



County Council Meeting – Regular Session
February 15, 2012 – 9:00 a.m.
The Frontenac Room, 2069 Battersea Road, Glenburnie, On

AGENDA

Page	
	1. CALL TO ORDER
	2. ADOPTION OF THE AGENDA
	3. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF
	4. DEPUTATIONS AND/OR PRESENTATIONS
	a) Mr. John Matheson Re: History of the Canadian Flag and His Role in its Development <ul style="list-style-type: none">• Singing of "O' Canada"
	b) Presentation to the Township of Frontenac Islands Re: County of Frontenac Maintain Not Gain Challenge 2011 - 1st Prize
4-19	c) Alex Palilionis, CRCA, Source Water Protection Committee and Rob McRae, Project Manager Re: Source Water Protection Update
	5. CLOSED MEETING
	As Authorized under Section 239 of The Municipal Act, to consider:
	b) OPSEU and CUPE Contract Updates
	6. ADOPTION OF MINUTES
20-30	a) Adoption of Regular Meeting Minutes dated January 27, 2012.
	7. BUSINESS ARISING FROM THE MINUTES
	8. COMMUNICATIONS FOR INFORMATION
31-33	a) Communications of Interest to Council
34-41	b) October 21, 2011 EOWC Meeting Minutes
42-45	c) December 14, 2011 Kingston Frontenac Public Library Board meeting minutes
	9. COMMUNICATIONS FOR ACTION

9. COMMUNICATIONS FOR ACTION

- 46-48 a) Ontario 9-1-1 Advisory Board - Request for Financial Assistance
- 49 b) Girl Guides - Scout Week February 19 to February 26, 2012

10. REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

10.1. Administrative Services

10.1.1. Administration

10.1.2. Sustainability

10.1.3. Human Resources

- 50-51 a) Ratification of Collective Agreement with OPSEU Local 462 Representing the Frontenac Paramedic Services Paramedics
- 52-53 b) Ratification of Collective Agreement with CUPE Local 109 Representing the Frontenac-Howe Islander Ferry Workers
- 54-56 c) Community Planner Position
- 57-59 d) Communications Specialist Position

10.2. Financial Services

- 60-62 a) 2011 Frontenac-Howe Islander Ferry Petition for Subsidy
- 63-64 b) 2012 Case Mix Index (CMI) for Fairmount Home
- 65-66 c) 2012 OMPF Social Services Upload Notice
[Addenda]
- 67-106 d) 2012 Preliminary Budget
- 107-120 e) 2012 Vendor of Record

10.3. Emergency and Transportation Services

10.4. Fairmount Home

- 121-122 a) Property Easement
- 123-126 b) 2011 Review of Volunteer Services at Fairmount Home
- 127-128 c) Volunteer Newsletter - January 2012
- d) Fairmount Grapevine Gazette - February 2012 Edition

11. ACCOUNTS

- 129-137 Accounts for the Period of: January 10, 2012 - February 8, 2012

12. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN

13. GIVING NOTICE OF MOTION

14. OTHER BUSINESS

14.1. External Boards and Committees

- a) Kingston Frontenac Library Update - Councillor Purdon
- b) KFL&A Public Health Update - Councillor Clayton
- c) RULAC, LSR and Other Updates - Susan Beckel
- d) Algonquin Land Claim Update - Councillor Inglis
- e) Frontenac County Youth Justice Advisory Committee Update - Councillor Davison
- f) Affordable Housing Development Committee Update - Councillor McDougall
- g) Rideau Corridor Landscape Steering Committee Update - Councillor Jones

14.2. Advisory Committees of County Council

- a) Sustainability Advisory Committee
- b) Green Energy Task Force
- c) 150th Anniversary of County Advisory Committee
- d) Trails Advisory Committee

14.3. Other Updates

15. PUBLIC QUESTION PERIOD

16. BY-LAWS – GENERAL BY-LAWS AND CONFIRMATORY BY-LAW

- 138 a) By-Law No. 2012-0004 - To Authorize the Warden and Clerk to Execute Agreement with OPSEU Local 462
- 139 b) By-Law No. 2012-0005 - To Authorize the Warden and Clerk to Execute Agreement with CUPE Local 109
- 140-145 c) By-Law No. 2012-0006 - To Enter into an Easement Agreement
- 146-148 d) By-Law No. 2012-0007 - To Adopt the 2012 Budget
- 149-150 e) By-Law No. 2012-0008 - Confirmation of Proceedings

17. ADJOURNMENT

Confirmation of time, date and location for upcoming County Council Meetings:

- Regular meeting of Council March 21, 2012

Draft Source Protection Plan

It's about protecting the water we drink

Frontenac County
February 2012

- **Source water** is untreated surface water (streams, lakes) and groundwater (aquifers) that people use to supply drinking water systems



Why Protect Source Water?

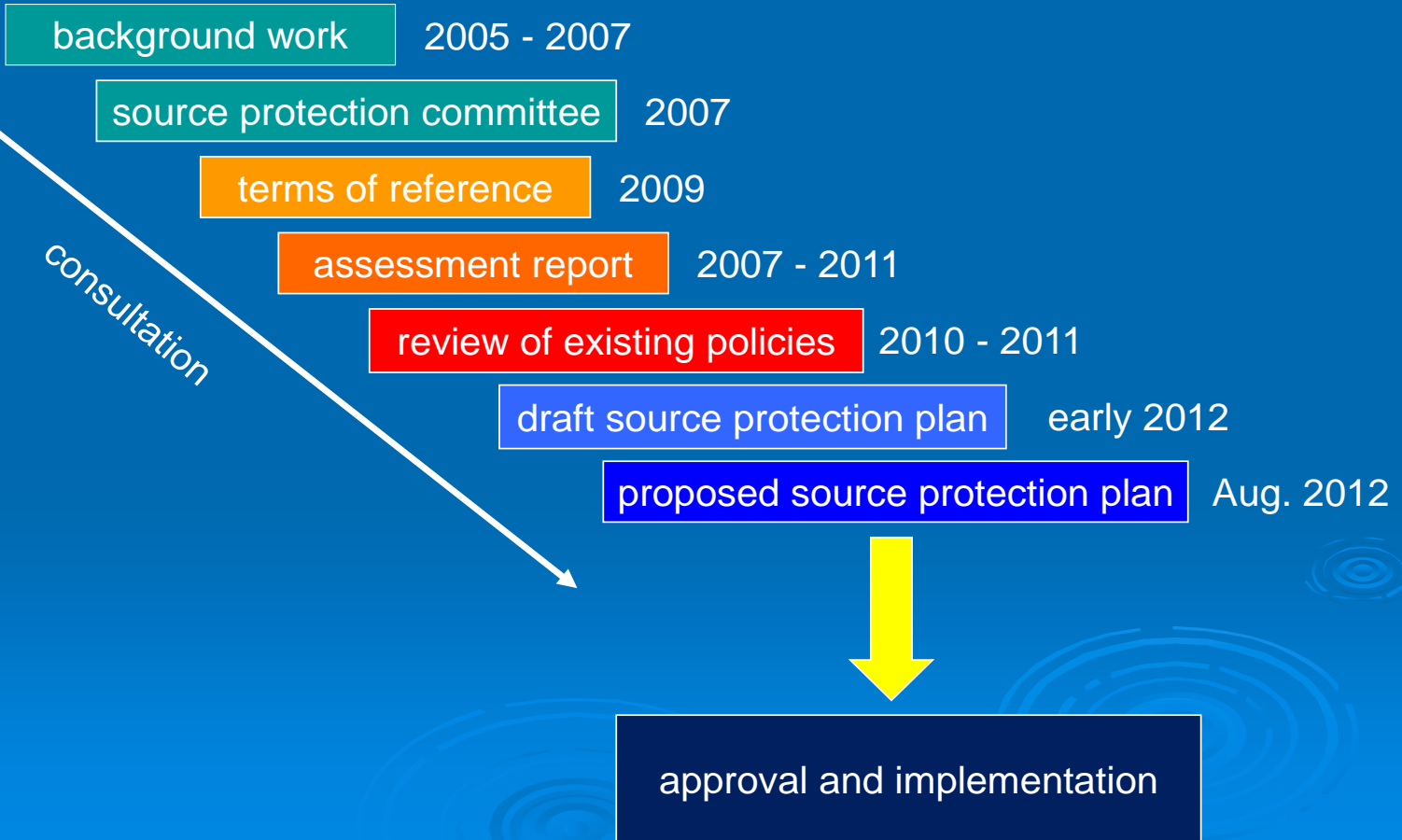
- Easier and cheaper to keep water clean
- Only water in municipal systems is treated
- Not all contaminants can be removed through treatment

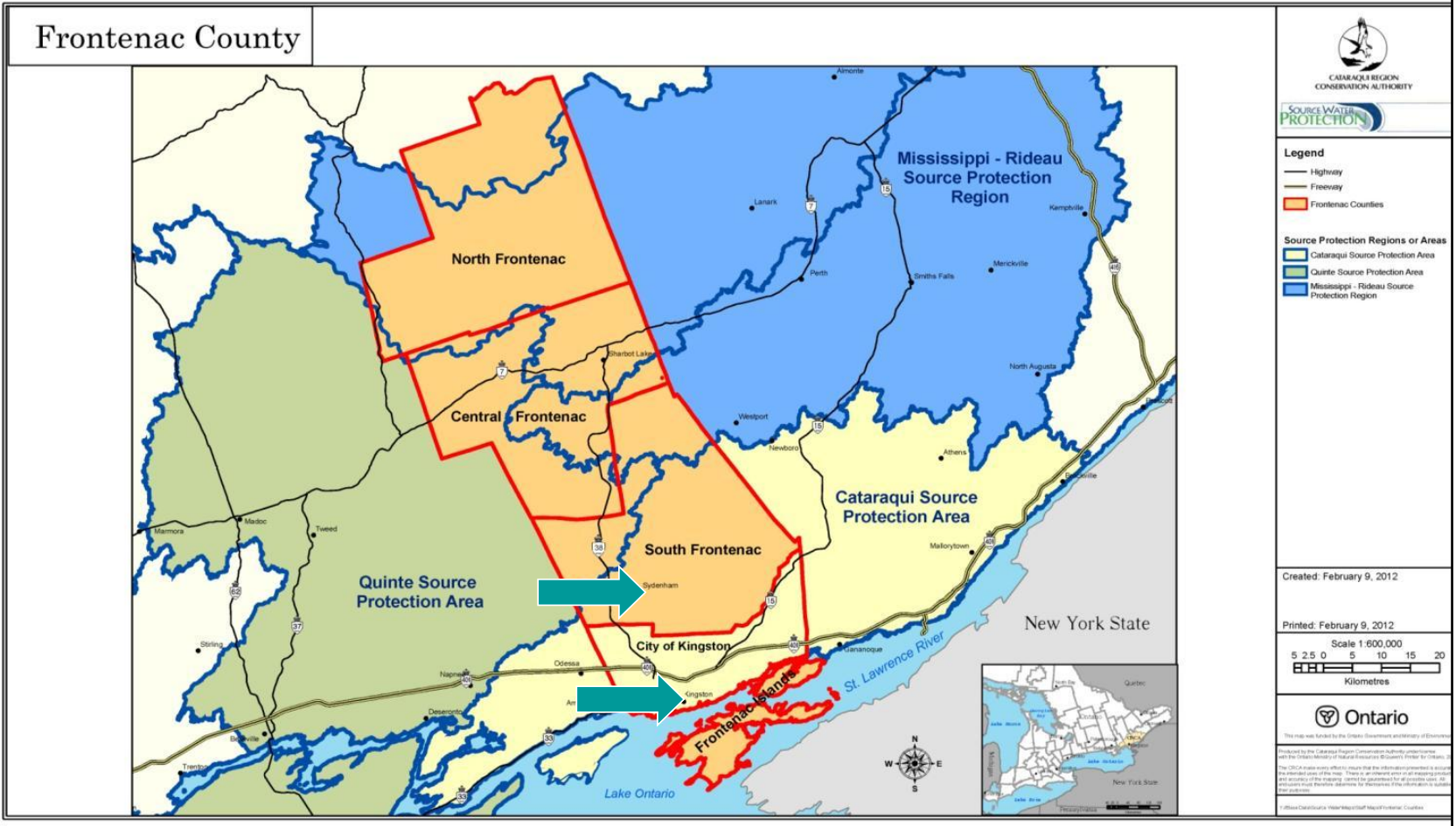


Source Protection Overview

- Provincial initiative to protect existing and future sources of drinking water
- Locally-led, science-based initiative under the Ontario *Clean Water Act, 2006*
- Primary focus on municipal residential drinking water systems
- Open and consultative process



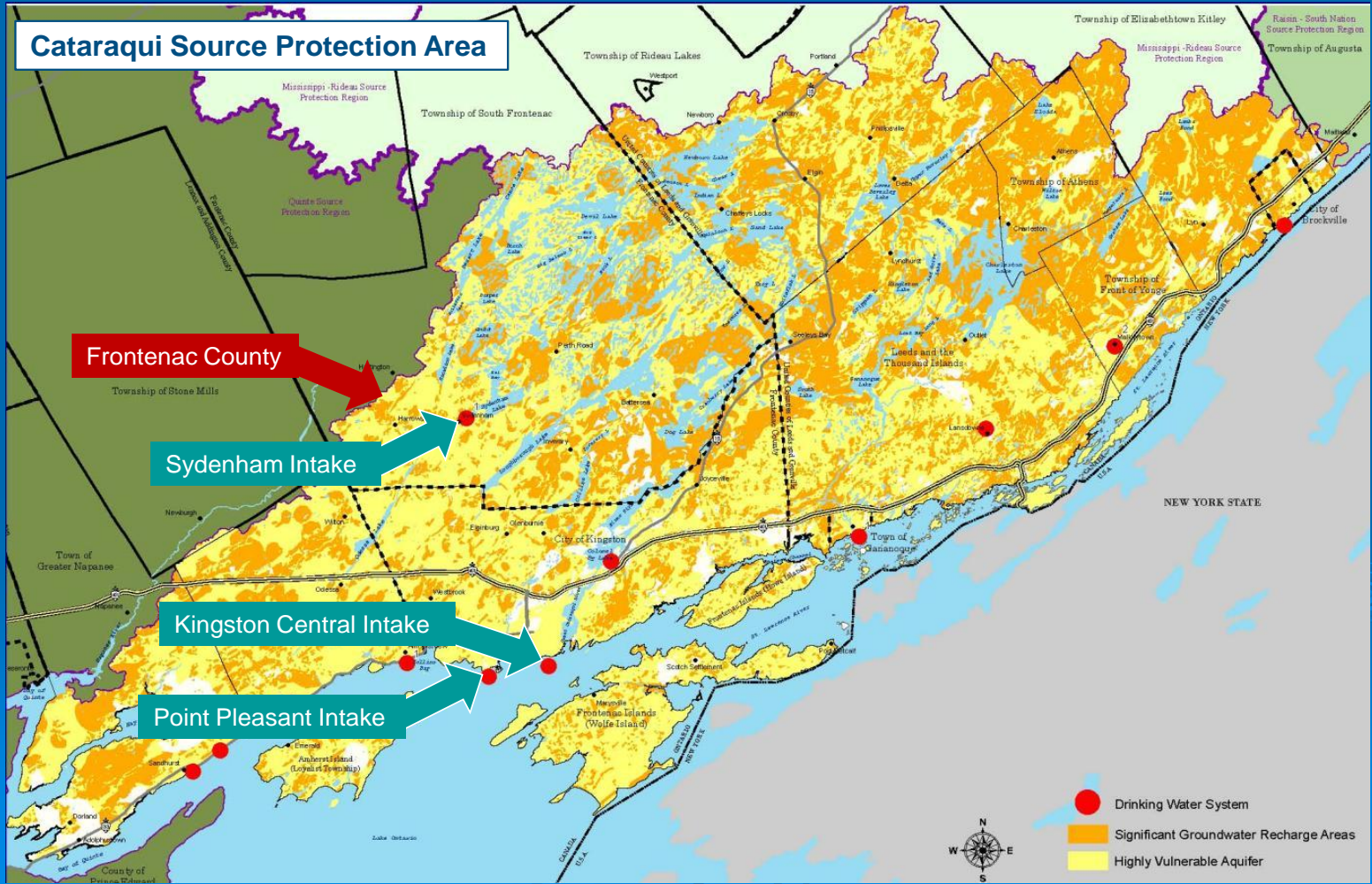




DRINKING WATER SOURCE PROTECTION

ACT FOR CLEAN WATER

Cataraqui

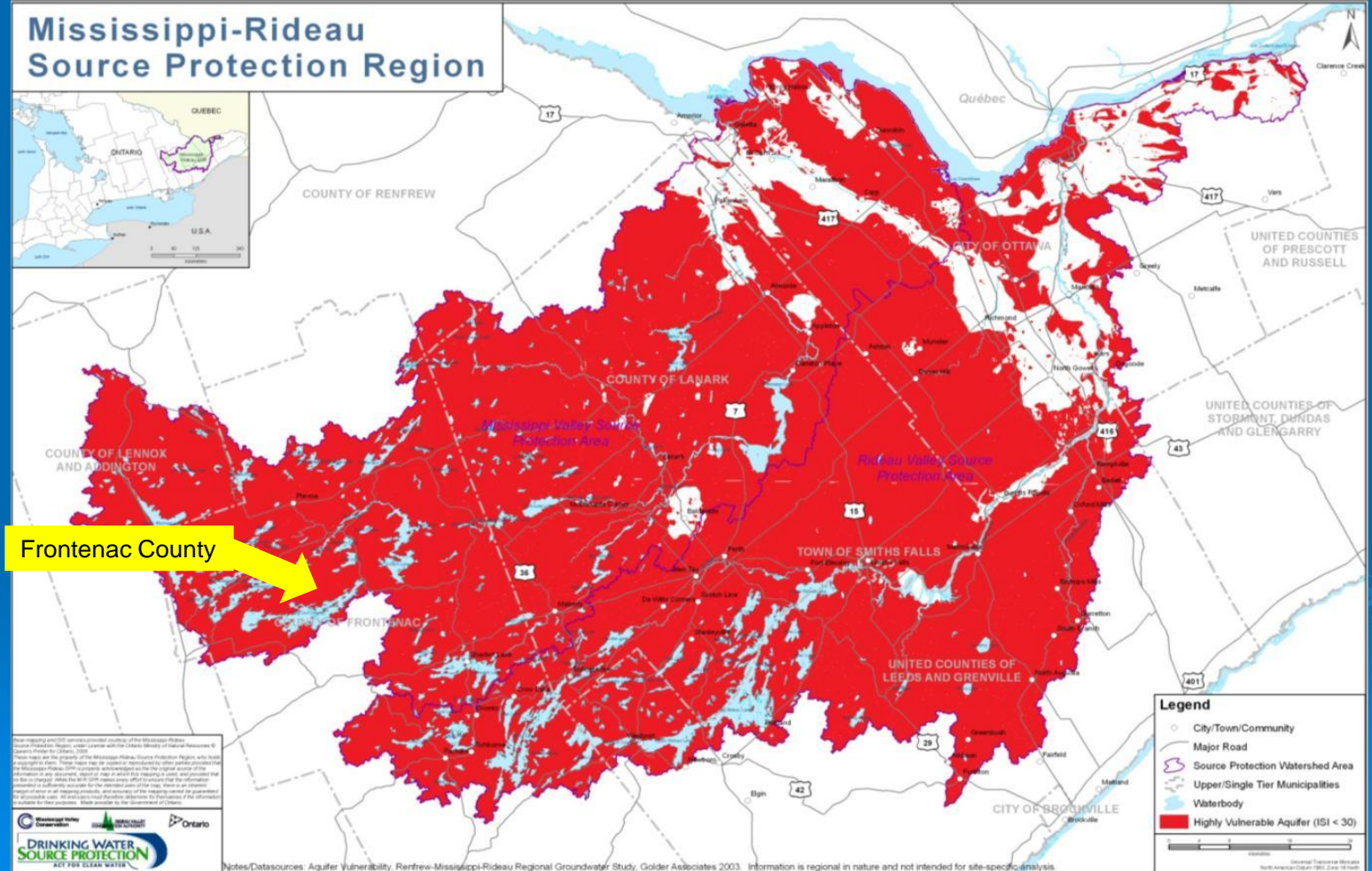


DRINKING WATER SOURCE PROTECTION

ACT FOR CLEAN WATER

Mississippi-Rideau

c) Alex Pallionis, CRCA, Source Water Protection Committee and Rob McRae, Project Manager



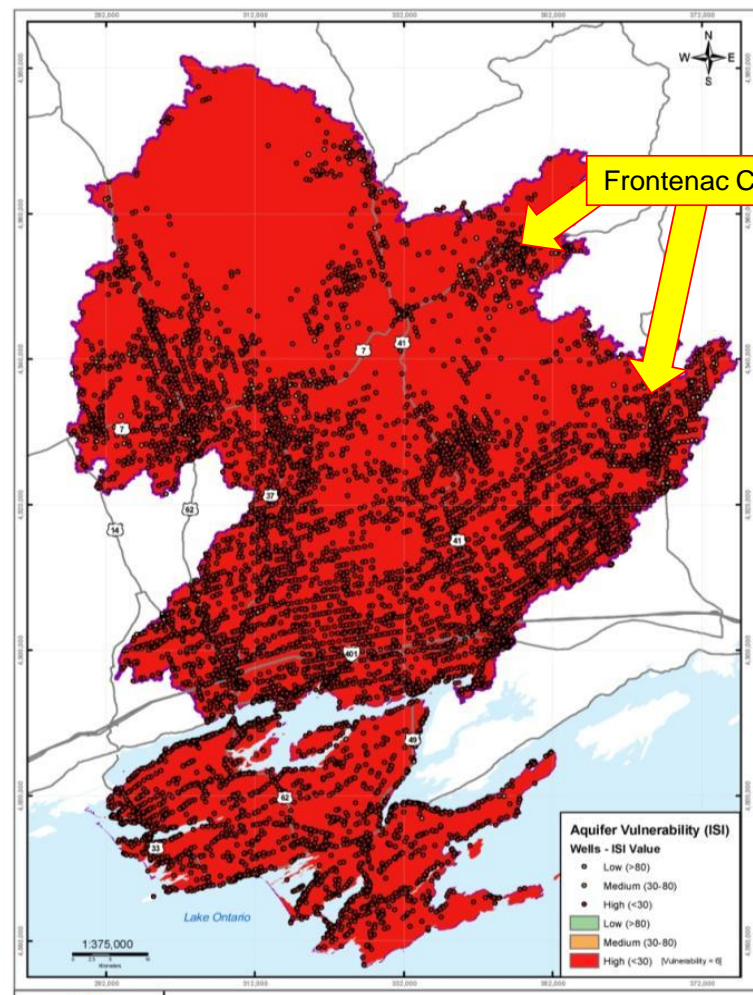
Frontenac County

DRINKING WATER SOURCE PROTECTION

ACT FOR CLEAN WATER

Quinte

c) Alex Pallionis, CRCA, Source Water Protection Committee and
Rob McRae, Project Manager



Agenda Item # 4

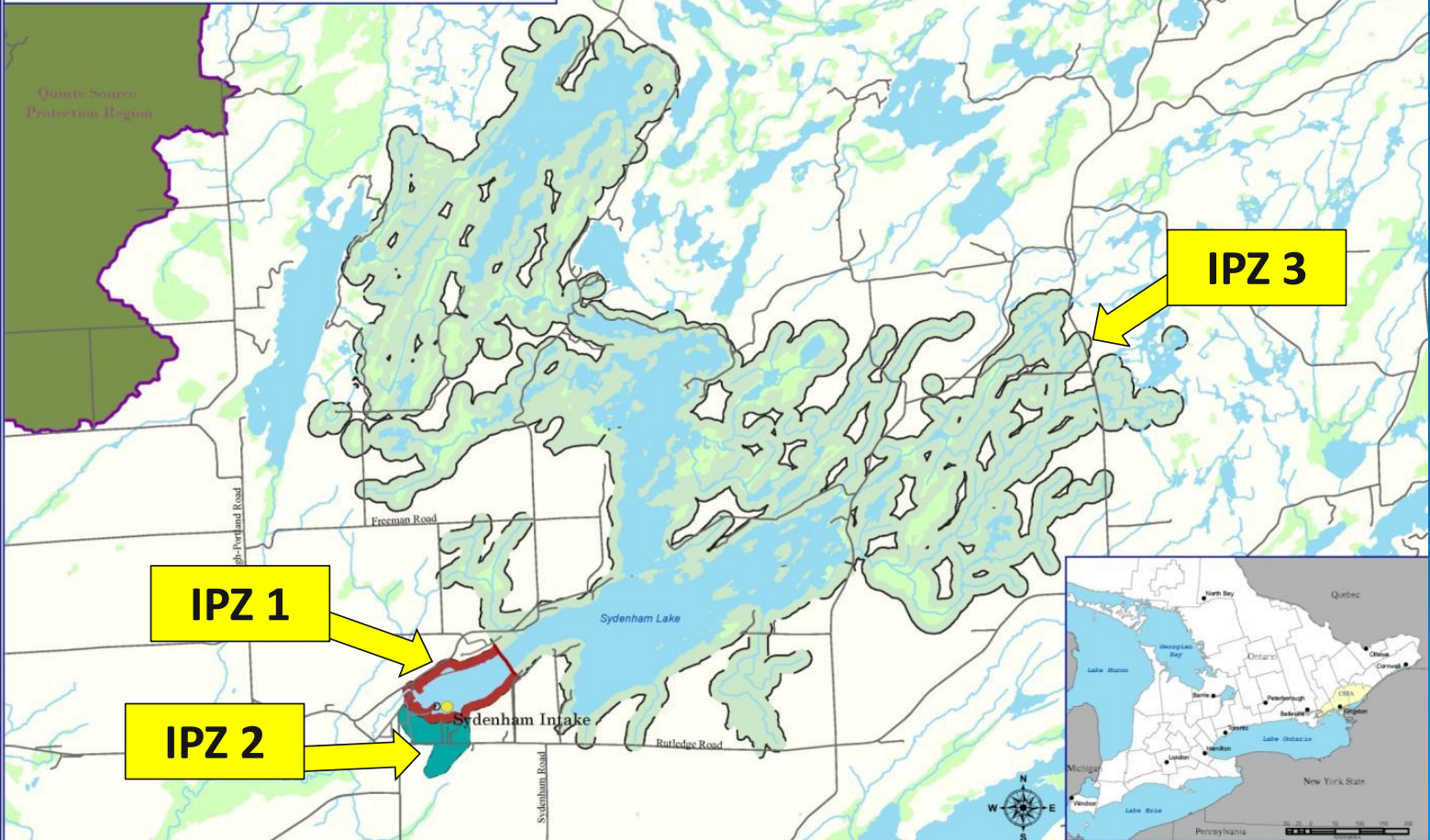
DRINKING WATER SOURCE PROTECTION

ACT FOR CLEAN WATER

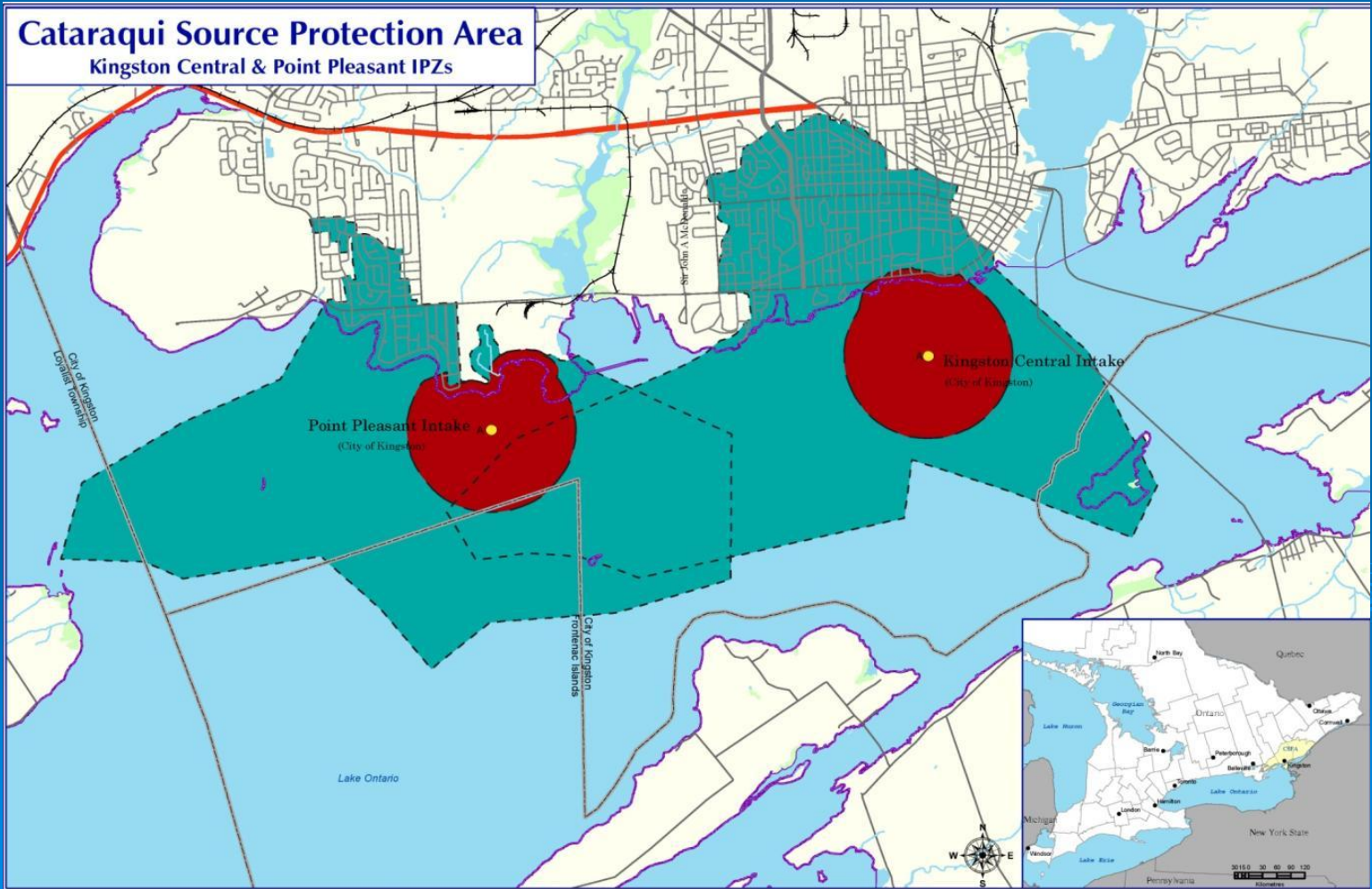
Sydenham Intake Protection Zone

Cataraqui Source Protection Area

Sydenham Intake Protection Zone - Vulnerability Scoring



Cataraqui Source Protection Area Kingston Central & Point Pleasant IPZs



Policy Tools



- Sample policies for all vulnerable areas
 - Review and update road salt management plan
 - Evaluate waste management programs, e.g. household hazardous waste disposal
- Sample policies for sensitive regional groundwater
 - Septic system maintenance inspection program



- Implementation at local municipal level through official plans and other policy tools
- Limited role for County of Frontenac
- Roles for provincial government organizations and other organizations such as the health units

February/March 2012

**Draft plan –
posted for at least 35 days**

**Revisions made based on
comments**

**Proposed plan –
posted for 30 days**

**Source Protection Authority
receives plan and comments**

August 2012

**Submission to Minister of the
Environment for approval**

DRINKING WATER SOURCE PROTECTION

ACT FOR CLEAN WATER

Questions or Comments?

