



Renfrew

INC • 1858
Bridging Charm and Convenience

Town of Renfrew Council Summary

Tuesday, March 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*:

- **[2024 Annual Building Report](#):** Committee of the Whole received the 2024 Annual Building Report, which summarizes the Building Department's activities from 2016 to 2024 and confirms that building permit fees have not exceeded expenditures.
- **[Mask to O'Brien Road Development Options](#):** Committee of the Whole received information on redevelopment options. The project aims to assess the land's development potential, including considerations for hotel, commercial, and industrial growth. A draft working plan will be brought to the March 25th meeting of Council.
- **[Renfrew East Secondary Plan – Final Adoption](#):** Committee of the Whole recommended that Renfrew Town Council adopt Official Plan Amendment No. 14 (Renfrew East Secondary Plan) with revisions from Council, the public, and agencies. The plan covers the future development of 253 acres, including Town-owned properties, with updates to infrastructure and land use based on consultations. Final adoption is set for March 25, 2025.
- **[2025 Budget Meetings](#):** Committee of the Whole received the 2025 Budget Timeline report, through discussion the following amendments were identified:
 - First Draft Budget Meeting: April 1st at 9:30 AM;
 - Public Draft Budget Meeting: April 8th at the regular meeting of Council;
 - Second Draft Meeting to be scheduled sometime between April 8 and May 13th – Date to be confirmed;
 - Proposed Passing of the 2025 Budget: May 13th at the regular meeting of Council.

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- **Updated Council Remuneration Amendments:** Committee of the Whole discussed amendments to the Council Remuneration By-law. Council sought further clarification on the definition of 'Town Business'. The final by-law to be brought to Council for approval on March 25, 2025.
- **HR Liaison Position and Union Grievances:** Committee of the Whole recommended that Renfrew Town Council establish Terms of Reference for an HR Committee of Council with no more than 3 members of Council. A formal decision will be made by Council at the March 25th meeting.
- **Economic Development Advisory Committee Council Reappointment:** Committee of the Whole recommended that Councillor Andrew Dick be appointed to the Economic Development Advisory Committee in replacement of Councillor McDonald who has requested to step down from the committee. Revised Terms of Reference and appointing by-law will be brought forward to the the March 25th meeting.
- **Auto Theft Grant Responsibility and Camera Installation:** The Town of Renfrew is exploring the possibility of taking on the responsibilities of the Provincial Auto Theft Grant, that was awarded to the previous Renfrew Police Service Board in 2024. Clerk Errett has been tasked with gathering information in response to Council's questions and will present the findings at the regular meeting of Council on March 25, 2025.
- **Policy Review:** The following Policies were reviewed with recommended changes and amendments to address organizational changes and to improve clarity. The final policies will be presented to Council for approval on March 25, 2025.
 - Training & Development Policy
 - Sale and Disposition of Surplus Land Policy

The following item was discussed at Committee of Adjustments:

- **M. Wilson Home Developments Ltd. Request for Minor Variance:** Council through Committee of Adjustment approved the Minor Variance application (File D-13-64) allowing a reduction in the front yard setback and the side yard setback for a townhouse block currently under construction, as the proposal meets the necessary criteria under the Planning Act.

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The following items were discussed at Council:

- **Delegation – Renfrew Rotary:** Members from the Renfrew Rotary Club addressed Council, and presented information on the club mandate and its ongoing support with the community and internationally. You can view their full presentation [here](#).

Council adopted the following Resolutions:

- Council entered into a memorandum of understanding with the Renfrew & District Food Bank regarding the Community Gardens.
- Council approved the Terms of Reference of the 2025 Citizen of the Year Award Working Group and appointed Councillor Legris as the council representative and delegated the CAO to appoint a designated staff member to move forward with the initiative.
- Council approved the Electronic Monitoring of Employees Policy and the Right to Disconnect Policy as amended with recommended changes.
- Council adopted the 2025 Corporate Workplan and Goals as amended from the February 25th meeting.

The following By-Laws were adopted by Council:

- 19-2025: Amend Electronic Monitoring Of Employees Policy
- 20-2025: Establish and Amend Right to Disconnect Policy
- 21-2025: Citizen of the Year Award Working Group Terms of Reference
- 22-2025: Memorandum of Understanding - Renfrew and District Food Bank

For more information, please contact:

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