 00:34:55

9.3 CAO Selection Committee Reports Dated February 25, 2025, March 4, 2025, and March 5, 2025

Recording Timestamp 00:35:15

Resolution No. CC-063-2025

Moved by Nancy Peckford

Seconded by Herb Scott

THAT the CAO Selection Committee Reports dated February 25, 2025, March 4, 2025, and March 5, 2025 be adopted as circulated.

CARRIED

10. Member Reports

Recording Timestamp 00:36:06

11. By-laws

Recording Timestamp 00:36:16

11.1 By-law No. 25-25: A By-law to Amend By-law 19-67, A By-law to Award Request for Proposal No. MVL-2019-03 For Project Management Services for the Redevelopment of Maple View Lodge to Turner & Townsend CM2R Inc.

11.2 By-law No. 25-26: A By-law to Repeal By-law 09-88 and Amend Schedule "A" to By-law No. 97-20 by Removing and Retiring Policies A-8, Respect in the Workplace, A-9 Misconduct/Violence in the Workplace and A-10 Ontario Human Rights Code Violations

11.3 By-law No. 25-27: A By-law to Adopt a Discrimination, Harassment and Violence in the Workplace Program and Policy

- 11.4 By-law No. 25-28: A By-law to Release Obligations Undertaken by Colonnade Development Incorporated and Its Successors Under By-law 08-17**
- 11.5 By-law No. 25-29: A By-law to Prescribe a Rate of Speed on County Road 16 in the Village of Merrickville-Wolford**
- 11.6 By-law No. 25-30: A By-law to Authorize the Execution of a Lease Agreement Between the UCLG and the Catholic District School Board of Eastern Ontario for EarlyON Child and Family Centres Programming Space at St. Joseph Catholic School, Gananoque**
- 11.7 By-law No. 25-31: A By-law to Prohibit the Operation of All-Terrain, Multi-Purpose Off-Road Utility and Recreational Off-Road Vehicles on Roads Under the Jurisdiction of the UCLG Excepting Those Roads Listed in Schedule "A"**
- 11.8 By-law No. 25-32: A By-law to Authorize the Execution of Contract No. PW-2025-01 with Provincial Road Markings Inc. for the Supply and Application of Line Painting and Pavement Markings**
- 11.9 By-law No. 25-33: A By-law to Authorize the Execution of Contract No. PW-2025-07 with GIP Paving Inc. for County Road 22 Rehabilitation (FDREAM)**
- 11.10 By-law No. 25-34: A By-law to Authorize Change Order No. 1 for Contract No. PW-2023-09, Lyn Creek Bridge Replacement Engineering Services with Ainley Graham & Associates Limited**
- 11.11 By-law No. 25-35: A By-law to Appoint A Chief Administrative Officer for the United Counties of Leeds and Grenville**
- 11.12 By-law No. 25-36: A By-law to Borrow From the Housing Amortization Reserve**
- 11.13 By-law No. 25-37: A By-law to Amend By-law 24-91 Being a By-law to Appoint Members to Various Boards and Committees for the Years 2025-2026 and to Adopt Terms of Reference**

11.14 By-law No. 25-38: A By-law to Authorize the Execution of Contract No. PW-2025-05 with GIP Paving Inc. for Greenbush Patrol Yard Regrading and Paving (Phase 3)

Resolution No. CC-064-2025

Moved by Robin Jones

Seconded by Arie Hoogenboom

THAT By-laws numbered 25-25 to 25-34 and 25-36 to 25-38 be adopted and passed, be signed by the Warden and the County Clerk, sealed with the Seal of the Corporation and be recorded.

CARRIED

Resolution No. CC-065-2025

Moved by Arie Hoogenboom

Seconded by Roger Haley

THAT By-laws numbered 25-35 be adopted and passed, be signed by the Warden and the County Clerk, sealed with the Seal of the Corporation and be recorded.

CARRIED

12. Announcements

Recording Timestamp 00:40:46

Ms. Peckford informed Council that she has recently published an Op Ed in the Ottawa Citizen newspaper in which she appeals to the incoming federal government to action projects submitted to the Canada Mortgage and Housing Corporation (CMHC). Ms. Peckford noted in the piece she argues municipally approved, shovel-ready projects should not be put in jeopardy due to the efforts to re-brand or re-purpose the CMHC. She said municipalities have worked effectively with CMHC in the past and should not bear the cost of the re-purposing of what is a well-established mechanism. She noted the Municipality of North Grenville is seeking to repurpose Bell Hall into seniors and veterans' apartments in a range of affordability. Ms. Peckford thanked Council for their feedback on the article

Recording Timestamp 00:43:47

Ms. Peckford highlighted the recent All In For The Dome event that took place April 19th at the Kemptville Campus. She said they are seeking provincial funding and corporate sponsorships for the construction of an indoor sports dome that would offer a wide range of recreational opportunities, including a large field, hard courts, and a year-round walking track. She expressed her thanks to the stakeholders that supported the event and offered her gratitude to MPP Clark for his assistance.

Recording Timestamp 00:44:42

Ms. Peckford noted Buskerfest in Kemptville has won a provincial award through the Oldtown Business Improvement Area (BIA). She noted the event takes place Victoria Day weekend and has attracted thousands of visitors in the past. She recognized the work of the organizers and extended her congratulations on their success.

Recording Timestamp 00:45:55

Warden Smith-Gatcke thanked the Township of Front of Yonge and the Township of Rideau Lakes for their invitations to attend their Business of the Year events. She recognized the success of ArBru Solar Brewery in Mallortown and McMullen Appliance Service in Rideau Lakes. Mr. Haley noted the New Business of the Year was Arbru Solar Brewery and the other winner was Leading Edge Doors. Mr. Hoogenboom noted the Township of Rideau Lakes have almost 500 businesses and enjoyed 37 nominations for three categories this year.

Recording Timestamp 00:48:30

Warden Smith-Gatcke noted the Provincial Town Crier Championships will take place in Gananoque May 17th and 18th with over 20 participants coming to compete.

Recording Timestamp 00:48:50

Warden Smith-Gatcke reminded members of the federal election taking place April 28th and encouraged everyone to exercise their right to vote.

13. Questions from the Media

Recording Timestamp 00:49:06

There were no questions from the media.

14. Questions from the Public

Recording Timestamp 00:49:14

There were no questions from the public.

15. Closed Meeting

Recording Timestamp 00:49:18

Resolution No. CC-066-2025

Moved by Jeff Shaver

Seconded by Brant Burrow

THAT the Council, as provided in Section 239 (2) of the Municipal Act, 2001 S.O. 2001, Chapter 25, move into a closed meeting at 9:50 a.m. to address matters pertaining to: personal matters about an identifiable individual, including municipal or local board employees and labour relations or employee negotiations; Specifically:

- Closed Report No. CC-011-2025: Paramedic Service Operational Review**
- Closed Report No. CC-010-2025: HR Update – Standing Item – April 2025**
- Verbal Update – Management Resources**

CARRIED

Mr. Garcia, Mr. Guy, Ms. Huffman, Ms. Hunter, Ms. Culhane, and Mr. Lawless left the meeting and Mr. Purdy joined the meeting at 9:50 a.m.

15.1 Closed Report No. CC-011-2025: Paramedic Service Operational Review

Chief Carss left the meeting at 10:23 a.m.

15.2 Closed Report No. CC-010-2025: HR Update - Standing Item - April 2025

Mr. Purdy, Ms. Little and Ms. Tutak left the meeting at 10:31 a.m.

15.3 Management Resources - Verbal Update

Ms. Jones left the meeting at 10:46 a.m.

15.4 Adoption of Closed Meeting Minutes Dated January 23, 2025 Item 7.0, January 23, 2025 Item 15.0, and February 20, 2025

Resolution No. CC-067-2025

Moved by Herb Scott

Seconded by Tory Deschamps

THAT the closed meeting adjourn and the open meeting of the Counties Council resume at 10:56 a.m.

CARRIED

Council recessed at 10:56 a.m. and reconvened at 11:10 a.m. Mr. Garcia rejoined the meeting.

15.5 Reporting Out from Closed Meeting

Recording Timestamp 00:50:40

With respect to Item 15.1, Council met in closed session to discuss matters pertaining to: personal matters about an identifiable individual and labour relations or employee negotiations; Specifically Closed Report No. CC-011-2025: Paramedic Service Operational Review. Council provided instruction to staff.

Ms. Huffman rejoined the meeting at 11:10 a.m.

With respect to Item 15.2, Council met in closed session to discuss matters pertaining to: personal matters about an identifiable individual and labour relations or employee negotiations; Specifically Closed Report No. CC-010-2025: HR Updates – Standing Item – April 2025. Council took no action beyond receiving the information from staff.

With respect to Item 15.3, Council met in closed session to discuss matters pertaining to: personal matters about an identifiable individual and labour relations or employee negotiations; Specifically Management Resources. Council provided instruction to the Warden.

16. Confirmatory By-law

Recording Timestamp 00:51:36

Resolution No. CC-068-2025

Moved by Jeff Shaver

Seconded by Arie Hoogenboom

THAT By-law Number 25-39 Being a By-law to Confirm the Proceedings of the Council of the United Counties of Leeds and Grenville at its meeting held on April 24, 2025, be adopted and passed, be signed by the Warden and the County Clerk, sealed with the Seal of the Corporation and be recorded.

CARRIED

17. Adjournment

Recording Timestamp 00:52:03

Resolution No. CC-069-2025

Moved by Nancy Peckford

Seconded by Roger Haley

THAT the meeting of the Counties Council now adjourn at 11:11 a.m.

CARRIED

Corinna Smith-Gatcke, Warden

Andrea Bolton, County Clerk

MAY 22, 2025

COUNCIL REPORT

REPORT NO. CC-013-2025

2024 YEAR-END VARIANCE REPORT

**KATIE CLARKE
DEPUTY TREASURER**

**PAT HUFFMAN
TREASURER**

RECOMMENDATIONS

THAT the 2024 Year End Surplus of \$1,684,593.70 be allocated as follows:

- Transfer of \$285,530.19 to the Tax Rate Stabilization Reserve
- Transfer of \$505,378.11 to the Roads Amortization Reserve
- Transfer of \$505,378.11 to the Bridges/Culverts Amortization Reserve
- Transfer of \$388,307.29 distributed proportionately to all other Amortization Reserves.

FINANCIAL IMPLICATIONS

KPMG has completed their fieldwork for the 2024 year-end audit, however, Partner review and sign-off is still outstanding. Based on the current results, the 2024 surplus is \$1,684,593.70 or 1.2% of the operating budget.

Policy ADM-020, a Year-End Operating Surplus/Deficit Policy for the United Counties of Leeds and Grenville was adopted in By-Law No. 19-64. This policy requires the surplus be allocated in the following order:

- a) Transfer 10% to the Tax Rate Stabilization Reserve until the optimal level has been attained;

- b) Transfer 30% to the Working Fund Reserve until the optimal level has been attained;
- c) Transfer 30% to the Roads Amortization Reserve until the optimal level has been attained;
- d) Transfer 30% to the Bridges/Culverts Amortization Reserve until the optimal level has been attained;
- e) If surplus funds still remain, Council can approve transfers to additional Reserves and/or Reserve Funds;
- f) If surplus funds still remain, the amount shall be carried forward to the subsequent year's budget in accordance with the Municipal Act.

Staff are recommending that the year-end surplus be allocated as follows:

- 1. \$168,459.37 or 10% to the Tax Rate Stabilization Reserve;
- 2. \$505,378.11 or 30% to the Roads Amortization Reserve;
- 3. \$505,378.11 or 30% to the Bridges/Culverts Amortization Reserve;
- 4. \$388,307.29 distributed proportionately to all other amortization reserves to provide a ten-year average CPI increase to help with inflationary cost increases that are experienced when the asset is repaired or replaced; and
- 5. The remaining \$117,070.82 to be transferred to the Tax Rate Stabilization Reserve, bringing the total transfer to this reserve to \$285,530.19 as this reserve is currently under funded by \$413,856. This reserve has been utilized more in recent years to cover one-time expenses that are not of a recurring nature.

As the Working Fund Reserve is already at the optimal level, no transfer is being recommended.

The recommendation acknowledges that adequate funding for infrastructure needs remains a priority and is in keeping with Pillar One of the Counties Strategic Initiatives which is to invest in roads, bridges, infrastructure and sustainable growth.

CLIMATE CHANGE IMPLICATIONS

Where possible reports are provided in a digital format to reduce the Counties carbon footprint.

ACCESSIBILITY CONSIDERATIONS

This report can be made available in alternate accessible formats on request.

The United Counties of Leeds and Grenville makes every effort to provide services in a manner that is inclusive, to ensure accessibility barriers are reduced or eliminated where possible.

COMMUNICATIONS CONSIDERATIONS

Based on the direction provided to staff, this matter requires regular communication protocols to be completed.

BACKGROUND

Budget variance reports are presented to the Committee of the Whole beginning in June of each year and transition to projections starting in September. This report provides the year-end budget variance as of December 31, 2024.

DISCUSSION/ALTERNATIVES

The Counties total budget for 2024 was \$136,598,754. After completion of the year-end audit the Counties ended up with a surplus of **\$1,684,593.70 or 1.2%** of the operating budget.

The main drivers of the overall surplus can be attributed to the following savings or additional revenues in the following areas:

- Additional interest revenue of \$1,068,597
- Additional \$473,864 in Grant in Lieu and Supplementary Tax revenue
- Savings of \$687,029 in Public Works mainly due to savings in Winter Control

- Savings of \$360,481 in the St. Lawrence Lodge levy due to a revised budget submission in June by St. Lawrence Lodge

Partially offsetting the above savings and additional revenues is an overall deficit in Joint Services Committee departments. The Counties share of this deficit is \$681,308. The main drivers of this deficit include wages and benefits in Paramedic Service operations coming in \$356,000 over budget, legal expenses exceeding budget by \$140,680 in Paramedic Service and a deficit of \$339,485 in Community Housing mainly due to the extensive repairs and maintenance required in rental units upon tenant move-outs. In addition, Maple View Lodge was \$463,015 over budget due to third party contracted direct care hours and staffing up to prepare for the opening of the G. Tackaberry and Family Home in 2025.

Operating Budget:

The following is an overview of the significant variances for the Operating Budget:

Administration – Under Budget \$104,374

- Wages and benefits were under budget due to staff vacancies representing savings of \$91,790
- Legal fees were over budget
- Accessibility Committee costs were under budget as no expenses were incurred for advertising, professional development or consulting

Properties – Under Budget \$115,262

- An additional \$9,690 was received in rental revenue
- Wages and benefits were under budget due to staff vacancies
- Hydro, repairs and maintenance and contracted services were under budget

Provincial Offences – Over Budget \$32,818

- POA fine revenue was only 93% of budget, thus creating a shortfall of \$105,008 in revenue
- Wages and benefits were slightly over budget

- Included in the 2024 budget was additional costs for prosecution for the oversight of Part III's which has not yet occurred. This resulted in prosecutor fees coming in under budget
- Savings were also obtained in ticket and court forms, legal expenses, collection agency fees, and contracted services which helped offset the shortfall in revenue

Fire Emergency – Over Budget \$85,504

- Tower repairs and maintenance costs were over budget by \$56,000 due to additional Bell Mobility Radio Division expenses and additional tower maintenance
- The budgeted transfer from the Amortization Reserve for \$39,445 to offset the costs of the Motorola contract was not required due the Counties' overall surplus position at year end

Emergency Management – Under Budget \$24,292

- Contracted services had savings of \$10,200 as no expenses were incurred for Red Cross on-call response
- Wages and benefits were under budget due to staff vacancies

Weed Inspection – Under Budget \$18,749

- Wages, benefits, advertising and mileage were under budget based on actual costs incurred as this service is provided on a complaint basis

Transportation Services – Under Budget \$687,029

- Overall wages and benefits were \$33,151 under budget
- Lane marking contracted services was \$75,276 under budget
- Steel beam maintenance was \$155,492 under budget
- Winter control inventory, materials and contracted services were \$657,240 under budget
- Debenture interest on Road 43 Expansion was only \$206,203 versus the \$637,364 budget as property acquisition delayed the start of the capital construction. As a result, a transfer from the Dedicated Infrastructure Reserve Fund was not required to fund the interest on the construction financing through IO.