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ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Casey Buchanan
Executive Assistant

Date Prepared: February 7, 2012

Date of Meeting: February 15, 2012

Re: **Communications of Interest to County Council**

A It is recommended that the following communications of interest to the County be received and filed (copies are available upon request).

Ministries, Other Municipalities, etc:

1. Municipal Property Assessment Corporation, December 15, 2011 – Letter updating Council on the work MPAC is doing as a part of its ongoing commitment to deliver exceptional service to municipalities. The notice highlights include: a supplementary and omitted assessment amount of \$28.4 billion; nearly one million property assessment notices mailed; and the introduction of new technology to help improve productivity in property reviews. Additionally, the letter states that MPAC has taken action on all nine recommendations in the provincial Auditor General's Report to reinforce programs that automatically trigger a sales investigation when the sale price of a property is significantly above or below its assessed value.
2. City of Kingston, December 15, 2011 – Correspondence from Dorothy Hector, City Councillor and FCM National Board Member, with attached report from recent National Board Meeting held in Ottawa. The letter requests feedback on items covered in the report such as Bill C10 being analyzed for its effect on municipalities and continuing support of the Green Municipal Fund (GMF).
3. Association of the Municipalities of Ontario, December 19, 2011 – Letter from the Chair of the Municipal Employer Pension Centre of Ontario with attached Annual Report for the 2010 year.
4. Accessibility Directorate of Ontario, December 15, 2011 – Correspondence from the Director of Outreach to inform County Council about developments with the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) and to clarify the existing requirements under the *Ontarians with Disabilities Act, 2001* (ODA). Further details are available at ontario.ca/accessON.

Administrative Report
Communications of Interest to County Council
February 15, 2012

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5. Town of Gravenhurst, January 19, 2012 – Correspondence with attached resolution that was adopted by the Town of Gravenhurst Committee of the Whole on January 17, 2012 in support of Resolution 11-144 adopted by the Township of Carling on December 16, 2011 to support the private member's bill introduced by MPP Norm Miller to have a one metre paved shoulder on certain provincially owned highways.
6. City of Kingston, January 19, 2012 – Brochure for Social Assistance, Pension and Tax Credit Rates, for the January 1, 2012 - March 31, 2012.
7. Ministry of Finance, January 23, 2012 – Correspondence from Dwight Duncan, Deputy Premier and Minister of Finance, and Kathleen Wynne, Minister of Municipal Affairs and Housing announcing the release of the Ontario Municipal Partnership Fund (OMFP) allocations for 2012. The announcement notes that the Ministry plans to continue the phased upload of Ontario Works benefit costs and will begin to phase in upload of court security and prisoner transportations costs. Additionally, the notice states the Ministry has uploaded over \$170 million in support of the Ontario Works administration costs which ensure that more property tax dollars are available for important municipal priorities.
8. Ministry of Community and Social Services, January 27, 2012 – Electronic correspondence announcing the launch of the 2012-13 EnAbling Change Program which is an initiative of the Accessibility Directorate of Ontario (ADO) that provides financial support and expertise to organizations to educate an industry or sector across the province on its obligations under the *Accessibility for Ontarians with Disabilities Act (AODA)*. The program funds large-scale projects that have an impact across the province and occasionally funds those projects that meet additional goals such as developing innovative approaches to increasing accessibility. For further information is available at:
<http://www.mcass.gov.on.ca/en/mcass/programs/accessibility/partnerships/EnablingChange/index.aspx>.
9. Ministry of Citizenship and Immigration, January 31, 2012 – Notice from Minister Charles Sousa calling for nominations for the Newcomer Champion Awards which recognize individuals and groups who have made a difference in their community and province through active citizenship and engagement. Nominations can be made in the following 3 categories: Change The World Youth Ambassador, Community Leader and Newcomer Champion. Further information is available on the ministry's website.
10. Ministry of Citizenship and Immigration, January 31, 2012 – Correspondence from Minister Charles Sousa requesting support of the Lincoln M. Alexander Award by nominating a young person who deserves recognition in the area of exemplary leadership contributing to the elimination of racial discrimination. Further information is available at www.ontario.ca/honoursandawards.
11. Ministry of Transportation of Ontario, February 2, 2012 – Notice of study commencement for the preliminary design and environmental assessment study for the rehabilitation of Highway 7 from 0.7 km west of the Arden/Henderson Road Intersection and the rehabilitation/replacement of the Salmon River Bridge. Two public information centres will be scheduled to present the project process, design alternatives and preferred designs to agencies and member of the public; to obtain comments; and to discuss any concerns with the proposed undertaking.

Other Correspondence: nil

AMO Member Communications:

1. News Releases: nil
2. AMO Breaking News and Policy Updates
 - Province Amends Property Tax Regime for Renewable Energy and Building Code for Energy Efficiency (January 12, 2012)
 - Ontario Municipal Partnership Fund (OMPF) Allocations Announced (January 23, 2012)
 - Supreme Court of Canada Decision Released January 20, 2012 (January 26, 2012)
 - AMO Report to Members on January 2012 Board Meeting (February 3, 2012)
3. Watch Files
 - January 12, 2012
 - January 19, 2012
 - January 26, 2012
 - February 2, 2012

FCM Communications:

1. News Releases
 - Canada's Municipalities Reaffirm Commitment to Rebuild Haiti on Eve of Second Anniversary of 2010 Earthquake (January 11, 2012)
 - FCM to Deliver Municipal Campaign Training Workshop for Women - January 28-29, in Whitehorse, Yukon (January 19, 2012)
 - More Rental Housing Needed to Protect Jobs and Economy - Federal Government Must Lower Rental Investment Barriers, say FCM Report (January 31, 2012)
 - FCM Launches Municipal Infrastructure Forum in Ottawa (February 7, 2012)

B Eastern Ontario Wardens' Caucus (EOWC) Meeting Minutes/News Releases

1. News Releases
 - New Chair and Vice Chair Elected: 2012 Priorities Set (January 17, 2012)
2. Minutes
 - October 21, 2011

C Agency/Board Minutes:

1. Kingston Frontenac Public Library Board – December 14, 2011

D The following items of correspondence require action:

1. Ontario 9-1-1 Advisory Board, February 8, 2012 – Electronic correspondence seeking financial assistance of \$100 from each municipal government to continue as the technical and information authority respecting the implementation and operation of 9-1-1 Emergency Number systems in Ontario.
2. Girl Guides of Canada, February 2012 – correspondence requesting that County Council pass a resolution recognizing Girl Guides of Canada as a valuable contributor to the well-being of the community by proclaiming the week of February 19 to 26, 2012 Guide-Scout Week in the County of Frontenac.



**Eastern Ontario Wardens' Caucus
MINUTES
Friday, October 21st, 2011
9:00 a.m.
600 William Street, Cobourg
Northumberland County**

1. Call Meeting to Order / Welcome

The meeting was called to order at 9:01 a.m.

Present: Chair Jones, Vice Chair Mel Campbell, Members Jo-Anne Albert, Steven Byvelds, Gary Davison, Murray Fearrey, Henry Hogg, Mark Lovshin, Peter Mertens, Bob Sweet and Past Chair Dave Burton.

Regrets: Jean-Yves Lalonde, Ric McGee and Sharon Mousseau.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest made at this time.

3. Approval of Agenda

Chair Jones explained the purpose of the inclusion of Item 12 Member Updates, allowing members to provide a quick report on special projects or issues within their individual municipality. Mr. Pyatt provided a brief summary on the new building the County of Northumberland had bought, which the meeting was being held in.

Moved by: Warden Davison
Seconded by: Vice Chair Campbell

Be it resolved that the Agenda be adopted as circulated.

Carried

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4. Approval of Minutes

Moved by: Warden Hogg
Seconded by: Mayor Mertens

Be it resolved that the Minutes of EOWC Inc. meeting of August 21st, 2011 be approved as circulated.

Carried

Mr. King provided an update on the CAOs' discussion at their September 16th meeting regarding the suggestion of inviting Durham Region to become a member of the EOWC. The CAOs had felt that when there are strategic reasons to partner, the EOWC actively seeks those partnerships. There was concern, however, in inviting the Region of Durham, or any other large cities within the East, to become a member as it would affect the agenda and become less focused on rural issues. Warden Sweet reported that he spoke with Roger Anderson, Regional Chair and CEO of Durham Region regarding this matter and that Mr. Anderson was willing to partner with the EOWC but was not interested in becoming a member.

Moved by: Warden Byvelds
Seconded by: Vice Chair Campbell

Be it resolved that the EOWC accept the recommendation to not extend EOWC membership but to seek partnerships where possible.

5. Delegations, Petitions and Presentations

- a. Kathryn Wood, Consultant, Natural Capital Resources
Re: Financial Sustainability Update Project

Ms. Wood reviewed the project to date and the emerging data. She noted that private lanes and roads are not factored into the kilometre measurements for the project. There was a discussion on presenting the final numbers at a regional level and not at the individual municipal level, as it was felt that Ministries are more interested in global numbers.

Moved by: Mayor Mertens
Seconded by: Warden Hogg

Be it resolved that the presentation from Kathryn Wood be received.

Carried

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- b. Jennifer Stephens, Project Manager, Trent Conservation Coalition Source Protection Region
Re: Source Protection

Mr. Max Christie, Chair of Quinte Source Protection Committee and Mr. Jim Hunt, Chair of Trent Source Protection Committee attended the delegation. Ms. Stephens reported that the eastern Source Protection Committees have mostly completed the identification of threats and are moving into the development of Source Protection Plans. She noted that the Province is aware of municipal financial concerns and has directed the committees to contact their respective municipalities and discuss project costs for the municipality's specific area. The implementation and management of the plan will depend upon who is responsible for the policy. Warden Byvelds commented that the plans sound scarier than they really are, as the restrictions are not severe. Ms. Stephens encouraged those who do not have a Source Protection Committee area to please contact a Project Manager of a neighbouring Source Protection Committee.

Moved by: Warden Albert
Seconded by: Mayor Lovshin

Be it resolved that the presentation from Jennifer Stephens be received.

Carried

- c. Standing Item
Steve Seller, Municipal Advisor, Ministry of Municipal Affairs and Housing
Re: Ministry of Municipal Affairs and Housing Update

Mr. Seller reported that Premier McGuinty announced Cabinet Ministers the day before, and that the new Minister of Municipal Affairs and Housing (MMAH) is Kathleen Wynne. Minister Wynne was also given the appointment of Minister of Aboriginal Affairs. Mr. Seller noted that it was local government week and asked if any members held events, to which three members responded yes. Mr. Seller reported on the Ontario Municipal Program Guide, a new tool placed on the MMAH website which shows Provincial tools and programs by category. He welcomed any comments regarding the new tool. The government of Saskatchewan has developed a Municipal Sustainability Assessment tool; Mr. Seller will provide the link to those who are interested in viewing it. The Parliamentary Assistants had not yet been appointed.

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Moved by: Warden Albert
Seconded by: Mayor Lovshin

Be it resolved that the presentation from Steve Seller be received.
Carried

6. Reports for Review / Discussion

a. Eastern Ontario Transition Council Update

Mayor Mertens reported that approximately 12 people attended the meeting in September. From EOWC, those who attended were Mayor Mertens, Vice Chair Mel Campbell and CAO Peter Wagland with the intention of getting a sense of the Eastern Ontario Transition Council's objectives and defining of initiatives. Twelve objectives were placed on the agenda, most of which were not considered applicable to EOWC matters. The Council was very intent on becoming a not-for-profit corporation, although the reason was not clear. Mayor Mertens recommended that the EOWC not be involved in the Transition Council at this time.

Moved by: Vice Chair Campbell
Seconded by: Mayor Mertens

Be it resolved that the Update from Mayor Mertens be received,

And That the EOWC not be involved in the Eastern Ontario Transition Council at this time.

Carried

Chair Jones reported that Reeve Terry Clements, former member of the EOWC, was attending the FedDev funding announcement by Minister Goodyear in Trenton this morning on behalf of the EOWC. A letter of appreciation will be sent to Reeve Clements.

b. Trent-Severn Waterway

Mr. King explained the request for support to lobby the Federal government to continue to improve the Trent-Severn Waterway in light of the significant infrastructure deficit.

Moved by: Warden Hogg
Seconded by: Warden Fearrey

Be it resolved that the EOWC support the Voices of Trent-Severn Waterway in requesting the Federal Government to provide adequate

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sustained funding to restore and upgrade the Trent-Severn Waterway's infrastructure and where appropriate/necessary, enhance its operations in order to achieve its mandate.

Carried

c. EORN Status Update

Mr. David Fell provided an update on the EORN project, reporting that they are keeping up to date on claims and receiving a 10-day turnaround from the Province now. He explained the issue regarding line of credit, emphasizing that EORN never pre-pays companies and will always own 51% of the assets. Mr. Fell explained that some RFP zones were moved to 2013 to allow companies who are maxed out on current RFP zones to be able to bid at the later date. EORN will still be completed on time. Mr. Jim Pine displayed a map showing the new schedule of zones. He reported on the recently launched High Through-put Satellite (HTS). Xplornet Communications Inc. has begun dealer training on satellite packages. Training of installers will begin in January. Pricing on satellite is going down significantly and greater efficiency is being provided. Xplornet Communications is arranging for a visit to a test site in Toronto for EOWC members during the ROMA/OGRA Conference late February. The new EORN website will go live the first week of December. Mr. Pine reflected that it is a challenge to engage cities in the project when it is already being put into place.

It was reported that Minister Goodyear had announced 30 million dollars for the next 3 years through the EODP. No regional projects can apply.

As Mr. Fell needed to leave to attend another commitment, the Caucus entered Closed Session at this time. The minutes will reflect the order of the Agenda, however.

d. Eastern Ontario Financial Sustainability Plan Update

There was nothing further to add from Kathy Wood's presentation on the project.

e. November 25th Full Caucus Meeting

EORN RFPs will not be ready for review and approval, so there will not be a Full Caucus meeting on November 25th. The CAOs will meet in the morning as originally planned.

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- f. **Growth Plan**
Recommendation: to defer until completion of Financial Sustainability Report project

The Caucus agreed to defer this discussion.

7. Correspondence

Moved by: Warden Davison
Seconded by: Mayor Mertens

Be it resolved that the EOWC endorse the amended letter from the County of Peterborough regarding Spectrum Auction

And that the remaining Outgoing and Incoming correspondence be received for information.

Carried

8. Closed Session

Moved by: Past Chair Burton
Seconded by: Warden Albert

Be it resolved that under the authority of the Municipal Act, S.O.2001, c. 25, s. 239 (2) the EOWC move into closed session at 11:26 a.m. to discuss "personal matters about an identifiable individual, including municipal or local board employees;"

Carried

9. Rise from Closed Without a Report

Moved by: Warden Lovshin
Seconded by: Warden Albert

Be it resolved that EOWC rise from closed session at 12:21 p.m. without a report.

Carried

10. By-laws

The By-laws were deferred to the Annual General Meeting in January, 2012.

11. Notice of Motions

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12. Member Updates

a. Source Water Protection

Members further discussed their concerns regarding the implementation of Source Water Protection legislation, and requested that a letter be sent to the Minister of the Environment stating these concerns.

Moved by: Warden Albert
Seconded by: Mayor Mertens

Whereas the EOWC is concerned over the potential for significant municipal cost for the implementation of the Source Protection Plans and longer term ongoing costs to maintain the plans;

And Whereas some of the members view the additional cost as an unwanted download of Provincial responsibility and Provincial cost;

Now Therefore be it resolved that the EOWC send a letter to the Province to express the above concerns, encourage the Province to commit to full funding for the implementation of Source Protection Plans and to announce such funding prior to Plan submissions due August of 2012.

Carried

- b. Caucus members each reported on their municipality's main concerns and issues. Mayor Mertens announced that the County of Prince Edward has hired a new CAO, Merlin Dewing, who will begin on December 1st.

13. Confirmation By-Law #11-15

Motion:

The Board of Directors of the Eastern Ontario Wardens' Caucus hereby enacts as follows:

1. THAT the action of the Board of Directors at its meeting held on the 21st day of October 2011 in respect to each motion, resolution, by-law and other action passed and taken by the Board of Directors at its said meeting, except where prior approval of any other body or agency is required, is hereby adopted, ratified and confirmed.
2. THAT the Chair and the proper officers of the Corporation of the Eastern Ontario Wardens' Caucus Inc. are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and to execute all documents as may be necessary in that

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behalf and the Secretary is hereby authorized and directed to affix the Corporate Seal to all such documents.

Moved by: Warden Hogg
Seconded by: Warden Albert

Carried

14. Adjournment

Moved by: Warden Sweet
Seconded by: Past Chair Burton

Be it resolved that the EOWC meeting adjourn at 12:47 p.m.

Carried

J. Murray Jones, Chair

Gary King, Secretary-Treasurer

MINUTES
Regular Meeting #2011-10
Kingston Frontenac Public Library Board
December 14, 2011 - 4:00 PM
Delahaye Room, Central Library



Present: Barbara Aitken, Paige Cousineau, Denise Cumming, Deborah Defoe (Chief Librarian/CEO), Floyd Patterson, Claudette Richardson (Chair), Monica Stewart

Staff Present: Doug Brown (Manager, Facilities), Patricia Enright (Manager, Children's/Youth Services), Mary Glenn (Recording Secretary), Barbara Love (Manager, Adult Services), Shelagh Quigley (Manager, Human Resources), Chris Ridgley (Budget / HR Analyst), Lester Webb (Manager, Systems and Technical Services)

Regrets: Ralph Gatfield, Wilma Kenny, Erik Knutsen, Councillor Jim Neill, Councillor John Purdon

1. CALL TO ORDER

Ms. Richardson called the meeting to order at 4:05 PM.

2. ADOPTION OF THE AGENDA

The agenda was accepted as distributed, with Item 6.1, *KFPL Brand Initiative - presentation by Small World Marketing Group*, moved ahead in the agenda.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

6. ACTION ITEMS

6.1 *Branding KFPL Brand Initiative*

Ms. Defoe welcomed and introduced Vanessa Pizzinato and Tracy John from SmallWorld Marketing Group (SWMG). Ms. Pizzinato gave a PowerPoint Presentation with details regarding the branding process to date.

Several members of the board had positive comments regarding the visual concept, however because branding is more than a graphic and tagline they felt they needed more information in order to see the key elements. It was explained by Ms. Pizzinato that the corporate manual hasn't been finished yet as they were waiting for approval from the board before going ahead. She suggested that she could send out a copy of the PowerPoint presentation as well as the Brand Brief and Brand Creative documents to give the board more of the foundation, and that further information and details could be provided if the board wished.

Ms. Defoe explained that funds will be put into the capital budget over the next few years for other components of branding to include developing the design and the signage as well as the marketing piece. It is expected that the Board will be looking at an official launch of the brand in the next year.

There was consensus to go ahead with a motion to accept the visual identity, which is the logo and not the brand, to allow the process to move ahead. It was also suggested that because this is almost a mission statement and is broader than marketing and communication, the Board may need to review the Mission and Ends statement.

As requested, Ms. Defoe will be contacting a trademark lawyer to avoid issues, particularly with regards to the tag line.

2011-70 AITKEN – STEWART

That the Board adopt the KFPL Visual Identity as presented by Small World Marketing.

CARRIED

Ms. John and Ms. Pizzinato were thanked for their presentation and left the meeting at 5:00 PM.

4. ACCEPTANCE OF MINUTES

Discussion took place with regards to the general level of detail in the minutes. A board member reported that there is a move to not include a high level of detail and to not attribute comments to an individual, although others felt that it is useful to get a flavour of the discussion.

Discussion ensued and it was suggested that the minutes could still reflect a flavour of the discussion but that it may not be necessary to know who raised an issue, and that once a decision has been made the entire board should stand by it.

It was agreed that, provided the minutes still reflect a flavour of the discussion and provided there is transparency, this is something that can be considered. This will be brought forward at the next board meeting to allow other board members not in attendance to comment.

4.1 **Kingston Frontenac Public Library Meeting #2011-09 held November 23, 2011**

2011-71 PATTERSON – AITKEN

That the minutes of Regular Meeting #2011-09 of the Kingston Frontenac Public Library Board held November 23, 2011 be approved as circulated.

CARRIED

4.2 **Special Meeting held November 30, 2011**

2011-72 AITKEN – STEWART

That the Minutes of the Special Meeting held November 30, 2011 be approved as circulated.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

5.1 **CEO Search Committee – Update**

Ms. Stewart reported that the consultant remarked that this was one of the best committees he has ever worked with. All who sat on the committee were thanked for all their work.

5.2 **Carver Governance (G-2, G-7)**

The updated policy pages were distributed.

6. ACTION ITEMS

6.1 **Branding KFPL Brand Initiative**

This had been moved ahead in the agenda.

7. INFORMATION ITEMS

7.1 *Correspondence / Information Received and Sent*

- 7.1.1 From the Chair of the Ontario Genealogical Society, Kingston Branch, a letter dated November 19, 2011 to express their appreciation for services provided by KFPL, enclosing a donation of \$500.00. *Responded with a letter of appreciation for their generosity, dated November 30, 2011.*
- 7.1.2 From a patron, a copy of a letter sent to the Mayor of the City of Kingston commending staff at Isabel Turner branch for their excellent performance. *Replied with a letter of thanks from the Board Chair.*

Received since distribution of the agenda:

- 7.1.3 Media Release *Kingston Frontenac Public Library Board Appoints New Chief Librarian/Chief Executive Officer*, dated December 7, 2011.
- 7.1.4 To community and funding partners, letters dated December 8, 2011 to announce that KFPL has appointed a New Chief Librarian/Chief Executive Officer.
- 7.1.5 From Deborah Defoe, a thank you card to the Board for the retirement gift and good wishes, and for the retirement reception.

7.2 *Ends Report 2011*

This report was included in the agenda to report on what has been accomplished over the year.

At a recent board meeting, it was mentioned that there is no report in Carver to look at what has been accomplished with respect to the Ends. This has now been added to the Annual Work Plan.

0011-73 STEWART - AITKEN
That the Board receive the Ends Report 2011.

CARRIED

7.3 *Annual Work Plan 2012*

Ms. Defoe reported that quarterly statistics have been added to the Work Plan. The March C.O.W. meeting was cancelled due to the fact that the Public Library Association Conference which is held bi-annually will be taking place at that time.

As suggested at the meeting, the Work Plan will be revised to include the review of the new Chief Librarian in June, as per the proposal of the consultant.

2011-74 AITKEN – STEWART
That the Board receive the Annual Work Plan 2012, as amended.

CARRIED

8. MONITORING REPORTS

8.1 *Communication and Counsel*

8.1.1 Chief Librarian's Report

Ms. Defoe reported that the 200 year anniversary of KFPL will take place in 2012. It was suggested that if an event were held, we could look at launching the new brand at the same time.

Ms. Defoe also reported that she met with Gerry Shoalts (architect) and learned that it is possible to expand Pittsburgh branch to 10,000 square feet. The Board will need to look at putting funds into a capital account for this. Ms. Love reviewed the managers' highlights.

2011-75 PATTERSON - AITKEN

That the Board accept the following reports of the Chief Librarian/Chief Executive Officer:

- *Communication and Counsel*

CARRIED

9. **OTHER BUSINESS**

The OLA Superconference will be held from February 1-4, 2012. It was reported that several board members and several staff members plan to attend.

Ms. Cousineau reported on the *United Way's Board Governance Workshop – Financial Stewardship* workshop that she attended on November 23 and distributed an overview. In response to a question, Ms. Defoe reported that board members are covered under the City and the County insurance policy as each member is appointed by council.

A new one-page meeting evaluation form which has been drafted was distributed before the meeting. Board members were asked to complete the form and leave it with the Board Chair, and to forward any suggestions with respect to the evaluation form.

Good wishes went to Ms. Defoe. She was thanked for her dedication, her guidance, and her leadership.

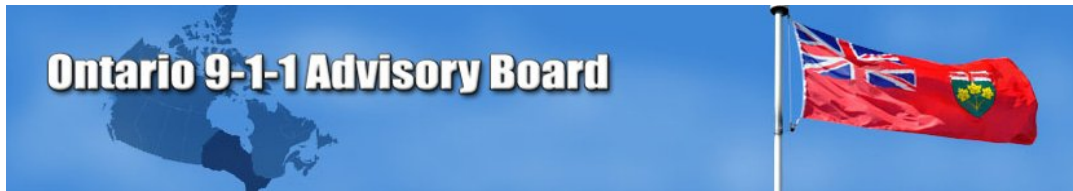
10. **NEXT MEETING DATE AND ADJOURNMENT**

The next regular Board Meeting will be held at 4:00 PM, Wednesday, January 25, 2012, Delahaye Room, Central Library.

There being no further business, the meeting was adjourned at 5:55 PM.

Claudette Richardson, Chair

Mary Glenn, Recording Secretary



February 7, 2012

TO: ALL MUNICIPAL COUNCILS

FROM: 9-1-1 ONTARIO ADVISORY BOARD

ISSUE: 9-1-1 ADVISORY BOARD SEEKS YOUR ASSISTANCE

a) What is Needed and Why:

The 9-1-1 Ontario Advisory Board (OAB) is seeking financial assistance from each municipal government in order to continue as the technical and information authority respecting the implementation and operation of 9-1-1 Emergency Number systems in Ontario.

In August 2007, an appeal for financial assistance was made to Ontario municipalities resulting in receipts of \$26,000.00 and we are very grateful for that support. Those dollars have assisted the 9-1-1 Ontario Advisory Board greatly in continuing its efforts at maintaining and improving 9-1-1 capabilities across the Province

We need operating support and therefore are making this request for assistance in the form of a small donation from each municipality. *If each of Ontario's 445 municipalities provided \$100, this would create the funds for the Board to continue its work and represent the interests of municipal governments and their citizens on 9-1-1 issues.*

Technology advancements and the expansion of the telecommunications market have increased the work of the 9-1-1 Advisory Board. We make submissions to hearings of the Canadian Radio-Television and Telecommunications Commission (CRTC) and provide input on implementation issues related to wireless 9-1-1 service and Voice over Internet Protocol (VoIP) 9-1-1 service. The costs to attend these cross Canada meetings alone are significant. We also maintain the OAB 9-1-1 website, <http://oab911.ca>, develop public awareness, liaise with all levels of government (municipal, provincial and federal) and with the Canadian Wireless Telecommunications Association. Much work remains to be done and we require funds to support these ongoing activities.

b) Activities of the OAB during 2009/2011:

- Wireless 9-1-1 - Telecom Decision 2009-40 ¹ Members of the OAB were actively involved in the discussions and proceedings that led to the Industry mandates in this Decision. As a result of our participation, the CRTC directed all Canadian Wireless Carriers to deploy location technologies that will deliver x/y coordinates on all 9-1-1 calls from cellular phones to your local 9-1-1 Public Safety Answering Point (PSAP). Further, we successfully argued that this work should be completed by the Industry at their own cost, not placing the financial burden on local taxpayers. In 2010 we have continued to actively participate in discussions to ensure Industry compliance, effective deployment practices across Ontario as well as working on ways to further improve the service.
- Voice over Internet Protocol (VoIP) 9-1-1 - Telecom Decision 2010-387 ² Disappointingly, on June 17, 2010, the CRTC issued this Decision that has allowed for the continuation of basic 9-1-1 service for consumers using nomadic internet phone service. Industry won their argument that any technical solutions to make these services safer at this point in time would be too costly. The OAB will continue to monitor the situation as well as search for technical solutions to improve 9-1-1 VoIP Service.
- Text Messaging for Hearing Impaired - Telecom Decision 2010-224 ³ - Improving access to emergency services for people with hearing and speech disabilities. As a member of the CRTC Emergency Services Working Group, we are assisting Industry towards establishing a technical trial in Ontario that will allow members of the Deaf, Hard of Hearing and Speech Impaired (DHHSI) communities to access their local emergency services via Text Messaging.

