

THE CORPORATION OF THE TOWN OF SMITHS FALLS

COMMITTEE OF THE WHOLE MEETING

MEETING MINUTES

September 23, 2024, 5:00 p.m.
Council Chamber, Town Hall

Members Present: S Pankow, Mayor
J Brennan, Councillor
C McGuire, Councillor
P McKenna, Councillor
J Miller, Councillor
D Quinn, Councillor
S Robinson, Councillor

Staff Present: S Clark, Director of Community Services/Acting Chief Administrative Officer
K Costello, Clerk
J Crowder, Manager of Economic Development & Tourism
P Dowber, Director of Corporate Services/Treasurer
K Grenke, Manager of Development Services

1. LAND ACKNOWLEDGEMENT

Chair Miller read the Land Acknowledgement.

2. CALL TO ORDER

The Chair called the meeting to order at 5:01 PM

3. APPROVAL OF AGENDA

The following Priority Item was deferred:

10.6 Strategic Initiative 6.3-Operationalize the Parks and Recreation Master Plan Report

Moved by S Robinson
Seconded by J Brennan

THAT the September 23, 2024 Committee of the Whole Meeting Agenda be approved as amended.

Carried

4. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

5. APPROVAL OF MINUTES

Moved by S Robinson

Seconded by D Quinn

The Minutes of the August 26, 2024 and September 3rd, 2024 Committee of the Whole Meeting be approved as circulated.

Carried

6. DELEGATIONS

6.1 Michael Cohen, President & CEO

Presentation attached as Appendix A. Births have decreased but expects more now that there is a midwife on staff. There is a shortage of OB/GYN on staff. Need to be recruiting in the next year or two. Informed Council that encouraging developers to build long-term care facilities in Smiths Falls would help with capacity pressures at the hospital. There are a backlog of capital items that need to be replaced. Clinical equipment is a large need. Vital to get support for capital equipment.

6.2 Kathryn Baker-Reed, Club Manager, Smiths Falls Curling & Squash Club

Presentation attached as Appendix B. Asked for council to prioritize funding for a lighted crosswalk on Old Slys Road. Many people crossing between the amenities located there. Curling Club getting busier with more events. The club is working to become a multi use facility. Looking at a day camp with about 100 children a week. They will be accessing Lower Reach Park. Vehicles at that crossing are also speeding. Needs a lighted crosswalk.

J Brennan advised that he sees that road everyday and feels it is dangerous. When there is baseball at the fields there is lower visibility from people parking on the berm. Staff to prepare a prepare a report.

6.3 Christin Storms, Downtown Smiths Falls Business Association

Presentation attached as Appendix C. Megan McIlvenna, Coordinator gave an overview of the Downtown Smiths Falls Business Association activities. M McIlvenna noted that they have a very engaged membership and are making plans for future events.

7. CAO/DIRECTORS VERBAL REPORTS

P Dowber, Director of Corporate Services/Treasurer

2023 audit is wrapping up with some final details being dealt with - financial portion is done. FIR is scheduled to start next week. This will be the first year these were put together in house by our own staff. Internal audit work will take place the week of October 27th. Looking to make the budget process an ongoing process.

The 2023 Asset Management Plan is complete and 2024 has started. PSD CityWide has put together the protocols. Review will take place with the Smiths Falls audit team.

J Crowder, Manager of Economic Development & Tourism

Community Grants consultation was held this morning with about 35 attendees. All the info obtained will be put together and brought forward for Council's consideration.

Launched Calendar Contest today. Looking for people to submit photos. Plan is to have the calendars out before Christmas.

Staff will be invited to the Rail Trail Project later this week. Invitation was circulated if a council member wants to attend.

K Grenke, Manager of Development Services

Province has released the 2024 Provincial Policy Statement - effective October 20th. The Ministry of Municipal Affairs and Housing will be planning for training for municipal officials.

There will be an Open House for the Official Plan on October 10th. Consultant will be there for questions and receive comments.