Health Unit – Under Budget \$130,361

- The Counties received notification from the Health Unit in July 2024 that they would be providing payment to the Counties in the amount of \$130,361 as a reimbursement of prior year Mitigation Funding. This recovery has reduced the overall Health Unit levy for 2024

Paramedic Service – Over Budget \$433,394

- Administrative wages and benefits were \$104,401 over budget and wages and benefits in operations were \$238,722 over budget
- Legal expenses were \$140,680 over budget
- Professional development was \$45,198 over budget due to additional mandatory training that was implemented in 2024
- Station expenses were \$26,840 under budget
- Communications and technology expenses were \$29,804 under budget
- Cross Border costs were \$81,082 over budget based on 2024 actual cross border calls with Frontenac County and Lanark County
- Transfers to reserves were \$11,360 under budget based on the actual cost of amortization expense
- The Community Paramedicine Long-Term Care program was \$15,895 over budget

Maple View Lodge – Over Budget \$463,015

- Provincial subsidies were \$786,821 greater than budget which included the following:
 - Provincial subsidies received in all four funding envelopes which are Nursing, Program and Support, Raw Food, and Other Accommodations were increased by 6.6% as of April 2024 by the Ministry of Long-Term Care (MLTC)
 - Direct care funding was \$310,582 over budget due to an increase from MLTC
 - The Counties recognized \$278,465 in PSW Permanent Wage Enhancement used to offset 100% of the expenses of the PSW \$3 per hour wage enhancement provincial initiative
- Overall wages and benefits were \$552,653 over budget. Included in this is the \$278,465 in ministry funded PSW Permanent Wage Enhancement which is funded

100% by MLTC. The remaining \$274,188 is a result of Maple View Lodge increasing staff positions in 2024 to prepare for the new G. Tackaberry and Family Home opening in 2025. These additional wages and benefits were not budgeted for in 2024

- Materials and supplies were over budget as raw food, direct care supplies and building materials and supplies were all over budget
- Purchased services in Direct Care Nursing were over budget by \$416,409 as external staffing agencies were utilized to provide direct care and additional staffing in 2024. A total of 7,049 contracted hours were utilized which equates to 3.6 FTE
- Maple View Lodge began operating their Living Classroom in partnership with St. Lawrence College in 2024. \$46,722 in expenses were incurred offset by 100% funding
- For Maple View Lodge Redevelopment, contracted services and debenture interest were under budget. Only the necessary amount to cover expenses was transferred from the MVL Amortization Reserve at year-end

St. Lawrence Lodge – Under Budget \$360,481

- The Counties was notified on June 17th from SLL that a revised budget was approved in May by SLL Committee of Management due to better-than-expected provincial funding announcements from the Ministry of Long-Term Care. This results in savings of \$360,481 for the Counties

Community Housing – Over Budget \$253,343:

- An additional \$517,827 was recognized in Community Housing rental revenue and other tenant revenue partially offset by an additional \$200,713 in uncollectible rent expense
- Expense for the Community Housing properties were over budget by \$726,574 mainly due to extensive repairs and maintenance required for residential units in the Counties portfolio upon tenant move out. In addition, property taxes, hydro and legal expenses were over budget

Planning – Under Budget \$23,913

- Additional application fee revenue was received in the amount of \$32,182

- Consulting costs were \$165,317 under budget as the Population and Growth update and the Agriculture Study are still ongoing
- The approved transfer of \$175,000 to cover consulting costs from the Legal/Planning Reserve was not required as consulting costs were under budget and the Counties was in an overall surplus position at year-end

GIS – Under Budget \$33,624

- Wages, benefits and professional development were under budget

Economic Development – Under Budget \$69,201

- Computer licenses and Regional Marketing Investment were under budget in Administration
- Small Business Center was \$35,382 under budget due to additional provincial subsidy and recovery revenue received

Transfer to Reserve – Additional transfer of \$415,742

- \$353,542 in interest earned on the One Investment account was transferred to the Dedicated Infrastructure Reserve Fund, the Dedicated Hospital Reserve Fund and the Supportive Housing Reserve Fund
- \$62,200 in interest earned on the Maple View Lodge Redevelopment fundraising campaign was transferred to the MVL Donation Reserve

Other Revenues, Transfers and County Levy – Additional Revenue \$1,290,431

- Interest revenue includes interest earned on funds in the Counties general bank account. The Counties earns Prime minus 1.9% interest with TD Canada Trust which averaged 4.847% in 2024. This equated to an additional \$520,555 in interest revenue
- Interest recognized on the investment portfolio with CIBC was \$626,459
- Interest revenue includes the \$353,542 in the One Investment account which is transferred to the applicable reserve fund
- The Transfer from Reserve in the amount of \$200,000 was not required as the Counties was in an overall surplus position

Grant-in Lieu and Supplementary Taxes & Write-Offs – Additional Revenue
\$473,864

- Grant-in-lieu revenue received was over budget by \$97,359
- Supplementary Taxes and Write-Offs were over budget by \$376,505

Capital Budget:

The 2024 Capital Budget approved a total investment of \$63,003,553. Attachment 2 summarizes the 2024 budget to actual expenditures by capital project as well as the status as of December 31, 2024.

In addition, the following unbudgeted capital expenditures occurred in 2024:

- Westport Tower Repair- Insurance claim for vandalized tower. \$386,601 covered by insurance with the remaining \$4,859 transferred from the insurance reserve
- 25 Central Avenue Fire Security Panel – Emergency replacement of the fire security panel funded by the Corporate Facilities Amortization Reserve.
- Maple View Lodge Therapeutic Tub – Emergency replacement due to failure of the old tub with parts no longer available. New tub was single sourced to Arjo Canada Inc. and funded from the MVL Amortization Reserve. The new tub will be able to be installed in G. Tackaberry and Family Home.
- Maple View Lodge Fit Test Machine – Due to expansion, Maple View Lodge requires their own Accufit Fit Tester. Previously this was borrowed from Paramedic Service as required. Equipment was funded from savings on the capital flooring project.
- Maple View Lodge Iron Filter System – Emergency replacement funded by the MVL Amortization Reserve.
- 56 Bedford, Westport – Common room flooring was budgeted in the operating budget but was over the capitalization threshold of \$10,000 therefore the cost was moved to the capital budget. This flooring will be funded from the Housing Amortization Reserve.
- 500 Fort Town Drive, Prescott – Foundation improvements were budgeted in the operating budget but were over the capitalization threshold therefore the project was moved to the capital budget. Funding will come from the Housing Amortization Reserve.

- 502 Fort Town Drive, Prescott – Foundation improvements were budgeted in the operating budget but were over the capitalization threshold therefore the project was moved to the capital budget. Funding will come from the Housing Amortization Reserve.
- HPP Capital Project – The Sleep Cabin Project was approved by JSC and awarded to NOW Housing for 25 Sleep Cabins funded by the provincial Homelessness Prevention Program.
- Vacant Land Purchase (2 adjacent parcels) – Approved per CW-029-2024 for the purchase of vacant land funded from the Housing Amortization Reserve.

Reserves and Reserve Funds:

The 2024 Reserve and Reserve Fund Summary can be found in Attachment 3. The 2024 opening balance was \$55,911,550. The ending balance as of December 31, 2024 is \$63,812,681, an increase of \$7,901,131 over 2023. This increase is attributed to the following:

- Allocation of the 2024 surplus in the amount of \$1,684,594
- Increase of \$2,346,301 in approved operating and capital carry over projects from the 2024 budget to the 2025 budget. All amounts in this reserve should be fully expended by December 31, 2025
- Creation of the Supportive Housing Reserve Fund with funds received from the sale of property in the amount of \$1,115,159 in 2024
- Increase of \$2,265,087 in the Dedicated Infrastructure Reserve Fund which includes the levy and interest earned
- Increase of \$50,065 in the Dedicated Hospital Reserve Fund which includes levy and interest earned
- Increase of \$332,874 in the WSIB Reserve as a result a surplus in our municipal and long-term care WSIB groups due to low WSIB claims in 2024. There was no surplus in the Paramedic Service WSIB group in 2024. The Counties is a Schedule 2 employer

ATTACHMENTS

1. 2024 Year End Operating Budget Variance Report
2. 2024 Year End Capital Budget Variance Report
3. 2024 Reserves and Reserve Fund Activity

The report set out above has been reviewed and the information verified by the individuals listed below.

**KATIE CLARKE,
DEPUTY TREASURER**

**MAY 6, 2025
DATE**

**PAT HUFFMAN,
TREASURER**

**MAY 9, 2025
DATE**

**AL HORSMAN
CHIEF ADMINISTRATIVE OFFICER**

**MAY 12, 2025
DATE**

UNITED COUNTIES OF LEEDS & GRENVILLE
2024 CONSOLIDATED BUDGET
BUDGET VARIANCE REPORT
As of December 31, 2024

	2024 BUDGET REVENUE	2024 BUDGET EXPENSE	2024 NET BUDGET	2024 ACTUAL REVENUE	2024 ACTUAL EXPENSE	2024 NET ACTUAL	2024 VARIANCE	% of BUDGET SPENT
GENERAL GOVERNMENT								
COUNCIL	(422,500.00)	1,141,210.68	718,710.68	(422,500.00)	1,122,332.88	699,832.88	(18,877.80)	97%
JOINT SERVICES	(90,265.06)	219,143.14	128,878.08	(90,055.00)	218,631.99	128,576.99	(301.09)	100%
ADMINISTRATION	(35.00)	1,251,053.58	1,251,018.58	(55.00)	1,146,699.68	1,146,644.68	(104,373.90)	92%
CORPORATE SERVICES	(80,000.00)	4,944,011.14	4,864,011.14	(32,149.00)	4,935,056.74	4,902,907.74	38,896.60	101%
PROPERTIES	(472,175.26)	1,354,903.92	882,728.66	(480,406.80)	1,247,873.41	767,466.61	(115,262.05)	87%
PROPERTY ASSESSMENT	0.00	1,349,416.74	1,349,416.74	0.00	1,336,173.80	1,336,173.80	(13,242.94)	99%
TOTAL	(1,064,975.32)	10,259,739.20	9,194,763.88	(1,025,165.80)	10,006,768.50	8,981,602.70	(213,161.18)	98%
PROTECTION TO PERSONS & PROPERTY								
PROVINCIAL OFFENCES	(1,388,522.27)	1,078,651.65	(309,870.62)	(1,285,848.49)	1,008,796.25	(277,052.24)	32,818.38	89%
FIRE EMERGENCY	(199,638.60)	1,002,474.89	802,836.29	(163,905.59)	1,052,246.28	888,340.69	85,504.40	111%
EMERGENCY MANAGEMENT	0.00	58,374.05	58,374.05	0.00	34,081.93	34,081.93	(24,292.12)	58%
911	(14,320.09)	61,201.00	46,880.91	(14,320.09)	54,517.77	40,197.68	(6,683.23)	86%
WEED INSPECTION	0.00	36,956.81	36,956.81	0.00	18,207.87	18,207.87	(18,748.94)	49%
TOTAL	(1,602,480.96)	2,237,658.40	635,177.44	(1,464,074.17)	2,167,850.10	703,775.93	68,598.49	111%
TRANSPORTATION SERVICES	(986,214.20)	21,785,717.53	20,799,503.33	(415,946.72)	20,528,421.51	20,112,474.79	(687,028.54)	97%
WASTE MANAGEMENT	(147,315.20)	416,320.84	269,005.64	(72,069.76)	341,570.68	269,500.92	495.28	100%
HEALTH SERVICES								
HEALTH UNIT	0.00	1,439,801.61	1,439,801.61	0.00	1,309,440.61	1,309,440.61	(130,361.00)	91%
PARAMEDIC SERVICE	(14,569,647.93)	23,119,353.99	8,549,706.06	(14,632,396.10)	23,615,496.22	8,983,100.12	433,394.06	105%
TOTAL	(14,569,647.93)	24,559,155.60	9,989,507.67	(14,632,396.10)	24,924,936.83	10,292,540.73	303,033.06	103%

UNITED COUNTIES OF LEEDS & GRENVILLE
2024 CONSOLIDATED BUDGET
BUDGET VARIANCE REPORT
As of December 31, 2024

	2024 BUDGET REVENUE	2024 BUDGET EXPENSE	2024 NET BUDGET	2024 ACTUAL REVENUE	2024 ACTUAL EXPENSE	2024 NET ACTUAL	2024 VARIANCE	% of BUDGET SPENT
HOMES FOR THE AGED								
MAPLE VIEW LODGE	(6,028,808.33)	9,714,505.48	3,685,697.15	(6,870,420.13)	11,019,131.98	4,148,711.85	463,014.70	113%
MVL REDEVELOPMENT	(3,121,780.36)	5,557,840.99	2,436,060.63	(2,378,727.88)	4,816,319.20	2,437,591.32	1,530.69	100%
ST. LAWRENCE LODGE	0.00	1,338,670.00	1,338,670.00	0.00	978,189.00	978,189.00	(360,481.00)	73%
ST. LAWRENCE LODGE REDEVELOPMENT	(241,750.00)	721,440.73	479,690.73	(241,763.92)	721,440.74	479,676.82	(13.91)	100%
TOTAL	(9,392,338.69)	17,332,457.20	7,940,118.51	(9,490,911.93)	17,535,080.92	8,044,168.99	104,050.48	101%
COMMUNITY & SOCIAL SERVICES								
ONTARIO WORKS	(20,865,675.96)	22,242,681.95	1,377,005.99	(15,564,842.51)	16,911,266.24	1,346,423.73	(30,582.26)	98%
CHILDREN'S SERVICES	(18,828,844.98)	19,256,327.20	427,482.22	(19,620,325.20)	20,047,807.90	427,482.70	0.48	100%
COMMUNITY HOUSING	(10,665,363.91)	15,645,946.71	4,572,582.80	(9,992,318.81)	14,818,244.79	4,825,925.98	253,343.18	106%
TOTAL	(50,359,884.85)	57,144,955.86	6,377,071.01	(45,177,486.52)	51,777,318.93	6,599,832.41	222,761.40	103%
CHARLESTON LAKE PARK	0.00	25,654.20	25,654.20	0.00	23,451.02	23,451.02	(2,203.18)	91%
PLANNING & DEVELOPMENT								
PLANNING	(200,000.00)	474,339.42	274,339.42	(57,181.50)	307,608.30	250,426.80	(23,912.62)	91%
GIS	(15,000.00)	452,059.49	437,059.49	(14,557.53)	417,993.46	403,435.93	(33,623.56)	92%
CONSENT REVIEW	(162,750.00)	159,850.13	(2,899.87)	(155,205.00)	157,997.81	2,792.81	5,692.68	(96%)
ECONOMIC DEVELOPMENT	(376,672.00)	1,242,519.09	865,847.09	(388,830.31)	1,185,476.51	796,646.20	(69,200.89)	92%
FOREST MANAGEMENT	(9,087.50)	508,327.44	499,239.94	(10,721.99)	498,456.73	487,734.74	(11,505.20)	98%
TOTAL	(763,509.50)	2,837,095.57	2,073,586.07	(626,496.33)	2,567,532.81	1,941,036.48	(132,549.59)	94%