The 9-1-1 Advisory Board is made up of volunteers from a number of non-profit organizations and agencies whose parent organizations allow the volunteers time and cover some expenses. Board members include representatives from:

- National Emergency Number Association (NENA)
- Association of Public Safety Communications Officials, Canada (APCO)
- Ontario Association of Chiefs of Police (OACP)
- Ontario Association of Fire Chiefs (O AFC)
- Ontario Ministry of Health and Long-Term Care (MOHLTC)
- Members of various Municipal Caucuses
- City of Toronto
- Bell Canada (non-voting)
- OPP (non-voting)
- Municipal Affairs and Housing (MMAH) (non-voting)
- Ministry of natural Resources (MNR), (non-voting) and
- Ministry of Community Safety and Correctional Services (MCSCS) (non-voting).

¹ <http://www.crtc.gc.ca/eng/archive/2009/2009-40.htm>

² <http://www.crtc.gc.ca/eng/archive/2010/2010-387.htm>

³ <http://www.crtc.gc.ca/eng/archive/2010/2010-224.htm>

c) Why are funds being requested now?

The optimal operating budget for the OAB is about \$40,000 per year and we do not have those funds. The one-time funding received from the province in 1998 ended. If we are to continue and to undertake the work to make 9-1-1 an effective emergency communication system, your help is required.

d) How is 9-1-1 operated?

- Other provinces operate 9-1-1 systems themselves. In Ontario, local municipal authorities operate the 9-1-1 systems.
- 9-1-1 systems are provided only within municipalities electing to provide the service (now greater than 95%) with subscriber billing for network services and maintenance.
- The cost associated with staffing and equipment is provided by municipalities.
- 9-1-1 systems are designed around a central answering point (Primary Public Safety Answering Point [PPSAP]) which has dedicated lines. Incoming calls for 9-1-1 are conferenced with the associated police, fire and ambulance dispatch centre for a given municipality. Networks are designed, installed and maintained by Bell Canada.

e) A Sample Resolution:

Whereas The Ontario 9-1-1 Advisory Board was formed at the request of Ontario Municipalities; and

Whereas lack of ongoing Provincial funding for the Ontario 9-1-1 Advisory Board has resulted in the need of financial assistance from other sources in order to continue to represent our ratepayers in the face of ever-increasing technological advancement; and

Whereas technological advancement and deregulation of the local telephone market makes it necessary to represent municipalities and ratepayers at the Canadian Radio Telecommunication Commission (CRTC) and the CRTC Interconnection Steering Committee (CISC) on a regular basis;

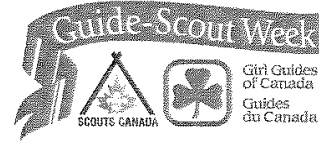
Therefore be it resolved that the municipality of _____ contributes \$_____ to the Ontario 9-1-1 Advisory Board in order to allow it to continue to advance a safe delivery of 9-1-1 system for police, fire and ambulance emergency services in our municipalities and throughout the Province.

f) **Thank you:** Thank you for your consideration of this issue and for more information please visit our website at <http://oab911.ca>

Please make cheques payable to "Ontario 9-1-1 Advisory Board" and send to Tom Voisey, c/o the Peel Regional Police Telecommunications, 7750 Hurontario Street, Brampton, ON L6V 3W6.



Girl Guides
of Canada
Guides
du Canada



[Your area or council name]

[Street]
[City], [Province]
[Postal Code]
[Phone] [Fax]

**Guide-Scout Week
February 19 to February 26, 2012**

BE IT KNOWN to whom these presents do concern:

WHEREAS the Mission of Girl Guides of Canada-Guides du Canada is to enable girls to be confident, resourceful and courageous, and to make a difference in the world; and

WHEREAS for 100 years, Girl Guides of Canada-Guides du Canada has been a trailblazing organization advocating for girls and women, offering them opportunities to learn valuable leadership skills and meet the challenges that they face in their lives head on;

BE IT RESOLVED THEREFORE that the city/town of *[name of city/town]* gratefully recognizes Girl Guides of Canada-Guides du Canada's valuable contribution to the well-being of our community by proclaiming **the week of February 19 to 26, 2012, to be Guide-Scout Week.**

Mayor's name and signature

Date signed



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared By: Colleen Hickey
Human Resources Specialist – Labour Relations

Date prepared: January 25, 2012

Date of meeting: February 15, 2012

Re: **Human Resources – Ratification of the Collective Agreement with OPSEU Local 462 Representing the Frontenac Paramedic Services Paramedics**

Background

The County of Frontenac's Paramedics are represented by Local 462 of the Ontario Public Service Employees Union. The County's collective agreement with OPSEU Local 462 expired as of December 31, 2010.

Negotiations began in July 2011 and several days of positive negotiations were held. A conciliator from the Ministry of Labour was agreed to by both parties to work through the remaining items that were outstanding and subsequently a three-year agreement was reached January 9, 2012. The union membership's ratification vote affirmed the agreement and it is presented to Council for its consideration.

Comment

The County Negotiating Team considers this to be a fair settlement. Arising out of this round of negotiations is a collective agreement that has changes to language as well as other housekeeping items. These language changes are operationally positive for the County of Frontenac. Other key elements brought the contract in line, or maintained our position, with other County contracts and staffing responsibilities.

The tentative agreement has a 3-year term, beginning January 1, 2011 through to December 31, 2013.

Administrative Report
Human Resources – Ratification of the Collective Agreement with OPSEU Local 462 Representing the Frontenac
Paramedic Services Paramedics
February 15, 2012

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Sustainability Implications

This collective agreement allows us to move forward with effective employee relations which allow us to provide professional health services to the residents of the County of Frontenac and the City of Kingston while maintaining economic sustainability.

Financial Implications

Wage and benefit increases reflect industry trends. Our agreed to financial package (wages and benefits) is comparable and maintains our wage position with other paramedic services throughout the Eastern region.

Recommendation

RESOLVED THAT Council of the County of Frontenac accept this *Human Resources – Ratification of the Collective Agreement with OPSEU Local 462 Representing the Frontenac Paramedic Services Paramedics* report;

AND FURTHER Council authorize the Warden and Clerk to execute the Collective Agreement effective from January 1, 2011 to December 31, 2013.

Organizations, Departments and Individuals Consulted and/or Affected

Frontenac Paramedic Services Staff and Management
County of Frontenac Finance and Human Resources Staff
OPSEU Local 462

Administrative Report
Human Resources – Ratification of the Collective Agreement with OPSEU Local 462 Representing the Frontenac
Paramedic Services Paramedics
February 15, 2012

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ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared By: Colleen Hickey
Human Resources Specialist – Labour Relations

Date prepared: February 6, 2012

Date of meeting: February 15, 2012

Re: **Human Resources – Ratification of Collective Agreement with CUPE Local 109 Representing the Frontenac-Howe Islander Ferry Workers**

Background

The County of Frontenac's Ferry Operators are represented by Local 109 of the Canadian Unions of Public Employees Union. The County's collective agreement with CUPE 109 expired as of December 31, 2011.

Negotiations took place on January 31st and February 1st and a three-year agreement was reached February 1, 2012. The union membership's ratification vote affirmed the agreement and it is presented to Council for its consideration.

Comment

The County Negotiating Team considers this to be a fair settlement. Arising out of this round of negotiations is a collective agreement that has changes to language as well as other housekeeping items. These language changes are operationally positive for the County of Frontenac. Some key language changes are in the area of Long Term Disability: the new language prevents financial risk for the County and leaves the responsibility between the insurance carrier and the employee. This is a positive change in the language and will be beneficial.

The tentative agreement has a 3-year term, beginning January 1, 2012 through to December 31, 2014.

Administrative Report
Human Resources – Ratification of Collective Agreement with CUPE Local 109 Representing the Frontenac-Howe
Islander Ferry Workers
February 15, 2012

Page 1 of 2

Sustainability Implications

The language changes under LTD and Benefits articles of the collective agreement provide for economic sustainability by reducing financial risk to the County. The wage increases are fair increase and keeps us in line with our cultural and economic needs.

Financial Implications

Wage and benefit increases reflect industry standards and maintain a competitive but fair compensation package. In addition, significant financial risks created by old collective agreement language have been mitigated.

Recommendation

RESOLVED THAT Council of the County of Frontenac accept this *Human Resources – Ratification of Collective Agreement with CUPE Local 109 Representing the Frontenac-Howe Islander Ferry Workers* report;

AND FURTHER Council authorize the Warden and Clerk to execute the Collective Agreement effective from January 1, 2012 to December 31, 2014.

Organizations, Departments and Individuals Consulted and/or Affected

County of Frontenac Staff
CUPE Local 109



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Colleen Hickey
Human Resources Specialist – Labour Relations

Date prepared: February 8, 2012

Date of meeting: February 15, 2012

Re: **Human Resources – Community Planner Position**

Background

The County of Frontenac is entering its third full year working on the implementation of the County Sustainability Plan, *Directions for Our Future*. At its regular meeting on December 14 2011, Council adopted *Sustainable Actions, Community Priorities, December 2011*, its third edition in accordance with Council's commitment to annually review its plan. Projects are identified by the community and prioritized on the basis of the projects' contribution to the sustainability of the County. A number of these projects have been recommended for consideration in the 2012 Sustainability budget presented to Council.

One area that continuously receives strong community support is the County's involvement with land use planning. As a result, the County has become more involved in land use planning services. The number of subdivision applications has risen noticeably in the past three years and the volume is not expected to decline. The first Community Improvement Plan (CIP) has been approved for Verona and the County is now working on a second CIP for Sharbot Lake. It is expected that there will be another CIP coming forward later this year to Council for approval.

As of October 2011, we are providing land use planning services for the Township of Frontenac Islands and working on development applications including zoning, minor variances, and possible Official Plan Amendments. County Council has directed staff to offer these services to the other Townships also it is possible that this type of work will expand.

With other planning projects expected to begin this year and many others that are well underway as well as the work being conducted for Frontenac Islands, staff is requesting Council approve the Community Planner as a permanent position.

Comment

The implementation of *Directions for Our Future* will continue during 2012 and is expected to take on an expanded role in helping to build the foundation for a healthy and vibrant economy across the Frontenacs over the long term.

County-directed projects which are underway include:

- County Official Plan – Council approval in December 2011 and significant work to take place in 2012 and 2013.
- Community Improvement Plans (CIP) (Verona CIP, Sharbot Lake CIP, and a third CIP to be initiated late Summer 2012)
- Seniors Housing Study
- Natural Heritage Study

In August 2010 as the sustainability projects were starting to roll out, the County was fortunate to receive CFDC funding to help fund a Community Planner position. This position has played a very important role in project management and community facilitation for projects recommended by *Sustainable Actions*. Examples include:

- Working with the Manager of Sustainability Planning on the background information for the initiation of the County Official Plan program.
- Community Improvement Plans – Has taken a prominent role with the Manager of Economic Sustainability in the initiation and preparation of CIPs in Verona and Sharbot Lake.
- *Directions for Our Future* – directly involved in the collection of information for the indicators that are listed in the sustainability plan and in the development of the website which is being continually updated.
- Subdivision applications – directly involved in the pre-consultation and planning analysis of each subdivision file submitted to the County for approval.
- GIS Project – Adding information layers (data) to the County-wide GIS system. Most recently the Community Planner has been involved in the initiation of placing the Township zoning by-laws on the GIS system as a ‘layer’ that can be viewed by Township staff, citizens, and developers.
- Rideau Canal Landscape Strategy – has represented the County at a number of meetings since 2010 with the planners group that provides advice to the municipal politicians on the steering committee, including Frontenac County.
- Solar microFIT project – working with EMS and the construction of its Sydenham base, acted as contact person and working with Hydro One on approval of the solar panels. Continuing to monitor solar output on behalf of the County.

In summary, there has been a positive impact for the County to have a community planning intern over the past eighteen months. The value of this position to the County has been realized and is required to meet the objectives of Council’s priorities. It has allowed projects to be managed and moved ahead on schedule and it has provided the resources to deal with planning needs. This position has also allowed the County to provide a high level of service to the citizens and Council of Frontenac Islands in the first four months of work on the Islands.

The approval of this permanent position will allow for the continuation of ongoing projects and will also help the County planning services to work on additional projects with the Townships. The benefit of the County providing these services is threefold: (1) unlike planning services

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provided by consultants, there is no profit built in to the planning fees; (2) the services are exclusive to Frontenac County planning issues and can focus on developing local and cross-boundary solutions; and (3) with the GIS system in place, all mapping needs for planning work can be done 'in-house', which again results in savings and also a very fast turn-around in delivery. Also, it allows for the work on the future CIPs for 2012 and onwards to be done exclusively by County staff with no additional costs incurred for planning consulting fees.

Sustainability Implications

The work being done as a result of these projects will result in more collaborative decision making across the Frontenacs which results in efficiencies and cost savings.

Financial Considerations

The salary for the Community Planner position has been included in the 2012 budget. As noted above, one of the benefits of having this position here in Frontenac County is that it will allow for continued implementation of the sustainability and planning projects in a cost-effective manner, especially should the County undertake more joint planning projects with the Townships.

Recommendation

RESOLVED THAT Council of the County of Frontenac receive this *Human Resources – Community Planner Position* report dated February 15, 2012;

AND FURTHER THAT Council authorize the creation of a permanent Community Planner position.

Organizations, Departments and Individuals Consulted and/or Affected

Joe Gallivan, Manager of Sustainability Planning
Marian VanBruinessen, Treasurer
All Townships
The County of Frontenac



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Colleen Hickey
Human Resources Specialist – Labour Relations

Date prepared: February 8, 2012

Date of meeting: February 15, 2012

Re: **Human Resources – Communications Specialist Position**

Background

On April 20, 2011, staff made a recommendation to County Council for the hiring of two staff positions. Under this recommendation, County Council provided direction for staff to hire one position. The decision was to post for one term position as per Council's resolution. Human Resources posted a term position for a Sustainability Assistant. The purpose of this position was to provide support to Council and the CAO with the new advisory committees and communications in areas such as organizing and facilitating logistics of public sessions, updating and maintaining activities and responsibilities of the County's various websites.

Comment

Since the development of this position, it has been identified that the duties have grown significantly and has added a great deal of value to the organization in the areas of communications, assisting with *Directions for Our Future*, social media, public outreach, advertising and media releases. This has reduced the workload of other staff in regards to extra work conducted at overtime and is allowing the County to move forward with many positive initiatives.

The position has been in place five months and since that time the positive work that has resulted includes:

- *Directions for Our Future* Website – significant updates including current information and a comprehensive review of all sustainability indicators.
- Support to date of the Green Energy Task Force, the Sustainability Advisory and 150th Anniversary Advisory committees including developing e-tools.
- Senior Housing Pilot Project – Newsletters and surveys created, assuming responsibility for distribution, regular outreach and feedback; assisting with the organization, logistics, facilitation, and overall communications, including critical distillation of information, for community meetings.

Administrative Report
Human Resources – Communications Specialist Position
February 15, 2012

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- Monthly e-Newsletter Program started in December to coincide with Council meetings. It already has a distribution list of 376 in fewer than two (2) months. An additional letter went out in January to ensure it went out at its regular time even though Council's meeting had been cancelled; this meant a second letter was sent out following Council's rescheduled meeting.
- Launch of social media - Facebook® and Twitter® accounts are now active and are being kept current.
- Numerous media releases have been issued which has provided positive communications in the community and raised the profile of the County.
- Ongoing assistance with County departments in regards to communications and administrative needs.

This position and the duties that are within have demonstrated the need for this position as it has allowed for considerable cost savings and allowed staff to delegate duties that are not a normal part of their day to day work and for which do not have the essential training and skills to perform these tasks in a manner that is required. If this position is to cease the positive work that has been done will not be able to continue in the same manner. The County of Frontenac and the Townships will greatly benefit from the initiatives originating from this position as it is Council's expectation that communications are continuous.

Sustainability Implications

As one of the strategic priorities of Council during this term is improved communications, this position will align effectively with the initiatives and tasks required from Council's direction. It is also very important to respond to the social, cultural, economic and environmental pillars of sustainability which requires strong communications plans. This position will ensure these plans are developed and implemented addressing many of our community's expectations to remain informed and engaged in the projects and programs undertaken by the County and by other stakeholders. This improved level of communications will encourage confidence and strengthened commitments among community members who are contributing and striving to attain the vision of sustainability.

Financial Considerations

The salary for the Communications Specialist position has been included in the 2012 budget. As noted above, one of the benefits of having this position here in Frontenac County is that it will allow for improved communications and awareness of the County and its operations.

This position also provides opportunities for cost avoidance and this factor has been taken into consideration as staff developed the 2012 budget. The degree of success and the ultimate satisfaction attained by all projects and initiatives can be impacted by the quality of the communications effort. Currently, the Seniors Housing project is an example. The communications for this project is being enhanced by: adding 8 meetings to share information and to gain insights from members of the community; producing a regular e-newsletter throughout the project term to keep stakeholders and community members, including council and Township staff, informed of the status of the work and the upcoming activities; regular updates of the County's websites to ensure that additional information is easily accessible if desired; and advancing information through social media opportunities. An estimate of the value of this work, if it were part of the project's contract for services, is pegged at \$10,000. A second piece of work that will see direct cost avoidance is the Official Plan process. The Official Plan work being undertaken will demand a high and sustained level of communications through community engagement, information sharing and gathering, etc. It is a much larger and far-reaching project than the Seniors Housing project and a similar cost avoidance estimate is

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easily justified. A third area that can be identified focuses around the activities of the County's Advisory Committees. There has been a strong interest expressed in creating and sustaining communications mechanisms and tools that ensure information can be shared, forums created, etc., with confidence. This position has already begun to make a difference and to eliminate the need for some external services. One quick example involves the production of documents. Layout work was done in-house for the *Sustainable Actions 2012* document saving about \$3,000. With the 150th Anniversary project looming, communications activities will grow very quickly. This position will again allow work to be undertaken for this multi-year project in-house with consistency and sensitivity to our needs. Then there are the day-to-day activities that the County benefits from having expertise resident in-house. Awareness building has increased through having dedicated time spent, ensuring our media and community representatives learn about what the County is doing, etc. This list only scratches the surface of all of the areas where we have improved our skill set and avoided costs at the County.

Recommendation

RESOLVED THAT Council of the County of Frontenac receive this *Human Resources – Communications Specialist Position* report;

AND FURTHER THAT Council authorize the creation of a permanent Communications Specialist position.

Organizations, Departments and Individuals Consulted and/or Affected

Marian VanBruinessen, Treasurer
County of Frontenac Staff
County of Frontenac Advisory Committees



ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date prepared: January 30, 2012

Date of meeting: February 15, 2012

Re: **Financial Services – 2011 Frontenac-Howe Islander Ferry Petition for Subsidy**

Background

The operating agreement with the Ministry of Transportation (MTO) for the Frontenac-Howe Islander Ferry came into effect in January 2004.

The terms of the agreement require the County of Frontenac to prepare and deliver a statement reconciling the actual operating costs and revenues for each calendar year by February 15th of the following year.

Comment

The financial information forwarded to MTO is presented in Appendix A to this report.

The contract with MTO authorizes the County to retain a reserve to which ticket and pass revenue over the 20% of expenditures can be allocated annually. The reserve balance cannot exceed 5% of the operating expenditures.

Sustainability Implications

The operation of the Frontenac-Howe Islander Ferry ensures the long term viability of the community on Howe Island.

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Financial Implications

In accordance with the agreement, the Provincial subsidy totals \$679,279.74 for 2011. This is calculated as 80% of the gross expenditure in 2011 of \$829,171.

Recommendation

RESOLVED THAT the Council of the County of Frontenac accept the *Financial Services – 2011 Frontenac-Howe Islander Ferry Petition for Subsidy* report;

AND FURTHER Council authorize the Clerk to petition the Ministry of Transportation for \$676,279.74

Organizations, Departments and Individuals Consulted and/or Affected

Township of Frontenac Islands staff
Ministry of Transportation staff

Agenda Item # 10102a)

Appendix A

Frontenac County Howe Islander Ferry 2011

Operating Costs	Eligible Expenditures
Salaries, Wages & Benefits	
Wages	617,868.00
Benefits	178,574.00
Apparel Allowance	1,866.00
Contingency for Retro Wages	0.00
Materials & Supplies:	
Furniture & equipment	0.00
Operational Expenses	9,342.00
Sundry	3,850.00
Signage	0.00
Services:	
Purchased Services	1,572.00
Communications	4,787.00
Insurance	7,527.00
Vehicle Allowance	3,009.00
Audit Fee	776.00
Legal Costs	0.00
Health & Safety	0.00
Subtotal **	829,171.00
Administration costs **	16,583.42
Total Operating Costs **	845,754.42
80% of Eligible Operating Costs **	676,603.54
Revenues:	
Ferry Passes	98,856.00
Ferry Fares	85,095.00
Total Revenues **	183,951.00
20% of Operating Costs **	169,150.88
Revenues in excess of 20% of operating costs **	14,800.12
FERRY REVENUE RESERVE:	
To Revenue Reserve 2011	14,800.12
Balance in Reserve	27,811.40
TOTAL FERRY RESERVE **	42,611.52
5% OF OPERATING COSTS **	42,287.72
Ferry Revenue Reserve	42,611.52
in excess of 5% of Operating **	323.79
Subsidy Payable:	
80% of Operating Costs **	676,603.54
Less:	
Total in Ferry Reserve greater than or equal to 5% of Operating Costs	323.79
	676,279.74



ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared By: Julie Shillington
Administrator of Fairmount

Date Prepared: February 7, 2012

Date of Meeting: February 15, 2012

Re: **Fairmount Home – 2012 Case Mix Index (CMI)**

Background

CMI is a numerical value calculated using Resource Utilization Groups (RUGs) that is then applied to the nursing envelope base funding. The RUGs score is calculated using information obtained through the RAI MDS resident assessment process conducted quarterly, and more frequently where required, by staff at the Home. The CMI is calculated once annually by the Ministry of Health and Long Term Care and applied to the funding envelope the following April.

Comment

For 2012, our CMI is based on the RUGs scores for the period ending March 31, 2011. Our CMI in 2011 was 0.9915 and we are pleased that our CMI for 2012 is 0.9926. This represents a revenue increase of \$3,432 over what was estimated in the budget document circulated late last week.

We are pleased to see our CMI continue to rise. Our staff continues to put great effort into timely and accurate documentation and carrying out our nursing restorative care and therapy programs which all contribute to not only the CMI but also the health and well-being of our residents.

Sustainability Implications

We provide quality care for our residents and offer a valuable social and cultural hub for our community of residents, staff, family members volunteers and other stakeholders. Provincial funding is essential to allowing the continuation of the quality of care provided to Fairmount Home residents.

Agenda Item # 10102b)

Financial Implications

This increase in Fairmount's CMI will result in a projected operating decrease in the proposed 2012 Fairmount budget of \$3.00.

Recommendation

That Council of the County of Frontenac receive this *Fairmount Home – 2012 Case Mix Index (CMI)* report for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Residents
Staff
Ministry of Health and Long Term Care



ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date prepared: February 1, 2012

Date of meeting: February 15, 2012

Re: **Financial Services – 2012 OMPF Social Services Upload Notice**

Background

The County of Frontenac has not received an OMPF payment since 2008-2009, when the amounts received were, in 2008 \$265,352 and in 2009 \$28,800.

Social services are provided by the City of Kingston as the Consolidated Municipal Service Manager for the County of Frontenac.

Comment

As in past years, the City has indicated that it is difficult to confirm the Province's calculation of the Social Service upload benefit. The upload notice looks at what the upload benefit is including all components of the upload. The upload benefit in 2012 for Ontario Drug Benefit and ODSP would be due to a projected increased caseload and increased costs. This information is all calculated at the Ministry level and does not relate to any reduction in costs provided to the County.

In 2012 the Province has estimated the value of the Social Service Upload Services Benefit at \$389,000 for the County of Frontenac.

Notwithstanding these touted savings, the estimated Social Services costs which includes Social Housing provided by the City of Kingston for 2012 indicates a net **increase** in costs.

Financial Implications

The difference between the estimate provided by the Ministry of Finance and the actual budget estimates as provided by the City of Kingston is almost \$415,000.

Agenda Item # 10102c)

Sustainability Implications

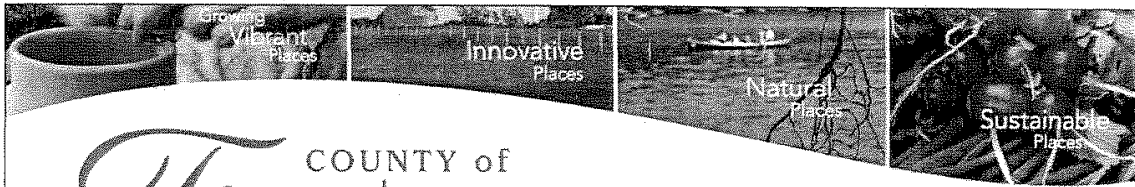
Sustainability is dependent on good governance and stewardship of County resources.

Recommendation

RESOLVED THAT the Council of the County of Frontenac accept the *Financial Services – 2012 OMPF Social Services Upload Notice Subsidy* report for information only.

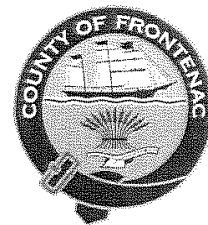
Organizations, Departments and Individuals Consulted and/or Affected

City of Kingston Social Services Department



2012 DRAFT BUDGET

February 15, 2012



**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Summary of Revenue and Expense

Statement of Purpose:

The purpose of this budget is to set out in a clear and concise manner the intentions of the County of Frontenac relating to the operation of the local government functions under its jurisdiction for the year 2012. The budget, adopted by County Council, provides the public, joint Boards and Commissions and the Townships of North Frontenac, Central Frontenac, South Frontenac and Frontenac Islands with the framework within which the County intends to operate. It also provides the senior management staff and employees with the information required to familiarize themselves with the general policy directions of the County and the fiscal constraints within which the County wishes to operate.

Detail of Budget Proposals:

Revenue

- Requisition on Municipalities: Details on pages 3 & 4.
- Municipal Transfers: Details on pages 3 & 4.
- Federal and Provincial Transfers: Details on pages 3 & 4.
- Fees and Service Charges: Details on pages 3 & 4.
- Other Revenue: Details on pages 3 & 4.
- Transfers From Reserves/Reserve Funds: Details on pages 3 & 4.

Expenses

- General Government: Details on pages 5 & 6.
- Protection to Persons and Property: Details on pages 5 & 6.
- Transportation Services: Details on pages 5 & 6.
- Environmental Services: Details on pages 5 & 6.
- Health Services: Details on pages 5 & 6.
- Social and Family Services: Details on pages 7 & 8.
- Social Housing: Details on pages 7 & 8.
- Recreation and Cultural Services: Details on pages 7 & 8.
- Planning and Development: Details on pages 7 & 8.
- Other Expense: Details on pages 7 & 8.

Continuity of Reserves and Reserve Funds: Details on pages 28 – 34.

Agenda Item # 10102d)

COUNTY OF FRONTENAC 2012 Draft Budget

Summary of Revenue and Expense

	ESTIMATED		2011-2012 Budget		
	2011 Budget	YEAR END	2012 Budget	Variance	
	\$	\$	\$	\$	%
<u>REVENUES</u>					
Requisition on Municipalities	8,398,371	8,398,371	8,464,312	65,941	0.79%
Municipal Transfers	9,467,265	8,826,560	9,404,423	-62,842	-0.66%
Federal and Provincial Transfers	18,413,207	18,631,264	17,450,856	-962,351	-5.23%
Fees and Service Charges	3,387,866	2,972,303	3,432,533	44,667	1.32%
Other Revenue	560,140	576,416	635,140	75,000	13.39%
Subtotal Revenue Before Requisition	31,828,478	31,006,543	30,922,953	-905,526	-2.85%
Subtotal Revenue With Requisition	40,226,849	39,404,913	39,387,264	-839,584	-2.09%
Transfers From Reserves/Reserve Funds	3,564,781	3,265,146	2,665,381	-899,400	-25.23%
TOTAL Revenue	43,791,630	42,670,059	42,052,645	-1,738,984	-3.97%
<u>OPERATING EXPENSE</u>					
General Government	3,345,944	3,082,678	3,463,361	117,417	3.51%
Protection to Persons and Property	21,045	6,332	23,095	2,050	9.74%
Transportation Services	1,564,072	1,520,913	1,588,188	24,116	1.54%
Land Ambulance	15,927,114	15,787,357	15,415,377	-511,737	-3.21%
Health Services	659,806	659,806	677,951	18,145	2.75%
Social and Family Services	16,961,973	16,495,502	16,791,328	-170,645	-1.01%
Social Housing	770,343	690,343	767,958	-2,385	-0.31%
Recreation and Cultural Services	1,493,089	1,493,089	792,978	-700,111	-46.89%
Planning and Development	2,373,244	1,773,724	1,882,409	-490,835	-20.68%
Other Expense	675,000	644,000	650,000	-25,000	-3.70%
TOTAL Expense	43,791,630	42,153,745	42,052,645	-1,738,984	-3.97%

COUNTY OF FRONTENAC 2012 DRAFT Budget

Revenue Detail

Requisition on Municipalities

Hydro and Railway Rights-of-way: Details on pages 35 & 36.
Payments in Lieu of Taxation: Details on pages 35 & 36
Supplementary Taxes: Details on pages 35 & 36.
From Taxation: Details on pages 37 & 38

Municipal Transfers

Township of South Frontenac Library Building Project: The municipal share of the new library project in South Frontenac.
City of Kingston for Arterial Roads: Details on pages 15 & 16.
City of Kingston for Fairmount Home (current and projects brought forward): Details on pages 19 & 20.
City of Kingston for Land Ambulance (current and projects brought forward): Details on pages 17 & 18.
City of Kingston Contribution to Debenture: Details in Appendix A.