The consultants for the Heritage Conservation Study brought forward their draft report to the Municipal Heritage Committee. The draft study will incorporate the boundaries and be released to staff for review this week. Public meeting on November 2nd. Will be brought to Council in December.

8. COMMITTEE OF THE WHOLE CONSENT REPORTS

9. IN CAMERA/CLOSED SESSION

9.1 Labour/Employee Negotiations (N Bennett)

Moved by S Robinson

Seconded by D Quinn

THAT Council of the Corporation of the Town of Smiths Falls, as provided in Section 239 (2) (d) of the Municipal Act 2001, as amended move into a closed meeting at 5:57 p.m. to discuss labour relations/employee negotiations.

Carried

K Costello, S Clark (Acting CAO) and N Bennett remained.

Moved by J Brennan

Seconded by S Robinson

C McGuire left the in-camera session at 6:08 p.m.

THAT Council revert back into open session at 6:21 p.m.

Rise and Report: Council discussed employee negotiations. To be added as a Priority Item.

Carried

10. PRIORITY ISSUES/REPORTS

10.1 Multi-Regional Trail Network Partnership Agreement - Amended Report 2024-113 (J Crowder)

J Crowder reviewed Report 2024-113 and requested that a bylaw be passed authorizing the execution an update to the partnership agreement (section 2.1 of the original agreement) with RTO 11 for the development of the Eastern Ontario Rail Trail project. In January, staff brought forward a report to outline the partnership opportunity between the Town and regional partners for the development of a new signature tourism experience being a 350-kilometre off-road trail loop (The Eastern Ontario Rail Trail Loop). The amendment to the original agreement is related to section 2.1 which outlines an expanded project scope that was enabled by the successful application for the Federal Tourism Growth Funding Grant. Supported.

ACTION: To be brought forward to a meeting of Council.

10.2 Filming in Smiths Falls Report 2024-114 (J Crowder)

J Crowder reviewed Report. 2024-114 and requested that Council adopt the new Guide to Filming and Application Process to facilitate and support filming production activities in the Town of Smiths Falls. This would be a new approval process related to request for filming of movies and other major media productions within the community. There is an increase in

interest in film productions in Town. Our Insurance provider has been consulted with.

J Brennan noted that Mississippi Mills has a policy but did not compare them. The proposed process may be pretty granular. May be asking for too many hoops to be jumped through. Almonte is fairly active in filming so staff should look at theirs and simplify ours.

J Crowder to review Mississippi Mills policy and make appropriate changes.

ACTION: Bring forward to a future meeting.

10.3 Bellamy Farms Phase 3 Modification Zoning Amendment (ZA-24-01) Report 2024-116 (K Grenke)

K Grenke reviewed Report 2024-116 and advised he is seeking Council's direction on the zoning amendment application submitted on behalf of 1686994 Ontario Ltd (C/o Parkview Homes) by ZanderPlan to implement the developer's concept for Phase 3 of the Bellamy Farm subdivision and fulfill a draft approval condition. On March 25, 2024, Council provided draft approval to a revised Phase 3 plan of the Bellamy Farms Subdivision. This plan proposes 156 residential townhouse units on 33 blocks and creates two open space blocks, two new streets, and new pathways and easements. One of the fifty-six Draft Plan Approval conditions is to receive zoning approval for the final phase of the subdivision. The zoning by-law amendment to rezone certain lands within Phase 3 of the Bellamy Farm subdivision is as follows:

Rezone Block 35 (as identified in the draft approval) from Residential Type 3, Special Exception 2 to Open Space (mapping change);

1. Rezone part of Block 36 from Residential Type 3, Special Exception 2 to Open Space/Wetland (mapping change) to accommodate a stormwater management facility and passive recreational area; and,
2. Rezone Blocks 29-33 from Residential Type 3, Special Exception 2 to a new Residential Type 3 Special Exception Zone that establishes the following provisions:
 1. Maximum structural lot coverage of 55%; and,
 2. Allow the required parking space to be located in the required front yard rather than in a garage.