UNITED COUNTIES OF LEEDS & GRENVILLE
2024 CONSOLIDATED BUDGET
BUDGET VARIANCE REPORT
As of December 31, 2024

	2024 BUDGET REVENUE	2024 BUDGET EXPENSE	2024 NET BUDGET	2024 ACTUAL REVENUE	2024 ACTUAL EXPENSE	2024 NET ACTUAL	2024 VARIANCE	% of BUDGET SPENT
RESERVE TRANSFERS								
TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	415,742.24	415,742.24	415,742.24	0%
DEDICATED HOSPITAL LEVY	0.00	450,755.80	450,755.80	0.00	450,755.80	450,755.80	0.00	100%
DEDICATED INFRASTRUCTURE LEVY	0.00	1,803,023.22	1,803,023.22	0.00	1,803,023.22	1,803,023.22	0.00	100%
TOTAL RESERVE TRANSFERS	0.00	2,253,779.02	2,253,779.02	0.00	2,669,521.26	2,669,521.26	415,742.24	118%
TOTAL REVENUES/EXPENDITURES	(78,886,366.65)	138,852,533.42	59,558,166.77	(72,904,547.33)	132,542,452.56	59,637,905.23	79,738.46	100%
OTHER REVENUES & TRANSFERS								
INTEREST REVENUE	(2,028,735.76)	0.00	(2,028,735.76)	(3,513,075.38)	0.00	(3,513,075.38)	(1,484,339.62)	173%
OTHER REVENUE	0.00	0.00	0.00	(7,203.54)	0.00	(7,203.54)	(7,203.54)	0%
INTERNAL CHARGEBACK RECOVERIES	(5,711,510.00)	0.00	(5,711,510.00)	(5,710,398.00)	0.00	(5,710,398.00)	1,112.00	100%
TRANSFER FROM RESERVE	(200,000.00)	0.00	(200,000.00)	0.00	0.00	0.00	200,000.00	0%
TOTAL OTHER REVENUE	(7,940,245.76)	0.00	(7,940,245.76)	(9,230,676.92)	0.00	(9,230,676.92)	(1,290,431.16)	116%
COUNTY LEVY								
LEVY	(48,514,141.99)	0.00	(48,514,141.99)	(48,514,179.33)	0.00	(48,514,179.33)	(37.34)	100%
DEDICATED HOSPITAL LEVY	(450,755.80)	0.00	(450,755.80)	(450,755.80)	0.00	(450,755.80)	0.00	100%
DEDICATED INFRASTRUCTURE LEVY	(1,803,023.22)	0.00	(1,803,023.22)	(1,803,023.22)	0.00	(1,803,023.22)	0.00	100%
TOTAL COUNTY LEVY	(50,767,921.01)	0.00	(50,767,921.01)	(50,767,958.35)	0.00	(50,767,958.35)	(37.34)	100%
GRANT-IN-LIEU	(600,000.00)	0.00	(600,000.00)	(697,358.85)	0.00	(697,358.85)	(97,358.85)	116%
SUPPLEMENTARIES/WRITE OFFS	(250,000.00)	0.00	(250,000.00)	(626,504.81)	0.00	(626,504.81)	(376,504.81)	251%
TOTALS/VARIANCE	(138,444,533.42)	138,852,533.42	0.00	(134,227,046.26)	132,542,452.56	(1,684,593.70)	(1,684,593.70)	0%

UNITED COUNTIES OF LEEDS & GRENVILLE

2024 YEAR END CAPITAL REPORT

Actuals as of December 31, 2024

PROJECT	2024	2024	REALLOCATED	REALLOCATED	APPROVED TRANSFER	2025 CARRY OVER	VARIANCE	STATUS	ESTIMATED
	BUDGET	ACTUAL	TO (FROM) OTHER CAPITAL PROJECT	TO (FROM) OPERATING BUDGET	(FROM) RESERVES				COMPLETION
CORPORATE SERVICES									
IT									
Asset Management Software	210,000.00	158,135.04				51,864.96	0.00	Awarded to PSD Citywide for new Asset and Work Management Software replacing Worktech. Approved under By-Law 24-02. Implementation started in 2024 and will be complete in 2025.	2025
Wesport Tower Repair	0.00	391,459.88					391,459.88	Insurance claim for vandalized tower. \$386,600.95 covered by insurance reimbursement and \$4,858.93 transferred from insurance reserve.	Complete
Total IT	210,000.00	158,135.04	0.00	0.00	0.00	51,864.96	0.00		
Total CORPORATE SERVICES	210,000.00	158,135.04	0.00	0.00	0.00	51,864.96	0.00		
PROPERTIES									
25 CENTRAL									
First Floor Renovations	100,000.00	0.00				100,000.00	0.00	Space Needs Study completed in 2024 with resulting construction to be tendered and completed in 2025.	2025
Fire Security Panel	0.00	11,797.04				0.00	11,797.04	Emergency replacement of the Fire Panel. Funded from Amortization Reserve.	Complete
Total 25 CENTRAL	100,000.00	11,797.04	0.00	0.00	0.00	100,000.00	11,797.04		
Total PROPERTIES	100,000.00	11,797.04	0.00	0.00	0.00	100,000.00	11,797.04		
PUBLIC WORKS									
ROADS									
Rd 29 - Coons Rd, Elizabethtown-Kitley	450,000.00	6,390.53				443,609.47	0.00	Revisions were needed to tender documents and drawings in 2024 due to entrance location into the gas station on the NE Corner. Construction planned for 2025.	30-Jun-25

UNITED COUNTIES OF LEEDS & GRENVILLE

2024 YEAR END CAPITAL REPORT

Actuals as of December 31, 2024

PROJECT	2024	2024	REALLOCATED	REALLOCATED	APPROVED TRANSFER	2025 CARRY OVER	VARIANCE	STATUS	ESTIMATED
	BUDGET	ACTUAL	TO (FROM) OTHER CAPITAL PROJECT	TO (FROM) OPERATING BUDGET	(FROM) RESERVES				COMPLETION
Rd 43 - Road Widening to Four Lanes, North Grenville	5,500,000.00	7,115,854.38				0.00	1,615,854.38	Multi-year project. \$2.8 M single source to Aecom for design. Construction awarded to Tomlinson. Staged construction has commenced on the west side of the creek. Project funded from construction financing with Infrastructure Ontario.	31-Dec-26
Rd 2 - Cardinal Railtracks and Stormsewer, Edwardsburgh-Cardinal	215,268.00	155,401.96				0.00	(59,866.04)	Awarded per CW-044-2023. Construction commenced in 2023 with paving to be completed in 2024 due to deficiencies. Deficiencies rectified.	Complete
Rd 1 - Towline Rd E Realignment	590,830.00	258,175.45				0.00	(332,654.55)	CW-047-2021 awarded for Phase 3 in 2023. Townline Road portion initially removed from award in 2023, however, change order signed in 2024 to complete under original tender price. Construction complete.	Complete
Rd 2 at Waterton Culvert Replacement	250,000.00	91,175.15				0.00	(158,824.85)	Tender closed in August. Awarded to Tackaberry Construction.	Complete
Rd 30 - Rd 29 to Rd 42, Athens and Elizabethtown-Kitley	2,800,000.00	2,386,978.10				0.00	(413,021.90)	Tender awarded per CW-044-2024 to Tackaberry Construction.	Complete
Rd 7 - RD 16 to Kinch, Elizabethtown-Kitley	2,500,000.00	2,989.20				2,497,010.80	0.00	Tender awarded with work to be done in 2025. Construction in progress.	30-Sep-25
Rd 13 - RD 32 to UCLG Boundary, TLTI	1,500,000.00	1,054,353.07				125,000.00	(320,646.93)	Approved per CC-019-2024. Awarded to G. Tackaberry & Sons Construction. Only Guiderail remaining at year-end.	31-Jan-25
Rd 42 - RD 15 to Newboro, Rideau Lakes	2,700,000.00	2,654,023.23	(680,803.00)			0.00	(726,779.77)	Approved per Bylaw 24-48. Awarded to G. Tackaberry & Sons Construction for \$3.3M.	Complete
Rd 3 - 401 TO CN Tracks, TLTI	250,000.00	198,635.69				0.00	(51,364.31)	Awarded to Miller Paving per CW-036-2024. Construction has been completed.	Complete

UNITED COUNTIES OF LEEDS & GRENVILLE

2024 YEAR END CAPITAL REPORT

Actuals as of December 31, 2024

PROJECT	2024	2024	REALLOCATED	REALLOCATED	APPROVED TRANSFER	2025 CARRY OVER	VARIANCE	STATUS	ESTIMATED
	BUDGET	ACTUAL	TO (FROM) OTHER CAPITAL PROJECT	TO (FROM) OPERATING BUDGET	(FROM) RESERVES				COMPLETION
Rd 15 - Branch Rd to Merrickville-Wolford Boundary, Augusta & Merrickville-Wolford	350,000.00	275,249.30				0.00	(74,750.70)	Awarded to Miller Paving per CW-036-2024. Construction has been completed.	Complete
Total ROADS	17,106,098.00	14,199,226.06	(680,803.00)	0.00	0.00	3,065,620.27	(522,054.67)		
BRIDGES									
Glen Smail Bridge, Edwardsburgh-Cardinal	850,000.00	965,752.94			(180,000.00)	0.00	(64,247.06)	Construction Awarded to Willis Kerr. Approved per By-Law 24-54. Constuction complete.	Complete
Hyndman Bridge, Edwardsburgh-Cardinal	3,000,000.00	1,799,674.09	680,803.00			650,000.00	130,477.09	Approved per Bylaw 24-46. Awarded to UrbanLink Civil Ltd. Construction in progress.	July 2025
Pitt Bridge, Edwardsburgh-Cardinal	37,814.00	0.00				0.00	(37,814.00)	Due to a higher than anticipated cost, SD&G and UCLG deferred Project by mutual consent until 2025.	Deferred
Andrewsville Bridge, Rideau Lakes	42,330.00	0.00	-100,000.00			0.00	(142,330.00)	Remaining budget put into Dedicated Capital Infrastructure Reserve Fund in 2024.	Deferred
Lyndhurst Bridge, TLTI	1,180,956.00	0.00	100,000.00			1,080,956.00	0.00	TSI completed design. To be tendered in early 2025 for construction in 2025.	30-Sep-25
Fish Hatchery Bridge, Westport	464,098.00	0.00				464,098.00	0.00	TSI to complete design.	31-Mar-25
Lyn Creek Bridge, Elizabethtown-Kitley	150,000.00	99,521.53				50,478.47	(0.00)	Design in progress awarded to Ainley Graham. 2024 capital project is for design work only. Design is ongoing as well as the utility relocation plan.	31-Dec-26
Kemptville Creek Bridge, North Grenville	7,920,000.00	4,170,130.45					(3,749,869.55)	Bridge portion of Rd 43 Expansion. Multi-Year project funded by Construction Financing through Infrastructure Ontario.	31-Dec-26
Total BRIDGES	13,645,198.00	7,035,079.01	680,803.00	0.00	(180,000.00)	2,245,532.47	(3,863,783.52)		
CULVERTS & STORM SEWERS									
East Cardinal Culvert, Edwardsburgh-Cardinal	500,000.00	274,649.90				0.00	(225,350.10)	Awarded to Clarence Macdonald per CC-012-2024.	Complete
Westport Storm Sewer, Westport	500,000.00	86,670.67				414,971.49	1,642.16	Design completed. Tender closed and to be awarded. Construction expected in spring 2025.	30-Jun-25

UNITED COUNTIES OF LEEDS & GRENVILLE

2024 YEAR END CAPITAL REPORT

Actuals as of December 31, 2024

PROJECT	2024	2024	REALLOCATED	REALLOCATED	APPROVED TRANSFER	2025 CARRY OVER	VARIANCE	STATUS	ESTIMATED
	BUDGET	ACTUAL	TO (FROM) OTHER CAPITAL PROJECT	TO (FROM) OPERATING BUDGET	(FROM) RESERVES				COMPLETION
Total CULVERTS & STORM SEWERS	1,000,000.00	361,320.57	0.00	0.00	0.00	414,971.49	(223,707.94)		
BUILDINGS									
SOUTH GRENVILLE GARAGE	15,000.00	25,194.83		(11,421.00)		0.00	(1,226.17)	Approved per CC-017-2024. Paving has been completed.	Complete
NORTH GRENVILLE GARAGE	80,000.00	68,312.78				0.00	(11,687.22)	RFQ awarded for construction of storage shed. Construction complete.	Complete
GREENBUSH GARAGE	300,000.00	0.00				300,000.00	0.00	Paving to be tendered in late summer/early fall. Awarded to Tackaberry Construction per CW-092-2024.	30-Jun-25
Total BUILDINGS	395,000.00	93,507.61	0.00	(11,421.00)	0.00	300,000.00	(12,913.39)		
EQUIPMENT									
HEAVY WEIGHT TRUCK	417,776.00	0.00				417,776.00	0.00	Awarded per CC-024-2023. Delivery delayed until 2025.	31-Mar-25
LIGHT WEIGHT TRUCK	527,120.00	261,988.24				265,131.76	0.00	Two 3/4 tonnes from 2023 have been delivered. 3/4 Tonne awarded to Blue Mountain Chev. 3 Tonne trucks awarded to Downtown Autogroup.	31-Mar-25
SANDER/PLOW UNITS	518,228.00	0.00	269.43			517,958.57	0.00	Awarded per CC-024-2023. Delivery delayed until 2025.	31-Mar-25
MOWERS	330,000.00	0.00				235,000.00	(95,000.00)	Mowers have been tendered. Boom Mower Arm delivery delayed until May 2025.	30-May-25
HOT MIX ASPHALT TRANSPORTER	50,000.00	50,269.43	(269.43)			0.00	0.00	Delivered.	Complete
Total EQUIPMENT	1,843,124.00	312,257.67	0.00	0.00	0.00	1,435,866.33	(95,000.00)		
Total PUBLIC WORKS	33,989,420.00	22,001,390.92	0.00	(11,421.00)	(180,000.00)	7,461,990.56	(4,717,459.52)		
PARAMEDIC SERVICE									
PARAMEDIC SERVICE VEHICLES									
AMBULANCES	888,974.00	895,216.32				0.00	6,242.32	Approved per JSC-062-2023 for the purchase of four ambulances single sources to Crestline Coach Ltd.	Complete
EMERGENCY RESPONSE VEHICLES	367,224.00	367,224.38				0.00	0.38	Approved per JSC-063-2023 for the purchase of three paramedic reponse units single sourced to Rowland Emergency Vehicles. ERV's have been received.	Complete