Federal and Provincial Transfers

Provincial - Social Services and Child Care: Details on pages 21 & 22.
Provincial - Frontenac-Howe Islander Ferry: Details on pages 15 & 16.
Provincial - Land Ambulance: Details on pages 17 & 18.
Provincial - Fairmount Home: Details on pages 19 & 20
Provincial - Fairmount Capital Contribution: Details on pages 19 & 20.
Provincial - Stimulus Funding: The County was successful in an application to the Build Canada Fund(BCF) Community Component for funding for a new library in South Frontenac and was successful in an application for BCF integrated Stimulus Fund for partial funding for a new ambulance base in South Frontenac and ambulance accommodations on Wolfe Island.
Provincial - OMPF: Ontario Municipal Partnership Fund is an unconditional grant. The County will not receive any OMPF funding in 2012
Provincial - OMAFRA: Contribution to the Broadband project for Frontenac Islands, South Frontenac and Central Frontenac
Provincial - Municipal Internship Program: funding approved for 5 month position
Federal - Gas Tax: In 2005, the federal government commenced a multi-year transfer of a portion of its gas tax to municipalities. The final payment will be received in November 2013.

Fees and Service Charges

Frontenac-Howe Islander Ferry: Details on pages 15 & 16.
Fairmount Home Residents: Details on pages 19 & 20.
Land Ambulance Cross Border: Details on pages 17 & 18
Land Use Planning: Details on pages 25 & 26.
GIS Recoveries: Details on pages 25 & 26
General Recoveries Corporate: Amounts recovered for services provided
Share of Provincial Offences Net Revenue: As part of the local services realignment, net revenues collected through Provincial Offences fines levied within our geographic area are shared between the County and the City based on weighted assessment.

Other Revenue

Sale of Vehicles & Equipment: Details on pages 17 & 18.
OPA-Hydro generation Micro-FIT: Estimated revenue from Solar panels
EORN Investment Drawdown: Details on pages 24 & 25
Ontario Trails Alliance: Details on pages 24 & 25
Other Sundry: Details on pages 17 & 18.
Interest Earned: An amount of interest is anticipated to be earned on cash balances during the year. Due to the slowing economy this revenue will be substantially reduced.

Transfers From Reserves/Reserve Funds: Details on pages 26-32

Agenda Item # 10102d)

COUNTY OF FRONTENAC 2012 Draft Budget

Revenue Detail	ESTIMATED YEAR END			2011-2012 Budget	
	2011 Budget \$	2011 \$	2012 Budget \$	Variance \$	%
REQUISITION ON MUNICIPALITIES					
Hydro and Railway Rights-of-way	570	570	570	0	0.00%
Payments in Lieu of Taxation	48,520	48,520	47,286	-1,234	-2.54%
Supplementary Taxes	5,000	5,000	5,000	0	0.00%
From Taxation	8,344,281	8,344,281	8,411,456	67,175	0.81%
TOTAL REQUISITION ON MUNICIPALITIES	8,398,371	8,398,371	8,464,312	65,941	0.79%
MUNICIPAL TRANSFERS					
Township of South Frontenac Library Building Project	235,196	235,196	0	-235,196	-100.00%
City of Kingston for Arterial Roads	668,173	668,173	674,774	6,601	0.99%
City of Kingston for Fairmount Home	1,584,782	1,264,747	1,823,761	238,979	15.08%
City of Kingston for Fairmount Home Projects Brought Forward	203,482	101,957	61,200	-142,282	-69.92%
City of Kingston for Land Ambulance	6,008,615	5,756,698	6,132,186	123,571	2.06%
City of Kingston for Land Ambulance Brought Forward	54,515	35,806	0	-54,515	-100.00%
City of Kingston Contribution to Debenture	712,503	712,503	712,503	0	0.00%
TOTAL MUNICIPAL TRANSFERS	9,467,265	8,775,080	9,404,423	-62,842	-0.66%
FEDERAL AND PROVINCIAL TRANSFERS					
Provincial - Social Services	2,719,358	2,719,358	2,342,467	-376,891	-13.86%
Provincial - Child Care	730,076	730,076	713,769	-16,307	-2.23%
Provincial - Frontenac-Howe Islander Ferry	716,719	676,585	730,732	14,012	1.96%
Provincial - Land Ambulance	6,828,998	6,704,723	7,170,118	341,120	5.00%
Provincial - Fairmount Home	4,860,815	5,269,602	5,151,975	291,160	5.99%
Provincial - Fairmount Capital Contribution	483,552	483,552	483,552	0	0.00%
Provincial - Stimulus Funding	470,246	470,246	0	-470,246	-100.00%
Provincial - OMPF	0	0	0	0	0.00%
Provincial - OMAFRA	771,055	751,055	20,000	-751,055	-97.41%
Provincial - Municipal Internship Program	8,333	8,333	15,000	6,667	80.00%
Federal JEPP Funding	6,320	0	5,510	-810	-12.82%
Federal - Gas Tax	817,734	817,734	817,734	0	0.00%
TOTAL FEDERAL AND PROVINCIAL TRANSFERS	18,413,207	18,631,264	17,450,856	-962,351	-5.23%
FEES AND SERVICE CHARGES					
Frontenac-Howe Islander Ferry	179,180	169,146	182,683	3,503	1.95%
Fairmount Home Residents	2,915,811	2,567,065	2,883,105	-32,706	-1.12%
Land Ambulance Cross Border	67,000	67,000	67,000	0	0.00%
Land Use Planning	10,000	3,784	10,000	0	0.00%
GIS Recoveries	0	0	500	500	100.00%
General Recoveries - Corporate	50,567	0	66,366	15,799	31.24%
Share of Provincial Offences Net Revenue	165,308	165,308	222,879	57,571	34.83%
TOTAL FEES AND SERVICE CHARGES	3,387,866	2,972,303	3,432,533	44,667	1.32%
OTHER REVENUE					
Sale of Vehicles & Equipment	39,000	0	28,000	-11,000	-28.21%
OPA - Hydro generation Micro-FIT	8,000	8,945	24,000	16,000	200.00%
EORN Investment Drawdown	328,140	328,140	328,140	0	0.00%
Trans Canada Trail	0	0	50,000	50,000	100.00%
Other Sundry	50,000	60,749	45,000	-5,000	-10.00%
Interest Earned	135,000	178,582	160,000	25,000	18.52%
TOTAL OTHER REVENUE	560,140	576,416	635,140	75,000	13.39%
TRANSFERS FROM RESERVES/RESERVE FUNDS					
Frontenac Working Fund Reserve	285,884	258,417	299,985	14,101	4.93%
Frontenac Capital Reserve Fund FMT	125,000	125,000	125,000	0	0.00%
Frontenac FMT Capital replacement reserve	35,485	0	0	-35,485	-100.00%
Frontenac Library Reserve	50,503	50,503	39,000	-11,503	-22.78%
Frontenac Land Use Planning - OMB Reserve	25,000	0	0	-25,000	-100.00%
Frontenac Investing in Ontario	270,246	284,052	371,839	101,593	37.59%
Federal Gas Tax Reserve Transfer	1,037,250	624,390	1,189,000	151,750	14.63%
Fairmount Donations & Pathways Reserve	0	0	0	0	100.00%
Fairmount Severance Reserve	19,556	19,556	12,083	-7,473	-38.21%
Fairmount Working Fund Reserve	163,775	163,775	79,814	-83,961	-51.27%
Social Housing Out of Scope Reserve transfer	100,000	20,000	20,000	-80,000	-80.00%
Ambulance Other Projects Reserve	632,912	902,283	329,000	-303,912	-48.02%
Ambulance Vehicle Replacement Reserve	697,510	697,510	78,000	-619,510	-88.82%
Ambulance Equipment Replacement Reserve	121,660	121,660	121,660	0	0.00%
TOTAL TRANSFERS FROM RESERVES/RESERVE FUNDS	3,564,781	3,265,146	2,665,381	-899,400	-25.23%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Expenses Detail

General Government

Warden, County Council and Other Boards: Details on pages 9 & 10.

General Administration: Details on pages 11 & 12.

Other General Government: Details on pages 11 & 12.

Property Assessment: The County of Frontenac receives an invoice from the Municipal Property Assessment Corporation for its share of the cost involved in operating the corporation each year.

Ontarians with Disabilities: Details on pages 11 & 12.

Transfer - Federal Gas Tax Reserve: Federal Gas Tax allocations will be transferred to an obligatory reserve.

General Administration Capital: Details can be found in Schedule A.

Prior Year Projects Brought Forward: This represents the projects to provide for Old House renovations for which funds were levied in 2011 and will be completed in 2012.

Protection to Persons and Property

Emergency Management: Details on page 13 & 14.

Transportation Services

Capital Improvements to Arterial Roads: Details on pages 15 & 16.

Frontenac-Howe Islander Ferry: Details on pages 15 & 16.

Environmental Services

Environmental Services: No environmental activities are anticipated in 2012.

Health Services

Public Health: Frontenac's share of the operation of KFL&A Public Health is based on population. The County of Frontenac pays 12.75%, the City of Kingston pays 65.95%, and the County of Lennox and Addington pays 21.30%.

The KFLA Public Health Board estimates a 2.75% increase to the municipal contribution in its 2012 budget. The Ministry of Health and Long Term Care continues to fund some programs at 100%. These costs are not included.

Land Ambulance Services: Details on pages 17 & 18.

Prior Year Land Ambulance Projects Brought Forward: No projects are brought forward from 2011.

Agenda Item # 10102d)

COUNTY OF FRONTENAC 2012 Draft Budget

Expense Detail	ESTIMATED			2011-2012 Budget	
	YEAR END			Variance	
	2011 Budget	2011	2012 Budget	\$	%
	\$	\$	\$	\$	%
<u>GENERAL GOVERNMENT</u>					
Warden, County Council and Other Boards	184,356	120,309	249,474	65,118	35.32%
General Administration	1,085,249	986,743	1,131,924	46,675	4.30%
Other General Government	40,350	26,298	25,350	-15,000	-37.17%
Property Assessment	710,510	716,527	740,379	29,869	4.20%
Ontarians with Disabilities	7,000	811	7,000	0	0.00%
Transfer - Other Government	45,000	45,000	45,000	0	0.00%
Transfer Accessibility	10,000	10,000	10,000	0	0.00%
General Administration capital	337,433	250,944	238,500	-98,933	-29.32%
Prior year projects brought forward	20,312	20,312	110,000	89,688	441.55%
Transfer - Capital replacement reserve	88,000	88,000	88,000	0	0.00%
Transfer Fed Gas Tax Reserve	817,734	817,734	817,734	0	0.00%
TOTAL General Government	3,345,944	3,082,678	3,463,361	117,417	3.51%
<u>PROTECTION TO PERSONS AND PROPERTY</u>					
Emergency Management	21,045	6,332	23,095	2,050	9.74%
TOTAL Protection to Persons and Property	21,045	6,332	23,095	2,050	9.74%
<u>TRANSPORTATION SERVICES</u>					
Capital Improvements to Arterial Roads	668,173	675,182	674,774	6,601	0.99%
Frontenac-Howe Islander Ferry	895,899	845,731	913,414	17,515	1.96%
TOTAL Transportation Services	1,564,072	1,520,913	1,588,188	24,116	1.54%
<u>ENVIRONMENTAL SERVICES</u>					
	N/A	N/A	N/A	N/A	N/A
<u>HEALTH SERVICES</u>					
Public Health	659,806	659,806	677,951	18,145	2.75%
Land Ambulance Service Operating	15,527,182	14,766,962	15,415,377	-111,805	-0.72%
Prior Year Land Ambulance Projects Brought Forward	399,932	1,020,396	0	-399,932	-100.00%
TOTAL Health Services	16,586,920	16,447,163	16,093,328	-493,592	-2.98%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Expenses Detail (Continued)

Detail of Budget Proposals:

Social and Family Services

Ontario Works: Details on pages 21 & 22.
Fairmount Home: Details on pages 19 & 20.
Fairmount Home Debenture: Details in Schedule A.
Child Care: Details on pages 21 & 22.
Transfer Stabilization Reserve

Social Housing

Details on pages 21 & 22.

Recreation and Cultural Services

Kingston Frontenac Library: Frontenac is responsible for 13% of the operating costs of the Kingston-Frontenac Library Board as detailed in the Minister's Restructuring Order, effective January 1, 1998. Operating costs do not include capital and maintenance items relating to the library facilities since these facilities are provided by the Townships. The County of Frontenac's anticipated contribution is approximately \$722,978 for 2012. In addition, \$39,000 is required for capital, covered by a transfer from reserve and an amount of \$31,000 is allocated to reserve to cover the future capital costs for the library.

Library in South Frontenac Capital Project: This project was completed in 2011.

Planning and Development

Sustainability: Details on pages 23 & 24:
Weed Control: The County contracts for the provision of weed inspection services.
Prizes for Kingston Agricultural Fair: The County is responsible for maintaining the Bridget Fowler Trust Fund. In accordance with the bequest, the County provides approximately \$300 in prize money for the annual Kingston Agricultural Fair.

Other Expenses

Hospital Foundation Contribution: County Council provided a commitment in 2008 to the Hospital Foundations fundraising campaign of \$54,000 annually for 10 years.
Grant to Service Providers: Allocation as requested by service provider.
Infrastructure allocation: This amount represents Federal Gas Tax funds that will be transferred to the Townships for new infrastructure projects.
Provision for Contingencies: To provide for unanticipated expenses.

Agenda Item # 10102d)

COUNTY OF FRONTENAC 2012 Draft Budget

Expense Detail (Continued)	ESTIMATED YEAR END			2011-2012 Budget	
	2011 Budget \$	2011 \$	2012 Budget \$	Variance \$	%
<u>SOCIAL AND FAMILY SERVICES</u>					
Ontario Works	3,844,225	3,844,225	3,420,832	-423,393	-11.01%
Fairmount Home	10,511,005	10,044,534	10,904,188	393,182	3.74%
Fairmount Debenture	1,531,350	1,531,350	1,531,350	0	0.00%
Child Care	955,392	955,392	934,958	-20,434	-2.14%
Transfer - Stabilization Reserve	120,000	120,000	0	-120,000	-100.00%
TOTAL Social and Family Services	16,961,973	16,495,502	16,791,328	-170,645	-1.01%
<u>SOCIAL HOUSING</u>					
	770,343	690,343	767,958	-2,385	-0.31%
<u>RECREATION AND CULTURAL SERVICES</u>					
Kingston Frontenac Library	787,647	787,647	792,978	5,331	0.68%
Library in South Frontenac Capital Project	705,442	705,442	0	-705,442	-100.00%
TOTAL Recreation and Cultural Services	1,493,089	1,493,089	792,978	-700,111	-46.89%
<u>PLANNING AND DEVELOPMENT</u>					
Sustainability	2,372,444	1,773,424	1,881,609	-490,835	-20.69%
Weed Control	500	0	500	0	0.00%
Prizes For Kingston Agricultural Fair	300	300	300	0	0.00%
TOTAL Planning and Development	2,373,244	1,773,724	1,882,409	-490,835	-20.68%
<u>OTHER EXPENSE</u>					
Hospital Foundation Contribution	54,000	54,000	54,000	0	0.00%
Grant to Service Providers	86,000	80,000	86,000	0	0.00%
Infrastructure allocation	510,000	510,000	510,000	0	0.00%
Provision For Contingencies	25,000	0	0	-25,000	-100.00%
TOTAL Other Expense	675,000	644,000	650,000	-25,000	-3.70%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

General Government Detail

County Warden

Eastern Ontario Wardens' Caucus (EOWC): Each of the 13 member municipalities has been asked to contribute \$4,000 towards operations. EOWC attempts to meet bi-monthly. The CAOs generally meet in the alternate months. Treasurers and other staff meet as required.

Warden Operations: Provision for approved expenses.

County Council

Remuneration and Benefits: Warden's remuneration is \$17,378 and Council members' remuneration is \$7,530 which reflects a 2.9% increase for 2012. County Councillors receive \$75 per day for attendance at meetings other than 12 meeting days of County Council. The estimate for per diem payments is based on each County Councillor spending approximately 6 days per year beyond the 12 days included in the County Council members' salary. The cost reflects statutory benefits.

Council Operations: Operational costs for Council and Council Committees, including kilometrage, eagenda software costs, meeting costs (Joint Council, regular committee & Council), courier and other miscellaneous costs.

Council Committees: Costs related to the Green Energy Task Force, the Sustainability Committee, the K&P Trails Committee and the 150th Anniversary Committee.

Meetings Investigator: The County has retained the services of an independent investigator.

Allocated Computer: To provide for e-agenda software

Other Boards

Per Diem: Two community representatives are County appointees on the Kingston Frontenac Library Board and will receive \$75 for attendance at each of its meetings. It is anticipated that, on average, these appointees will attend 1.5 meetings per month.

Kilometrage: The two appointees to the Kingston Frontenac Library Board will receive \$0.48 per kilometre for distances necessarily traveled on Board business.

Agenda Item # 10102d)

COUNTY OF FRONTENAC 2012 Draft Budget

Governance	ESTIMATED YEAR END			2011-2012 Budget Variance	
	2011 Budget \$	2011 \$	2012 Budget \$	\$	%
County Warden					
Eastern Ontario Wardens' Caucus	15,000	9,339	15,000	0	0.00%
Warden Operations	41,200	20,763	31,200	-10,000	-24.27%
TOTAL County Warden	56,200	30,102	46,200	-10,000	-17.79%
County Council					
Remuneration & Benefits	94,500	70,031	99,951	5,451	5.77%
Council Operations	23,484	12,767	33,151	9,667	41.16%
Council Committees	0	0	60,000	60,000	100.00%
Meetings Investigator	500	0	500	0	0.00%
TOTAL County Council	118,484	82,799	193,602	75,118	26.07%
Other Boards & Advisory Committees					
Per Diem	3,000	3,833	3,000	0	0.00%
Kilometrage	6,672	3,576	6,672	0	0.00%
TOTAL Other Boards	9,672	7,408	9,672	0	0.00%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

General Government Detail (Continued)

County Administration

General Administrative Operations: The cost of the CAO, Deputy Clerk, Treasurer, Executive Assistant, Receptionist, Communications and the General Administration's share of other Administrative functions are included. Resources allocated to Frontenac Islands are included, but will be offset. A 2.9% wage increase is reflected. This includes other general operating expenses including supplies, memberships and conferences, communications.

Special Projects: The Ontario Municipal Internship program has been developed to provide municipal experience for recent university graduates. Participants will bring new ideas and a fresh perspective to municipal administration and the municipality can access a high caliber worker at just over half the cost. The County fully funded the intern position in 2011. We anticipate that the Province will provide \$8,333 to offset the cost of one intern if approved in 2012.

Professional Fees: Includes audit, legal fees

Facility & Insurance Costs: Cost of insurance, utility and general maintenance.

Depreciation: Public Sector Accounting Board Standards (PSAB) requires that municipalities provide for the depreciation of their capital assets. Frontenac provides for assets through its allocation to reserves. For this reason the depreciation amount is shown and then deducted.

Transfer to Reserve for Capital Replacement: Provision for replacement of County assets. As per the Capital Investment Plan adopted by Council in February 2010, the impact of this annual provision will be phased in over 5 years with an offsetting allocation from Working Capital.

Property Assessment: The County of Frontenac receives an invoice from the Municipal Property Assessment Corporation for its share of the cost involved in operating the corporation each year

Other General Government Expenses

OMERS Representation: This amount is provided to AMO to support the municipal representation on the OMERS board.

Interest and Penalties: The County of Frontenac operates a gross budget of over \$40 million. Effort is made to minimize these costs by maintaining a favourable cash flow position.

Tax Write Offs: Annual tax write offs made for all properties throughout the County.

Other Government Transfer: Reallocation of funds to offset capital costs of long-term investment

Ontarians with Disabilities

The County facilitates the legislated committee mandated to address accessibility issues on behalf of all municipalities in the County of Frontenac. The committee plans to meet four times in 2012.

Ontarians with Disabilities Operations: This includes meeting expenses, kilometrage and a per diem of \$75 per meeting for each of the six members.

Training: As required.

Transfer - Reserve for Accessibility: Allocation anticipating future requirements.

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COUNTY OF FRONTENAC 2012 Draft Budget

General Government Detail (Continued)	ESTIMATED YEAR END			2011-2012 Budget Variance	
	2011 Budget \$	2011 \$	2012 Budget \$	\$	%
Corporate					
General Administrative Operations	977,273	899,815	1,017,819	40,546	4.15%
Special projects	56,100	48,974	56,100	0	0.00%
Professional fees	16,526	10,034	16,526	0	0.00%
Facility & Insurance Costs	35,350	27,919	41,479	6,129	17.34%
Depreciation	129,050	130,116	155,525	26,475	20.52%
less non-cash depreciation	-129,050	-130,116	-155,525	-26,475	20.52%
Total Corporate	1,085,249	986,743	1,131,924	46,675	4.30%
Transfer to Reserve for Capital replacement	88,000	88,000	88,000	0	0.00%
Property Assessment	710,510	716,527	740,379	29,869	4.20%
Other General Government					
OMERS Representation	3,600	1,298	3,600	0	0.00%
Interest and Penalties	1,750	0	1,750	0	0.00%
Tax Write Offs	35,000	25,000	20,000	-15,000	-42.86%
Total Other General Government	40,350	26,298	25,350	-15,000	-37.17%
Other Government Transfer - Reserve	45,000	45,000	45,000	0	0.00%
Ontarians With Disabilities					
Ontarians with Disabilities Operations	4,500	618	4,500	0	0.00%
Training	2,500	193	2,500	0	0.00%
Total Ontarians with Disabilities	7,000	811	7,000	0	0.00%
Transfer - Reserve for Accessibility	10,000	10,000	10,000	0	0.00%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Emergency Management Detail

Under the *Emergency Planning and Civil Protection Act*, and Ontario Regulation 380/04, the County of Frontenac is mandated to develop an emergency management plan and to provide an Emergency Operations Centre.

Revenue

Federal Gas Tax: No funds will be transferred in this budget year.

Federal JEPP Funding: Applications have been submitted for one (!) Joint Emergency Preparedness Program (JEPP) for 2012. If approved, 45% of the project costs are funded by Public Safety Canada

Expense

Emergency Management Operations: Includes costs relating to public awareness initiatives, generator maintenance, committee meetings, training and annual exercise.

JEPP Project: One (1) project have been applied for under JEPP; The project is for additional audio visual equipment for the County EOC. The County contributes 55% for these projects

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COUNTY OF FRONTENAC 2012 Draft Budget

Emergency Management Detail

	ESTIMATED YEAR END			2011-2012 Budget Variance	
	2011 Budget \$	2011 \$	2012 Budget \$	\$	%
Revenue and Reserve Transfers					
Working Fund transfer	0	0	6,735	6,735	100.00%
Federal Gas Tax transfer	0	0	0	0	0.00%
Federal JEPP Funding	6,320	810	5,510	-810	0.00%
Other funding	0	0	0	0	0.00%
Total Revenue	6,320	0	12,245	5,925	93.75%
Expense					
Emergency Management Operations	7,000	11,428	10,850	3,850	55.00%
JEPP project	14,045	1,800	12,245	-1,800	0.00%
TOTAL Emergency Management	21,045	13,228	23,095	2,050	9.74%
Net Emergency Management	14,725	13,228	10,850	-3,875	-26.32%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Transportation Services Detail

Frontenac-Howe Islander Ferry

The County of Frontenac is responsible for the operation of the ferry 24 hours per day, 365 days per year. The County employs a Marine Supervisor, a ferry foreman, eight (8) full time and six (6) part time ferry operators. The Province is responsible for capital and maintenance costs.

Revenue

Provincial - Ministry of Transportation: By agreement, the province is responsible for 80% of the gross cost of operation of the ferry, less the amount of the Ferry Revenue Reserve in excess of 5% of the Operating Costs.

Ferry Passes - Joint Revenue: Annual pass/vehicle - \$220; second pass (same family name) - \$50; 10% reduction for seniors.

Ferry Fares - Joint Revenue: Two-way trip for car - \$5.00; two way trip for car & trailer/truck - \$10.00; two-way trip for heavy vehicles \$12.00;

Township of Frontenac Islands - Agreement: As pass revenue is collected jointly, an allocation is made to cover any shortfall that might be anticipated due to the difference between pass and fare users.

Expense

Salaries: Represents the estimated cost of the wages for staff outlined above and County staff allocations.

Benefits: Represents the estimated cost of benefits for staff.

Clothing Allowance/Uniforms: Ongoing cost related to staff clothing

Printed Forms - Pass: Cost of printing passes and tickets.

Maintenance Supplies: Provision for salt required for inclement weather and other supplies.

General Equipment and Supplies: Accommodates general repairs and supplies.

Small Equipment New: Allowance for small items that might be required to maintain the building and ferry.

Office Furniture: Various small office equipment replacements.

Water: Allowance for water on site.

Kilometrage: Allowance for regular administrative trips to the County's office.

Training: Provision for staff participation in ongoing training.

Safety Allowances and Equipment: Provision for safety vests and other safety equipment.

Health and Safety Training: Cost of required ongoing training and equipment.

Legal: Costs associated with the operation of the ferry.

Audit: Cost of annual audit.

Vacuum Pumping: Pumping of the holding tank.

Telephone: Frontenac is required to have a cell phone on the ferry. A telephone is located in the small office associated with the ferry operation and the required phones carried by staff.

Insurance: Costs associated with the operation of the ferry.

Administration: The County's agreement with MTO allows for a 2% charge for County administrative services.

Allocated Computer: Provision for ongoing computer maintenance.

Building Maintenance: No large expenses are anticipated

Signage: This purchase was made with MTO approval in 2010.

Contingency: To provide for unanticipated costs.

Reserve Transfer: The agreement between MTO and the County provides for an allocation to reserve of surplus funds generated annually up to 5% of the operational expense. This is a year-end reconciliation and is not budgeted.

Transportation Other

Revenue

City of Kingston - Arterial Roads: Under the terms of the restructuring agreement, Kingston is obligated to transfer funds to be spent on capital improvements to arterial roads identified in the Minister's Restructuring Order dated January 7, 1997 for a period of 15 years. The amount increases annually by the % increase of households within the City, \$668,173 in 2012.

Expense

Transfer - Arterial Roads: The County is required to allocate the funds for capital improvements to identified arterial roads located in the Townships of South Frontenac and Frontenac Islands in accordance with need. Distribution is based on an agreement between Frontenac Islands and South Frontenac.

COUNTY OF FRONTENAC

2012 Draft Budget

Transportation Services Detail

	ESTIMATED		2012 Budget	2011-2012 Budget	
	2011 Budget	est yr end		Variance	
	\$	\$		\$	%
Frontenac-Howe Islander Ferry					
REVENUE					
Provincial - Ministry of Transportatio	716,719	676,585	730,732	14,012	1.96%
Ferry Passes - Joint Revenue	88,250	98,856	88,250	0	0.00%
Ferry Fares - Joint Revenue	135,930	115,290	139,433	3,503	2.58%
Agreement	-45,000	-45,000	-45,000	0	0.00%
TOTAL Revenue	895,899	845,731	913,414	17,515	1.96%
EXPENSE					
Salaries	619,296	617,868	619,296	0	0.00%
Benefits	200,422	178,474	197,432	-2,990	-1.49%
Clothing Allowance/Uniforms	10,400	1,866	5,000	-5,400	-51.92%
Printed Forms - Pass	5,500	1,796	5,000	-500	-9.09%
Maintenance Supplies	2,500	3,078	3,000	500	20.00%
General Equipment and Supplies	1,050	1,716	1,850	800	76.19%
Small Equipment New	2,000	0	2,000	0	0.00%
Office Furniture	1,000	0	1,000	0	0.00%
Water	400	197	400	0	0.00%
Mileage	3,500	3,009	3,500	0	0.00%
Training	2,000	1,572	3,000	1,000	50.00%
Safety Allowances and Equipment	500	0	500	0	0.00%
Health and Safety Training	1,000	0	1,000	0	0.00%
Legal	2,500	0	2,500	0	0.00%
Audit	750	776	1,528	778	103.73%
Inspections	0	615	650	650	100.00%
Vacuum Pumping	1,200	1,679	1,500	300	25.00%
Telephone	4,514	3,434	4,900	386	8.55%
Insurance	7,700	7,527	7,854	154	2.00%
Administration	17,567	16,587	18,016	449	2.56%
Allocated Computer	3,900	1,359	4,349	449	11.52%
Building Maintenance	5,700	3,616	4,000	-1,700	-29.82%
Signage	0	0	0	0	100.00%
Contingency	2,500	561	25,139	22,639	905.56%
Reserve transfer	0	0	0	0	0.00%
TOTAL Expenditures	895,899	845,731	913,414	17,515	1.96%
Transportation Other					
REVENUE					
City of Kingston - Arterial Roads	668,173	675,182	674,774	6,601	0.99%
TOTAL Revenue	668,173	0	674,774	6,601	0.99%
EXPENSE					
Transfer - Arterial Roads	668,173	675,182	674,774	6,601	0.99%
TOTAL Expenditures	668,173	0	674,774	6,601	0.99%
MUNICIPAL CONTRIBUTION	0	0	0	0	0.00%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Land Ambulance Services Detail

The County of Frontenac delivers land ambulance services for the County of Frontenac and the separated City of Kingston. The cost sharing agreement between the County of Frontenac and the City of Kingston is based on weighted assessment (est. 80.458% Kingston; 19.542% County). The relative distribution of weighted assessment has changed substantially over previous years.