Supported.

ACTION: To be brought forward to a meeting of Council.

10.4 Climate Action Plan – Milestone 1 Completion Report 2024-117 (K Grenke)

K Grenke reviewed Report 2024-117 as an update the Council on completing Milestone 1 of the Partners for Climate Protection (PCP) 5-Step Milestone Framework and outline the next steps to initiating work on Milestone 2. The Partners for Climate Protection program guides participating municipalities through a five-step Milestone Framework designed to foster collective community action on the climate crisis by employing strategies to reduce the production of greenhouse gas (GHG) emissions and implementing effective green energy initiatives. The Milestone Framework encourages members to set midterm and long-term GHG reduction targets to meet the ambitious federal and international recommendations.

ACTION: For information only.

10.5 Municipal Elections Act (MEA) Modernization Report 2024-112 (K Costello)

K Costello reviewed Report 2024-112 and requested that Council pass a resolution supporting the Association of Municipal Clerks and Treasurers (AMCTO) as they have proposed several recommendations within their submission, Modernizing the Municipal Elections Act for the 21st Century, for the short, medium, and long-term to address some of the challenges and opportunities in local elections. Supported.

ACTION: To be brought forward to a meeting of Council.

10.6 Strategic Initiative 6.3- Operationalize the Parks and Recreation Master Plan Report 2024-115 (S Clark)

Deferred.

10.7 Non-Union Memorandum of Agreement

N Bennett advised Council that the non-union agreement has expired. Council members and the non-union negotiating group have met and prepared an agreement for Council's consideration. This agreement is for the term starting January, 2024 until December 31, 2027. Supported.

ACTION: To be brought forward to a meeting of Council.

11. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES

12. INFORMATION LISTING/CORRESPONDENCE ITEMS

12.1 August 6, 2024 Resolution from the Township of McNab/Braeside

Information only.

13. IN CAMERA/CLOSED SESSION

13.1 Personal Issue (S Pankow)

Moved by S Robinson
Seconded by P McKenna

THAT Council of the Corporation of the Town of Smiths Falls, as provided in Section 239 (2) (b) of the Municipal Act 2001, as amended move into a closed meeting at 7:06 p.m. to discuss a personal matter about an identifiable individual.

Carried
K Costello remained.

Moved by S Robinson
Seconded by J Brennan

THAT Council revert back into open session at 7:39 p.m.

Rise and Report: Direction given to staff.

Carried

14. NOTICE OF MOTIONS

15. ADJOURNMENT

Moved by J Miller
Seconded by P McKenna

THAT the Committee adjourn its proceedings 7:40 p.m. and stand so adjourned until the next duly called Committee meeting.

Carried

Mayor

Clerk

Core Capital Campaign & Hospital Update

Smiths Falls Municipal Presentation

Presented by: Michael Cohen
Title: President & CEO
Date: Monday, September 23rd, 2024



Our Strategic Priorities



Provide an excellent experience for the persons we serve, every time

- Deploy best practice to deliver safest possible care
- Remove barriers to care
- Improve care transitions and health system navigation



Meet the changing needs of our community

- Improve our physical facilities and infrastructure
- Align our services with the needs of the community
- Improve engagement with our community and our partners



Support and empower our people

- Ensure a supportive and safe work environment
- Recruit and retain high-performing people
- Ensure our people have the right skills for now and the future



Ensure our future sustainability

- Secure the capital funds required to meet the needs of our community
- Secure the operational funding required to meet the needs of our community
- Ensure we are prepared to respond to a changing environment

Strategic Plan – Practically Speaking:

- Reduce Injurious Falls by over 35%.
- Improve Patient Flow – streamlined capacity response to better manage capacity.
- Improve OR Efficiency – First Case Starts.
- Improve Physical Infrastructure – over \$2.5M invested in infrastructure (both sites) – projects were completed on time and on budget.
- Support and Empower our Staff & Physicians – launch new rewards and recognition for staff and physicians.
- Operating and capital dollars.
- This year our plans are intentionally limited to make capacity for our Digital Transformation.

