



**County Council Orientation**  
**Wednesday, December 17, 2014, 9:00 a.m.**  
**Miramichi Lodge Community Centre**  
**725 Pembroke Street W., Pembroke, ON**  
**AGENDA**

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1. Meet and Greet – Council and staff.
2. Call to Order and Welcome – Warden Emon.
3. Roll Call - Jim Hutton, Chief Administrative Officer/Clerk.
4. Introduction of County Councillors and Senior Leadership Team.
5. Overview of County Policies/ Procedures – Jim Hutton (30 minutes).
  - Roles and responsibilities – CAO/Warden/Councillors/Dept Heads
  - Staff/Council Relations, Terms of Reference for Committees, Procedural By-law, Weighted Vote.
6. Overview of Staffing by Departments (Union and Non-union) and Overview of Department of Human Resources– Bruce Beakley (15 minutes).
7. Overview of Long-Term Care Services and Homes - Miramichi Lodge and Bonnechere Manor - Shelley Sheedy and Shayne Hoelke (30 minutes).
8. Overview of Finance, Information Technology and Provincial Offences Administration – James Kutschke (30 minutes).
9. Tour of Miramichi Lodge.
10. Lunch.
11. Overview of Legislation – Bruce Beakley (60 minutes)
  - Indemnification By-law, Conflict of Interest, Closed Meetings.
12. Tour of Other Facilities by bus.
  - (a) Tour of Provincial Offences Administration Office.
  - (b) Tour of Ontario Works Office.
  - (c) Driving Tour of Social Housing Facilities in Pembroke.
13. (d) TOUR OF COUNTY WORKS GARAGE  
Return to Miramichi Lodge.



**County Council Orientation**  
**Thursday, December 18, 2014, 9:00 a.m.**  
**Rotary Hall, Bonnechere Manor**  
**470 Albert Street, Renfrew, ON**  
**AGENDA**

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1. Call to Order – Warden Peter Emon.
2. Roll Call – Jim Hutton, Chief Administrative Officer/Clerk.
3. Overview of Service and Facilities – Emergency Services Department – Mike Nolan (30 minutes).
4. Overview of Services and Facilities – Development and Property Department – Paul Moreau (30 minutes).
5. Overview of Public Works and Engineering Department – Steve Boland (30 minutes).
6. Tour of Bonnechere Manor.
7. Lunch.
8. Overview of Social Services Department (Ontario Works, Renfrew County Housing Corporation and Child Care Services) – Dave Anderson (30 minutes).
9. Introduction of Electronic Council – Jim Hutton.
10. Closing Remarks – Warden Emon.
11. Tour of Facilities by bus.
  - (a) Tour of Paramedic Base Station at Renfrew County Place.
  - (b) Tour of Ontario Works and Renfrew County Housing Corporation – Renfrew County Place.
  - (c) Driving Tour of Social Housing facilities in Renfrew.
12. Return to Bonnechere Manor.