Revenue

Provincial - Ministry of Health and Long Term Care: The Ministry contribution is based on approved costs. The Province committed to 50:50 funding. The 2012 allocation from the Province reflects a cost of living increase applied to Frontenac's 2011 budget. The Ministry funding for 2012 is estimated at \$7,009,868

Sale of Vehicles and Defibrillators: It is estimated that \$5,000 will be generated from the sale/trade in of vehicles and defibrillators.

Other Revenue: Represents cost recovery for paramedic attendance at events by contract.

Cross Border: An assessment of cross border calls in the context of our current municipal cross border agreements indicates that there will be revenue generated from cross border activity in 2012.

Transfer from Reserve:

Expense

Service Delivery: Covers all operational costs of the ambulance service. Currently the service provides service with eight (8) 24/7 ambulances and three (3) 12/7 ambulances, staffed by eighty-two (82) full time Advanced Care and Primary Care Paramedics, forty-eight (48) part time Advanced Care and Primary Care Paramedics, ten (1) Volunteer Emergency Medical Attendants (EMAs). Operational oversight is provided by seven (7) Supervisors.

The variance from 2011 to 2012 is due to increases in salary costs, benefit costs, balanced with reductions in fuel and vehicle maintenance costs.;

Depreciation – Represents the use of capital assets in the year.

Transfer – Other Projects Reserve: No allocation provided in 2012.

Transfer - Vehicle Replacement Reserve: The formula for vehicle replacement is based on a 6 year life cycle for ambulances and a 10 year cycle for administrative vehicles.

Transfer - Equipment Replacement Reserve: Funds are set aside to reflect the life cycle basis of replacement.

Ambulance Capital

Prior Year Projects Brought Forward: None in 2012.

Stimulus Funding: None in 2012

Transfer from Other Projects Reserve: The municipal share of the proposed northern County project will be drawn from this reserve.

Capital Revenue

Transfer from Other Projects Reserve: Transfer to cover the costs for the proposed Northern base.

Transfer - Vehicle Replacement Reserve: Transfer to cover the costs of one (1) vehicle slated for replacement.

Transfer - Equipment Replacement Reserve: Transfer to cover the costs of the defibrillators and stretchers slated for replacement.

Capital Expenditure

Vehicle - New: Two (2) in 2012 (IT, Logistics) Replacement - One (1) administrative vehicle is slated for replacement as authorized by Council

Equipment - New: PowerFlex Stretcher for Bariatric Patients and accessible door openers Replacement - Three (3) defibrillators and four (4) stretchers will be replaced.

Major Capital Projects:

Northern Base Proposal: The requirement for a base in the northern part of the County is being reviewed. No other new projects anticipated in 2012.

Offload Nursing project: This project is fully funded by the Ministry of Health. The service is delivered by contract with Kingston General Hospital (KGH).

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COUNTY OF FRONTENAC 2012 Draft Budget

Land Ambulance Services Detail

	ESTIMATED YEAR END			2011-2012 Budget	
	2011 Budget \$	2011 \$	2012 Budget \$	Variance \$	%
REVENUE					
Provincial - Ministry of Health and Long Term Care	6,697,598	6,628,072	7,009,868	312,270	4.66%
Sale of Vehicles and Defibrillators	39,000	0	28,000	-11,000	-28.21%
Other revenue	5,000	15,749	0	-5,000	-100.00%
Cross Border	67,000	67,000	67,000	0	0.00%
Transfer from Reserve	0	0	0	0	0.00%
TOTAL Revenue	6,808,598	6,710,821	7,104,868	296,270	4.35%
EXPENSE					
Service Delivery (2011 Includes Approved Enhancement)	13,620,349	13,059,468	14,011,204	390,855	2.87%
Depreciation	500,252	435,136	532,470	32,218	6.44%
Transfer - Vehicle Replacement Reserve	402,658	402,658	422,658	20,000	4.97%
Transfer - Equipment Replacement Reserve	214,605	214,605	214,605	0	0.00%
Transfer -WSIB NEER Reserve	0	150,000	0	0	0.00%
TOTAL Direct Service	14,737,864	14,261,867	15,180,937	443,073	3.01%
Net Operating Expense	7,929,266	7,551,046	8,076,089	146,803	1.85%
Net Capital Expenditure - New and prior year projects	39,000	39,000	78,000	39,000	100.00%
TOTAL Ambulance	7,968,266	7,590,046	8,154,069	185,803	2.33%
Net Ambulance	7,968,266	7,590,046	8,154,069	185,803	2.33%
less non cash item - depreciation	-500,252	-435,136	-532,470	-32,218	6.44%
Net Ambulance to Levy	7,468,014	7,154,910	7,621,599	153,585	2.06%
City of Kingston (2011 - 80.458%)	6,008,815	5,756,698	6,132,186	123,571	2.06%
Frontenac (2011 - 19.542%)	1,459,399	1,398,213	1,489,413	30,014	2.06%
Ambulance Capital					
Capital Revenue					
Transfer from Other Projects Reserve	300,000	5,410	329,000	29,000	9.67%
Transfer - Vehicle Replacement Reserve	697,510	697,510	78,000	-619,510	-88.82%
Transfer - Equipment Replacement Reserve	121,660	121,660	121,660	0	0.00%
	1,119,170	824,580	528,660	-590,510	-52.76%
Capital Expenditure					
Vehicle - New & Replacement	736,510	736,510	123,000	-613,510	-83.30%
Equipment - New & Replacement	121,660	121,660	154,660	33,000	27.12%
Major Capital Projects					
Northern Base Proposal	300,000	5,410	329,000	0	9.67%
Total Expense	1,158,170	863,580	606,660	-580,510	-50.12%
Net Capital	39,000	39,000	78,000	10,000	25.64%
Offload Nursing Project					
Revenue					
Provincial - MOHLTC	131,400	76,651	160,250	28,850	21.96%
Expense					
Contract with KGH	131,400	76,651	160,250	28,850	21.96%
Net Offload Nursing Project	0	0	0	0	0

COUNTY OF FRONTENAC 2012 DRAFT Budget

Fairmount Home for the Aged Summary of Revenue and Expenses Detail

Revenue

Provincial - Operations: The Provincial subsidy is assigned to nursing and personal care, program support and services, raw food and other accommodation. The envelope funding is balanced between contributions by the residents and the Province. All amounts are reconciled at year end to provide Fairmount with the required envelope funding based on resident days. We have used the Ministry's formula to calculate anticipated 2012 funding. The funding for fully-funded positions is also included.

Provincial - Nurse Practitioner: The Ministry provides some funding for the Nurse Practitioner.

Residents - Accommodation Fees: Fairmount anticipates that each resident will be able to pay the basic rate of \$53.07 per resident day. There are an estimated 46,720 resident-days based on occupancy of the 128 beds for the full year. In addition, Fairmount has 64 private and 36 semi private beds. Residents pay an additional \$18 per day for private accommodation and an additional \$8 for semi private accommodation. This revenue is retained by the Home. It is anticipated that the home will generate 100% of the preferred accommodation revenue in 2012.

Transfers - Reserves/Reserve Funds: Funds will be transferred from the donations and severance reserve funds.

Current Expense: Expenses reflect the requirements for 128 residents.

Program and Support Services: Includes the costs of staffing, benefits and supplies for recreation, rehab, spiritual care and occupational therapy programs. Also includes the costs of the dietitian & social work services required by MOHLTC standards and 75% of the costs for the Volunteer & Special Events Coordinator.

Direct Nursing and Personal Care: Includes the wages, benefits and training expenses for the Registered Practical Nurses, Documentation Assistants and Personal Support Workers.

Nurse Practitioner: Includes the wages, benefits, training and supply costs for the Nurse Practitioner.

Nursing and Personal Care Administration: Includes the wages, benefits and training expenses for the Registered Nurses and Nursing Administration. Also includes the expenses for incontinence supplies, nursing equipment and medical supplies

Raw Food: Includes the raw food expense of \$7.33 per resident per day as funded by MOHLTC.

Dietary Services: Includes the wages, benefits and training costs for the Assistant Cooks and Dietary Aides. Also includes expenses for dietary cleaning supplies, paper and plastic and equipment.

Housekeeping Services: Includes the wages, benefits and training costs for the Housekeeping Aides. Also includes expenses for housekeeping cleaning supplies and equipment.

Laundry and Linen Services: Includes the wages, benefits and training costs for the Laundry Aides. Also includes expenses for laundry cleaning supplies, equipment and replacement of linen.

Building and Property: Includes the wages, benefits and training costs for the Lead Hand and Maintenance Assistants. Also includes expenses for the maintenance of the building, including all mechanical systems, grounds, elevators, painting, etc.

Facility Costs: Includes the costs of utilities, insurance and water system operation.

General and Administrative: Includes the wages, benefits and training costs for the Administrator, Executive Assistant, Receptionist, Administrative Clerk and Interdisciplinary Assistant and 25% of the Volunteer & Special Events Coordinator. The expenses for general administration operations include staff recognition, photocopier, public relations, volunteers, legal, audit, postage, etc.

Depreciation: Represents the use of capital assets in the year, but is offset to eliminate a levy impact.

Less non-cash depreciation: Depreciation is an accounting transaction and is not levied.

Reserve allocations: to provide for severance and expenses incurred every 4 years

Capital Expenses: Includes carpet replacement \$30,000 in order to meet MOHLTC compliance. The purchase of replacement beds and mattresses is estimated as \$30,000 in 2012. Capital also includes the drilling of a new well, the replacement of dining room flooring; purchase of lifts; replacement of the photocopier; replacement of the old lawn tractor and major work on the elevator.

Municipal Contribution

Costs are shared between the County of Frontenac (26% of 96 beds; 50% of the additional 32 beds) and the City of Kingston (74% for 96 beds and 50% for additional 32 beds) after applying the Provincial subsidy and per diem rates paid by the residents against expenses.

County of Frontenac Reserve Activity

County Council adopted FIN 09-11 Major Capital Replacement Reserve Allocation Policy in 2010. The report recommended phasing in the levy impact of this annual allocation with a transfer from the Frontenac County Working Capital Reserve.

The transfer out of the Investing in Ontario reserve, \$146,848, offsets the County's share of new capital projects in 2012.

Net County Contribution reflects the County's levy requirement after reserve transfers

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COUNTY OF FRONTENAC 2012 Draft Budget

Fairmount Home for the Aged Summary of Revenue and Expenditures

	ESTIMATED YEAR END		2011-2012 Budget	
	2011 Budget \$	2011 \$	2012 Budget \$	Variance \$ %
REVENUE				
Provincial	4,860,815	5,269,602	5,151,975	291,160 5.99%
Residents - Accommodation Fees	2,915,811	2,708,664	2,883,105	-32,706 -1.12%
Other revenue	0	922	0	
Revenue Subtotal Before Municipal Contribution	7,776,626	7,979,188	8,035,080	258,454 3.32%
Transfers - Reserves/Reserve Funds	19,556	3,000	12,083	-7,473 -38.21%
EXPENSE				
Current				
Program and Support Services	386,701	378,996	401,511	14,810 3.83%
Direct Nursing and Personal Care	4,335,380	4,297,692	4,386,174	50,794 1.17%
Nurse Practitioner	124,248	120,678	133,834	9,586 7.72%
Nursing and Personal Care Administration	1,245,125	1,229,277	1,290,859	45,734 3.67%
Raw Food	347,594	380,801	345,469	-2,125 -0.61%
Dietary Services	855,900	897,079	915,611	59,711 6.98%
Housekeeping Services	596,623	590,659	593,966	-2,657 -0.45%
Laundry and Linen Services	238,354	236,042	249,082	10,728 4.50%
Building and Property	526,477	479,463	552,355	25,876 4.92%
Facility Costs	323,000	258,893	320,655	-2,345 -0.73%
General and Administrative	997,452	898,735	1,041,747	44,295 4.44%
Depreciation	524,096	433,663	524,096	0 0.00%
less non-cash depreciation	-524,096	-433,663	-524,096	0 0.00%
TOTAL - Current Expense	9,976,854	9,768,315	10,231,264	254,410 2.55%
Net Operating	2,180,672	1,786,127	2,184,101	3,429 0.16%
Capital				
Prior Year Capital Projects	110,890	110,500	458,900	348,010 313.83%
City Share of Surplus Retained	299,238	126,719	90,000	-209,238 -69.92%
County Share of Surplus Retained	-203,482	-101,957	-61,200	142,282 -69.92%
Capital Expense	-95,756	-24,762	-28,800	66,956 -69.92%
Net Operating and Capital	2,291,562	1,896,627	2,643,001	351,439 15.34%
Reserve allocations	39,000	39,000	39,000	0 0.00%
Municipal Contribution	2,330,562	1,935,627	2,682,001	351,439 15.08%
City of Kingston Share	1,584,782	1,316,227	1,823,761	238,979 15.08%
County of Frontenac Share	745,780	619,401	858,240	112,461 15.08%
County of Frontenac Reserve Activity				
Add annual allocation to Capital Reserve	85,024	85,024	85,024	0 0.00%
Less transfer from Working Capital Reserve to phase in Capital Reserve allocation	-68,019	-68,019	-51,014	17,005 -25.00%
Less transfer from Capital Reserve re capital requirement in 2012	-35,485	-35,360	0	35,485 -100.00%
Less Investing in Ontario for FMT capital projects	0	0	-146,848	-146,848 100.00%
Net County contribution	727,300	601,046	745,402	18,102 2.49%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Social and Family Services Detail

The City of Kingston is the Consolidated Municipal Service Manager, assigned by the Province, for the delivery of these social services and programs. The County participates at both the staff and elected levels to ensure the needs of the County's residents are reflected in policies and the levels of service provided. A cost sharing agreement determines the formulae used to distribute the costs between the County and the City. In 2012 the Weighted Assessment split has shifted due to a higher increase in assessment in the County as compared to the City. In addition, whereas the County's tax ratios are at 1 for multi-residential, commercial and industrial assessment, the City's tax ratios for these classes exceed 1 providing the opportunity for the City to reduce these ratios, thereby reducing their relative share of weighted assessment.

Ontario Works

Ontario Works: The estimated caseload from the area coming under the jurisdiction of the County of Frontenac will result in Ontario Works net program costs of approximately \$501,283 for 2012. The Ministry covers 50% of the administration costs associated with the Ontario Works program, Frontenac's share of which is \$495,345, based on weighted assessment, in 2012.

Child Care

Provincial - Administration: Costs are shared based on weighted assessment.

Provincial - Program Costs: Costs are allocated as follows:

Program Component	Basis of Allocation
Fee subsidy	Residence of recipient
Special needs	Residence of recipient
Wage subsidy	Weighted assessment

Administration: The City allocates a share of the administrative costs for Child Care to the County based on weighted assessment

Child Care Steering Committee: KFL&A Children's Services Steering Committee has a mandate to ensure that community needs and priorities guide the planning and delivery of children's services in the City of Kingston and the Counties of Frontenac and Lennox & Addington.

Allocated Cost of Services: The County's share of program costs.

Social Housing

Administration Costs: Allocation based on weighted assessment.

Social Housing Needs: Costs are allocated based on the "location of units" basis.

Social Housing Capital costs: The County is required to fully fund capital costs for units in the County. The Kingston Frontenac Housing Corporation site in Verona requires a new septic system in 2012. The project will be funded over 10 years. The annual cost will be offset by a transfer from the Out-of-scope reserve set aside for this purpose.

Reserve - Out of Scope: Unanticipated capital expenses arise from time to time by the social housing units within the County.

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COUNTY OF FRONTENAC 2012 Draft Budget

Social and Family Services Detail

	2011 Budget	2011 Budget	ESTIMATED		2011-2012 Budget	
	City		YEAR END	2012 Budget	Variance	%
	\$	\$	2011	\$	\$	
Ontario Works						
REVENUE						
Provincial Transfer	2,691,822	2,719,358	2,719,358	2,342,467	-376,891	-13.86%
EXPENSE						
50% Administration	1131668	1,186,740	1,186,740	1,313,997	127,257	10.72%
50-80% Other	2657485	2,657,485	2,657,485	2,106,835	-550,650	-20.72%
TOTAL Ontario Works	3789153	3,844,225	3,844,225	3,420,832	-423,393	-11.01%
NET TOTAL Ontario Works - Municipal Contribution	1,097,331	1,124,867	1,124,867	1,078,366	-46,501	-4.13%
Child Care						
REVENUE						
Provincial - Administration	53,360	56,396	56,396	56,329	-67	-0.12%
Provincial - Program Costs	655,072	673,680	673,680	657,440	-16,240	-2.41%
TOTAL REVENUE	708,432	730,076	730,076	713,769	-16,307	-2.23%
EXPENSE						
Administration	106720	112,792	112,792	112,658	-134	-0.12%
Child Care Steering Committee	500	500	500	500	0	0.00%
Allocated Cost of Services	818840	842,100	842,100	821,800	-20,300	-2.41%
TOTAL Child Care	926060	955,392	955,392	934,958	-20,434	-2.14%
NET TOTAL Child Care - Municipal Contribution	217,628	225,316	225,316	221,189	-4,127	-1.83%
Social Housing						
Administration Costs	167009	177,883	177,883	191,837	13,954	7.84%
Social Housing Needs	467460	467,460	467,460	531,121	63,661	13.62%
Social Housing Capital costs	100000	100,000	20,000	20,000	-80,000	-80.00%
Reserve - Out of Scope	25000	25,000	25,000	25,000	0	0.00%
TOTAL Social Housing - Municipal Contribution	759469	770,343	690,343	767,958	-2,385	-0.31%

Final City numbers were not adjusted for change in weighted assessment

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Revenue

OMAFRA RED Program: Application is being made for the amount of \$20,000 for a Business Retention & Expansion program

Trans Canada Trails: Anticipated contribution for K&P Trail

EORN Investment Drawdown: The County has invested its total financial commitment to the Eastern Ontario Regional Network (EORN) with the EORN to generate a return of 5%. The annual share of the commitment to the EORN project will reduce the total investment.

Reserve Transfers: As directed by Council for particular projects.

Expense

Sustainability Operations: General administrative expenditures related to the activity.

Planning Contract: Estimated cost is \$1,500

Projects: For 2012, these are itemized below

Small Events: Estimated cost is \$2,000

Trade Show & Youth Day: Estimated cost is \$3,000

New Energy Project: 2nd year commitment to 4 year project, \$25,000

Support for Smaller Scale Community Sustainability Initiatives: Estimated cost is \$75,000

Green Business Park: Estimated cost is \$10,000

Business Case for Milk Processing Plant: Estimated cost is \$15,000

BR+E Program: Estimated cost is \$40,000

Signage Strategy: Estimated cost is \$10,000

Signage Implementation; \$50,000

Marketing/Public Relations: Estimated \$10,000

K&P Trail: Costs for development in 2012, \$260,000

Available Land & Buildings Inventory and Business Needs Assessment, \$30,000

Transportation Study: Estimate cost \$75,000

Natural Heritage Study: Estimated cost is \$60,000.

Seniors Community Housing Pilot Project: Estimated cost is \$40,000.

Community Improvement Plans: to complete 2011 CIP plus estimated cost for 2012, \$224,000

Official Plan Review: Estimated costs for phase 1, \$30,000

Sustainable Tourism Strategy: Estimated cost \$30,000

EORN Project Allocation: County commitment for 2012 to the broadband project for Eastern Ontario is \$328,140.

Land Acquisition Reserve Transfer: Cost to undertake the acquisition of possible land required to address the discontinuity issue of the Frontenac K&P Trail \$20,000

Land Use Planning Reserve: \$50,000

Strategic Projects Reserve Transfer: Based on direction of County Council it is anticipated that there will be funds required for strategic projects and \$50,000 will be allocated to a reserve.

GIS Projects Reserve: 11,000

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COUNTY OF FRONTENAC 2012 Draft Budget

Sustainability Detail

	ESTIMATED YEAR END			2011-2012 Budget Variance	
	2011 Budget \$	2011 \$	2012 Budget \$	\$	%
REVENUE					
Provincial - OMAFRA RED	20,000	0	20,000	0	0.00%
Provincial - OMAFRA - Rural Broadband	751,055	751,055	0	-751,055	-100.00%
EORN Investment Drawdown	328,140	328,140	328,140	0	0.00%
Trans Canada Trail	0	24,218	50,000	50,000	100.00%
LandUse Planning Fees	10,000	3,784	10,000	0	0.00%
GIS Recoveries	500	356	500	0	0.00%
	<u>1,109,695</u>	<u>1,107,553</u>	<u>408,640</u>	<u>-701,055</u>	<u>-63.18%</u>
Reserve Transfer					
Investing in Ontario	119,161	48,256	154,991	35,830	30.07%
Working Fund	0	0	99,000	99,000	100.00%
Federal Gas Tax Fund	527,250	114,390	679,000	151,750	28.78%
Land Use Planning	25,000	0	0	-25,000	-100.00%
	<u>1,781,106</u>	<u>1,270,198</u>	<u>1,341,631</u>	<u>-439,475</u>	<u>-24.67%</u>
EXPENSE					
Sustainability Operations	395,838	362,712	431,969	36,131	9.13%
Planning Contract	11,500	1,859	11,500	0	0.00%
Legal fees	25,000	259	0	-25,000	-100.00%
Projects	1,480,966	949,454	979,000	-501,966	-33.89%
EORN Project allocation	328,140	328,140	328,140	0	0.00%
Transfer - Land Acquisition Reserve	20,000	20,000	20,000	0	0.00%
Transfer - Land Use Planning Reserve	50,000	50,000	50,000	0	0.00%
Transfer - Strategic Projects Reserve	50,000	50,000	50,000	0	0.00%
Transfer - GIS Projects Reserve	11,000	11,000	11,000	0	0.00%
	<u>2,372,444</u>	<u>1,773,424</u>	<u>1,881,609</u>	<u>-490,835</u>	<u>-20.69%</u>
NET EXPENSE Sustainability Planning	<u>591,338</u>	<u>503,226</u>	<u>539,978</u>	<u>-51,360</u>	<u>-8.69%</u>

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Continuity of Reserves and Reserve Funds Detail

FRC Working Fund Reserve: This reserve is important to ensure a smooth flow of cash throughout the year and to avoid short term interest costs to the greatest extent possible.

FRC Stabilization Reserve: In 2012 it was deemed prudent to continue to allocate funds to a stabilization reserve which can be used to offset increased requirements in the event of an economic downturn.

FRC Strategic Project Reserve: To provide the capacity to fund future strategic projects.

FRC Capital: To provide for County future capital requirements.

FRC Library Reserve: This reserve was established to recognize the capital requirements of the Library not funded through the operating requisition.

FRC Land Use Planning Reserve: This reserve has been established to mitigate the impact of future land use costs.

FRC GIS Project Reserve: This reserve has been established to provide for the future costs related to the GIS project

FRC Social Housing Out of Scope Reserve: This reserve has been established to ensure that the County of Frontenac has sufficient funds to deal with out of scope capital requirements of housing units located within the County of Frontenac.

FRC Ontarians With Disabilities Reserve: An amount has been set aside to provide for future requirements under the Ontarians with Disabilities Act.

FRC - Land Acquisition Reserve: Reserve to provide for the acquisition of land required to address the discontinuity issue of the Frontenac K&P Trail.

FRC – 150th Anniversary Reserve: Reserve to provide for requirements in 2015.

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COUNTY OF FRONTENAC 2012 Draft Budget

Continuity of Reserves Detail

	2011 \$	2012 Budget \$	2011-2012 Budget Variance	
			\$	%
<u>FRC Working Fund Reserve</u>				
Opening Balance	4,392,150	4,251,266	-140,884	-3.21%
Transfer to Account	145,000	45,000	-100,000	-68.97%
Interfund transfer	0	-150,000	-150,000	100.00%
Transfer From Account	-285,884	-299,985	-14,101	4.93%
CLOSING BALANCE FRC WORKING FUND RESERVE	4,251,266	3,846,281	-404,985	-9.53%
<u>FRC Stabilization Reserve</u>				
Opening Balance	854,351	975,000	120,649	14.12%
Transfers to Account	120,000	0	-120,000	-100.00%
Transfers From Account	0	0	0	0.00%
CLOSING BALANCE FRC STABILIZATION RESERVE	975,000	975,000	0	0.00%
<u>FRC Strategic Projects Reserve</u>				
Opening Balance	120,000	170,000	50,000	41.67%
Transfer to Account	50,000	0	-50,000	-100.00%
Inter reserve transfer	0	50,000	50,000	100.00%
Transfer From Account	0	0	0	0.00%
CLOSING BALANCE FRC STRATEGIC PROJECT RESERVE	170,000	220,000	50,000	29.41%
<u>FRC Capital</u>				
Opening Balance	388,644	486,644	486,644	22.07%
Transfers to Account	17,600	35,200	17,600	100.00%
Interfund Transfer	79,400	0	-79,400	-100.00%
Transfers From Account	0	52,800	0	0.00%
CLOSING BALANCE FRC CAPITAL RESERVE	486,644	574,644	88,000	18.08%
<u>FRC Library Reserve</u>				
Opening Balance	97,217	77,714	-19,503	-20.06%
Transfers to Account	31,000	31,000	0	0.00%
Transfers From Account	-50,503	-39,000	11,503	-22.78%
CLOSING BALANCE FRC LIBRARY RESERVE	77,714	69,714	-8,000	-10.29%
<u>FRC Land Use Planning Reserve</u>				
Opening Balance	66,159	126,159	40,000	46.43%
Transfer to Account	50,000	0	-50,000	-100.00%
Inter reserve transfer	0	50,000	50,000	100.00%
Transfer From Account	-10,000	0	10,000	-100.00%
CLOSING BALANCE FRC LAND USE PLANNING	126,159	176,159	50,000	39.63%
<u>FRC GIS Project Reserve</u>				
Opening Balance	11,000	22,000	11,000	100.00%
Transfer to Account	11,000	0	-11,000	-100.00%
Inter reserve Transfer	0	11,000	11,000	100.00%
Transfer From Account	0	0	0	100.00%
CLOSING BALANCE FRC GIS PROJECT	22,000	33,000	11,000	50.00%
<u>FRC Social Housing Out of Scope Reserve</u>				
Opening Balance	369,400	369,400	5,000	1.37%
Transfer to Account	25,000	0	-25,000	-100.00%
Inter reservetransfer	0	25,000	25,000	100.00%
Transfer From Account	-20,000	-20,000	0	0.00%
CLOSING BALANCE FRC SOCIAL HOUSING OUT OF SCOPE RESERVE	369,400	374,400	5,000	1.35%
<u>FRC Ontarians With Disabilities Reserve</u>				
Opening Balance	25,000	35,000	10,000	40.00%
Transfer to Account	10,000	0	-10,000	-100.00%
Inter reserve transfer	0	10,000	10,000	100.00%
Transfer From Account	0	0	0	0.00%
CLOSING BALANCE FRC ONTARIANS WITH DISABILITIES RESERVE	35,000	45,000	10,000	28.57%
<u>FRC Land Acquisition Reserve</u>				
Opening Balance	20,000	40,000	20,000	0.00%
Transfer to Reserve	20,000	0	-20,000	-100.00%
Inter reserve Transfer	0	20,000	0	100.00%
Transfer From Account	0	0	0	0.00%
CLOSING BALANCE FRC Land Acquisition Reserve	40,000	60,000	20,000	100.00%
<u>FRC 150th Anniversary Reserve</u>				
Opening Balance	0	0	0	100.00%
Transfer to Account	0	0	0	100.00%
Inter reserve transfer	0	150,000	150,000	100.00%
Transfer From Account	0	0	0	100.00%
CLOSING BALANCE FRC WORKING CAPITAL RESERVE	0	150,000	150,000	100.00%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Continuity of Reserves and Reserve Funds Detail (cont'd.)

FMT Working Fund Reserve: This reserve represents the County of Frontenac's share of surplus or budgeted funds generated in prior years. It is established to ensure that an adequate cash flow exists reducing and/or eliminating the need to borrow funds for short term purposes. The amount maintained is reviewed annually.

Joint FMT Severance Reserve: This reserve will provide for severance payments required for termination

Joint FMT Operations Reserve: To provide for requirements related to periodic contracts.

FMT Capital: Established to start to provide for capital replacement

FRC Frontenac-Howe Islander Ferry Revenue Reserve: The Agreement signed between the Ministry of Transportation and the County of Frontenac in March 2004 indicates that the Province will pay 80% of the gross operating expenses incurred by the Howe Island Ferry. If the County raises in excess of 20% of the gross operating expenses, the surplus is to be retained in a revenue reserve account. If this reserve exceeds 5% of the operating expenses for that year, the Ministry of Transportation will reduce its subsidy by the amount in the reserve that is in excess of 5% of the operating expenses.

Bridget Fowler Trust Fund: The County of Frontenac is responsible for continuing operation of this fund which results from a bequest of Bridget Fowler. The bequest specified that interest/dividends earned on the fund would be available to assist with prize money for the annual Kingston agricultural fair.