UNITED COUNTIES OF LEEDS & GRENVILLE

2024 YEAR END CAPITAL REPORT

Actuals as of December 31, 2024

PROJECT	2024	2024	REALLOCATED	REALLOCATED	APPROVED TRANSFER	2025 CARRY OVER	VARIANCE	STATUS	ESTIMATED
	BUDGET	ACTUAL	TO (FROM) OTHER CAPITAL PROJECT	TO (FROM) OPERATING BUDGET	(FROM) RESERVES				COMPLETION
Total PARAMEDIC SERVICE VEHICLES	1,256,198.00	1,262,440.70	0.00	0.00	0.00	0.00	6,242.70		
BUILDING									
NEW BROCKVILLE STATION	50,202.00	0.00				50,202.00	0.00	Project on hold for new Brockville Station. Carry forwarding funds to use towards 2025 PS Operating Budget.	N/A
Total BUILDING	50,202.00	0.00	0.00	0.00	0.00	50,202.00	0.00		
Total PARAMEDIC SERVICE	1,306,400.00	1,262,440.70	0.00	0.00	0.00	50,202.00	6,242.70		
MAPLE VIEW LODGE									
BUILDING									
REDEVELOPMENT PROJECT	26,000,000.00	32,321,962.50				0.00	6,321,962.50	Multi-year project. Estimates for 2024 cash flow provided at time of budget. In year varaiance is based on actual cash outflow and does not impact overall budget.	2025
Total BUILDING	26,000,000.00	32,321,962.50	0.00	0.00	0.00	0.00	6,321,962.50		
BETTERMENTS									
HVAC	190,000.00	124,148.70				65,851.30	0.00	RFQ for MAU awarded to Platinum Mechanical Contractors Inc. Installation complete in 2024. Replacement of humidifiers approved in December as a non-standard single source award to Upper Canada HVAC for \$44,824 plus HST.	31-Mar-25
THERAPEUTIC TUB	0.00	39,552.21			(39,552.21)	0.00	0.00	Emergency purchase; funded from amortization reserve.	Complete
FIT TEST MACHINE	0.00	14,886.39	(14,886.40)			0.00	(0.01)	Due to expansion, MVL requires their own Accufit Fit Tester. Previously borrowed from Paramedic Service. Purchased from savings from flooring capital project.	Complete
SEPTIC BED REPLACEMENT	67,449.00	61,870.08				0.00	(5,578.92)	Final approval received in August. Installation completed in September.	Complete
FLOORING REPLACEMENT	25,000.00	0.00	14,886			0.00	(10,113.60)	Awarded to 9241329 Canada Inc. for \$8,553 plus HST. Under capitalization threshold and will be expensed in the operating budget.	Complete

UNITED COUNTIES OF LEEDS & GRENVILLE

2024 YEAR END CAPITAL REPORT

Actuals as of December 31, 2024

PROJECT	2024	2024	REALLOCATED	REALLOCATED	APPROVED TRANSFER	2025 CARRY OVER	VARIANCE	STATUS	ESTIMATED
	BUDGET	ACTUAL	TO (FROM) OTHER CAPITAL PROJECT	TO (FROM) OPERATING BUDGET	(FROM) RESERVES				COMPLETION
WINDOW REPLACEMENT	20,000.00	27,271.68			(7,271.68)	0.00	0.00	Awarded to Fendor Glass & Aluminum Inc. Change order issued for an additional \$5,650 to increase number of windows being replaced. Overage to be funded from Amortization Reserve	Complete
RESIDENT PATIO	14,000.00	0.00				0.00	(14,000.00)	Patio and glass inspected in 2024 and deemed safe. Capital replacement project cancelled.	Cancelled
SPRINKLER REPLACEMENT	50,000.00	24,674.76				127,812.60	102,487.36	RFQ awarded to Drapeau Automatic Sprinkler Corp. Ministry has provided additional one-time funding for sprinklers therefore replacement will cover the 3 remaining areas to be replaced (Centre Core Attic, SW and SE attic dry sprinklers). Total funding available from ministry is \$152,580. Replacement in progress at year-end.	28-Feb-25
IRON FILTER SYSTEM	0.00	15,101.18				0.00	15,101.18	Emergency replacement of iron filter system. Funded from Amortization Reserve.	Complete
FOUNDATION	17,000.00	0.00				17,000.00	0.00	To be tendered in 2025.	1-Jun-25
Total BETTERMENTS	383,449.00	307,505.00	0.00	0.00	(46,823.89)	210,663.90	87,896.01		
Total MAPLE VIEW LODGE	26,383,449.00	32,629,467.50	0.00	0.00	(46,823.89)	210,663.90	6,409,858.51		
SOCIAL HOUSING									
BETTERMENTS									
55 REYNOLDS DRIVE - BROCKVILLE	475,000.00	404,876.19				0.00	(70,123.81)	Door replacements awarded to Wiltse's Brockville Glass for \$34,193 plus HST in 2024. Air Make-Up Units awarded to Platinum Mechanical Contractors per JSC-020-2024 for \$199,750 plus HST. Window replacement awarded in 2023 with completion in 2024.	Complete
80 WATER ST - BROCKVILLE	174,284.00	200,787.84				0.00	26,503.84	Air make-up unit approved per JSC-031-2023. Due to supply chain management delays, installation was delayed until 2024.	Complete

UNITED COUNTIES OF LEEDS & GRENVILLE									
2024 YEAR END CAPITAL REPORT									
Actuals as of December 31, 2024									
PROJECT	2024	2024	REALLOCATED	REALLOCATED	APPROVED TRANSFER	2025 CARRY OVER	VARIANCE	STATUS	ESTIMATED
	BUDGET	ACTUAL	TO (FROM) OTHER CAPITAL PROJECT	TO (FROM) OPERATING BUDGET	(FROM) RESERVES				COMPLETION
200 BRIDGE ST - KEMPTVILLE	60,000.00	41,989.23				0.00	(18,010.77)	Door replacements awarded to Wiltse's Brockville Glass.	Complete
43 CENTRE ST - LANSDOWNE	110,000.00	131,367.07				0.00	21,367.07	New air-make up unit approved per JSC-049-2023. Due to supply chain delays on equipment, completion delayed until 2024. Additional \$10,634 capitalized for common room flooring as over the capitalization threshold; budgeted in the operating budget.	Complete
3 MILLER DRIVE - MALLORYTOWN	150,000.00	125,627.51				0.00	(24,372.49)	Air Make Up Unit approved per JSC-001-2024 and awarded to A/C Mechanical Refrigeration Ltd.	Complete
500 FORT TOWN DR - PRESCOTT	0.00	27,256.52				0.00	27,256.52	Foundation improvements at 500 Fort Town Drive. Initially budgeted in the operating budget but moved to capital as dollar amount meet capitalization threshold.	Complete
502 FORT TOWN DR - PRESCOTT	0.00	27,256.52				0.00	27,256.52	Foundation improvements at 502 Fort Town Drive. Initially budgeted in the operating budget but moved to capital as dollar amount meet capitalization threshold.	Complete
503 FORT TOWN DR - PRESCOTT	45,000.00	29,942.88				0.00	(15,057.12)	Windows awarded to Pat Lawless Windows, Doors & Siding.	Complete
56 BEDFORD -WESTPORT	0.00	17,451.84				0.00	17,451.84	Flooring budgeted in operating budget but over the capitalization threshold therefore moved to capital budget.	Complete
HPP CAPITAL PROJECT - BROCKVILLE	0.00	1,598,280.84				121,034.00	1,719,314.84	Sleep Cabin Project approved by JSC and awarded to NOW Housing for 25 Sleep Cabins.	Feb-25
VACANT LAND PURCHASE PARCEL 1 - BROCKVILLE	0.00	369,896.60				0.00	369,896.60	Approved per CW-029-2024. Funded from Housing Amortization Reserve.	Complete

UNITED COUNTIES OF LEEDS & GRENVILLE

2024 YEAR END CAPITAL REPORT

Actuals as of December 31, 2024

PROJECT	2024	2024	REALLOCATED	REALLOCATED	APPROVED TRANSFER	2025 CARRY OVER	VARIANCE	STATUS	ESTIMATED
	BUDGET	ACTUAL	TO (FROM) OTHER CAPITAL PROJECT	TO (FROM) OPERATING BUDGET	(FROM) RESERVES				COMPLETION
VACANT LAND PURCHASE PARCEL 2 - BROCKVILLE	0.00	69,976.45				0.00	69,976.45	Adjoining property to Parcel 1 above. Funded from Housing Amortization Reserve.	Complete
Total BETTERMENTS	1,014,284.00	3,044,709.49	0.00	0.00	0.00	121,034.00	2,151,459.49		
Total SOCIAL HOUSING	1,014,284.00	3,044,709.49	0.00	0.00	0.00	121,034.00	2,151,459.49		
TOTAL CAPITAL PROJECTS	63,003,553.00	59,107,940.69	0.00	(11,421.00)	(226,823.89)	7,995,755.42	3,861,898.22		
FUNDING SOURCES									
FEDERAL GAS TAX	(2,279,189.00)	0.00				2,279,189.00	0.00		
PROVINCIAL SUBSIDIES	(7,512,408.00)	15,400,851.90				490,221.00	8,378,664.90	Includes additional provincial subsidies: \$2.3 M subsidy claim for Road 43 Expansion Project, \$4.7M Construction Funding Grant for Maple View Lodge Expansion and 1.1M for the Cabin Projects .	
TRF FROM CARRY FORWARD RESERVE	(3,365,045.00)	1,415,795.79				1,352,643.72	(596,605.49)	Funds wil remain in Carry Forward Reserve for project completion or transfer into Amortization Reserves for projections complete.	
TRF FROM AMORTIZATION RESERVE	(9,939,503.00)	5,523,573.90		(11,421.00)	(226,823.89)	3,573,701.70	(1,080,472.29)	Funds will remain in Amortization Reserves	
PROCEEDS FROM LONG-TERM DEBT	(39,420,000.00)	36,404,967.26				0.00	(3,015,032.74)	Utilized less construction financing in 2024 than budgeted.	
FUNDRAISING IN-KIND DONATION	0.00	164,879.45					164,879.45	Donation of cable.	
NET IMPACT ON LEVY	(487,408.00)	197,872.39				300,000.00	10,464.39		
TOTAL FUNDING SOURCES	(63,003,553.00)	59,107,940.69		(11,421.00)	(226,823.89)	7,995,755.42	3,861,898.22		

**UNITED COUNTIES OF LEEDS & GRENVILLE
SUMMARY OF RESERVE BUDGET 2024**

RESERVE	2024 OPENING	2024 BUDGET			2024 ACTUAL		
	BALANCE	TRANSFER IN	TRANSFER OUT	BALANCE	TRANSFER IN	TRANSFER OUT	BALANCE
Tax Rate Stabilization:	(4,507,558.04)			(4,352,558.04)			(4,723,088.23)
One-Time Project Expenses			155,000.00			70,000.00	
Year-End Surplus					(285,530.19)		
MVL Donations	(171,537.44)	0.00	0.00	(171,537.44)	(62,199.98)	0.00	(233,737.42)
WSIB	(1,161,461.89)	0.00	50,000.00	(1,111,461.89)	(332,873.95)	0.00	(1,494,335.84)
Working Fund:	(9,784,738.38)			(9,596,576.58)		0.00	(9,796,576.58)
Limerick Land Repayment (2026)		(11,838.20)			(11,838.20)		
Entry to Balance Budget			200,000.00			0.00	
Carry Over Reserve	(3,365,046.25)	0.00	3,365,046.25	0.00	(4,479,735.70)	2,133,434.86	(5,711,347.09)
Amortization Reserves	(27,897,046.94)	(10,552,897.62)	13,636,204.31	(24,813,740.25)	(13,265,996.90)	11,785,944.05	(29,377,099.79)
Insurance	(1,125,831.82)	0.00	0.00	(1,125,831.82)	0.00	24,309.41	(1,101,522.41)
Dedicated Hospital Reserve Fund	(266,272.20)	(470,755.80)	422,500.00	(314,528.00)	(472,564.65)	422,500.00	(316,336.85)
Dedicated Infrastructure Reserve Fund	(5,576,675.47)	(2,112,023.22)	637,364.20	(7,051,334.49)	(2,265,086.81)	0.00	(7,841,762.28)
Supportive Housing Reserve Fund	0.00	0.00	0.00	0.00	(1,115,158.70)	0.00	(1,115,158.70)
Forest Regeneration	0.00	(40,000.00)	0.00	(40,000.00)	(40,000.00)	0.00	(40,000.00)
Legal/Planning	(348,873.24)	(12,750.00)	175,000.00	(186,623.24)	(12,155.00)	0.00	(361,028.24)
Winter Control	(735,699.05)	0.00	0.00	(735,699.05)	0.00	0.00	(735,699.05)
Integrity Commissioner	(30,000.00)	0.00	0.00	(30,000.00)	0.00	0.00	(30,000.00)
PS Severance	(180,690.00)	0.00	0.00	(180,690.00)	0.00	0.00	(180,690.00)
OW Contingency	(426,373.54)	0.00	0.00	(426,373.54)	0.00	5,820.63	(420,552.91)
Deferred Revenue	(237,231.97)	0.00	0.00	(237,231.97)	0.00	0.00	(237,231.97)
CH Housing Sale	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CH Non Profit Stab Fund	(96,513.70)	0.00	0.00	(96,513.70)	0.00	0.00	(96,513.70)
TOTAL	(55,911,549.93)	(13,200,264.84)	18,641,114.76	(50,470,700.01)	(22,343,140.08)	14,442,008.95	(63,812,681.06)

MAY 22, 2025

COUNCIL REPORT

REPORT NO. CC-015-2025

AMO DELEGATION REQUEST ITEMS

**ANDREA BOLTON
INTERIM COUNTY CLERK**

RECOMMENDATIONS

THAT the Council of the United Counties of Leeds and Grenville approve seven items to be submitted to the Province of Ontario in response to its Association of Municipalities of Ontario (AMO) Delegation Request intake process for the August 17-20, 2025 AMO Conference as including:

1. Municipal Property Assessment Corporation (MPAC) Issues;
2. Provincial Offences Act Issues;
3. VTAC/Cross Border Billing;
4. Rural Economic Development through Immigration (REDI) Program;
5. Homelessness Prevention Program (HPP) Funding;
6. Expansion of Hydro/Gas and Impacts on Economic Development;
7. Infrastructure Deficit/Capital Needs; and

THAT staff submit the delegation requests prior to the May 30, 2025 application deadline.

FINANCIAL IMPLICATIONS

Feedback and updates from the respective provincial Ministries for these items will allow planning for current and future year budget needs.

CLIMATE CHANGE IMPLICATIONS

Where possible reports are provided in a digital format to reduce the Counties carbon footprint.

ACCESSIBILITY CONSIDERATIONS

This report can be made available in alternate accessible formats on request.

The United Counties of Leeds and Grenville makes every effort to provide services in a manner that is inclusive, to ensure accessibility barriers are reduced or eliminated where possible. Meetings of the Counties Council are livestreamed with closed captioning.

COMMUNICATIONS CONSIDERATIONS

Based on the direction provided to staff, this the delegation requests will be communicated to the Ministry of Municipal Affairs and Housing through the application portal.

BACKGROUND

At its meeting of May 7, 2025, the Committee of the Whole considered potential delegation items for the upcoming AMO Conference of August 17-20, 2025 and recommended seven requests be made. Per an email received from the AMO Events Coordinator, delegation requests are to be made to the Ontario Ministry of Municipal Affairs and Housing through a defined portal using the application form provided. Deadline for the submissions is May 30, 2025.

At this point all that is required is the delegation request. The Ministry of Municipal Affairs and Housing will review applications received with their sister Ministries and respond back where the requests were approved. Following approval, formal briefings and background materials will be developed and submitted by Counties' staff in accordance with deadlines set by the Ministries, which is anticipated to be mid to late July.

DISCUSSION/ALTERNATIVES

The seven delegation requests were identified by the Committee of the Whole. They include:

1. **Municipal Property Assessment Corporation (MPAC) Issues** – To discuss the Property Assessment being frozen at 2016 values and the financial implications for the property tax system
2. **Provincial Offences Act Issues**– To discuss legislative changes that would enable municipalities to more efficiently and effectively collect fines; to discuss reviewing the administrative fees and adjust to reflect the costs of POA courts administration and collection; and to discuss the need for additional Justices of the Peace
3. **VTAC/Cross Border Billing** – To request additional funding in the amount of \$2.5 million to expand the current Community Paramedicine Program to offer enhanced services of a Virtual Triage and Assessment (VTAC) Centre within the UCLG and to discuss the lack of a mandatory cross border billing mechanism
4. **Rural Economic Development through Immigration (REDI) Program** – To discuss the possibility of extending the Program beyond its current mandate to enable participants to take full advantage of its benefits
5. **Homelessness Prevention Program (HPP) Funding** – To discuss the sustainability of HPP funding beyond 2026 and to discuss its uses, as well as capital and operating funding for the 150 supportive housing units.
6. **Expansion of Hydro/Gas and Impacts on Economic Development** – To discuss the impact the expansion of hydro and gas services have on economic development
7. **Infrastructure Deficit/Capital Needs** – To discuss the need for additional sustainable infrastructure funding.

