



Renfrew

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Bridging Charm and Convenience

Town of Renfrew Council Summary

Tuesday, February 11, 2025

Full Agenda can be found [here](#).

****** To watch meeting discussions, please click on the link and you will be directed to the YouTube recording for the listed agenda item. Discussions for highlighted items take place at both Council and Committee of the Whole, so may link to a previous meeting. ******

The following items were discussed at *Committee of the Whole*:

- **Landfill Staffing & Operations Overview:** Manager Springer reported ongoing operational challenges at the landfill, including limited staffing, increased waste and soil intake, and regulatory changes. A site review highlighted inefficiencies and compliance issues, recommending the immediate hiring of an additional staff member and consideration for the 2025 budget to improve operations and safety. No decisions were made during the meeting and will be considered during budget.
- **2024 Capital Budget Overview:** Council received the Capital Budget to Actual report for January to December 2024 as information. The full report can be reviewed [here](#).
- **Water and Wastewater Draft Budget:** The 2025 Water and Wastewater Draft Budget was presented to Council for their information, with a public meeting scheduled for February 25, 2025, and final adoption planned at that time. In addition, a special meeting will be called to review the proposed capital items for water and wastewater before the public meeting.
- **Infrastructure Update:** Council received the Argyle/Lochiel Project Update from Director Bishop report as information and will consider additional sidewalk construction along Argyle Street South and Patrick Avenue in the 2025 budget discussions.
- **Community Partnership Proposal:** Council received a report from Director Latendresse on a potential partnership with Renfrew Collegiate Institute and the Renfrew County District School Board to develop a track and field facility at Ma-te-Way Park. The project is in its early stages, with community outreach, funding opportunities, and feasibility studies underway.

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- **Ball Diamond Outdoor Lighting Upgrades:** Council received a report from Director Latendresse on proposed upgrades to Ma-te-Way Park's ball diamond lighting, with options ranging from phased repairs to full replacement. Phase 1, estimated at \$104,778 plus HST. Staff have been directed to explore Phase 2 options, assess the feasibility of relocating new posts to a more frequently used diamond, and report back to a future Council meeting.
- **Policy Review Schedule:** Council adopted a Policy Review Schedule for 2025 to 2030, with annual review ratifications.
- **Updated Organizational Chart:** The updated Organizational Chart was approved, with appropriate by-law amendments to be prepared.
- **Delegation of Human Resources Committee Duties:** Council authorized the Chief Administrative Officer (CAO), Department Director, and Renfrew County Human Resources Support as the official Committee of Council designate for handling union grievances, which eliminated the position of a sitting Council Member on the Committee.

The following items were discussed at Council:

- **Delegation – Renfrew County Voices:** Charlene Riopelle, along with members of the Renfrew County Voices group, presented a delegation to Council highlighting community programs, available support, volunteer opportunities, and fundraising initiatives.
- **2025 Water and Wastewater Budget Presentation:** Treasurer/Director Jackson presented the proposed 2025 Water and Wastewater Budget which included the annual proposed increase contract for 2025, project updates, a breakdown of the 2025 budget, and proposed water treatment maintenance for the upcoming year. The full [presentation is available here](#).
- **Town of Renfrew Q4 2024 Report:** Town staff presented the final quarterly report of 2024, covering key updates on major projects, infrastructure improvements, community initiatives, and more. The [Full 2024 Q4 report is available here](#).

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- **Discussion on Technology Maintenance and Support RFP:**
Director/Treasurer Jackson addressed concerns and questions raised regarding the Information Technology Maintenance and Support RFP #2024-27-FCS, including those from a delegation.

Council adopted the following Resolutions:

- Council authorizes the Mayor and Treasurer to sign the Audit Engagement Letter, with all Council members to sign the Audit Planning Letter for 2024 after addressing two questions on page 3.
- Council approved the composition and terms of reference for the Town of Renfrew Parking Bylaw Working Group.
- Council agreed to an assignment of the lease with Deslaurier Custom Cabinets Inc. to Deslaurier 2024 Cabinets Inc., with a by-law to authorize the Mayor and Town Clerk to enter into the agreement at 1 Innovation Drive.

The following By-Laws were adopted by Council:

- 11-2025: Deslaurier Custom Cabinets Consent to Assignment Lease - 1 Innovation Drive
- 12-2024: Establish Parking By-Law Working Group Terms of Reference

For more information, please contact:

Hannah MacMillan
Communications & Engagement Coordinator
Town of Renfrew
hmacmillan@renfrew.ca
613-432-4848 ext. 117