**COUNTY OF FRONTENAC
2012 Draft Budget**

Continuity of Reserves Detail

	2011	2012 Budget	2011-2012 Budget	
	\$	\$	Variance	%
<u>FMT Working Fund Reserve</u>				
Opening Balance	827,098	663,323	-163,775	-19.80%
Transfers to Account	0	0	0	0.00%
Interfund Transfer	-68,015	-68,015	0	0.00%
Transfers From Account	-95,760	-11,799	83,961	-87.68%
CLOSING BALANCE FMT WORKING FUND RESERVE	663,323	583,509	-79,814	-12.03%
<u>JOINT FMT Severance Reserve</u>				
Opening Balance	79,490	79,490	0	0.00%
Transfers to Account	30,000	30,000	0	0.00%
Inter fund transfer	0	0	0	100.00%
Transfers From Account	-19,556	-12,083	7,473	-38.21%
CLOSING BALANCE JOINT FMT SEVERANCE RESERVE	89,934	97,407	7,473	8.31%
<u>JOINT FMT Operations Reserve</u>				
Opening Balance	9,000	28,000	19,000	211.11%
Transfers to Account	19,000	9,000	-10,000	-52.63%
Inter fund Transfer	0	0	0	100.00%
Transfers From Account	0	0	0	0.00%
CLOSING BALANCE JOINT FMT OPERATIONS RESERVE	28,000	37,000	9,000	32.14%
<u>FMT Capital</u>				
Opening Balance	519,480	569,019	49,539	9.54%
Transfer to Account From Current	17,005	34,010	17,005	100.00%
Interfund Transfer	68,019	51,014	-17,005	-25.00%
Transfers From Account	-35,485	0	35,485	-100.00%
CLOSING BALANCE FMT CAPITAL	569,019	654,043	85,024	14.94%
<u>FRC Frontenac-Howe Islander Ferry Revenue Reserve</u>				
Opening Balance	27,811	27,811	0	0.00%
Transfer to Account	0	0	0	100.00%
Transfer From Account	0	0	0	0.00%
CLOSING BALANCE FRC FRONTENAC-HOWE ISLANDER FERRY RE	27,811	27,811	0	0.00%
<u>Bridget Fowler Trust Fund</u>				
Opening Balance	3,471	3,483	12	0.35%
Interest/Dividends Earned	280	280	0	0.00%
Transfers to Account	0	0	0	0.00%
Transfers From Account	-300	-300	0	0.00%
CLOSING BALANCE BRIDGET FOWLER TRUST FUND	3,483	3,463	-20	-0.57%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

**Ambulance
Continuity of Reserves and Reserve Funds Detail**

FPS General Reserve: This reserve has been established to ensure that increasing costs or unanticipated occurrences related to the delivery of land ambulance do not create an undue burden on the ratepayer.

Joint FPS Vehicle Replacement Reserve: The 2001 provincial funding template provided for the replacement of vehicles based on a 4.5 year life cycle. Although provincial funding from the Ministry of Health and Long Term Care no longer details vehicle replacement, the County continues to make contributions each year. As vehicles are purchased, funds are transferred from this reserve to offset the costs. A 6-year replacement schedule for vehicles in 2012 is continued.

Joint FPS Equipment Replacement Reserve: A reserve has been established for the replacement of defibrillators, stretchers and other capital equipment. An annual contribution is made to control the impact of annual expense requirements. As equipment is replaced, funds are transferred from this reserve.

Joint FPS Severance Reserve: There is no allocation in 2012.

Joint FPS Other Projects Reserve: The MOHLTC share of the surplus related to the resolution of cross border billing, for which funds have been accrued since 2001, has been transferred to this account. Transfers out of this fund will be used to provide for the County share of the land ambulance projects funded through Stimulus funds, as well as the proposed project in the North of the County.

Joint FPS NEER Reserve: To smooth the effects of NEER (New Experimental Experience Rating) assessments.

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COUNTY OF FRONTENAC 2012 Draft Budget

Ambulance

Continuity of Reserves Detail

	2011	2012 Budget	2011-2012 Budget	
	\$	\$	\$	%
<u>RESERVE/RESERVE FUNDS</u>				
<u>FPS General Reserve</u>				
Opening Balance	394,217	394,217	0	0.00%
Transfer to Account	0	0	0	0.00%
Transfer From Account	0	0	0	0.00%
CLOSING BALANCE FPS GENERAL	394,217	394,217	0	0.00%
<u>JOINT FPS Vehicle Replacement Reserve</u>				
Opening Balance	419,987	125,135	-294,852	-70.20%
Transfers to Account	402,658	422,658	20,000	4.97%
Transfers From Account	-697,510	-78,000	619,510	-88.82%
CLOSING BALANCE JOINT FPS VEHICLE REPLACEMENT RESERVE	125,135	469,793	344,658	275.43%
<u>JOINT FPS Equipment Replacement Reserve</u>				
Opening Balance	443,286	536,231	92,945	20.97%
Transfers to Account	214,605	214,605	0	0.00%
Transfers From Account	-121,660	-121,660	0	0.00%
CLOSING BALANCE JOINT FPS EQUIPMENT REPLACEMENT RESERVE	536,231	629,176	92,945	17.33%
<u>JOINT FPS Severance Reserve</u>				
Opening Balance	369,677	369,677	0	0.00%
Transfers to Account	0	0	0	0.00%
Transfers From Account	0	0	0	0.00%
CLOSING BALANCE JOINT FPS SEVERANCE RESERVE	369,677	369,677	0	0.00%
<u>JOINT FPS Other Projects Reserve</u>				
Opening Balance	625,187	452,800	-172,387	-27.57%
Transfers to Account	0	0	0	0.00%
Transfers From Account	-172,315	-329,000	-156,685	90.93%
CLOSING BALANCE JOINT FPS OTHER PROJECTS RESERVE	452,800	123,800	-329,000	-72.66%
<u>JOINT FPS NEER Reserve</u>				
Opening Balance	0	150,000	150,000	150.00%
Interest earned	0	0	0	0
Transfers to Account	150,000	0	-150,000	100.00%
Transfers From Account	0	0	0	0
CLOSING BALANCE JOINT FPS OTHER PROJECTS RESERVE	150,000	150,000	0	100.00%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Continuity of Reserve Funds Detail

FRC Federal Gas Tax Reserve Fund: Municipalities are required to reserve amounts not utilized in the current year. County Council has designated use of some of the funds.

FRC Investing in Ontario Reserve Fund: In 2008 the Province allocated some of its surplus to municipalities using a calculation based on historical capital expenses. The County received \$1,281,033 which is to be used for new capital projects. These projects were outlined in a report to Council in November 2008 and revised in a report in August 2010.

FMT Capital Reserve Fund: This reserve fund was established for the redevelopment of Fairmount Home. In 2012 an allocation of \$125,000 offsets the annual debt repayment associated with the 20 year debenture issued to finance the Fairmount Redevelopment Project.

FMT Capital Campaign Reserve Fund: This fund was initially established as the repository for the Fairmount Redevelopment Capital Campaign. Donations received subsequent to the end of the campaign which were designated for the redevelopment have been deposited in this account. More recently donations have been received for the upgrade of the Fairmount auditorium.

Joint FMT Donations Reserve Fund: This fund incorporates all previous accounts in place to receive donations from individuals for items which benefit the residents. In addition, funds raised through fund-raising activities (except Fairmount Redevelopment donations) are also credited to this account. The reserve fund has the following sub-accounts:

1. General for the Benefit of Residents
2. Pathways

This fund sets aside monies for the purposes identified by the donor or a fundraising committee. Transfers to the account represent donations and committee contributions. Transfers from the account represent funds spent on minor capital items or programs which directly benefit the residents. The views of the Fairmount Residents' Council are taken into consideration when funds are expended. The Pathways Project was established by the employees of Fairmount who elected an executive. The reserve represents funds set aside from donations and the sale of items to extend and improve the accessible pathways used by the residents of Fairmount and the residents of Country Pines apartments and their families.

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COUNTY OF FRONTENAC 2012 Draft Budget

Continuity of Reserve Funds Detail

	2011	2012 Budget	2011-2012 Budget	
	\$	\$	Variance	%
<u>FRC Federal Gas Tax Reserve Fund</u>				
Opening Balance	2,207,010	2,020,363	-186,647	-8.46%
Interest	32,869	30,305	-2,563	-7.80%
Transfer to Account	817,734	817,734	0	0.00%
Transfer From Account	-1,037,250	-1,189,000	-151,750	14.63%
CLOSING BALANCE FRC FEDERAL GAS TAX RESERVE	2,020,363	1,679,403	-340,961	-16.88%
<u>FRC Investing in Ontario Reserve Fund</u>				
Opening Balance	815,582	555,097	-260,485	-31.94%
Interest	9,760	8,326	-1,434	-14.69%
Transfer to Account	0	0	0	0.00%
Transfer From Account	-270,246	-371,839	-101,593	37.59%
CLOSING BALANCE FRC INVESTING IN ONTARIO RESERVE	555,097	191,584	-362,079	-65.49%
<u>FMT Capital Reserve Fund</u>				
Opening Balance	2,270,143	2,179,195	-90,948	-4.01%
Interest Earned	34,052	32,688	-1,364	-4.01%
Transfers to Account	0	0	0	0.00%
Transfers From Account	-125,000	-125,000	0	0.00%
CLOSING BALANCE FMT CAPITAL RESERVE FUND	2,179,195	2,086,883	-92,312	-4.24%
<u>FMT Capital Campaign Reserve Fund</u>				
Opening Balance				
Interest Earned	67,034	67,379	344	0.51%
Transfers to Account	344	337	-7	-2.12%
Interfund transfer	0	0	0	0.00%
Transfers From Account	0	0	0	0.00%
CLOSING BALANCE FMT CAPITAL CAMPAIGN RESERVE FUND	67,379	67,715	337	0.50%
<u>Joint FMT Donations Reserve Fund - General for the Benefit of Residents</u>				
Opening Balance	82,565	83,391	826	1.00%
Interest Earned	826	417	-409	-49.50%
Transfers to Account	0	0	0	0.00%
Transfers From Account	0	0	0	0.00%
CLOSING BALANCE JOINT FMT DONATIONS RESERVE FUND	83,391	83,808	417	0.50%
<u>Joint FMT Pathways Reserve Fund</u>				
Opening Balance	34,303	38,764	4,461	13.00%
Interest Earned	261	388	126	48.40%
Transfers to Account	4,200	0	-4,200	-100.00%
Transfers From Account	0	0	0	0.00%
CLOSING BALANCE JOINT FMT PATHWAYS RESERVE FUND	38,764	39,152	388	1.00%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Revenue Calculations

Right-of-way Payments, Payments-in-lieu of Taxes and Supplementary Taxes

Right-of-way Payments: The County of Frontenac shares in revenue derived from utilities and railways based on a per acre payment determined by the Province. It is anticipated that the County tax rate as a percentage of Frontenac and local tax rates will approximate 36%. The calculations are as follows:

Municipality	Acres of Hydro	Acres of Railway	Rate/Acre	Total
South Frontenac	51.17		\$14.85	\$759.87
		47.34	\$2.84	\$134.45
Central Frontenac		364.31	\$1.80	\$655.76
North Frontenac		33.34	\$1.27	\$42.34
Total Payments				\$1,592.42
County of Frontenac's Share at 36%				\$570.00

Payments-in-lieu of Taxes: The Townships collect revenues derived from certain properties subject to payments in lieu of taxes based on the combined County and Township tax rates. The County's portion is calculated by multiplying its tax rate by the PIL assessment.

Supplementary Taxes: These taxes result from new assessments of properties and buildings added during the year. Past trends suggest that supplementary taxes will approximate \$5,000 in 2012.

**COUNTY OF FRONTENAC
2012 Draft Budget**

Revenue Calculations

Right-of-way Payments, Payments-in-lieu of Taxes and Supplementary Taxes

	2011 Budget \$	2012 Budget \$	2010-2011 Budget	
			Variance \$	%
<u>Right-of-way Payments</u>				
South Frontenac - Hydro - County Share	273	273	0	0.00%
South Frontenac - CPR - County Share	145	145	0	0.00%
Central Frontenac - CPR - County Share	135	135	0	0.00%
North Frontenac - CPR - County Share	17	17	0	0.00%
TOTAL FRONTENAC SHARE OF RIGHT-OF-WAY PAYMENTS	570	570	0	0.00%
<u>Payments-in-lieu of Taxes</u>				
Frontenac Islands	1,212	1,224	12	0.97%
South Frontenac	20,213	20,080	-133	-0.66%
Central Frontenac	9,445	7,846	-1,599	-16.93%
North Frontenac	17,650	18,136	486	2.76%
TOTAL PAYMENTS-IN-LIEU OF TAXES	48,520	47,286	-1,234	-2.54%
<u>Supplementary Taxes</u>				
Supplementary Taxes	5,000	5,000	0	0.00%
TOTAL SUPPLEMENTARY TAXES/WRITE OFFS	5,000	5,000	0	0.00%

**COUNTY OF FRONTENAC
2012 DRAFT Budget**

Revenue Calculations

Calculation of the Tax Rate Required to Raise the County of Frontenac Levy Requirements

Statement of Purpose:

To detail the calculations necessary to determine the tax rate required to raise a levy of \$8,464,312 for County of Frontenac purposes. From taxation, \$8,411,456, and Supplementary, Payments-in-lieu and Rights-of-way \$52,286.

Detail:

The Province determined that the tax ratio for Residential & Farm Residential would be 1.0000 and for Farmland and Managed Forests 0.2500. The Province also determined that Commercial (vacant) would be taxed at 70% of the Commercial rate and Industrial (vacant) at 65% of the Industrial rate. The Province authorized municipalities to determine the rate at which farmland under development can be taxed. Farmland in sub class I can be taxed between 25% and 35% of the appropriate rate while farmland in sub class II can be taxed between 25% and 100% of the appropriate rate.

The County of Frontenac set the ratios initially in 1998. It has reviewed these ratios and continues to support the following tax ratios: Residential and Farm Residential – 1.0000; Farmland under Development (Farmland ii) – 0.7000; Multi-Residential – 1.0000; Commercial Occupied – 1.0000; Commercial Vacant – 0.7000; Industrial Occupied – 1.0000; Industrial Vacant – 0.6500; Farmland – 0.2500; and Managed Forests – 0.2500.

As a result, the total weighted assessment available for taxation purposes is as follows:

ASSESSMENT CLASS	CURRENT VALUE ASSESSMENT	TAX RATIO	WEIGHTED ASSESSMENT
Residential & Farm Residential	4,174,195,654	1.0000	4,174,195,654
Multi-residential	4,123,000	1.0000	4,123,000
Commercial Occupied	43,109,455	1.0000	43,109,455
Commercial Vacant	748,377	0.7000	523,864
Parking Lot	33,000	1.0000	33,000
Industrial Occupied	11,518,721	1.0000	11,518,721
Industrial Vacant	555,614	0.6500	361,149
Farmland	95,614,045	0.2500	23,903,511
Managed Forests	12,442,974	0.2500	3,110,744
	4,342,340,840		4,260,879,098

Calculating the 2012 County of Frontenac tax rate by dividing the total levy required by the total weighted assessment:

Frontenac 2012 Tax Rate = \$8,411,456 (2012 County Levy) ÷ 4,260,879,098 = 0.0019741129

The Tax Rate Required is	0.0019741129
Tax Rates	
Residential & Farm Residential	0.00197411
Multi-residential	0.00197411
Commercial Occupied	0.00197411
Commercial Vacant	0.00138188
Parking Lot	0.00197411
Industrial Occupied	0.00197411
Industrial Vacant	0.00128317
Farmland	0.00049353
Managed Forests	0.00049353

COUNTY OF FRONTENAC
2012 Draft Budget

SCHEDULE C: 2011 SUMMARY OF TAXES RAISED BY COUNTY OF FRONTENAC TAX RATES SET OUT BELOW												
Assessment Class	Frontenac Islands			South Frontenac			Central Frontenac			North Frontenac		
	CVA	Tax Rate	Dollars Raised	CVA	Tax Rate	Dollars Raised	CVA	Tax Rate	Dollars Raised	CVA	Tax Rate	Dollars Raised
Residential & Farm Residential	402,585,357	0.00197411	794,749	2,389,855,927	0.00197411	4,717,845	706,110,507	0.00197411	1,393,942	675,643,863	0.00197411	1,333,797
Multi-residential	0	0.00197411	0	3,559,000	0.00197411	7,026	564,000	0.00197411	1,113	0	0.00197411	0
Commercial Occupied	5,061,133	0.00197411	9,991	23,653,149	0.00197411	46,694	10,050,310	0.00197411	19,840	4,344,863	0.00197411	8,577
Commercial Vacant	0	0.00138188	0	402,690	0.00138188	556	273,613	0.00138188	378	72,074	0.00138188	100
Parking Lot	0	0.00197411	0	33,000	0.00197411	65	0	0.00197411	0	0	0.00197411	0
Industrial Occupied	8,338,610	0.00197411	16,461	2,617,911	0.00197411	5,168	3,700	0.00197411	7	558,500	0.00197411	1,103
Industrial Vacant	5,800	0.00128317	7	539,214	0.00128317	692	0	0.00128317	0	10,600	0.00128317	14
Farmland	32,378,300	0.00049353	15,980	51,193,945	0.00049353	25,266	11,255,800	0.00049353	5,555	786,000	0.00049353	388
Managed Forests	161,100	0.00049353	80	5,345,004	0.00049353	2,638	5,215,670	0.00049353	2,574	1,721,200	0.00049353	849
TOTALS	448,530,300	0	837,268	2,477,199,840		4,805,950	733,473,600		1,423,410	683,137,100		1,344,828

SUMMARY OF TAXES RAISED FOR COUNTY PURPOSES BY EACH MUNICIPALITY

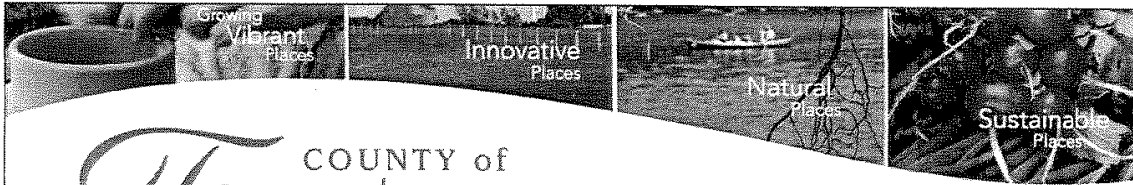
MUNICIPALITY	AMOUNT OF LEVY			Percentage of Total Budget	
	2012	2011	Change	2012	2011
Township of Frontenac Islands	837,268	821,595	1.91%	9.95%	9.85%
Township of South Frontenac	4,805,950	4,778,618	0.57%	57.14%	57.27%
Township of Central Frontenac	1,423,410	1,413,202	0.72%	16.92%	16.94%
Township of North Frontenac	1,344,828	1,330,866	1.05%	15.99%	15.95%
TOTAL LEVY	8,411,458	8,344,281	0.81%	100.00%	100.00%

COUNTY OF FRONTENAC
2012 Draft Budget

2012 SUMMARY OF TAXES RAISED BY PAYMENTS-IN-LIEU TO COUNTY OF FRONTENAC TAX RATES SET OUT BELOW												
Assessment Class	Frontenac Islands			South Frontenac			Central Frontenac			North Frontenac		
	CVA	Tax Rate	Dollars Raised	CVA	Tax Rate	Dollars Raised	CVA	Tax Rate	Dollars Raised	CVA	Tax Rate	Dollars Raised
Residential & Farm Residential	206,800	0.00197411	408	2,252,300	0.00197411	4,446	1,892,500	0.00197411	3,736	4,442,600	0.00197411	8,770
Multi-residential	0	0.00197411	0		0.00197411	0		0.00197411	0		0.00197411	0
Commercial Occupied	413,100	0.00197411	816	7,568,800	0.00197411	14,942	2,022,500	0.00197411	3,993	4,734,300	0.00197411	9,346
Commercial Vacant	0	0.00138188	0		0.00138188	0		0.00138188	0		0.00138188	0
Parking Lot	0	0.00138188	0		0.00138188	0		0.00138188	0		0.00138188	0
Industrial Occupied	0	0.00197411	0		0.00197411	0	59,400	0.00197411	117	10,200	0.00197411	20
Industrial Vacant	0	0.00128317	0	539,000	0.00128317	692		0.00128317	0		0.00128317	0
Farmland	0	0.00049353	0		0.00049353	0		0.00049353	0	0	0.00049353	0
Managed Forests	0	0.00049353	0		0.00049353	0		0.00049353	0	0	0.00049353	0
TOTALS	619,900		1,224	10,360,100		20,080	3,974,400		7,846	9,187,100		18,136

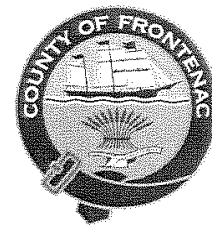
SUMMARY OF TAXES RAISED FOR COUNTY PURPOSES BY EACH MUNICIPALITY

MUNICIPALITY	AMOUNT OF LEVY		
	2012	2011	Change
Township of Frontenac Islands	1,224	1,212	0.97%
Township of South Frontenac	20,080	20,213	-0.66%
Township of Central Frontenac	7,846	9,445	-16.93%
Township of North Frontenac	18,136	17,650	2.76%
TOTAL LEVY	47,286	48,520	-2.54%



2012 DRAFT BUDGET Appendix A Capital

February 15, 2012



Agenda Item # 10102d)

COUNTY OF FRONTENAC 2012 DRAFT Budget

	2011 Budget	2012 Budget	2011-2012 Budget	
	\$	\$	\$	%
County Capital				
Revenue				
Investing in Ontario Transfer for Solar projects	151,085	70,000		
Recoveries	36,511			
Working Fund brought forward	72,667	194,250		
	<u>260,263</u>	<u>264,250</u>	<u>3,987</u>	<u>1.53%</u>
Expense				
Health and Safety		78,500		
Communications		20,000		
Equipment		45,000		
Storage units		25,000		
Green initiative		70,000		
Prior Year Projects		110,000		
2011 Capital Projects	383,944			
Total County Capital	<u>383,944</u>	<u>348,500</u>	<u>-35,444</u>	<u>-9.23%</u>
County Net Capital	<u>123,681</u>	<u>84,250</u>	<u>-39,431</u>	<u>-31.88%</u>
Library in South Frontenac				
Revenue				
Build Canada Fund(BCF)-Community Component (CC)	470,246	0	-470,246	
Transfer from South Frontenac	235,196	0	-235,196	
	<u>705,442</u>	<u>0</u>	<u>-705,442</u>	<u>-100.00%</u>
Expense				
Library Project	705,442	0	-705,442	
Total	<u>705,442</u>	<u>0</u>	<u>-705,442</u>	<u>100.00%</u>
Net Library Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Fairmount Home Capital				
Revenue				
Bring forward prior year projects not completed	128,000	90,000	-38,000	-29.69%
Expense				
Elevator		50,000		
Flooring upgrades		58,500		
Equipment replacement		120,400		
Well & septic upgrades		230,000		
Prior year Projects	171,238	90,000		
2011 Projects	238,890			
Total Fairmount Capital Expenditure	<u>410,128</u>	<u>548,900</u>	<u>138,772</u>	<u>33.84%</u>
Fairmount Net Capital	<u>282,128</u>	<u>458,900</u>	<u>176,772</u>	<u>62.66%</u>
Fairmount Home Redevelopment Debenture				
20 YEAR DEBENTURE	<u>17,200,000</u>	Total	Frontenac	City of Kingston
	<u>2003-2011</u>	<u>2012</u>	<u>2012</u>	<u>2012</u>
Principal	4,468,672	812,510	260,003	552,507
Interest	7,546,285	718,640	230,029	488,811
Ministry of Health Capital Contribution*	3,868,416	483,552	154,737	328,815
TOTAL	<u>8,146,541</u>	<u>1,047,798</u>	<u>335,295</u>	<u>712,503</u>
OUTSTANDING LIABILITY END OF 2012				6,957,863
Ambulance Capital				
Prior Year Projects Brought Forward	374,614		0	0.00%
Vehicles and Equipment	858,170	277,660	-178,049	-100.00%
Major Capital Project - Northern Base Proposal	300,000	300,000	0	0.00%
Total Ambulance Capital Expenditure	<u>1,532,784</u>	<u>577,660</u>	<u>-178,049</u>	<u>-11.49%</u>

2012 DRAFT Capital Budget

February 15, 2012



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date prepared: January 24, 2012

Date of meeting: February 15, 2012

Re: **Financial Services – 2012 Vendor of Record Listing**

Background

The County of Frontenac's Procurement Policy, dated November 17, 2004, section 5.17 states:

The County may select the VOR process of procurement if the Vendors are included on a Vendor of Record list. Generally, there shall be a documented detailed working relationship with the Vendor who will be providing the Goods or Services needed by the County without the County absorbing the administrative costs of seeking several quotes. The VOR process may be used either directly to Procure Goods and or Services (i.e. without further competition) or it may be used as the basis for a Bid Request.

Every three years vendors will be provided with the opportunity to be included on the Vendor of Record list through an open solicitation of expressions of interest. Current Vendors and new submissions will be reviewed using the standard evaluation grid available for the specific good or service to which the vendor relates.

A vendor who is the successful bidder in a competitive process for the County and who provides the contracted service consistent with the requirements of the contract in a manner satisfactory to the Authorized Person will be added to the Vendor of Record list.

The VOR list shall be reviewed at least once per fiscal year by County Council during budget deliberations to ensure the County continues to receive Goods and Services at the best possible value. However, any VOR vendor can be removed from the list at any time.

Agenda Item # 10102e)

Comment

An open solicitation process will be undertaken during 2012 and any recommended revisions to the Vendor of Record list emanating from that process will be brought to Council for consideration. The current Vendor of Record list is attached to this report for Council's review.

Recommendation

THAT Council of the County of Frontenac receive the *Financial Services – 2012 Vendor of Record Listing* report;

AND FURTHER Council accept the *2012 Vendor of Record List* as presented.