ATTACHMENTS

Nil

The report set out above has been reviewed and the information verified by the individuals listed below.

ANDREA BOLTON
INTERIM COUNTY CLERK

MAY 12, 2025
DATE

AL HORSMAN
CHIEF ADMINISTRATIVE OFFICER

MAY 12, 2025
DATE

UNITED COUNTIES OF LEEDS AND GRENVILLE

COMMITTEE OF THE WHOLE REPORT

To the Warden and Members of Council of the United Counties of Leeds and Grenville

Members, We, your Committee of the Whole, beg leave to report as follows:

The Committee of the Whole met April 24, 2025 at 11:12 a.m. in the Council Chambers, 25 Central Avenue West, Brockville.

Members Present: Corinna Smith-Gatcke, Warden
Brant Burrow, Michael Cameron, Tory Deschamps,
Roger Haley, Arie Hoogenboom, Robin Jones, Nancy Peckford,
Herb Scott, Jeff Shaver

Staff Present: Alison Tutak, Interim Chief Administrative Officer
Linda Hunter, Director of Maple View Landings
Pat Huffman, Treasurer
Mario Garcia, Construction Project Administrator
Andrea Bolton, Interim County Clerk (Recording Secretary)

Others Present: John Lawless, Recorder and Times

1. Call to Order

Recording Timestamp 00:00:04

The Warden called the meeting to order at 11:12 a.m.

2. Adoption of Agenda

Recording Timestamp 00:00:36

Resolution No. CW-058-2025
Moved by Michael Cameron
Seconded by Roger Haley

THAT the Agenda for the April 24, 2025 special meeting of the Committee of the Whole be adopted as circulated.

CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof – Nil

Recording Timestamp 00:00:51

4. Staff Reports

4.1 Presentation - Maple View Lodge Adaptive Re-Use and Renovation 2025

Recording Timestamp 00:01:16

Mr. Garcia reported the 192-bed G. Tackaberry and Family Home (GTFH) is nearly complete and the 60-bed existing home, Maple View Lodge (MVL), will become vacant. He noted Maple View Lodge has historical importance for the United Counties of Leeds and Grenville. Mr. Garcia reviewed the types of uses for MVL, which include affordable independent living units, affordable dormitory style living units to support staff working at GTFH, licensed childcare, and a Virtual Triage and Assessment Centre (VTAC). Mr. Garcia explained the existing MVL has 20 semi-private basic rooms, 38 semi-private rooms, and two private rooms, two dining rooms, and administration on the first floor, with offices on the second floor. He noted the southwest wing of the building would house the affordable dormitory style units and the other three wings of the building would house the affordable independent living units. He indicated the VTAC and childcare would comprise the remaining portions of the centre of the building. Mr. Garcia noted the childcare has been approved for additional square footage and has asked if there is space that can be utilized on the second floor.

Ms. Jones joined the meeting at 11:20 a.m.

Mr. Garcia explained the renovations would have two phases: Phase 1 would renovate the southwest wing to provide dormitory style living for staff at the GTFH, beginning with 10 units, and eventually expanding to 18 units at a later date. He noted each unit would have their own bathroom, though they would

not be accessible washrooms; phase one would utilize existing washrooms and would see the installation of showers in another location. Mr. Garcia explained there would be no need to increase the septic facilities, as they are not increasing the overall occupancy numbers at MVL. Phase 1 would also include the childcare spaces based on Ministry guidelines.

With respect to Phase 2 of the renovations, Mr. Garcia said it would include the other three wings of the building for affordable independent living units, the VTAC operations, as well as the existing offices on the second floor. Mr. Garcia reviewed the number of independent living units, consisting of 18 single rooms, 9 bachelor studios, 17 one-bedroom units, and 10 two-bedroom units, for a total of 54 units, 36 at market rent and 18 affordable rent.

Regarding affordability, Mr. Garcia explained he has been in contact with Canada Mortgage and Housing (CMHC) regarding funding and determined a certain percentage of affordable housing is required to qualify, with 25% to 30% of the units needing to be affordable. He said they are proposing to have 30% of the units affordable and the remaining units available at market rent. Mr. Garcia explained the affordable rents must be set by CMHC within the range prescribed. He also said the rent-range provided by CMHC was used in the calculations for the funding application that has been filed.

Mr. Garcia outlined the different types of funding available from CMHC, including the seed funding interest free loan, and the seed funding non-repayable loan, as well as affordable housing repayable loan, and the affordable housing forgivable loan. He explained seed funding can extend to \$500,000 to cover the soft costs of a development, such as studies, architectural documents, etc. He clarified the maximum amount of non-repayable contribution is \$150,000. Mr. Garcia noted the affordable housing loan is for the construction costs of the project. He outlined the CMHC's low-interest repayable loans and their forgivable loans, noting the project must be 25-30% affordable housing. Mr. Garcia stated the Counties has applied for seed funding, though any decision on funding will not be received until the federal election is completed. With respect to the seed funding application, he explained there is \$1.1 million in soft costs for the project, and the revenue from the rent of the apartments is \$807,240.00 annually. Mr. Garcia noted the budget for the overall project is estimated at \$24 million based on square footage, though it could be lower. He concluded that once the election is completed, and with successful funding from the CMHC, it is hoped the project can then proceed with the necessary studies.

Ms. Hunter joined the meeting at 11:38 a.m.

Recording Timestamp 00:25:20

In response to a question from Ms. Jones, Ms. Tutak confirmed the childcare centre was approved by Council in principle and Mr. Garcia confirmed there were 51 childcare spaces planned from previously allocated spaces, though that number could increase. Ms. Jones suggested an analysis ought to be done to determine if the 51 spaces can be filled at this location and ensure they are not taking spaces from other parts of the Counties where they are needed. Ms. Tutak said a report to the Joint Services Committee regarding the new childcare spaces is forthcoming.

Recording Timestamp 00:46:33

Mr. Deschamps suggested the Township of Athens could be approached to waive a portion of the \$400,000 in building permit fees.

4.2 Report No. CW-036-2025: Maple View Lodge Repurposing

Recording Timestamp 00:57:09

Recording Timestamp 01:04:39

Ms. Jones left the meeting at 12:17 p.m.

In response to Warden Smith-Gatcke's request for clarification, Mr. Garcia stated architectural and engineering documents are required to provide more accurate estimates of the cost of the project; the cost of such documents is approximately \$500,000. Ms. Tutak clarified the architectural and engineering documents would have to be tendered, which would need to be awarded by Council. Warden Smith-Gatcke confirmed the proposed motion would authorize the staff time and effort associated with preparing the tender.

Resolution No. CW-059-2025
Moved by Arie Hoogenboom
Seconded by Brant Burrow

THAT the Committee of the Whole recommends to Counties Council the approval of Maple View Lodge Re-Use Phase 1 initiatives for design and costing; and

THAT the final costs must be approved by Council prior to proceeding.

CARRIED

5. Questions from the Media

Recording Timestamp 01:14:24

Mr. Lawless requested clarification regarding what is dormitory living. Mr. Garcia said the main purpose is to support the staff working at the G. Tackaberry and Family Home. He said there is some question about the number of units required, which is why they are starting with ten. In response to a further question from Mr. Lawless, Mr. Garcia said there are still decisions to be made in regard to the kitchen and dining room, noting the entirety of the facilities may not be required.

6. Questions from the Public

Recording Timestamp 01:16:02

7. Closed Meeting – Nil

Recording Timestamp 01:16:08

8. Adjournment

Recording Timestamp 01:16:12

Resolution No. CW-060-2025

Moved by Tory Deschamps

Seconded by Herb Scott

THAT the Special meeting of the Committee of the Whole adjourn at 12:29 p.m.

CARRIED

All of which is respectfully submitted this 22nd day of May, 2025.

Special Committee of the Whole Report
April 24, 2025

Chair

Andrea Bolton, County Clerk

UNITED COUNTIES OF LEEDS AND GRENVILLE

COMMITTEE OF THE WHOLE REPORT

To the Warden and Members of Council of the United Counties of Leeds and Grenville

Members, We, your Committee of the Whole, beg leave to report as follows:

The Committee of the Whole met May 7, 2025 at 9:00 a.m. in the Council Chambers, 25 Central Avenue West, Brockville.

Members Present: Arie Hoogenboom, Chair
Corinna Smith-Gatcke, Warden, Brant Burrow, Michael Cameron,
Tory Deschamps, Roger Haley, Robin Jones, Herb Scott, Jeff Shaver

Staff Present: Al Horsman, Chief Administrative Officer
Shanna Culhane, Director of Community & Social Services
Kim Little, Director of Corporate Services
Bill Guy, Interim Director of Public Works
Jeff Carss, Chief of Paramedic Services
Pat Huffman, Treasurer
Chad Findlay, Manager of Engineering and Operations
Ann Weir, Manager of Economic Development
Andrea Bolton, Interim County Clerk (Recording Secretary)

Others Present: Lisa Severson, Eastern Ontario Regional Network
Jason St. Pierre, Eastern Ontario Regional Network
John Lawless, Recorder & Times

1. Call to Order

Recording Timestamp 00:00:01

The Chair called the meeting to order at 9:00 a.m. and noted Ms. Peckford sends her regrets.

2. Adoption of the Agenda

Recording Timestamp 00:01:17

Resolution No. CW-061-2025

Moved by Robin Jones

Seconded by Jeff Shaver

THAT the Agenda for the May 7, 2025 meeting of the Committee of the Whole be adopted as circulated.

CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof – Nil

Recording Timestamp 00:01:43

4. Adoption of the Minutes of the Previous Meeting

4.1 Meeting Minutes Dated April 9, 2025

Recording Timestamp 00:02:05

Resolution No. CW-062-2025

Moved by Herb Scott

Seconded by Corinna Smith-Gatcke

THAT the Minutes of the Committee of the Whole Meeting held on April 9, 2025 be adopted as circulated.

CARRIED

5. Delegations/Presentations

Recording Timestamp 00:02:37

**5.1 Lisa Severson and Jason St. Pierre, Eastern Ontario Regional Network
re: EORN Annual Update**

Mr. St. Pierre provided the Committee with an overview of the Eastern Ontario Regional Network's (EORN) goals related to the Cell Gap Project, which is to achieve 99% coverage in eastern Ontario where people live, work and travel on

major roadways so they can receive and make cell phone calls, 95% coverage with standard definition service level that can support email, web browsing and social media, and 85% coverage with high-definition services to support video conferencing, movie streaming and other data intensive applications. He noted the project received funding before in-kind contributions and community benefits, from Rogers Communications, the Governments of Canada and Ontario, and from the Eastern Ontario Wardens' Caucus (EOWC) and Eastern Ontario Mayors' Caucus (EOMC) to a total of over \$300 million. Mr. St. Pierre reported overall 48% of the new tower builds, 100% of uplifts, and 87% of co-location towers are in-service, while in Leeds and Grenville those numbers are 83%, 100% and 100% respectively. He said 94% of all United Counties of Leeds and Grenville sites are completed, noting the Counties contributed \$635,000 toward the project.

Mr. St. Pierre outlined the planned number of towers to be built in year five of the project, which is 113, and the planned number of co-locations for year, which is eight. Year six will see 24 new builds and two co-locations. With respect to the construction plan for the United Counties of Leeds and Grenville, Mr. St. Pierre indicated there are three sites left to be completed in 2025, two in the Township of Leeds and the Thousand Islands and one in the Township of Augusta. He reported on the EORN activities in 2024, noting the number of meetings with municipalities, MPs and MPPs, and First Nations and Indigenous communities, as well as the number of public inquiries responded to, and press releases and newsletters issued.

Mr. St. Pierre outlined the next steps and timelines which include continuing the land use authority process, the consultation process with Indigenous and First Nations communities, new tower construction, announcements, and pursuing other initiatives where EORN may be able to help through to 2030. Mr. St. Pierre provided the Committee with information regarding the EORN's Strategic Plan, noting they are one year into the four-year document, having changed their letters of patent to allow for greater versatility to work on various projects around the region to support growth and stability. The four key services of the EORN are now project management, infrastructure project services, technology services support, and municipal support. He reviewed the current activities of the EORN, including development and successful implementation of a duty to consult process, the automated speed enforcement introduction and review with Lanark, the Canadian Internet Registry Authority (CIRA) partnership in broadband performance, closing gaps in the provincial broadband projects, the Geographic

Information System mapping exercise to support digital twin, and regional procurement model for issues such as cyber security. He concluded by noting the EORN has signed on as a community partner with CIRA to help gather data about internet speeds across the region and to help identify real gap areas and develop programs to fill them. He noted resident participation in the project is key.

6. Staff Reports - Action Reports

6.1 Administration

6.1.1 Report No. CW-037-2025: Updated Investment Policy

Recording Timestamp 00:28:27

Ms. Severson, Mr. St. Pierre, and Ms. Weir left the meeting at 9:29 a.m.

Resolution No. CW-063-2025

Moved by Tory Deschamps

Seconded by Brant Burrow

**THAT the Committee of the Whole recommends the amendment of Appendix B -Authorized Investments and Sector Limitations contained within the current Investment Policy provided in Attachment 2 of Report No. CW-037-2025; and
THAT By-law 19-39 be amended.**

CARRIED

6.1.2 Report No. CW-039-2025: 2025 Budget Impacts Per Ontario Regulation 284/09

Recording Timestamp 00:31:46

Resolution No. CW-064-2025

Moved by Roger Haley

Seconded by Jeff Shaver

THAT Report No. CW-039-2025 regarding the 2025 Budget Impacts per Ontario Regulation 284/09, be received; and

THAT the Committee of the Whole recommends Counties Council adopt Report No. CW-039-2025, which meets the requirements of the regulation in preparing the 2025 Budget in a PSAB compliant format.

CARRIED

6.1.3 Report No. CW-045-2025: Integrity Commissioner Annual Report 2024

Recording Timestamp 00:32:51

Recording Timestamp 00:33:29

Ms. Jones noted the provincial government has brought back proposed legislation to create a standard code of conduct for all municipalities with the expectation that it will be in place for 2026. She suggested staff bring forward a report on the proposed legislation, and if there is an opportunity for comment by the municipality, that Council consider providing feedback to the Province.

Recording Timestamp 00:36:56

In response to a suggestion by Mr. Burrow, Ms. Jones indicated she would raise the issue of accepting public comment on the proposed legislation in her upcoming Association of Municipalities of Ontario (AMO) meeting with the Ministry of Municipal Affairs and Housing.

Resolution No. CW-065-2025

Moved by Michael Cameron

Seconded by Robin Jones

THAT the Committee of the Whole recommends the Annual Integrity Commissioner's Report dated April 8, 2025 from Tony Fleming, Cunningham Swan as attached to Report No. CW-045-2025 be received.

CARRIED

6.2 Corporate Services – Nil

Recording Timestamp 00:40:37

6.3 Public Works

6.3.1 Report No. CW-040-2025: County Road 33 Yield Control at Lyndhurst Bridge

Recording Timestamp 00:40:41

Resolution No. CW-066-2025

Moved by Jeff Shaver

Seconded by Herb Scott

**THAT the Committee of the Whole recommends that a by-law be enacted to authorize the installation of a 'YIELD TO ONCOMING TRAFFIC' (Rb-91) sign for the northbound direction on County Road 33, on approach to the single-lane Lyndhurst Bridge, in accordance with the findings and recommendations of the Traffic and Pedestrian Safety Solutions at Lyndhurst Bridge study; and
THAT the necessary by-law be prepared.**

CARRIED

6.3.2 Report No. CW-041-2025: County Road 33 Speed Limit Adjustments (Lyndhurst Bridge Area)

Recording Timestamp 00:42:50

Ms. Weir rejoined the meeting at 9:45 a.m.