Fall/Winter Preparedness

- Respiratory illness season is upon us, and this has been prevalent within the community. The severity of illness' has not been as significant as in previous years.
- Hospital capacity has been more variable.
- Lack of access to beds in Long Term Care along with a shortage of family physicians in the province means that hospitals are the stop-gap for the health care system.
- We continue to work with our partners in Long-Term Care, Home and Community Care and other institutions to manage this significant surge in activity.

Hospital Services:

- In spite of the ongoing health human resource crisis, we are proud to have been able to deliver 24/7 Emergency services to the communities we serve.
- Very happy to report that all our full-time nursing positions are filled.
- We have hired our first full-time midwife.
- Closures within our Obstetrical program are becoming less common.

Core Capital Campaign:

- Our plans to improve safety and quality through technological innovation is progressing well.
- Working with our partners in the former SE LHIN, we are heading into the final stretch of the project with our go-live scheduled for Fall 2024.
- As the sole source of funds for our Core Capital campaign, your support has never been more important.



Perth and
Smiths Falls
District Hospital

Closed Loop Medication Management System (CLMM)



Advantages of Automation

- **Increases patient safety**
- Reduction of time to first dose, loss of doses, borrowing
- Reduction in documentation time
- Improved inventory control
- **Track and proactively monitor drug usage patterns**
- Electronic reminders – meds past due or too close to another administration time i.e. PRN's
- Supports **Bar Code verification** for dispensing, stocking, administration and returns)
- Medication management system will ensure medications are auditable and traceable to the patient level **(an OCP and Accreditation Canada Standard)**



Perth and
Smiths Falls
District Hospital



Patients and Families
THE Heart of Care





Perth and
Smiths Falls
District Hospital



Patients and Families
THE Heart of Care



Core Capital Campaign:

On behalf of the hospital and our patients, thank you for your continued support of safe high quality patient care at our hospital.

We request that you renew your commitment of \$174,341, in support of the core capital campaign for FY 2024/25.

Questions



Smiths Falls Curling and Squash Club

Safer crossing area on Old Slys Road



SF Curling and Squash Club (SFCSC)

Intersection of SFCSC, Lower Reach Park, and Heritage House



SFCSC

Turn off to the squash club entrance, dog park, playground and ball park

Old Slys Rd: 1 pm on Thursday Sept 12/24

Heavy trucks



Motorcycles





Many vehicles come around this corner at higher speed than posted and there is a significant need to slow/stop traffic with as much notice as possible.

There is no infrastructure (i.e. Sidewalks) for pedestrians to wait on

Smiths Falls Curling and Squash Club is expanding to a year round facility!

- ▶ In addition to the current need for safer pedestrian crossing options to Lower Reach Park, Heritage House, SFCSC, the swings/children's play area, the dog park and the ball diamonds, our Club is in the process of preparing to launch an 8 week summer day camp for 2025.
- ▶ The maximum capacity of the camp will be 100 children per week for 8 weeks
- ▶ Camp staff and participants will need a safer way to cross multiple times a day to access park amenities including the play structure, splash pad and soccer/basketball facilities

A flashing pedestrian crosswalk is the best option to maintain the flow of traffic without unnecessary stops due to traffic lights

**THANK YOU FOR YOUR TIME AND
CONSIDERATION**



2024

Smiths Falls DBA

Events

Night Market

June 15, 2024

- Utilized Main St. W. & Parking lot
- Brought in vendors, a mechanical bull, food trucks and kids activities.
- Event brought 700 - 800 people to the downtown

Summer Social

August 17, 2024

- Utilized Main St. W. and Russell St. E.
- Brought in a vendor market, musicians, kids activities zone.
- Event brought 800 - 1000 people to the downtown.