Organizations, Departments and Individuals Consulted and/or Affected

Senior Management Team

2012 Vendor of Record Listing

Company Name	Years associated with County of Frontenac
1000 ISLANDS PUBLISHERS LTD.	8
1557145 KEN'S VACUUM PUMPING LTD.	7
8020 INFO INC.	5
A PARTY CITY	1
A WORLD OF RENTALS	1
A&A ASPHALT	5
A&A BEAUTY SUPPLIES	2
A1 UNIFORM SERVICES INC.	8
AABEN WINDOWS AND DOORS LTD.	4
ACCARA INC.	1
ACCESSIBILITY EXPERTS LTD.	2
ACF COMMUNICATION SERVICES INC.	5
ACKLANDS GRAINGER INC.	8
ACTION MEALS	3
ACTIONABLE INTELLIGENCE INC.	1
ADVANCED BUSINESS INTERIORS	3
ADVANCED PATIENT N.E.T.	8
AFG GLASS CENTRE	10+
AGELESS ATTITUDES	3
AIR LIQUIDE CANADA INC.	4
AIR-RESP MEDICAL INC.	4
ALEX MCCOY PLUMBING AND HEATING	7
ALLIANCE WIRELESS COMMUNICATIONS	7
ALLIED MEDICAL	10
AMBERLEY GAVEL ACADEMY	2
AMEY'S GREENWOOD TAXI	4
ARCHER PUMPS LTD	5
ARJO	3
ARMSTRONG ASSOCIATES	3
ASC BUILDING SERVICES	1
ASSOCIATED HEALTH SYSTEMS (AHS)	4
ATTENTION GETTERS	5
AVIVA INSURANCE C/O GUARDSMAN INSURANCE	1
BAGOT MEDICAL CENTRE	8
BARDON SUPPLIES LTD	4
BATTAM, STARK	2
BATTERSEA UNITED CHURCH	1
BAYRIDGE PRINTER PRO	1
BCM COMPUTER TECHNOLOGIES	1
BEEHLER BROS. ELECTRICAL	4
BENSON COMMERCIAL TIRE	4
BENSON TRUCK & TRAILER	4
BERNARD CLARK PHOTOGRAPHY	2
BEST WESTERN FIRESIDE INN	1

2012 Vendor of Record Listing

BGM METALWORKS	8
BICKERTON BROKERS	4
BILL YOUNG	5
BIO PED FOOT CARE CENTRE	4
BLASKO, RICK	1
BOYD ELECTRIC	5
BRAFASCO	5
BRAINSTORM INC.	2
BRAITHWAITE UPHOLSTERY & CANVAS	1
BRIAN'S PAINTING & DECORATING	3
BROWN'S FINE FOOD	1
BROWNS FIRE PROTECTION	3
BUBBLES CLEANING SERVICES	10+
BURCHELL LIGHTNING PROTECTION INC.	5
BUSINESS MACHINES SERVICE CENTRE	10+
BUTTERWORTHS	5
BVH ENGRAVERS & TROPHIES	10+
C.C. LIMESTONE SERVICES	2
C.Y. INTERIORS LTD.	1
C/S CONSTRUCTION SPECIALTIES COMPANY	3
CABAM	5
CADUCEON ENVIRONMENTAL LABORATORIES	5
CAMDEN UPHOLSTERY	1
CAMERA KINGSTON LIMITED	2
CAMPANA SYSTEMS INC.	4
CAMPBELL'S SEPTIC SERVICE	1
CANADIAN BEARINGS LTD	4
CANADIAN EMERGENCY NEWS	4
CANADIAN LINEN AND UNIFORM SERVICE	5
CANADIAN SMALL ENGINES	3
CANADIAN TIRE - Ed Derbyshire	4
CANADIAN TIRE - Princess & Bath	7
CANPAR TRANSPORT L.P.	1
CANSEL	1
CAPITAL MOVERS & STORAGE	2
CARE STREAM MEDICAL LTD.	4
CARE-TEK CORPORATION	4
CARKNER, ROGER (3 SEAS)	1
CARLETON UNIFORMS INC.	8
CARPETS PLUS	3
CASTLE & COOPER INC.	5
CELEBRATE WITH A CAKE	1
CENTENNIAL ENGRAVERS AND TROPHIES LTD	5
CENTRAL FRONTENAC TOWING	3
CF PETRO PRO	3
CHEMDRY BY METZLER	3
CHOQUETTE CKS	5

2012 Vendor of Record Listing

CHRISTIAN BROADCASTING ASSOCIATES INC.	2
CHRISTIE WALTHER	5
CIMTEL WIRELESS RNA	5
CITIRIX SYSTEMS INC.	2
CLAYTON FLOORING INC.	1
CLEANING SOLUTIONS 2000	2
CLINIC PHARMACY	1
COLLINS	4
COMPUTER DEPOT	4
COMTREX COMMUNICATIONS LTD.	5
CONCEPTS DU SABLIER	5
CONTINUING GERONTOLOGICAL EDUCATION COOPERATI	5
COOK CANADA INC.	5
CORPORATE SHELVING SOLUTIONS	0
CRAMER CO.	2
CREDIT 360 LTD	1
CRESTLINE COACH LTD.	10
CRINTEC LTD.	8
CROWN COLLISION SERVICE LTD.	8
CROWSON, DR. R.H. DENTAL SURGEON	1
CULLIGAN WATER CONDITIONING	3
CUNNINGHAM SWAN CARTY LITTLE & BONHAM	7
D.A. MCGUGAN & ASSOCIATES INC.	1
D.WAYNE GOULD CONSULTING SERVICES	3
DA COSTA MILLWORK & CARPENTRY SHOP	2
DACON CORPORATION LTD.	8
DAVID J. CUPIDO CONSTRUCTION LTD.	1
DAVID STONE & ASSOCIATES	1
DAVID'S OPTICAL	2
DB MECHANICAL (KINGSTON) LTD.	5
DESERT LAKE GARDENS	1
DIAMOND MUNICIPAL SOLUTIONS INC.	5
DIGIGRAPHS	5
DIGITAL OFFICE SYSTEMS	2
DIRECT ENERGY BUSINESS SERVICES	5
DIRECT SIGNS 20/20	3
DISCOUNT CAR AND TRUCK RENTALS	4
DON WILSON MECHANICAL LTD.	2
DONALD GORDON CENTRE	4
DONALDSON, BRIAN	4
DOOR DOCTOR	8
DOUG'S ANTENNA SALES & SERVICE	1
DOWN TO EARTH FAMILY PRODUCTS	3
DOWNTOWN PHYSIOTHERAPY CLINIC AND HEALTH CENT	4
DPD AUTO CENTRE INC.	4
DRAPEAU AUTOMATIC SPRINKLER CORP.	2
E.S.FOX LIMITED	5

2012 Vendor of Record Listing

EARTHWORX LANDSCAPE PRODUCTS	3
ECOLAB	4
ED MALETTE ELECTRIC LTD.	3
EDWARDS FORD SALES (Kingston) Ltd.	9
EGAN-LAING INC.	2
ELORIN	5
EMMONS & MITCHELL CONSTRUCTION LTD.	1
ENERGY KINGSTON EXTERIORS	1
ENVIRO PLUS DUCT CLEANING LTD.	2
ENVIRO-GUARD	10+
ERGOBUYER	8
ERNEST A. CROMARTY ARCHITECT INC.	4
ESKEROD SIGNS	10+
ESRI CANADA	5
ETERNITY MUSIC	3
EVACUCHECK	3
EVIN INDUSTRIES LTD.	5
EXTERIOR DECOR INC.	1
FAMILY SERVICES EAP	10+
FARGO'S GENERAL STORE	4
FEDEX EXPRESS CANADA LTD.	1
FEED THE BEAR DESIGN	1
FERNO	8
FIT TO THE CORE	1
FLAG OUTLET	2
FLAGHOUSE INC	10+
FLOATING-POINT COMMUNICATIONS	5
FORMAN FARMS	3
FOTENN CONSULTANTS INC.	1
FOURNIER CONSULTING SERVICES	1
FRANK COWAN COMPANY	1
FRED PRYOR SEMINARS	5
FRONTENAC HEARING CLINIC	3
FUTUREMED	4
G.D. JEWELL	3
GENERAL STORE PUBLISHING HOUSE	3
GENESIS SYSTEMS CORPORATION	10
GENIVAR CONSULTANTS LIMITED PARTNERSHIP	1
GEORGE COUREY INC	10+
GERRY LEE & ASSOCIATES	5
GLE EXCAVATING/ERLER EXCAVATING	8
GLEN SUPPLY CO. LTD	10+
GLENBURNIE GROCERY	9
GLENTEL WIRELESS CENTRE	2
GLIDDEN PAINTS	5
GOLDEN ROOSTER	5
GORWAY	3

2012 Vendor of Record Listing

GRAND & TOY	10+
GRAND & TOY LTD (FMT)	10+
GRANT CUSTOM	8
GREEN SUPERIOR GLASS	1
GREY ISLAND SYSTEMS INC.	8
GS MANUFACTURING	3
HAMILTON SMITH LTD	5
HAPPYJET AIRCRAFT CLEANING SPECIALIST	1
HARTINGTON EQUIPMENT	10+
HASTINGS MANOR	2
HEALTH SUPPORTS & FITTING SERVICES	7
HEALTHCARE FURN.	5
HENDRIX HOTEL & RESTAURANT EQUIPMENT	4
HILLARY'S DRY CLEANERS	7
HILLSIDE COFFEE COMPANY	3
HIPSAVER CANADA	3
HOBART FOOD EQUIPMENT	4
HOLLINGSWORTH SUPPLY SERVICES	1
HOLLISTER LIMITED	4
HOLSAG CANADA	2
HOLWAY & HUTCHINSON	7
HOPKINS & CORMIER SURVEYING LTD.	4
HOTEL DIEU HOSPITAL	5
HR CONSULTING SERVICES	3
HR SYSTEMS STRATEGIES INC.	3
HUBBY'S HOUSE	1
HUGHES DOWNEY ARCHITECTS	2
HULTON'S CONSTRUCTION LTD.	8
IBI GROUP	4
ICI PAINTS	5
IMAGE ADVANTAGE	5
IMPERIAL OIL	8
INSPEC-SOL INC.	10+
INTEGRATED COMMUNICATION SOLUTIONS	8
INTERDEV TECHNOLOGIES INC.	5
INTERNATIONAL COAT OF ARMS	10+
INTERPROVINCIAL INSULATION INC.	3
ISLAND AID	2
ISLAND BREEZE	3
ISLAND DESIGN WORKS	2
ISOLARA SOLAR POWER	1
J.E. AGNEW FOOD	2
J.J. EXPRESS	10+
J.W. INTERIORS	3
JACOBS BUSINESS SOFTWARE INC.	5
JAMES GILBERT & SONS CONTRACTING LTD.	1
JAMES REID FURNITURE	1

2012 Vendor of Record Listing

JAYNES PLUMBING & HEATING	1
JEROME TAYLOR AUTO MALL	2
JET SIGNS	1
JIFFY AUTO SERVICE	4
JIM THOMPSON CHRYSLER	10+
JOHNSONS FILING AND SHELVING SYSTEMS INC.	3
JOHNSTON, CYNTHIA	4
JUBILATE SINGERS	4
JULIA'S WINDOW FASHIONS	1
K.F.L. & A. HEALTH UNIT	10+
KAAAV	4
KAPS KINGSTN AREA PATIENT SHUTTLE	9
KB HOMES LTD.	1
KEITH'S DELI AND CATERING	5
KELLY SERVICES LTD.	2
KEPLERBELL	1
KINGS TOWN CLEANERS	1
KINGSTON ACCESS BUS	4
KINGSTON AND AMHERST TAXI	10+
KINGSTON AREA RECYCLING	5
KINGSTON FRAMEWORKS	5
KINGSTON GENERAL HOSPITAL	5
KINGSTON HOME HEATING	3
KINGSTON INJURY MANAGEMENT CENTRE	5
KINGSTON MONUMENTS	5
KINGSTON ONLINE SERVICES	5
KINGSTON OXYGEN	7
KINGSTON PLATE & WINDOW GLASS	1
KINGSTON REGIONAL HOSPITAL LAUNDRY	8
KINGSTON TECHNOLOGY COUNCIL	3
KINGSTON THIS WEEK	5
KINGSTON TOYOTA	2
KINGSTON TRUCK CENTRE	5
KINGSTON U-LOCK STORAGE	4
KINGSTON VOLKSWAGEN LTD.	4
KOSTER CONSULTING & ASSOCIATES	1
KPMG ACCOUNTING SERVICE CENTRE	10+
KROWN BODY MAINTENANCE	5
KWIK KOPY	3
LAERDAL MEDICAL CANADA LTD.	4
LAKE ONTARIO ICE	8
LATITUDE GEOGRAPHICS	1
LAURA'S LINEN	1
LAZBOY FURNITURE GALLERIES	5
LCM SECURITY	5
LEN'S CONTROLS LTD	10+
LEONARD FUELS LTD.	1

2012 Vendor of Record Listing

LESLIE T. WEATHERBY LTD.	2
LEVAC PROPANE INC.	7
LEVAC SUPPLY LTD	4
LEVITT SAFETY	5
LIFELABS LP	4
LINDA BATES	3
LINDE CANADA	10+
LINDEN AUDIO VIDEO	4
LIVING CITIES COMPANY	1
LOCAL AUTHORITY SERVICES LTD.	1
LOCAL FAMILY FARMS	1
LONDRY ALARMS	3
LUC'S ORTHOTICS INC.	5
M.C. HEALTHCARE PRODUCTS	3
MACLELLAN WATER TECHNOLOGY LTD	9
MAGNACHARGE	8
MAGNUS/AQUALIBRIUM	4
MALLORY'S FIRE SYSTEMS LTD	5
MALROZ	3
MANREX LTD. MEDICATION	5
MAPLE LANE FARMS	3
MARCHANT MARKING DEVICES	7
MARILYN'S CLEANING SERVICES	8
MARLATEK INC.	2
MARTIN & LEVESQUE INC.	4
MAUNCO	5
MAXILL	4
MAZINAW ON-LINE INC.	5
MCARTHUR MEDICAL SALES INC.	5
MCINTOSH PERRY CONSULTING ENGINEERS LTD.	1
MCKENNA'S LOCK & KEY	8
MCMAHONS HOUSE OF FLOWERS	2
MEDICAL ARTS PHARMACY	4
MEDICAL MART	7
MEDIGAS	10+
MED-I-PANT INC.	1
MEDQUEST MEDICAL INC.	3
MEDTRONIC OF CANADA LTD.	8
MELODY MAGIC	1
MICHAEL J BRENNAN ENTERPRISES	1
MICRO MARKET BUSINESS CENTRE	1
MICROAGE KINGSTON	10+
MICWIL GROUP OF COMPANIES LTD.	3
MINAKER'S FLOWER CENTRE	3
MINUTEMAN PRESS	1
MITCHELL HEWSON, HTM	5
MOBILITY CARE CO.	2

2012 Vendor of Record Listing

MODERN TAXI CAB LTD	12
MOLNLYCKE HEALTH CARE	1
MORGAN/SCOTT KINGSTON INC	5
MORVEN CONSTRUCTION LTD.	1
MOSIER SERVICE CENTRE	8
MOTION SPECIALTIES	4
MOUNTAIN EQUIPMENT CO-OP	5
MOVING IMAGES DISTRIBUTION	2
MR.KLEEN-UP	3
MULTIGEN HEALTHCARE	8
MUNICIPAL PROPERTY ASSESSMENT CORPORATION	10+
MUNICIPAL WORLD INC	1
MUNICOM NETWORK	1
MYERS, MIKE	3
MYLES ACRES	5
NATIONWIDE TELECOM SERVICES	0
NATURAL CAPITAL RESOURCES	2
NATURAL RESOURCES DEPARTMENTAL REVENUE UNIT	2
NEBS BUSINESS FORMS LTD	7
NEDCO-DIVISION OF REXEL CANADA ELECTRICAL	9
NEIL'S FLOWERS	7
NELSCO MAILBOXES INC.	1
NESBITT ENGINEERING	5
NEUROGYM TECHNOLOGIES INC.	3
NEW LEAF LINK	1
NEXUS ACTUARIAL CONSULTANTS LTD.	3
NINE ONE ONE OUTERWEAR	8
NORMAN, DON	1
NORTHWAY HARDWARE	4
NOVACK'S UNIFORM GROUP	8
NOVEL IDEA	2
NUMARA SOFTWARE	5
NUSTEP INC.	2
OBRIEN'S FARM MARKET & GREEN HOUSES	3
ONTARIO LAUNDRY SYSTEMS INC.	4
ONTARIO PANELIZATION	1
OOMEN'S GLASS LTD.	3
OSITECH COMMUNICATIONS INC.	4
OSSO ELECTRIC SUPPLIES INC.	3
OTTAWA BUSINESS INTERIORS	3
O-TWO MEDICAL TECHNOLOGIES INC	8
PAM'S FLOWER GARDEN	3
PANASONIC SERVICE CENTRE	3
PAR-T-PERFECT	2
PAT ROGERS TOWING SERVICE	5
PAUL CAVALIER DRIVER TRAINING	4
PAVR-O	3

2012 Vendor of Record Listing

PELA CFDC	3
PENALTA GROUP LIMITED	4
PETER NIKOLOVSKI DENTURE CLINIC	1
PETRO CANADA	5
PL CONSTRUCTION	1
PLANES PRECAST CONCRETE	4
PLUMBING PLUS	3
PORTSMOUTH HARDWARE	2
POSITIVE PROMOTIONS	4
PRECISION SHEET METAL	1
PRINCESS AUTO	2
PRINTFUSION INC.	3
PRITCHARD'S LINEN & PARTY RENTALS INC.	3
PRO TEC TECHNICAL SERVICES INC.	1
PRUDENT PUBLISHING LTD.	4
PUKASKWA SOLAR ENERGY	1
PUROLATOR COURIER LTD.	3
PVB ROOFING CONSULTANTS INC	8
QUALITY LIFE SERVICES INC.	1
QUALITY PATIENT TRANSFER SERVICE	4
QUATTROCCHI'S SPECIALTY FOODS	2
QUEEN'S UNIVERSITY	10+
QUEENS UNIVERSITY- PRINTING SERVICES	10+
QUICK SEW	1
QUINTE HEALTH CARE	3
R. NICHOLLS DISTRIBUTORS INC.	8
R.G. HENDERSON & SON KINGSTON LTD.	4
R.HERMAN ARBITRATION/MEDIATION INC.	5
R.W.ELECTRIC	2
RACKAIR INC.	8
RADISSON HOTEL KINGSTON HARBOURFRONT	2
RADONIC RODGERS DESIGN & MARKETING	2
RAINBOW AWNINGS & CANVAS	3
RANGER SUPPLY-OPS	4
REGIONAL DOORS AND HARDWARE	1
RENAISSANCE MUSIC LTD	4
RENTOKIL PEST CONTROL	4
REVELL FORD LINCOLN	8
REVEREND LEWIS BRYANT	1
RICARDO ROOFING LTD.	4
RICK & JULIE, A NIGHTCLUB ACT	2
RIGNEY BUILDING SUPPLIES LTD.	3
RIVETT ARCHITECTURAL HARDWARE LTD	5
RNA WIRELESS TECHNOLOGY INC	5
ROCHON, SUE	5
RONA HOME & GARDEN	5
ROWLAND EMERGENCY VEHICLE PRODUCTS	8

2012 Vendor of Record Listing

SAFEDESIGN APPAREL LTD.	5
SAM CHEMICAL SPECIALITIES	3
SAMMONS PRESTON ROLYAN CANADA	4
SCOTT INDUSTRIAL SERVICES	4
SCOTT'S SNOW REMOVAL AND LAWN MOWING	8
SECOND NATURE	2
SELECT DOOR AND FRAME	5
SENTIMENTAL PRODUCTIONS	3
SEPROTECH WATER PURE & SIMPLE	0
SETON	4
SHARBOT LAKE LAWN SERVICE	8
SHEEHAN ARBITRATION MEDIATION SERVICES	1
SHOALTS AND ZABACK ARCHITECTS LTD.	3
SHOPPERS DRUG MART	7
SHOPPERS HOME HEALTH CARE	9
SIEMENS CANADA LTD.	5
SIGN A RAMA	1
SILKWOOD LAWN AND GARDEN	8
SILVER MERIDIAN	4
SILVER'S WATER SERVICE	10+
SILVERT'S	1
SKILLPATH SEMINARS	1
SODEXHO SERVICES CANADA	3
SONNY'S AUTOMOTIVE CENTRE	5
SPACE AGE SHELVING	4
SPECIALTY FURNITURE	1
SPECIALTY TROPHIES formerly TROPHY WORX	4
SPECTRUM NASCO	5
ST LAWRENCE POOLS	5
STANTEC CONSULTING LTD.	3
STAPLES #023	6
STEAMATIC OF KINGSTON LTD.	3
STEPHEN WILD PHOTOGRAPHY	1
STERICYCLE INC.	5
STITCH FOR YOU	1
STITCH IT	8
STONEHENGE INDUSTRIES INC.	3
STRADWICK CARPET ONE	5
SUNCORP VALUATIONS	2
SUNHARVEST GREENHOUSES	5
SUNRAE CONSTRUCTION LTD.	1
SUPERIOR PRINTING CENTRE	8
SUPERIOR SHOE & FOOTCARE CENTRE	4
SWISH MAINTENANCE LTD	8
SWITCH - KINGSTON ALTERNATIVE ENERGY CLUSTER	1
SWYRICH CORPORATION INTERNATIONAL CODE OF ARMS	4
T.A. ANDRE & SONS	1

2012 Vendor of Record Listing

T.A.S.COMMUNICATIONS	5
TACH WEST INSTRUMENTS LTD	8
TACKABERRY HEATING & REFRIGERATION SUPPLIES	7
TAYLOR CHEVROLET CADILLAC	2
TAYLOR STUDIOS	5
TEMPLEMAN MENNINGA LLP	1
TERANET ENTERPRISES INC.	1
TERRY'S PLOWING AND LAWN CARE	4
TEXMEDICO	1
THE FLAG SHOP	3
THE GLASS HOUSE	1
THE MARCOTAS	4
THE OSBORNE GROUP TORONTO INC.	3
THE REVIEW MIRROR	2
THE RISING BUN BAKERY AND TEAROOM	1
THE TRAINING CONSORTIUM LLC	1
THERMOPATCH (CANADA) INC.	5
THOMAS LEMMON & SONS (1973) LTD	9
THOMPSON CONSTRUCTION MANAGEMENT SERVICES	5
THOMPSON ELECTRIC	8
THYSSEN KRUPP ELEVATOR	9
TILLEY ENDURABLES	4
TIMBER TREES O/C 901641 ONTARIO LTD	5
TRAILHEAD	3
TRANE CANADA	3
TREVOR OWEN LTD.	4
TRI TONES	2
TRIM-LINE OF SOUTH EASTERN ONTARIO	8
TRIOLA	2
TROPHY HOUSE	5
TROUSDALE HOME HARDWARE	4
TROW CONSULTING ENGINEERS	10
TRUE COMFORT HEATING & COOLING LTD.	5
TRUE ELECTRIC	3
TUNDRA LEATHER	3
TYROUTE COMMUNICATIONS INC.	5
ULINE	1
ULTRAMAR LTD	7
UNDERWOOD SYSTEMS	1
UNIVERSAL MECHANICAL & CONSTRUCTION SERVICES	2
UPGRADES ON WHEELS	3
UPPER CANADA OFFICE SYSTEMS	10
UPS CANADA	3
VANDERVOORT HOLDINGS LTD.	2
VAN'S MOBILE WASH	4
VANZUYLEN ALIGNMENT SERVICE LTD	8
VAUGHAN BUILDING SUPPLIES	3

2012 Vendor of Record Listing

VERATHON MEDICAL	1
VERSUS BUSINESS FORMS AND LABELS	8
VIRTUAL TRAINING CO., INC	1
W.BAXTER	2
W.I. VILLAGER LTD.	1
W.R. BRIGHTMAN & SON LTD	10
W.VAN WYNGAARDEN	3
WALLACK'S ART SUPPLY	5
WALMART CREDIT DEPT.	3
WASTE MANAGEMENT	8
WATSON & ASSOCIATES ECONOMISTS LTD.	1
WATSON, DON "SUNSHINE SOULS"	1
WE CARE HEALTH SERVICES INC.	4
WEMP & SMITH CONSTRUCTION LTD.	1
WESA INC.	1
WESTBURNE/RUDDY ELECTRIC	3
WILKINSON CHUTES CANADA	5
WINDMILLS CATERING	1
WIRELESS EXPRESS	5
WISHBONE DELICATESSEN	1
WOLSELEY MECHANICAL GROUP	10
WSI WASTE SERVICES INC	3
YOUNG SIGNS	3
ZOLL MEDICAL CANADA INC.	10



ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared By: Julie Shillington
Administrator of Fairmount

Date Prepared: February 7, 2012

Date of Meeting: February 15, 2012

Re: Fairmount Home – Property Easement

Background

About 10 years ago, in preparation for the Fairmount Redevelopment project, the property line between the Home and Country Pines Apartments next door was adjusted. During this past summer, consultants working on the Fairmount Water Project and Permit to Take Water renewal advised that the Country Pines well was now on County property.

Comment

Through discussion with our legal counsel, Ministry of the Environment representatives, water consultants, County Council and staff at Kingston Municipal Non-Profit Housing Corporation, the owner and operator of Country Pines, it was agreed that an easement of some property surrounding the well would be conveyed to Country Pines.

A property survey has been completed and an easement agreement prepared by our legal counsel. It is our understanding the Board of Directors for Town Homes Kingston has approved the agreement for its representatives' signatures.

Sustainability Implications

Granting of the easement will ensure the best long-term use of the property.

Financial Implications

Costs for the survey and legal fees are being borne by the County.

Agenda Item # 10104a)

Recommendation

RESOLVED THAT Council of the County of Frontenac receive the *Fairmount Home – Property Easement* report;

AND FURTHER THAT Council of the County of Frontenac authorize the Warden and Clerk to execute the Property Easement agreement with the Kingston Municipal Non-Profit Housing Corporation

Organizations, Departments and Individuals Consulted and/or Affected

Kingston Municipal Non-Profit Housing Corporation
Country Pines Tenants
Ministry of the Environment
Genivar

A highlight of the April Volunteer dinner was thank you speech given by Shelly McCoy from Support Services at Fairmount. The following is just a segment of Shelley’s speech that we wanted to share with you once again: “Our volunteers don’t just porter residents to and from programs, they get involved, they develop friendships, and they bring a part of the outside world into Fairmount. One of the things I admire most about our volunteers is that this isn’t just a Monday to Friday 8-4 deal. No way. You people are here in the evenings for the entertainment, you’re here on the weekends for the van drives and here on Sunday’s to make sure that anyone who wishes to go to the Sunday service is able to attend. As a staff member who enjoys her coffee, I have to say without you people who run the café, well, life just wouldn’t be the same. You people are saints and I don’t think that any of us say Thank You enough for that. It isn’t the paycheck that brings you here. You come out of the goodness of your heart, and to me that speaks volumes about what wonderful people you are.”



Remembering Volunteers who touched our lives and sadly we lost in 2011...

Everyone at Fairmount Home was saddened to learn that on May 20th Shirley Moreland passed away after a courageous battle with cancer. Since the General Store opened Shirley diligently volunteered from 11-2 every Thursday and contributed more than 900 hours to Fairmount Home. Her impact and dedication will not be forgotten.



Sadly Billie Jean, Bandit and St. Nicholas (Nick) beloved pet therapy volunteers, also passed away in 2011 after many wonderful years giving love to their families and all the residents of Fairmount Home.



All three of these dogs had the sweetest nature, and will be remembered fondly by all whose lives they touched.



2011 Review of Volunteer Services

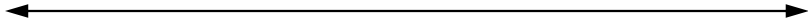


We averaged 59 volunteers providing services at Fairmount each month.

All together 130 registered volunteers contributed 7014.5 recorded hours in 2011!



(This does not include groups who volunteer time regularly such as the 4H Club and entertainment)



2011 was a year of many great accomplishments including the LEGACY OF LEARNING PAINTING PROGRAM, made possible through a Federal Government New Horizon's for Seniors Program Grant and many of our dedicated and talented volunteers.



Because of volunteer Sally Blasko several residents once again experienced **FISHING ON THE LAKE** this summer. As you can see from these photos it was a great success and the residents and volunteers all had a fabulous time!



Speaking of fishing, we also completed 2 surveys of Volunteer Services at Fairmount Home in 2011!

The Satisfaction Survey was completed by 42% of volunteers and the **Staff Feedback Survey** was completed by 21% of employees at Fairmount.

Feedback was overwhelmingly positive with 100% of volunteers who completed the survey (42% of our regular volunteers) reporting staff were accessible, helpful, and they received enough support in their volunteer role. 100% of staff respondents said they would recommend Fairmount as a place to volunteer to friends or family members and 100% also said they support the work of the Auxiliary at Fairmount Home.

All in all the results showed that in fact volunteering is not only beneficial for our residents, but our staff and our volunteers!



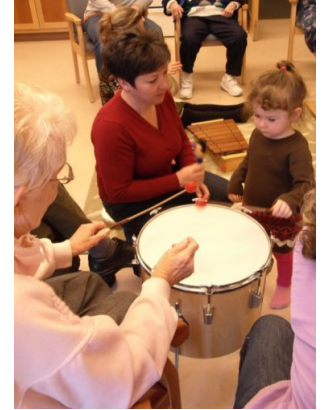


Thanks to volunteer support (& sponsorship of the Auxiliary at times) residents enjoyed many **outings & community events in 2011** including: Rotary Park & Gananoque picnics, the Hockey Hall of Fame, Fall Colours & Christmas Lights tours, West Winds Farm, Keirstead's Gallery & more...



Shortly after the Legacy of Learning Painting Program was complete we were thrilled to offer **GENERATION JAMBOREE** to our residents. This program was made possible through a Community Foundation of KFL&A grant. For 10 sessions Generation Jamboree brought together residents, preschool children and Music Therapist Rebecca Worden for 1 hour sessions. Residents thoroughly enjoyed the curiosity and playfulness of the children and the little ones benefitted from interacting with frail seniors in fun filled creative activities.

Needless to say the assistance of volunteers was once again instrumental (pun intended) to the success of this program, although they managed to evade our camera for the most part!



ONTARIO VOLUNTEER SERVICE AWARDS

We were privileged to once again have the opportunity to nominate volunteers for Ontario Volunteer Service Awards in 2011. The adult volunteers were chosen for 5+ years of commitment to Fairmount, and the youth volunteer for a minimum of 1 year of commitment to Fairmount.

Our congratulations to these volunteers, and thank you again for all you do!



Seen in this photo at the awards ceremony: Norm Barker, Millie Collins, Barry Rogers, Ann Prosser & Ken Balkwill. Missing from the photo but nominated as well: Louisa Costa and youth Scott Jones.



Fairmount HOME Volunteer News

Volume 11 Issue 1

January 2012

Contact Information:

Fairmount Home
Phone # 613-546-4264

Violet Yovanovich,
Recreationist
1st Floor—ext 571

Mari Vepsalainen,
Recreationist
2nd Floor—ext 572

Marilyn Kellar,
Rehab Assistant
ext 562

Pastor Lewis,
Pastoral Care
ext 582

Lynda Laird,
Volunteer & Special
Events Coordinator
ext 581

llaird@frontenaccounty.ca

Dorothy Jackson,
Receptionist
ext 100

2069 Battersea Road
Glenburnie, Ont
K0H 1S0
Fax: 613-546-0489

VOLUNTEER SURVEY RESULTS

We ended 2011 with completing a Staff Survey of Volunteer Services at Fairmount Home. I am pleased to report 36 staff members completed the survey and I've very appreciative that they took the time to provide us with their feedback.

The questions asked, and survey results are:

1. I clearly understand the roles of volunteers at Fairmount Home and their limitations in working with residents. 100% of respondents agreed.
2. I have recently told a volunteer they have done a good job and/or we appreciate what they do at Fairmount Home. 94.1% of respondents agreed.
3. I know who to talk to if I have a question or concern regarding a volunteer at Fairmount Home. 94.3% of respondents agreed.
4. I believe the overall quality of care for residents is enhanced through utilizing volunteers. 97.2% of respondents agreed.
5. New volunteers receive mandatory training in abuse, neglect, workplace violence and infection control. 52.8% agreed and 47.2% didn't know.
6. I would recommend Fairmount Home to friends or family members as a place to volunteer. 100% of respondents agreed.
7. I support the work of the Auxiliary at Fairmount Home, raising funds to purchase items to benefit residents including Christmas gifts, specialized equipment, and sponsoring resident outings. 100% of respondents agreed.
8. What do you believe is the main value of having volunteers at Fairmount Home? Responses included: Enhancing lives of residents and their families; making residents happy and giving them confidence; the volunteers are always smiling and the friendliest of people; they allow residents to go to programs they may not be otherwise able to; they provide a degree of normalcy.
9. Do you have any suggestions to enhance the volunteer program at Fairmount Home? Responses included: More volunteers in the evenings; I think the program is well constructed as is; it is important for volunteers to wear their name badges; more advertising outside of FH for volunteers; we can always use more volunteers and more programs.
10. Please indicate what best describes the department you work in. Responses were: Nursing 66.7%, Administration 16.7%, Programming Department 8.3%, and Maintenance/Laundry/Housekeeping/Dietary 8.3%

* Please note follow-up occurred with staff regarding several of the questions including informing them that 100% of new volunteers to receive mandatory training in abuse, neglect, workplace violence and infection control.