Resolution No. CW-067-2025

Moved by Corinna Smith-Gatcke

Seconded by Tory Deschamps

THAT the Committee of the Whole recommends the following speed limit changes on County Road 33 in the Township of Leeds and the Thousand Islands:

- 1. Increase the speed limit from 50 km/h to 60 km/h on County Road 33, from 40m North of Webster Road to Wilson Camp Road.**
- 2. Reduce the speed limit from 50 km/h to 40 km/h on County Road 33, from Wilson Camp Road to 150m North of Short Point Road.**
- 3. Increase the speed limit from 50 km/h to 60 km/h on County Road 33, from 150m South of Cook Street to 280m South of the County Road 33 and County Road 3 intersection.**

THAT the necessary by-law be prepared.

CARRIED

**6.3.3 Report No. CW-042-2025: County Road 4 Speed Limit Adjustment
(Quabbin Road - Mallorytown Railway Crossing Area)**

Recording Timestamp 00:45:20

Resolution No. CW-068-2025

Moved by Brant Burrow

Seconded by Roger Haley

THAT the Committee of the Whole recommends the following speed limit changes on County Road 4 (Quabbin Road) in the Township of Front of Yonge:

- 1. Reduce the speed limit from 40 km/h to 30 km/h on County Road 4, from 105m north of the railway crossing to 65m south of the railway crossing.**
- 2. THAT the necessary by-law be prepared.**

CARRIED

**6.3.4 Report No. CW-043-2025: Award of Contract No. PW-2025-14 for
Micro-Surfacing and Slurry Seal Surface Treatment**

Recording Timestamp 00:48:30

Resolution No. CW-069-2025

Moved by Robin Jones

Seconded by Michael Cameron

THAT Committee of the Whole recommends awarding Contract No. PW-2025-14 for Micro-Surfacing and Slurry Seal Surface Treatment to Miller Paving Limited at the Council approved capital budget amount of \$1,212,907.97, including taxes at 1.76%; and,

THAT the Committee recommends transferring \$42,723.52 from County Road 18 to County Road 32 to address part of the \$57,013.86 funding shortfall for CR 32; and

THAT the Committee recommends transferring \$14,290.34 from County Road 5 to County Road 32 to address the remaining funding shortfall for County Road 32; and

THAT the Committee recommends transferring \$20,131.97 from County Road 5 to County Road 17 to address the funding shortfall on County Road 17 and

THAT the necessary by-law be prepared.

CARRIED

6.3.5 Report No. CW-044-2025: Award of Contract No. PW-2025-02 for Supply and Delivery of Corrugated Steel Pipe and High Density Polyethylene Pipe

Recording Timestamp 00:51:53

Recording Timestamp 00:53:01

Ms. Jones requested that the Committee be provided with the range of bids; Mrs. Huffman confirmed staff will provide that information moving forward.

Ms. Weir left the meeting at 9:54 a.m.

Recording Timestamp 00:55:52

Mr. Haley indicated he recently spoke with a contractor who raised concerns over the fact they were not able to find out which companies bid on the projects at the Counties. Mr. Hoogenboom suggested staff further examine the impact to businesses when this information is not made available.

Resolution No. CW-070-2025

Moved by Robin Jones

Seconded by Herb Scott

THAT Committee of the Whole recommends approving the award of Contract No. PW-2025-13 for the Supply and Delivery of Corrugated Steel Pipe (CSP) and High-Density Polyethylene Pipe (HDPE) to Armtec Inc. in the total two (2) year amount of \$421,324.60, excluding taxes;

THAT Committee of the Whole recommends authorizing staff to exercise the option to extend Contract No. PW-2025-13 annually with Armtec Inc. for an additional term of up to two (2) one (1) year periods, subject to budget, satisfactory vendor performance, pricing, and the mutual agreement of all parties; and,

THAT the necessary by-law be prepared.

CARRIED

7. Staff Reports - Information Reports

7.1 Report No. CW-038-2025: Procurement Activity Report - Q1 2025

Recording Timestamp 00:58:09

Resolution No. CW-071-2025

Moved by Tory Deschamps

Seconded by Roger Haley

THAT the Information Report listed on the Committee of the Whole Agenda dated May 7, 2025 be received and filed.

CARRIED

8. Sub-Committee, Ad Hoc Committee, and Member Reports

8.1 Eastern Ontario Wardens' Caucus Update - Warden Smith-Gatcke

Recording Timestamp 00:59:08

Ms. Smith-Gatcke noted the Eastern Ontario Wardens' Caucus (EOWC) is meeting Friday morning to prepare for the May 12th and May 13th Queen's Park Lobby Days. She said she will be working alongside the other members of the EOWC to present important issues to the Ministers. She will provide a further report after the event.

8.2 AMO Board Update - Robin Jones

Recording Timestamp 01:00:24

Ms. Jones said she has been attending the Annual General Meetings of a number of municipal associations, noting this has permitted her to hear the various concerns. She noted there was considerable response to when the Province released the list of municipalities receiving strong mayor powers. She explained the Association of Municipalities of Ontario (AMO) does not intend to conduct training, but AMO has reached out to the Province to encourage the government to provide training. She recommended the municipalities contact the Province and request this training; she will also raise it during her upcoming meeting with the Ministry.

Ms. Jones reported economists and AMO are working on providing municipalities with tools related to the United States' tariffs.

Ms. Jones noted delegation requests to meet with Ministers during the AMO Conference have opened this week. She noted the importance of these delegations, saying that when issues are raised by more than one municipality, it has an impact.

8.3 South East Health Unit Update - Robin Jones

Recording Timestamp 01:03:42

Ms. Jones noted there is a summary of the recent meeting contained in the agenda package.

Recording Timestamp 01:03:57

Mr. Haley asked for an update regarding the Province's funding pertaining to the merger and how it might impact services. Ms. Jones noted the Province is continuing to provide the Health Unit with 1% per year in funding; however, at a minimum, salaries and wages are increasing 4%. She said AMO continues to lobby that the Province needs to increase funding each year in order to meet the pressure of inflation. Ms. Jones reported the Transition Funding for the merger has been provided and will continue to be provided for year two of the merger, but there continues to be pressure related to operational funding. She explained the message has been that services will not be cut, though she has said if the funding is not available, they would have to ask staff to identify possible cuts to service. Ms. Jones noted individual municipal councils must advocate to the effect that the current funding formula is a form of downloading public health to the municipalities.

9. Information Items

9.1 Information Items List Dated May 7, 2025

Recording Timestamp 01:07:00

This information item list was received and filed.

10. Unfinished Business

10.1 CAO's Report - Policy and Action Requests

Recording Timestamp 01:07:14

Recording Timestamp 01:09:40

With respect to the Policy and Action Requests, Ms. Jones noted the Andrewsville Bridge matter needs to be completed within this term of Council, as well as the review of Council compensation.

Recording Timestamp 01:11:08

Mr. Hoogenboom invited the members of the Committee to bring forward suggested Ministry delegation requests for the AMO Conference.

Recording Timestamp 01:11:32

Mr. Scott recommended a delegation to the Ministry of Finance regarding the property assessment, noting property taxes continue to be based on 2016 values.

Recording Timestamp 01:13:29

Ms. Jones recommended a delegation be made to the Attorney General regarding a solution to the Provincial Offences Act issues.

Recording Timestamp 01:14:08

Warden Smith-Gatcke recommended a delegation to the Ministry of Health regarding the Virtual Triage and Assessment Centre (VTAC) and the issue of cross-border billing for land ambulances.

Recording Timestamp 01:16:00

Mr. Hoogenboom suggested a delegation with the Ministry responsible for the Rural Economic Development Through Immigration (REDI) program with a request to extend the timeline of the program.

Recording Timestamp 01:19:59

Mr. Deschamps recommended a delegation pertaining to the supportive housing cabins and the sustainability of the Homelessness Prevention Program (HPP) funding. Ms. Culhane confirmed there are 23 additional dormitory beds that could be established in the building adjacent to the cabins' location. Warden Smith-Gatcke confirmed there is a report coming to the Joint Services Committee regarding the 10-Year Housing and Homelessness Plan.

Recording Timestamp 01:23:15

Mr. Deschamps recommended a delegation to the Ministry of Energy and Electrification regarding hydro and natural gas expansion and the economic development impacts associated with it.

Recording Timestamp 01:28:14

Mr. Horsman stated staff would bring a report to the May 22nd Council meeting to confirm the topics of the delegations in advance of the May 30th delegation request deadline.

Recording Timestamp 01:29:15

Mr. Deschamps and Mr. Cameron stated the need for infrastructure funding is another area where a delegation would be recommended. Mr. Hoogenboom indicated staff would need to determine if the delegation request should be to the Minister of Finance or the Minister of Infrastructure.

11. Announcements

Recording Timestamp 01:32:33

Warden Smith-Gatcke noted the Corporate Services and Finance Committee will hold its first meeting May 21st.

Recording Timestamp 01:32:54

Warden Smith-Gatcke thanked staff at the Municipality of North Grenville and at the Counties for their work planning the successful Warden's Banquet held May 3rd. She said it was an honour for her to have had the opportunity to recognize the former Warden, Ms. Peckford, as well as all the Wardens that came before her in the Counties' 175 year history.

12. Notices of By-law/Notices of Motion

Recording Timestamp 01:34:34

- 12.1 A By-law to Amend By-law 19-39, Being a By-law to Adopt an Investment Policy**
- 12.2 A By-law to Provide for the Erection of a Yield Sign for the Northbound Direction on County Road 33 on Approach to the Lyndhurst Bridge**
- 12.3 A By-law to Prescribe a Rate of Speed on County Road 33 in the Township of Leeds and the Thousand Islands**
- 12.4 A By-law to Prescribe a Rate of Speed on County Road 4 (Quabbin Road) in the Township of Front of Yonge**
- 12.5 A By-law to Award Contract No. PW-2025-14 for Micro-Surfacing and Slurry Seal Surface Treatment**
- 12.6 A By-law to Award Contract No. PW-2025-02 for Supply and Delivery of Corrugated Steel Pipe and High Density Polyethylene Pipe**

13. Questions from the Media

Recording Timestamp 01:35:00

There were no questions from the media.

14. Questions from the Public

Recording Timestamp 01:35:03

There were no questions from the public.

15. Closed Meeting – Nil

Recording Timestamp 01:35:10

16. Adjournment

Recording Timestamp 01:35:13

Resolution No. CW-072-2025

Moved by Michael Cameron

Seconded by Jeff Shaver

THAT the meeting of the Committee of the Whole adjourn at 10:35 a.m.

CARRIED

All of which is respectfully submitted this 22nd day of May, 2025.

UNITED COUNTIES OF LEEDS AND GRENVILLE

MAPLE VIEW LODGE COMMITTEE OF MANAGEMENT REPORT

To the Warden and Members of Council of the United Counties of Leeds and Grenville

Members, We, your Maple View Lodge Committee of Management, beg leave to report as follows:

The Maple View Lodge Committee of Management met May 8, 2025 at 9:00 a.m. in the Council Chambers, 25 Central Avenue West, Brockville.

Members Present: Herb Scott, Chair
Corinna Smith-Gatcke, Warden, Michael Cameron, Roger Haley,
Arie Hoogenboom

Staff Present: Al Horsman Chief Administrative Officer
Linda Hunter, Director of Maple View Landings
Kim Little, Director of Corporate Services
Mario Garcia, Maple View Landings Construction Project
Administrator
Pat Huffman, Treasurer
Rick Purdy, Human Resources Manager
Lesley Todd, Long Term Care Fundraising Committee Coordinator
Andrea Bolton, Interim County Clerk (Recording Secretary)

Others Present: Hazem Osman, Turner & Townsend

1. Call to Order

Recording Time 00:00:01

The Chair called the meeting to order at 9:00 a.m.

2. Adoption of the Agenda

Recording Timestamp 00:00:24

Resolution No. MVL-023-2025

Moved by Roger Haley

Seconded by Michael Cameron

THAT the Agenda for the May 8, 2025 meeting of the Maple View Lodge Committee of Management be adopted as circulated.

CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof – Nil

Recording Timestamp 00:00:43

4. Adoption of the Minutes of the Previous Meeting

4.1 Meeting Minutes Dated April 10, 2024

Recording Timestamp 00:01:03

Resolution No. MVL-024-2025

Moved by Corinna Smith-Gatcke

Seconded by Roger Haley

THAT the Minutes of the Maple View Lodge Committee of Management meeting held on April 10, 2025 be adopted as circulated.

CARRIED

5. Delegations/Presentations – Nil

Recording Timestamp 00:01:41

6. Redevelopment

6.1 Report No. MVL-017-2025: Maple View Landings Administrator's Report and Redevelopment Update

Recording Timestamp 00:01:45

Recording Timestamp 00:10:16

Mr. Hoogenboom requested future reports include details pertaining to the preference for eight hours or 12 hours shifts and the rate at which they are filling those shifts.

6.2 Report No. MVL-018-2025: Request for Approval - Purchase of Resident Equipment

Recording Timestamp 00:13:37

Recording Timestamp 00:15:52

With respect to the Tovertafel Projector/Consoles, Mr. Hoogenboom noted the report proposes purchasing one at this time as a pilot, but recommends authorizing the future purchase of an additional five, for a total of six units. Mr. Garcia explained the units will be installed in each sunroom, but the intent was to only buy one unit at this time. Mr. Hoogenboom suggested they proceed with the purchase of one as a pilot, decide if they wish to purchase the others, and return to the Committee of Management for approval of the additional units.

Recording Timestamp 00:21:43

Warden Smith-Gatcke noted the report recommends the \$5,400 purchase of resident notice boards. She suggested these boards are a regulatory requirement and as such should be financed from the regular budget, not fundraising dollars. Ms. Hunter confirmed it could come from regular funds. Warden Smith-Gatcke noted an amendment to the motion is required to remove the cost of the resident notice boards and the five Tovertafel Projector/Consoles. Ms. Hunter confirmed that they have the tracks for the projector/consoles installed and can move it from one sunroom to another in order to conduct a fair evaluation. She confirmed that pending a positive evaluation, staff would return to Committee of Management with the request for the five additional units.

Recording Timestamp 00:23:49

Mr. Hoogenboom said he would like to see future reports include the amount of funds raised to date and the amount of fundraising dollars that have been committed to date in order to ensure they do not over-commit. Mrs. Todd noted

\$2.4 million has been raised thus far, with a goal of \$3 million. She noted they have committed \$1.3 million for the lifts, \$176,000 for the televisions, and have approximately \$325,000 of the fundraising money remaining if the full amount recommended in this report was approved.

Recording Timestamp 00:29:33

Resolution No. MVL-025-2025

Moved by Corinna Smith-Gatcke

Seconded by Roger Haley

THAT motion be amended to remove the cost of the resident notice boards in the amount of \$5,400.00, and the cost of five Tovertafel Projector/Consoles in the amount of \$97,500.00; and THAT the total recommended purchase of equipment for the use and care of residents be \$569,660.00 plus HST.

CARRIED

Recording Timestamp 00:34:51

Mr. Hoogenboom requested this report be provided to the Fundraising Committee to ensure they are aware of how the fundraising dollars are being spent.

Recording Timestamp 00:38:40

Resolution No. MVL -026-2025

Moved by Arie Hoogenboom

Seconded by Roger Haley

THAT the Committee of Management recommends to Counties Council the approval to purchase equipment for the use and care of residents of the G. Tackaberry and Family Home at the approximate cost of \$569,660.00 plus HST; and THAT the funds for this equipment come from the Long-Term Care Redevelopment Fundraising budget.