Twilight Tuesday's

August 13 & 27, 2024

- Utilized Russell St. E.
- Invited classic car collectors to the road for the evening.
- Event brought 150 - 200 people to the downtown.

Events

Downtown Music Series

July & August, 2024

- Local Musicians booked to perform at the Town Hall Bandstand for Saturdays & Sundays.
- Brought 20 - 50 people, per performance to the downtown.

80's Block Party

September 14, 2024

- Utilized Russell St. E.
- Partnered with SF Public Library. Smiths Falls & District Chamber of Commerce and local businesses.
- Brought roughly 300 people to the downtown.

Skele-Bration

October 26, 2024

- Costume parade, trick or treating through the downtown and performance by Junkyard Symphony at the Town Hall Bandstand.
- Expected to bring 700 - 1000 people to the downtown.

Campaigns

Remarkable Women on Smiths Falls Exhibit

March 2024

Partnership with the Smiths Falls Heritage House Museum. 38 panels telling the history of local women were brought downtown, celebrating International Women's History Month.

Easter Scavenger Hunt

April 2024

- "Find the Golden Egg" Scavenger Hunt through the downtown.
- Had over 100 participants in the event

Mother's Day

May 2024

- Online campaign, which asked participants to tell the DBA why their mom needed a spa day, this Mother's Day.
- 1 winner was selected at random.
- 28 Entries were made

Smiths Falls Patio Passport

Big and small, Smiths Falls has incredible patios to enjoy this summer!

Campaigns

Patio Passport

July, August & September
2024.

Encouraged dining at local
restaurants and awarded 3
prizes each month, with all
participants entered into a
draw to win 1 grand prize
at the end of the program.

Downtown Deal Coupon Book

July - October, 2024
Encouraged shopping
and dining in the
downtown through
special offers from
participating
businesses.

Campaigns

SF Local Boxes

Seasonal Boxes
In partnership with the
Smiths Falls & District
Chamber of Commerce,
offering unique,
specially curated items
from downtown
businesses.

Downtown Historical Walking Tours

July & August, 2024

- In partnership with RMEO, Smiths Falls & District Chamber of Commerce & SFHHM
- Gave in-person historical walking tours through the downtown.

Pump Out Program

Summer 2024

- In partnership with the Smiths Falls & District Chamber of Commerce.
- Boaters presented a receipt from a local Downtown Smiths Falls business to receive a free boat pump out.

Beautification

Colorful Benches

Summer 2024
Had colourful benches and planters built, strategically placed at businesses through the downtown.

Downtown Stencil Project

Summer / Fall 2024
Designed unique sidewalk stencils, inspired by the businesses that they are in front of.

Alley Lighting Project

July 2024
Installed Edison bulb lighting in the alleyway from Beckwith St. to the Main St. W. parking lot.



Beautification

Alley Mural Project

August 2024

Worked with muralists
Dems & Doll to create a
beautiful mural
spanning the 90 ft alley
from Beckwith St. to the
Main St. W. parking lot.

Fall Corn Stalk Project

Installation of cornstalks
on the lighting poles,
during the fall.
Adding texture and an
autumnal feel to the
downtown core.

Community Partners

- Smiths Falls & District Chamber of Commerce
- RMEO
- Smiths Falls Heritage House Museum
- Smiths Falls Public Library



SMITHS FALLS & DISTRICT
**Chamber
of Commerce**



Smiths Falls
Heritage House Museum



RAILWAY MUSEUM
of Eastern Ontario

SMITHS FALLS

PUBLIC LIBRARY

Coming Up in 2025

- 2025 Night Market
- 2025 Summer Social (August 9 - for OHW)
- Downtown Summer Farmers Market
- Summer Music Series
- Return of the Patio Passport

To name just a few!



This year was encouraging. We achieved some of our goals, and left some for the future. We learned to pick our battles, and can't wait to share everything happening in 2025!