CARRIED

7. Staff Reports – Nil

Recording Timestamp 00:39:23

8. Unfinished Business

Recording Timestamp 00:39:29

9. Member Reports/Announcements

Recording Timestamp 00:40:09

10. Notice of By-law/Notice of Motion

Recording Timestamp 00:40:14

11. Questions from the Media

Recording Timestamp 00:40:23

There were no questions from the media.

12. Questions from the Public

Recording Timestamp 00:40:28

There were no questions from the public.

13. Closed Meeting – Nil

Recording Timestamp 00:40:34

14. Adjournment

Maple View Lodge Committee of Management Report
May 8, 2025

Recording Timestamp 00:40:36

Resolution No. MVL-027-2025

Moved by Michael Cameron

Seconded by Corinna Smith-Gatcke

**THAT the meeting of the Maple View Lodge Committee of Management
adjourn at 9:40 a.m.**

CARRIED

All of which is respectfully submitted this 22nd day of May, 2025.



The United Counties of Leeds and Grenville

Resolution No. CC-

- 2025

Date: May 22, 2025

Moved by _____

Seconded by _____

THAT Council approves the purchase of equipment for the use and care of residents of the G. Tackaberry and Family Home at the approximate cost of \$569,660.00 plus HST; and

THAT the funds for this equipment come from the Long-Term Care Redevelopment Fundraising budget.

Carried _____ Defeated _____ Deferred _____

Corinna Smith-Gatcke, Warden

MAY 8, 2025

MVL COMMITTEE OF MANAGEMENT

REPORT NO. MVL-018-2025

**REQUEST FOR APPROVAL - PURCHASE
OF RESIDENT EQUIPMENT**

**MARIO GARCIA
MAPLE VIEW LANDINGS PROJECT
ADMINISTRATOR**

**LINDA HUNTER
DIRECTOR/ADMINISTRATOR (INTERIM)**

RECOMMENDATIONS

THAT the Committee of Management recommends to Counties Council the approval to purchase equipment for the use and care of residents of the G. Tackaberry and Family Home at the approximate cost of \$672,560.00 plus HST; and

THAT the funds for this equipment come from the Long-Term Care Redevelopment Fundraising budget.

FINANCIAL IMPLICATIONS

The Long-Term Care Redevelopment Fundraising Committee has raised approximately \$2.6 million of its \$3 million goal, which, if this request is approved, will cover the cost of the purchase of the proposed equipment. The proposed items are not otherwise funded by the Ministry.

Any operational costs beyond the expiration of warranties (e.g. repairs/replacement) will be included in future operating budgets. Staff will adhere to the Counties Procurement Policy when purchasing the equipment

CLIMATE CHANGE IMPLICATIONS

Where possible, reports are provided in a digital format to reduce the Counties' carbon footprint.

ACCESSIBILITY CONSIDERATIONS

This report can be made available in alternate accessible formats on request. The United Counties of Leeds and Grenville makes every effort to purchase and provide services and equipment that is inclusive to ensuring accessibility barriers are reduced or eliminated, where possible.

COMMUNICATIONS CONSIDERATIONS

Based on the direction to staff, this matter may require communication back to the Committee of Management.

BACKGROUND

The G. Tackaberry and Family Home has been designed to ensure residents live within a home that will enrich their lives and improve their quality of life and wellbeing.

DISCUSSION/ALTERNATIVES

Staff are looking ahead in order to be prepared for when the residents move into the new G. Tackaberry and Family Home (GTFH). In preparation, staff are recommending the items listed below be purchased from the fundraising dollars. These items will help in the smooth transition of the residents as they embark on a new environment and a new home and will greatly enhance their quality of life, social, physical, mental and emotional health.

Product and Purpose	Estimated Cost*
Bingo machine - Recreational and social activities	\$1,500.00

Product and Purpose	Estimated Cost*
Sunshade structure in garden – provides leisure, sun protection, and a recreational place for the use of families and friends. Note: Naming rights have been donated and need to purchase for donor plaque/ceremony before home opening.	\$75,000.00
IN2L system (x3 @ \$3,350.00 each) – Content and hardware solution connects seniors to their unique interests, peers, staff, and families. Used for group engagement, therapy use, and one-to-one activities.	\$10,050.00
Tovertafel projector/console (x1) – System combines a projector, infrared sensors, and specialized software to transform any surface into an interactive play area. It projects vibrant, fluid games that respond to the slightest hand or arm movements, increases social interactions, stimulates and increases physical activity; improves carer-client relationships, prevents/reduces agitated or challenging behaviours and prevents over-stimulation. Combats apathy and stimulates brain activity in seniors living with dementia. Note: The Recreation Department plans to buy one unit initially as a pilot with the intent to expand to a total of six (one for each resident home area) if the evaluation supports expansion. Total cost for six units = \$117,000.00)	\$117,000.00
Motiview Real World Cycling system (x1) - Video library that motivates seniors to be physically active, reminisce and share stories. Increases physical activity levels and contributes to more physical activity. Videos contribute to memory recall, and reduction in anxiety and stress.	\$10,000.00
Karaoke system (x1) - Promoting cognitive health, reducing stress, encouraging connections, assists with holistic wellness through singing.	\$1,000.00
Bailey kidney-shaped worktable (x1) - Allows therapists and activity leaders to engage small groups in proximity.	\$1,200.00
Mat platform table (x1) - Specialized piece of equipment used in physical therapy and rehabilitation. Provides a stable, padded surface for a variety of therapeutic exercises, manual therapy and assessments.	\$1,260.00
Mobile cart with drawer (x3) - Organization and delivery of activities in resident rooms.	\$2,550.00

REQUEST FOR APPROVAL – PURCHASE OF RESIDENT EQUIPMENT

Product and Purpose	Estimated Cost*
CaBL health trainer pulley system - Muscle strengthening, improves functional capacity and aids in rehabilitation.	\$500.00
Wall-mounted parallel bars – Exercise and falls prevention.	\$1,000.00
ColPac freezer - Allows quick access to cold therapy for pain relief, making it accessible to those with mobility limitations or arthritis, muscle soreness or injuries.	\$1,300.00
Virtual reality system (one tablet/controller, four headsets) - Improves cognitive function, reduced social isolation, enhances physical therapy. Well-being and quality of life.	\$4,500.00
Assorted physiotherapy equipment – (i.e., small-wheeled cabinet; wheeled mirror; ladder fixed to wall for sit to stand; set of ascending and descending stairs with hand/upper body railing support). To support physiotherapy and rehabilitation.	\$4,400.00
Minor equipment – (i.e., (ultrasound machine x2, tens machine x4, paraffin bath x2, floor standing hydrocollator for moist hot packs, modality treatment carts for treatments in residents' rooms x3, moist hot packs x6, stools x2. Supports physiotherapy and treatments.	\$5,300.00
Resident room lift motors (x80 @ \$3,100.00 – remaining 50%) - Resident comfort, resident and staff safety.	\$248,000.00
Resident room lift slings (x120 @ \$500.00 – remaining 75%) Resident comfort, resident and staff safety.	\$60,000.00
Seasonal decorations – Valentine's Day, Easter, Thanksgiving, Halloween, Christmas, New Years. Items can be re-used as per season/holiday. Used for entertainment, memory stimulation, cognitive awareness and social interactions.	\$5,000.00
Resident room door wraps (x192 @ \$300.00) – Personalize doors for ease of identification.	\$57,600.00
Fountain in garden – Used for aesthetics, auditory and visual stimulation, meditation. Note: Naming rights have been donated and need to purchase for donor plaque/ceremony before home opening.	\$5,000.00
Historic MVL donor wall – Donor recognition	\$25,000.00
Resident notice boards (x6 @ \$900.00) – Regulatory requirement.	\$5,400.00

Product and Purpose	Estimated Cost*
Wheelchair accessible trishaw - Specialized three-wheeled vehicle designed to allow individuals with mobility challenges, including wheelchair users, to enjoy a bike ride. Promotes social interactions by allowing individuals to ride with others; can improve physical activity levels, reduce social isolation, and boost mental wellbeing.	\$14,000.00
Recumbent bikes (x2 @ \$4,000.00) - Provides low-impact exercise, improve cardiovascular health, strengthen lower body muscles.	\$8,000.00
Ex N Flex (x2 @ \$4,000.00) - Offers several benefits for individuals with limited movement, including preventing or reducing muscle, tendon and joint atrophy, maintaining flexibility, help with pain and stiffness relief.	\$8,000.00
Total	\$672,560.00

*Estimated costs provided exclude taxes, inflation and shipping costs (2024 quotes excl. Tovertafel)

ATTACHMENTS

Nil.

The report set out above has been reviewed and the information verified by the individuals listed below.

MARIO GARCIA
MAPLE VIEW LANDINGS PROJECT ADMINISTRATOR

APRIL 29, 2025
DATE

LINDA HUNTER
DIRECTOR/ADMINISTRATOR (INTERIM)
LONG-TERM CARE

APRIL 29, 2025
DATE

PAT HUFFMAN
TREASURER

MAY 1, 2025
DATE

AL HORSEMAN
CHIEF ADMINISTRATIVE OFFICER

MAY 1, 2025
DATE

Financials

April 22, 2025

Financial Commentary

This cost plan will continue to be updated as the project progresses, and all remaining commitments and invoices are processed for the project

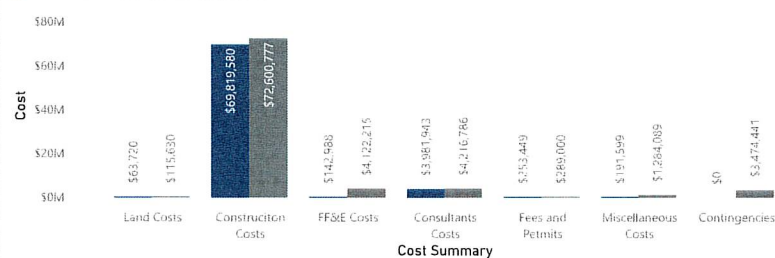
As the project progresses the project forecast will be monitored and continue to be updated monthly

The approved project forecast remained as the previous reporting period. The below construction cost is based on the GC contract value

Some fundraising items have been implemented in the change order. Other items are still under review and pricing.

Cost Report

● Cost to Date ● Forecast Completion Cost



\$86,102,939
Current Forecast (excl. HST)

(Blank)

Next Month (Forecast)

\$11,649,660
Cost to Complete

0.00% 44.82% 100.00%
% Contingency Used

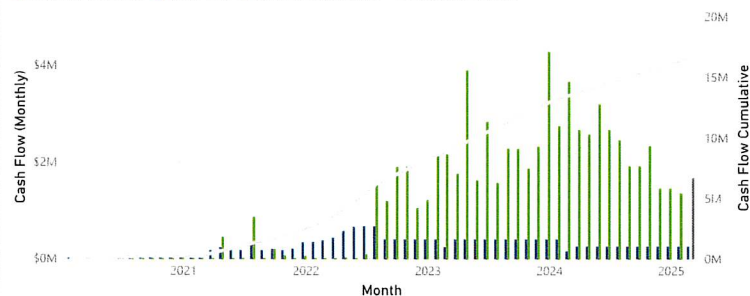
29.82%

% Contingency of CI

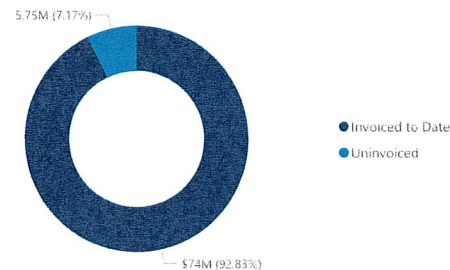
3.47M
Contingency Remaining

Cash Flow

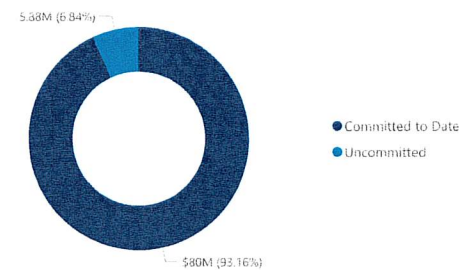
● Budgeted (Monthly) ● Actual Cost ● Forecasted (Monthly) Cumulative Baseline



Invoiced and Uninvoiced



Committed and Uncommitted



Cost Summary	Previous Budget	Budgeted Total Cost	Committed to Date	Current Forecast (incl HST)	Variance	Cost to Date (excl. HST)	Cost to Complete (excl. HST)
Land Costs	\$93,500	\$97,145	\$97,145	\$115,630	\$18,485	\$63,720	\$51,910
Construction Costs	\$47,737,044	\$71,843,457	\$72,398,502	\$72,600,777	\$757,320	\$69,819,580	\$2,781,197
FF&E Costs	\$3,588,728	\$4,122,215	\$2,976,428	\$4,122,215	\$0	\$3,979,227	\$3,979,227
Consultants Costs	\$3,745,121	\$4,209,099	\$4,248,050	\$4,216,786	\$7,687	\$3,981,943	\$234,844
Fees and Permits	\$814,000	\$289,000	\$252,922	\$289,000	\$0	\$253,449	\$35,551
Miscellaneous Costs	\$1,227,462	\$1,275,555	\$228,128	\$1,284,089	\$8,534	\$1,092,490	\$1,092,490
Contingencies	\$6,297,070	\$4,249,532	\$0	\$3,474,441	(\$775,091)	\$0	\$3,474,441
Total	\$63,502,925	\$86,086,003	\$80,201,174	\$86,102,939	\$16,936	\$74,453,279	\$11,649,660



BY – LAW No. 25-40

The Corporation of the United Counties of Leeds and Grenville

A BY-LAW TO AMEND BY-LAW 19-39, BEING A BY-LAW TO ADOPT AN INVESTMENT POLICY

WHEREAS Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25 states a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

WHEREAS Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS it is deemed desirable to replace Appendix "B", Authorized Investments and Sector Limitations, which forms part of By-law No. 19-39, Being a By-law to Adopt an Investment Policy.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE HEREBY ENACTS AS FOLLOWS:

1. **THAT** the Council of the United Counties of Leeds and Grenville approves amending By-law 19-39, Being a By-law to Adopt an Investment Policy with the revised Appendix "B", Authorized Investments and Sector Limitations, attached to and forming part of this by-law.
2. **THAT** this By-law shall take effect and come into force on the date of its passage.
3. **THAT** any other By-laws, or parts of By-laws contrary to or inconsistent with this By-law, are hereby repealed.

By-law read a first, second and third time and finally passed this 22nd day of May, 2025.

Corinna Smith-Gatcke, Warden

Andrea Bolton, County Clerk

APPENDIX B-AUTHORIZED INVESTMENTS AND SECTOR LIMITATIONS

Investment Type	Sector	Portfolio Maximum	Individual Maximum	Term Limitation (Years)
Federal	Federal & Federal Guaranteed	100%	100%	10
Provincial	Provincial & Provincial Guaranteed	100%	20%	10
Municipal	Municipal & Municipal Guaranteed	50%	10%	10
Boards/Schools	School Board/ University & College/ Local Board or Conservation Authority/ Public Hospital Board/ Non-profit Housing Corporation	15%	5%	10
Financial Institutions	Schedule I Banks per Bank Act (BMO, BNS, CIBC, NBC, RBC, TD)	100%	25%	10
	Schedule II Banks & Other Schedule I Banks not listed above	20%	10%	5
	Loan or Trust Corporations & Credit Unions	5%	5%	2
One Investment Program	Money Market	25%	10%	2
	Bond Portfolio	25%	10%	5
	Universe Corporate Bond Portfolio	10%	5%	10
	Equity	2%	NA	10



BY – LAW No. 25-41

The Corporation of the United Counties of Leeds and Grenville

A BY-LAW TO ERECT A YIELD SIGN ON COUNTY ROAD 33 FOR THE NORTHBOUND DIRECTION ON APPROACH TO THE SINGLE LANE LYNDBURST BRIDGE IN THE TOWNSHIP OF LEEDS AND THE THOUSAND ISLANDS

WHEREAS under Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

WHEREAS under Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS Regulation R.R.O. 1990, Reg. 615, s. 16 of the Highway Traffic Act provides that the council of a municipality may by by-law provide for the erection of yield signs on highways under its jurisdiction; and

WHEREAS it is deemed desirable to install a yield sign for the northbound direction on County Road 33 on approach to the single-lane Lyndhurst Bridge in the Township of Leeds and the Thousand Islands.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE HEREBY ENACTS AS FOLLOWS:

- 1. THAT** a yield sign be installed for the northbound direction on County Road 33 on approach to the single-lane Lyndhurst bridge in the Township of Leeds and the Thousand Islands.
- 2. THAT** the penalties prescribed by Section 138 of the Highway Traffic Act shall apply to offences under this by-law.

- 3. THAT** any by-laws or parts of by-laws contrary to or inconsistent with this By-law are hereby repealed.

By-law read a first, second and third time, and finally passed this 22nd day of May, 2025.

Corinna Smith-Gatcke, Warden

Andrea Bolton, County Clerk



BY – LAW No. 25-42

The Corporation of the United Counties of Leeds and Grenville

A BY-LAW TO PRESCRIBE A RATE OF SPEED ON COUNTY ROAD 33 IN THE TOWNSHIP OF LEEDS AND THE THOUSAND ISLANDS (LYNDHURST BRIDGE AREA)

WHEREAS under Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

WHEREAS under Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS Section 128(2) of the Highway Traffic Act, RSO 4490, Chapter H.8. provides that the Council of a municipality may, by by-law, prescribe a rate of speed on a highway; and

WHEREAS it is deemed expedient to adjust the speed on a portion of County Road 33 in the Township of Leeds and the Thousand Islands (Lyndhurst Bridge Area).

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE HEREBY ENACTS AS FOLLOWS:

1. **THAT** when any portion of County Road 33 as set out in Columns 1 and 2 below are marked in compliance with the regulations of the Highway Traffic Act, the maximum rate of speed therein shall be the rate of speed set out opposite thereto in Column 3.

<u>On County Road</u>	<u>Column 1: From</u>	<u>Column 2: To</u>	<u>Column 3: Rate of Speed</u>
33	40 meters north of Webster Road	Wilson Camp Road	60 km/h
33	Wilson Camp Road	150 meters north of Short Point Road	40 km/h
33	150 meters south of Cook Street	280 meters south of the County Road 33 and County Road 3 Intersection	60 km/h

2. **THAT** the penalties provided in Section 128(14) of the *Highway Traffic Act* shall apply to any offense against this by-law.
3. **THAT** any by-laws or parts of by-laws contrary to or inconsistent with this by-law are hereby repealed.
4. **THAT** this by-law shall come into force and take effect on the date of its passing.

By-law read a first, second and third time and finally passed this 22nd day of May, 2024.

Corinna Smith-Gatcke, Warden

Andrea Bolton, County Clerk



BY – LAW No. 25-43

The Corporation of the United Counties of Leeds and Grenville

A BY-LAW TO PRESCRIBE A RATE OF SPEED ON COUNTY ROAD 4 (QUABBIN ROAD) IN THE TOWNSHIP OF FRONT OF YONGE

WHEREAS under Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

WHEREAS under Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS Section 128(2) of the Highway Traffic Act, RSO 4490, Chapter H.8. provides that the Council of a municipality may, by by-law, prescribe a rate of speed on a highway; and

WHEREAS it is deemed expedient to adjust the speed on a portion of County Road 4 (Quabbin Road) in the Township of Front of Yonge.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE HEREBY ENACTS AS FOLLOWS:

1. **THAT** when any portion of County Road 4 as set out in Columns 1 and 2 below are marked in compliance with the regulations of the Highway Traffic Act, the maximum rate of speed therein shall be the rate of speed set out opposite thereto in Column 3.

<u>On County Road</u>	<u>Column 1: From</u>	<u>Column 2: To</u>	<u>Column 3: Rate of Speed</u>
4	105 meters north of the railway crossing	65 meters south of the railway crossing	30 km/h

2. **THAT** the penalties provided in Section 128(14) of the *Highway Traffic Act* shall apply to any offense against this by-law.
3. **THAT** any by-laws or parts of by-laws contrary to or inconsistent with this by-law are hereby repealed.
4. **THAT** this by-law shall come into force and take effect on the date of its passing.

By-law read a first, second and third time and finally passed this 22nd day of May, 2024.

Corinna Smith-Gatcke, Warden

Andrea Bolton, County Clerk



BY – LAW No. 25-44

The Corporation of the United Counties of Leeds and Grenville

A BY-LAW TO AUTHORIZE THE EXECUTION OF CONTRACT NO. PW-2025-14 WITH MILLER PAVING LIMITED FOR MICRO-SURFACING AND SLURRY SEAL SURFACE TREATMENT

WHEREAS under Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

WHEREAS under Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS Council deems it prudent to award Contract No. PW-2025-14 to Miller Paving Limited for Micro-Surfacing and Slurry Seal Surface Treatment in the amount of \$1,212,907.97, including taxes at 1.76%; and

WHEREAS both parties have agreed to the terms in the Form of Agreement.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE HEREBY ENACTS AS FOLLOWS:

- 1. THAT** the Council of the United Counties of Leeds and Grenville approves the awarding of Contract No. PW-2025-14 to Miller Paving Limited for Micro-Surfacing and Slurry Seal Surface Treatment in the amount of \$1,212,907.97, including taxes at 1.76%, as per the Form of Agreement attached hereto as Schedule "A" and forming part of this by-law.
- 2. THAT** the Warden and County Clerk be authorized to execute all things, papers, and documents necessary to the execution of such Contract.

3. THAT any by-laws or parts of by-laws contrary to or inconsistent with this By-law are hereby repealed.

4. THAT this By-law shall come into force and take effect on the date of its passing.

By-law read a first, second and third time, and finally passed this 22nd day of May, 2025.

Corinna Smith-Gatcke, Warden

Andrea Bolton, County Clerk

FORM OF AGREEMENT

BETWEEN:

THE UNITED COUNTIES OF LEEDS AND GRENVILLE

(referred to as the "**Counties**")

AND:

MILLER PAVING LIMITED

(referred to as the "**Supplier**")

In consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the parties agree as follows:

A. Description of Deliverables

PW-2025-14 for Micro-Surfacing and Slurry Seal Treatment

Please refer to the PW-2025-14 Solicitation Document.

B. Rates and Disbursements

B.1 Maximum Fee

Notwithstanding anything else in the Contract, the total amount payable by the Counties to the Supplier under the Contract shall not exceed one million one hundred and ninety-one thousand nine hundred and thirty dollars (\$1,191,930.00), excluding HST.

The amount payable is based on the contractual estimated quantities with a revised Provisional amount of \$95,000.00. Any increase or decrease in quantities will be adjusted as per the unit price bid.

B.2 Personnel and Rates

Please refer to the Supplier's Submission for all rates.

C. Counties and Supplier Representatives

The Counties Representative and contact information for the Contract is:

Chad Findlay, Manager of Engineering and Operations
25 Central Ave. W., Suite 100
Brockville, ON, K6V 4N6
T) (613) 802-0411
E) chad.findlay@uclg.on.ca

The Supplier Representative and contact information for the Contract is:

Drew Marshall, General Manager
Miller Paving Limited
281 Hillmount Road
Markham, ON, L6C 2S3
T) (905) 475-6660
E) drew.marshall@msoconstruction.ca

D. Term and Definition of Contract

The Contract shall take effect on the 22nd Day of May, 2025 (the “**Effective Date**”) and shall be in effect for a period of six (6) months from the Effective Date, unless it is terminated earlier in accordance with the terms of the Contract or otherwise by operation of law.

“Contract” has the meaning ascribed thereto in OPSS MUNI 100, November 2019, which applies to the Contract, and for certainly, also includes the “Contract Documents”, as such term is defined therein.

E. Additional Provisions

1. The Supplier shall be subject to a performance evaluation during the course of, and/or at the conclusion of the Contract.
2. In the event that the Supplier fails to perform its obligations under the Contract, the Counties may, in addition to any and all legal and equitable remedies available to it, place the Supplier on probation or suspend the Supplier from participating in future procurement opportunities in accordance with the Counties’ Contractor Performance Policy.

This Agreement may be executed and delivered by facsimile transmission, or scanned and delivered by electronic transmission, and when so executed and delivered, shall be deemed an original.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date written below.

THE UNITED COUNTIES OF LEEDS AND GRENVILLE

Signature:

Signature:

Name: Andrea Bolton

Name: Corinna Smith-Gatcke

Title: County Clerk

Title: Warden

Date of Signature: May 22, 2025

Date of Signature: May 22, 2025

I have the authority to bind the Counties. I have the authority to bind the Counties.

MILLER PAVING LIMITED

Signature:

Name:

Title:

Date of Signature:

I have the authority to bind the Supplier.



BY – LAW No. 25-45

The Corporation of the United Counties of Leeds and Grenville

A BY-LAW TO AUTHORIZE THE EXECUTION OF CONTRACT NO. PW-2025-13 WITH ARMTEC INC. FOR SUPPLY AND DELIVERY OF CORRUGATED STEEL PIPE AND HIGH-DENSITY POLYETHYLENE PIPE

WHEREAS under Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

WHEREAS under Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS Council deems it prudent to award Contract No. PW-2025-13 to Armtec Inc. for Supply and Delivery of Corrugated Steel Pipe and High-Density Polyethylene Pipe in the amount of \$421,324.60, excluding taxes; and

WHEREAS both parties have agreed to the terms in the Form of Agreement.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE HEREBY ENACTS AS FOLLOWS:

- 1. THAT** the Council of the United Counties of Leeds and Grenville approves the awarding of Contract No. PW-2025-13 to Armtec Inc. for Supply and Delivery of Corrugated Steel Pipe and High-Density Polyethylene Pipe in the amount of \$421,324.60, excluding taxes, as per the Form of Agreement attached hereto as Schedule "A" and forming part of this by-law.
- 2. THAT** the Warden and County Clerk be authorized to execute all things, papers, and documents necessary to the execution of such Contract.

- 3. THAT** any by-laws or parts of by-laws contrary to or inconsistent with this By-law are hereby repealed.
- 4. THAT** this By-law shall come into force and take effect on the date of its passing.

By-law read a first, second and third time, and finally passed this 22nd day of May, 2025.

Corinna Smith-Gatcke, Warden

Andrea Bolton, County Clerk

FORM OF AGREEMENT

BETWEEN:

THE UNITED COUNTIES OF LEEDS AND GRENVILLE

(referred to as the "Counties")

AND:

ARMTEC INC.

(referred to as the "Supplier")

In consideration of their respective agreements set out herein, the parties covenant and agree as follows:

1. Contract Documents

The contract between the parties in respect of:

PW-2025-13 – Supply and Delivery of Corrugated Steel Pipe (CSP) and High-Density Polyethylene Pipe (HDPE)

is comprised of the following documents, which are collectively referred to as the "Contract":

- (a) this Agreement;
- (b) the Schedule of Deliverables, Rates and Specific Provisions, attached hereto as Schedule 1;
- (c) the Standard Terms and Conditions, attached hereto as Schedule 2;
- (d) the **PW-2025-13 CSP and HDPE RFQ**, including any addenda, (the "Solicitation Document"); and
- (e) all the documentation submitted by the Supplier in response to the Solicitation Document (the "Supplier's Submission").

2. Interpretive Value of Contract Documents

Any ambiguity, conflict or inconsistency between or among the documents comprising the Contract will be resolved by giving precedence to the express terms of the documents in the order in which they

appear above, so that a first mentioned document shall prevail notwithstanding any term or aspect of a later mentioned document.

3. Execution

This Agreement may be executed and (i) delivered by facsimile transmission or (ii) scanned and delivered by electronic transmission, and when so executed and delivered, will be deemed an original.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date written below.

THE UNITED COUNTIES OF LEEDS AND GRENVILLE

Signature:

Signature:

Name: Andrea Bolton

Name: Corinna Smith-Gatcke

Title: County Clerk

Title: Warden

Date of Signature: May 22, 2025

Date of Signature: May 22, 2025

I have the authority to bind the Counties.

I have the authority to bind the Counties.

ARMTEC INC.

Signature:

Name:

Title:

Date of Signature:

I have the authority to bind the Supplier.

Schedule 1 – Schedule of Deliverables, Rates and Specific Provisions

A. Description of Deliverables

Please refer to the PW-2025-13 Solicitation Document.

B. Rates and Disbursements

B.1 Maximum Fee

Notwithstanding anything else in the Contract, the total amount payable by the Counties to the Supplier under the Contract shall not exceed four hundred twenty-one thousand three hundred twenty-four dollars and sixty cents (\$421,324.60), plus HST, inclusive of \$76,508.20 Provisional.

B.2 Personnel and Rates

Please refer to the Supplier's Submission for the full list of rates.

C. Payment Terms

The payment terms for the Contract are as follows:

The Contractor shall submit an invoice to the Counties on a monthly basis on or before 5th day of every month for the work completed up until the last day of the previous month.

All the invoices shall be sent to AccountsPayable@uclg.on.ca by email or, to the following address by mail:

Accounts Payable,
United Counties of Leeds and Grenville
25 Central Ave W, Suite 100
Brockville, ON K6V 4N6

D. Counties and Supplier Representatives

The Counties Representative and contact information for the Contract is:

Chad Findlay, Manager of Engineering and Operations
25 Central Ave. W., Suite 100
Brockville, ON, K6V 4N6
T) (613) 802-0411
E) chad.findlay@uclg.on.ca

The Supplier Representative and contact information for the Contract is:

Joy Bakshi, Estimator
Armtec Inc.
605 Sheldon Dr.
Cambridge, ON, N1T 2C7
T) (519) 820-6033
E) joy.bakshi@armtec.com

E. Term of Contract

The Contract shall take effect on the 22nd Day of May 2025 (the “**Effective Date**”) and shall be in effect for a period of two (2) years from the Effective Date, with an option in favour of the Counties to extend the term for an additional period of up to two (2) one (1) year periods, unless it is terminated earlier in accordance with the terms of the Contract or otherwise by operation of law.

F. Specific Provisions

Not applicable.



BY – LAW No. 25-46

The Corporation of the United Counties of Leeds and Grenville

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE AT ITS MEETING HELD ON MAY 22, 2025

WHEREAS the *Municipal Act*, S.O. 2001, c. 25, as amended, grants powers to a municipality to exercise its authority under this or any other Act; and

WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the United Counties of Leeds and Grenville at this meeting must be adopted by by-law.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE HEREBY ENACTS AS FOLLOWS:

1. **THAT** the action of the Council of the United Counties of Leeds and Grenville in respect of each recommendation contained in the Committee Reports and each motion and resolution passed and other action taken by the Council of the United Counties of Leeds and Grenville, at this meeting held on the 22nd day of May, 2025 is hereby adopted and confirmed as if all proceedings were expressly embodied in this by-law.
2. **THAT** the Warden and proper officials of the Corporation of the United Counties of Leeds and Grenville are hereby authorized and directed to do all things necessary to give effect to the action of the Council referred to in the proceeding section hereof.
3. **THAT** the Warden and County Clerk be authorized and directed to execute all documents in that behalf and to affix therefore the seal of the Corporation of the United Counties of Leeds and Grenville.

By-law read a first, second and third time and finally passed this 22nd day of May, 2025.

Corinna Smith-Gatcke, Warden

Andrea Bolton, County Clerk