Follow-up to Volunteer Feedback

One of the items that came out of the Volunteer Satisfaction Survey in 2011 was requests for **education around dealing with 'difficult' residents**. I am pleased to let you know in response to this request we applied for and received a grant from the Rotary Club of Cataraqui-Kingston to host a **one day workshop for volunteers on Monday March 12, 2012**. This workshop will be facilitated by local experts in the fields of communication and conflict resolution and will specifically address behaviours that we may find 'challenging' in LTC and responses we can use to help de-escalate potential sources of conflict.

Spaces are limited so please sign up early with Lynda.



Volunteers have also expressed concern about how to identify **residents with special dietary needs** in programs where they are helping serve food or refreshments. The Recreationist working the program is responsible for ensuring all special dietary needs are met. However, in order to help prevent any potential confusion around special diets, Violet and Mari are trialing a system of using stickers to identify residents that volunteers should not give food or refreshments to in programs. Volunteer feedback will be essential in this process so please be sure to let us know if you are finding the stickers helpful at programs you assist with.



The third question that came from a volunteer through the survey was around the process for **responding to a resident medical emergency**. Please remember that even if you have a background in medicine, that is not your role as a volunteer at Fairmount. Help is quickly accessible through pushing any one of the Emergency Buttons found in all rooms of the home. Nursing staff will immediately receive, and respond to, this summon for help. As a volunteer you would try to support the resident by keeping them calm and assuring them that help is on the way.

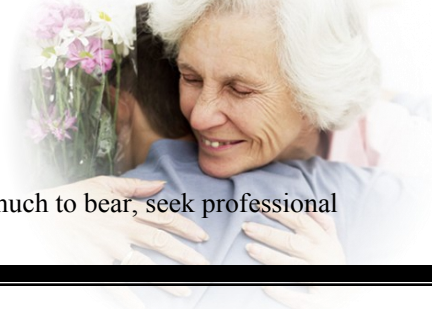


Dealing with the death of a resident

When a resident passes at Fairmount we try to identify volunteers who were particularly close to that resident and let them know before their next shift, or they read it in the newspaper. We recognize how traumatic it can be to come into the home and find a room you regularly visited suddenly empty, and it is a situation we certainly try to avoid. Unfortunately sometimes Programming Staff are off for a few days or unaware of particularly close bonds until the volunteer does arrive at the empty room. We are sincerely sorry if this situation has happened to you and urge you to keep us abreast of these close bonds so we can try to be a support when a resident passes. Whenever possible Programming Staff also attend the wake or funeral for residents and certainly would welcome any volunteers who would like to come with us. I know that families really appreciate hearing the different experiences and impacts their loved one had at Fairmount and would be honored to have volunteers attend the service as well as staff. It is also such an important part of our own grieving process to share experiences and feelings with others and I know I have found it very cathartic to view the photos and life histories of residents at their memorial services.

There are many ways to cope effectively with grief and loss:

- Seek out caring people
- Express your feelings
- Be patient with yourself and others
- Take care of your health by eating well and getting plenty of rest
- Seek outside help when necessary. If your grief seems like it is too much to bear, seek professional assistance.





POSTED CHEQUE LISTING

PAYROLL

FOR THE PERIOD OF: January 10, 2012 - February 8, 2012(inclusive)

PAYROLL DATE

PP#1	December 26, 2011 - January 8, 2012	Canadian Payroll	\$ 164,392.63
PP#2	January 2, 2012 - January 15, 2012	Canadian Payroll	\$ 257,254.41
PP#2	January 9 2012 - January 22, 2012	Canadian Payroll	\$ 159,629.53
PP#3	January 16, 2012 - January 29, 2012	Canadian Payroll	\$ 242,219.37

PAYROLL TOTAL: \$ 823,495.94

TOTAL: \$ 823,495.94



POSTED CHEQUE LISTING

COUNTY OF FRONTENAC

(Great Plains)

FOR THE PERIOD OF: January 10, 2012 - February 8, 2012 (inclusive)

CHEQUE TOTAL:

1,651,032.51

TOTAL:

\$1,651,032.51

Agenda Item # 11•

**County of Frontenac
Transaction Register Report
January 10, 2012 - February 8, 2012**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
2082012	IMPE0001	IMPERIAL OIL	2/8/2012	13974.99
1791	REVE0005	REVEREND LEWIS BRYANT	1/10/2012	854.71
1930033	RECE0002	RECEIVER GENERAL	2/3/2012	43593.98
1930467	RECE0002	RECEIVER GENERAL	2/3/2012	15377.62
3005	TDFU0001	TD FUTURE BUILDER	1/12/2012	425.00
36275	ADVA0004	ADVANCED PATIENT N.E.T.	1/11/2012	79.10
36276	ASMO0001	ASSOCIATION OF MUNICIPALITIES	1/11/2012	4538.70
36277	BAGO0001	BAGOT MEDICAL CENTRE	1/11/2012	2257.07
36278	BEEH0001	BEEHLER BROS. ELECTRICAL	1/11/2012	2087.11
36280	BENS0001	BENSON TRUCK & TRAILER	1/11/2012	1174.72
36281	BENS0002	BENSON COMMERCIAL TIRE	1/11/2012	4898.96
36282	BROW0003	BROWN'S FINE FOOD	1/11/2012	1396.68
36283	CALL0001	CALLIGARIS SATELLITE ELECTRONI	1/11/2012	296.60
36284	CANP0001	CANPAR TRANSPORT L.P.	1/11/2012	31.91
36285	CARL0001	CARLETON UNIFORMS INC.	1/11/2012	32576.66
36286	CLAY0001	CLAYTON FLOORING INC.	1/11/2012	32306.28
36287	CROW0001	CROWN COLLISION SERVICE LTD.	1/11/2012	2977.89
36288	CUNN0001	CUNNINGHAM SWAN CARTY LITTLE &	1/11/2012	1145.62
36289	ELEC0001	ELECTRICAL SAFETY AUTHORITY	1/11/2012	294.94
36290	ESSE0001	ESSENTIAL IMPACTS COACHING INC	1/11/2012	6583.60
36291	ETRO0001	407 ETR	1/11/2012	10.00
36292	FIEN0001	MATT FIENE	1/11/2012	954.04
36293	FULT0003	SAVILL ELIZABETH -IN TRST	1/11/2012	921.15
36294	GENE0003	GENESIS SYSTEMS CORPORATION	1/11/2012	847.50
36295	GLEN0002	GLEN SUPPLY CO. LTD	1/11/2012	190.94
36296	HAHN0001	DAVID HAHN	1/11/2012	1031.68
36297	JJEX0001	JJ EXPRESS	1/11/2012	187.13
36298	JJEX0002	J.J. EXPRESS	1/11/2012	58.49
36299	KFLA0003	KFL&A Childrens Services Steer	1/11/2012	500.00
36300	KITT0001	JOHN KITTLE	1/11/2012	992.53
36301	KRUM0001	MARIS KRUMINS	1/11/2012	72.00
36302	MALR0001	MALROZ	1/11/2012	4202.02
36303	MCHE0001	M.C. HEALTHCARE PRODUCTS	1/11/2012	5474.85
36304	MCKE0001	MCKENNA'S LOCK & KEY	1/11/2012	203.40
36305	MEDT0001	MEDTRONIC OF CANADA LTD.	1/11/2012	1735.00
36306	OTTA0001	OTTAWA BUSINESS INTERIORS LTD.	1/11/2012	5382.02
36307	RECE0003	RECEIVER GENERAL	1/11/2012	406.30
36308	REVE0001	REVELL FORD LINCOLN	1/11/2012	864.38
36309	RNIC0001	R. NICHOLLS DISTRIBUTORS INC.	1/11/2012	23.17
36310	SHSC0001	SHS INC.	1/11/2012	5650.00
36311	SIEM0001	SIEMENS BUILDING TECHNOLOGIES	1/11/2012	3096.87
36312	SPAC0001	SPACE AGE SHELIVING	1/11/2012	5087.61
36313	THEE0035	THE ESTATE OF RUTH LOVETT	1/11/2012	16.68
36314	TOWN0003	TOWNSHIP OF NORTH FRONTENAC	1/11/2012	4000.00
36315	UNWY0001	UNITED WAY	1/11/2012	554.00
36316	WALM0001	WALMART CREDIT DEPT.	1/11/2012	192.62

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36317	ASSO0003	ASSOCIATION OF FUNDRAISING PRO	1/17/2012	25.00
36318	BENS0001	BENSON TRUCK & TRAILER	1/17/2012	21908.10
36319	BENS0002	BENSON COMMERCIAL TIRE	1/17/2012	1169.46
36320	CANP0001	CANPAR TRANSPORT L.P.	1/17/2012	40.49
36321	CARL0001	CARLETON UNIFORMS INC.	1/17/2012	6800.54
36322	CRIN0002	CRINTEC LTD.	1/17/2012	2416.20
36323	FULT0003	SAVILL ELIZABETH -IN TRST	1/17/2012	706.69
36324	INFO0002	8020 INFO INC.	1/17/2012	4712.10
36325	JONE0003	ROSEMARIE JONES	1/17/2012	282.98
36326	KING0004	KINGSTON U-LOCK STORAGE	1/17/2012	1224.00
36327	MCMA0002	MCMaster UNIVERSITY	1/17/2012	800.00
36328	MUNI0006	MUNICIPAL EMPLOYER PENSION CEN	1/17/2012	1441.39
36329	OTWO0001	O-TWO MEDICAL TECHNOLOGIES INC	1/17/2012	311.63
36330	PUBL0002	PUBLIC SERVICES HEALTH & SAFET	1/17/2012	33.90
36331	SAND0002	GEOFF SANDIFORD	1/17/2012	177.60
36332	SHAR0001	SHARBOT LAKE LAWN SERVICE	1/17/2012	282.50
36333	THEF0004	THE FLAG SHOP	1/17/2012	73.39
36334	THEK0001	THE KINGSTON WHIG STANDARD	1/17/2012	205.77
36335	VEPS0001	MARI VEPSALAINEN	1/17/2012	72.76
36336	ZOUT0001	ANDREW ZOUTMAN C/O DICK ZOUTMA	1/17/2012	3783.52
36337	BATT0003	STARK BATTAM	1/17/2012	135.60
36338	ONTA0010	ONTARIO MUNICIPAL MANAGEMENT I	1/17/2012	425.00
36339	PERT0002	PERTH COUNTY EMS COMMUNITY & E	1/17/2012	200.00
36340	TAYL0001	TAYLOR CHEVROLET CADILLAC	1/17/2012	1236.22
36341	BIOP0001	BIO PED FOOT CARE CENTRE	1/26/2012	135.60
36342	CANA0009	CANADIAN TIRE STORE 195	1/26/2012	136.71
36343	CANP0001	CANPAR TRANSPORT L.P.	1/26/2012	62.15
36344	CARL0001	CARLETON UNIFORMS INC.	1/26/2012	575.51
36345	CHRI0002	CHRISTIE WALTHER	1/26/2012	193.85
36346	CSCO0001	C/S CONSTRUCTION SPECIALTIES C	1/26/2012	2231.75
36347	DALT0001	DALTCO ELECTRIC AND SUPPLY LTD	1/26/2012	11.42
36348	DIGI0001	DELTA PRINTING	1/26/2012	239.56
36349	DIRE0003	DIRECT ENERGY BUSINESS SERVICE	1/26/2012	1166.16
36350	DOOR0001	DOOR DOCTOR	1/26/2012	1183.11
36351	ENVI0001	ENVIRO-GUARD	1/26/2012	55.37
36352	FAIR0001	FAIRMOUNT CAPITAL CAMPAIGN	1/26/2012	72.50
36353	GLEN0001	GLENBURNIE GROCERY	1/26/2012	84.26
36354	GREE0001	GREEN ACRES INN	1/26/2012	135.60
36355	GREE0003	GREENSHIELD PEST CONTROL	1/26/2012	110.18
36356	INFO0002	8020 INFO INC.	1/26/2012	892.70
36357	JJEX0001	JJ EXPRESS	1/26/2012	105.26
36358	KING0019	KINGSTON ACCESS BUS	1/26/2012	17.50
36359	MEDI0003	MEDICAL ARTS PHARMACY	1/26/2012	22.46
36360	MOSI0001	MOSIER SERVICE CENTRE	1/26/2012	233.91
36361	NEBS0001	NEBS BUSINESS FORMS LTD	1/26/2012	139.76
36362	OTTA0001	OTTAWA BUSINESS INTERIORS LTD.	1/26/2012	6736.33

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36363	QUIC0001	QUICK SEW	1/26/2012	1126.60
36364	RACK0001	RACKAIR INC.	1/26/2012	228.26
36365	RNIC0001	R. NICHOLLS DISTRIBUTORS INC.	1/26/2012	3151.93
36366	SHSC0001	SHS INC.	1/26/2012	1695.00
36367	SIEM0001	SIEMENS BUILDING TECHNOLOGIES	1/26/2012	4623.96
36368	STER0001	STERICYCLE INC.	1/26/2012	270.53
36369	STOU0001	STOUT DISPUTE RESOLUTION INC.	1/26/2012	1997.98
36370	TAYL0001	TAYLOR CHEVROLET CADILLAC	1/26/2012	1868.93
36371	THEK0001	THE KINGSTON WHIG STANDARD	1/26/2012	187.62
36372	THEK0004	THE KINGSTON WHIG STANDARD	1/26/2012	871.23
36373	ULTR0001	ULTRAMAR LTD	1/26/2012	227.82
36374	WEST0002	WESTBURNE/RUDDY ELECTRIC	1/26/2012	98.99
36375	BENS0001	BENSON TRUCK & TRAILER	1/26/2012	941.91
36376	BENS0002	BENSON COMMERCIAL TIRE	1/26/2012	7964.89
36377	NEDC0003	NEDCO KINGSTON	1/26/2012	179.17
36378	RECO0001	EMC	1/26/2012	435.50
36379	ULIN0001	ULINE	1/26/2012	576.30
36380	WORD0001	REBECCA WORDEN	1/26/2012	1080.00
36381	NORM0001	DON NORMAN	2/3/2012	60.00
36382	PICK0001	PAM VANCOUGHNETT	2/3/2012	100.00
36383	WATS0001	LINDA SILVER	2/3/2012	185.00
4067	TDFU0001	TD FUTURE BUILDER	1/26/2012	425.00
4619288	RECE0002	RECEIVER GENERAL	1/11/2012	148008.58
4619759	RECE0002	RECEIVER GENERAL	1/11/2012	33839.17
5020956	MINI0001	MINISTER OF FINANCE	1/18/2012	29156.26
5501194	RECE0002	RECEIVER GENERAL	1/18/2012	3264.64
9827368	RECE0002	RECEIVER GENERAL	1/18/2012	47858.30
9827875	RECE0002	RECEIVER GENERAL	1/18/2012	16485.10
A9W9Q9	CULL0002	CULLIGAN WATER CONDITIONING	1/18/2012	64.50
A9W9R2	CULL0002	CULLIGAN WATER CONDITIONING	1/18/2012	119.50
A9W9R3	CULL0002	CULLIGAN WATER CONDITIONING	1/18/2012	48.00
A9W9R4	CULL0002	CULLIGAN WATER CONDITIONING	1/18/2012	47.00
A9W9R5	CULL0002	CULLIGAN WATER CONDITIONING	1/18/2012	73.50
A9W9R6	CULL0002	CULLIGAN WATER CONDITIONING	1/18/2012	2.00
A9W9R7	CULL0002	CULLIGAN WATER CONDITIONING	1/18/2012	26.00
AR1083	SODE0001	SODEXO SERVICES CANADA	1/27/2012	19529.18
AR1083	SODE0001	SODEXO SERVICES CANADA	1/27/2012	50000.00
AR73	ROCH0001	ROCHON, SUE	1/10/2012	576.40
EFT0000424	ACCA0001	ACCARA INC.	1/13/2012	8429.80
EFT0000425	ACKL0001	ACKLANDS GRAINGER INC.	1/13/2012	72.48
EFT0000426	AIGC0001	CHARTIS INSURANCE COMPANY OF C	1/13/2012	1613.20
EFT0000427	AIRR0001	AIR-RESP MEDICAL INC.	1/13/2012	1046.24
EFT0000428	ALEX0001	ALEX MCCOY PLUMBING AND HEATIN	1/13/2012	1313.07
EFT0000429	ALLI0002	ALLIED MEDICAL	1/13/2012	6046.21
EFT0000430	ANDE0001	KYLE ANDREWS	1/13/2012	135.60
EFT0000431	ARSE0001	FRANCINE ARSENAULT	1/13/2012	89.10

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EFT0000432	BARD0002	BARDON SUPPLIES LTD	1/13/2012	298.32
EFT0000433	BOCC0001	LINDE CANADA	1/13/2012	149.77
EFT0000434	CANA0008	CANADIAN TIRE	1/13/2012	2401.90
EFT0000435	CANA0037	WASTE MANAGEMENT	1/13/2012	3597.50
EFT0000436	CENT0004	CENTENNIAL ENGRAVERS AND TROPH	1/13/2012	40.68
EFT0000437	CHOQ0001	CHOQUETTE CKS	1/13/2012	556.24
EFT0000438	CRES0001	CRESTLINE COACH LTD.	1/13/2012	144476.01
EFT0000439	DELA0001	DE LAGE LANDEN FINANCIAL SERVI	1/13/2012	450.87
EFT0000440	ECOL0001	ECOLAB	1/13/2012	360.34
EFT0000441	FAMI0001	K3C COMMUNITY COUNSELLING CENT	1/13/2012	1912.08
EFT0000442	GORW0001	GORWAY GROUP INCORPORATED	1/13/2012	16630.92
EFT0000443	GRAN0001	GRAND & TOY	1/13/2012	714.20
EFT0000444	GRAN0003	GRAND & TOY LTD	1/13/2012	698.58
EFT0000445	HEAL0003	HEALTH SUPPORTS & FITTING SERV	1/13/2012	58.76
EFT0000446	HICK0001	HICKS MORLEY HAMILTON STEWART	1/13/2012	7880.29
EFT0000447	INTE0001	INTEGRATED COMMUNICATION SOLUT	1/13/2012	381.38
EFT0000448	KING0009	KINGSTON REGIONAL HOSPITAL LA	1/13/2012	903.75
EFT0000449	KING0012	KINGSTON FRONTENAC PUBLIC LIBR	1/13/2012	58845.58
EFT0000450	KING0047	KINGSTON INJURY MANAGEMENT CEN	1/13/2012	264.00
EFT0000451	LEVA0002	LEVAC PROPANE INC.	1/13/2012	287.38
EFT0000452	MAGN0002	MAGNACHARGE	1/13/2012	397.24
EFT0000453	MART0001	MARTIN & LEVESQUE INC.	1/13/2012	531.11
EFT0000454	MDSL0001	LIFELABS LP	1/13/2012	755.00
EFT0000455	MEDI0001	MEDICAL MART	1/13/2012	608.40
EFT0000456	MICR0001	MICROAGE KINGSTON	1/13/2012	124.87
EFT0000457	MOTI0001	MOTION SPECIALTIES	1/13/2012	478.88
EFT0000458	NEOP0001	NEOPOST LEASING SERVICES	1/13/2012	404.22
EFT0000459	OPSE0001	OPSEU LOCAL 462	1/13/2012	7334.19
EFT0000460	RNAW0001	WIRELESS RNA TECHNOLOGY INC.	1/13/2012	887.05
EFT0000461	SECR0001	CUPE NATIONAL	1/13/2012	9655.78
EFT0000462	SHOP0002	SHOPPERS DRUG MART	1/13/2012	19.80
EFT0000463	SILV0003	SILVERT'S STORE	1/13/2012	460.79
EFT0000464	STJO0001	ST. JOHN AMBULANCE	1/13/2012	310.00
EFT0000465	SWIS0001	SWISH MAINTENANCE LTD	1/13/2012	1840.36
EFT0000466	THEF0001	THE FRONTENAC NEWS	1/13/2012	124.65
EFT0000467	TRIM0001	TRIM-LINE OF SOUTH EASTERN ONT	1/13/2012	28.25
EFT0000468	TSSA0001	TSSA - TECHNICAL STANDARDS SAF	1/13/2012	105.00
EFT0000469	VERS0001	VERSUS BUSINESS FORMS AND LABE	1/13/2012	98.73
EFT0000470	WRBR0001	W.R. BRIGHTMAN & SON LTD	1/13/2012	339.00
EFT0000471	CADU0001	CADUCEON ENVIRONMENTAL LABORAT	1/13/2012	624.78
EFT0000472	FUTU0001	FUTUREMED	1/13/2012	548.16
EFT0000473	GEOR0001	GEORGE COUREY INC	1/13/2012	1514.32
EFT0000474	SCOT0001	SCOTT INDUSTRIAL SERVICES	1/24/2012	21770.50
EFT0000475	DACO0001	DACON CORPORATION LTD.	2/1/2012	4279.88
EFT0000476	GEMM0001	GEMMILL,DAVE	2/1/2012	2636.66
EFT0000477	HOTE0001	HOTEL DIEU HOSPITAL	2/1/2012	2341.52

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EFT0000478	CRES0001	CRESTLINE COACH LTD.	1/27/2012	282172.02
EFT0000479	AIRL0001	AIR LIQUIDE CANADA INC.	1/31/2012	24.17
EFT0000480	AIRR0001	AIR-RESP MEDICAL INC.	1/31/2012	7734.13
EFT0000481	ALEX0001	ALEX MCCOY PLUMBING AND HEATIN	1/31/2012	7455.41
EFT0000482	ALLI0002	ALLIED MEDICAL	1/31/2012	6575.01
EFT0000483	ANDE0001	KYLE ANDREWS	1/31/2012	723.20
EFT0000484	BELL0007	BELL CONFERENCING INC.	1/31/2012	3.27
EFT0000485	CADU0001	CADUCEON ENVIRONMENTAL LABORAT	1/31/2012	315.02
EFT0000486	CANA0008	CANADIAN TIRE	1/31/2012	512.94
EFT0000487	CANA0016	CANADIAN BEARINGS LTD	1/31/2012	219.90
EFT0000488	CANA0037	WASTE MANAGEMENT	1/31/2012	414.24
EFT0000489	CANA0041	CANADIAN LINEN AND UNIFORM SER	1/31/2012	645.33
EFT0000490	CENT0004	CENTENNIAL ENGRAVERS AND TROPH	1/31/2012	169.50
EFT0000491	CHOQ0001	CHOQUETTE CKS	1/31/2012	493.68
EFT0000492	CITY0002	CITY OF KINGSTON	1/31/2012	131985.02
EFT0000493	COLL0001	COLLINS	1/31/2012	260.01
EFT0000494	CRES0001	CRESTLINE COACH LTD.	1/31/2012	736.27
EFT0000495	DELA0001	DE LAGE LANDEN FINANCIAL SERVI	1/31/2012	450.87
EFT0000496	ECOL0001	ECOLAB	1/31/2012	180.17
EFT0000497	ELEC0001	ELECTRICAL SAFETY AUTHORITY	1/31/2012	641.86
EFT0000498	ESFO0002	E.S.FOX LIMITED	1/31/2012	6524.02
EFT0000499	FUTU0001	FUTUREMED	1/31/2012	1462.32
EFT0000500	GEOR0001	GEORGE COUREY INC	1/31/2012	267.38
EFT0000501	GORW0001	GORWAY GROUP INCORPORATED	1/31/2012	52.29
EFT0000502	GRAN0001	GRAND & TOY	1/31/2012	2280.74
EFT0000503	GRAN0003	GRAND & TOY LTD	1/31/2012	1001.31
EFT0000504	HART0002	HARTINGTON EQUIPMENT	1/31/2012	571.89
EFT0000505	HICK0001	HICKS MORLEY HAMILTON STEWART	1/31/2012	11230.26
EFT0000506	HIPS0001	HIPSAVER CANADA	1/31/2012	2025.88
EFT0000507	HOLL0002	HOLLINGSWORTH SUPPLY SERVICES	1/31/2012	1670.51
EFT0000508	ICIP0001	DULUX PAINTS	1/31/2012	38.83
EFT0000509	INTE0006	INTERFLEET INC.	1/31/2012	1663.36
EFT0000510	KENS0002	1557145 ONTARIO LTD.	1/31/2012	265.55
EFT0000511	KING0005	KINGSTON GENERAL HOSPITAL	1/31/2012	10950.17
EFT0000512	KING0009	KINGSTON REGIONAL HOSPITAL LA	1/31/2012	2144.48
EFT0000513	KING0028	KINGS TOWN CLEANERS	1/31/2012	1502.90
EFT0000515	LAER0001	LAERDAL MEDICAL CANADA LTD.	1/31/2012	971.81
EFT0000516	LEVA0002	LEVAC PROPANE INC.	1/31/2012	1058.52
EFT0000517	MAGN0001	AQUALIBRIUM WATER TECHNOLOGIES	1/31/2012	437.52
EFT0000518	MAGN0002	MAGNACHARGE	1/31/2012	397.24
EFT0000519	MALL0002	MALLORY'S FIRE SYSTEMS LTD	1/31/2012	546.92
EFT0000520	MARI0001	MARILYN'S CLEANING SERVICES	1/31/2012	150.00
EFT0000521	MEDA0001	CASTLE & COOPER INC.	1/31/2012	158.77
EFT0000522	MEDI0006	MEDIGAS - DIV OF PRAXAIR CANAD	1/31/2012	704.74
EFT0000523	MICR0001	MICROAGE KINGSTON	1/31/2012	19874.83
EFT0000524	MOTI0001	MOTION SPECIALTIES	1/31/2012	6295.45

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EFT0000525	NEXU0001	NEXUS ACTURIAL CONSULTANTS LTD	1/31/2012	632.52
EFT0000526	PATRO001	PAT ROGERS TOWING SERVICE	1/31/2012	1356.00
EFT0000527	PRIN0001	PRINCESS AUTO	1/31/2012	101.69
EFT0000529	QUAL0001	QUALITY LIFE SERVICES INC.	1/31/2012	7950.40
EFT0000530	QUAL0003	QUALITY CARE HEALTH SERVICES L	1/31/2012	805.13
EFT0000531	RANG0001	OPERATIONAL PERFORMANCE SYSTEM	1/31/2012	6848.93
EFT0000532	SAMC0001	SAM CHEMICAL SPECIALITIES	1/31/2012	1745.85
EFT0000533	SILV0003	SILVERT'S STORE	1/31/2012	596.38
EFT0000534	SWIS0001	SWISH MAINTENANCE LTD	1/31/2012	938.92
EFT0000535	TERRO001	TERRY'S PLOWING AND LAWN CARE	1/31/2012	4288.07
EFT0000536	THOM0005	THOMAS LEMMON & SONS (1973) LT	1/31/2012	126.56
EFT0000537	THOM0006	THOMPSON ELECTRIC	1/31/2012	622.18
EFT0000538	TOWN0002	TOWNSHIP OF FRONTENAC ISLANDS	1/31/2012	1823.71
EFT0000539	TOWN0004	TOWNSHIP OF SOUTH FRONTENAC	1/31/2012	225.51
EFT0000540	TRIM0001	TRIM-LINE OF SOUTH EASTERN ONT	1/31/2012	1593.30
EFT0000541	TROU0001	TROUSDALE HOME HARDWARE	1/31/2012	50.85
EFT0000542	TSSA0001	TSSA - TECHNICAL STANDARDS SAF	1/31/2012	120.00
EFT0000543	UPPE0001	UPPER CANADA OFFICE SYSTEMS	1/31/2012	3136.94
EFT0000544	VERSO001	VERSUS BUSINESS FORMS AND LABE	1/31/2012	470.01
EFT0000545	WALLO001	WALLACK'S ART SUPPLY	1/31/2012	131.03
EFT0000546	WECA0001	WE CARE HEALTH SERVICES LP	1/31/2012	402.00
EFT0000547	WRBR0001	W.R. BRIGHTMAN & SON LTD	1/31/2012	67.24
EFT0000548	XPLO0001	XPLORNET COMMUNICATIONS INC.	1/31/2012	146.88
EFT0000549	ACKL0001	ACKLANDS GRAINGER INC.	1/31/2012	1296.30
EFT0000550	ARJO0001	ARJO	1/31/2012	2497.64
EFT0000551	BARD0002	BARDON SUPPLIES LTD	1/31/2012	1134.96
EFT0000552	BATE0001	LINDA BATES	1/31/2012	1130.56
EFT0000553	BOCC0001	LINDE CANADA	1/31/2012	2925.28
EIPP	IMPE0001	IMPERIAL OIL	1/10/2012	16784.99
H4Y4J7	RONA0001	RONA HOME & GARDEN	1/19/2012	236.12
J8A6K3	UTIL0001	UTILITIES KINGSTON	1/24/2012	969.81
J8A6K4	UTIL0001	UTILITIES KINGSTON	1/24/2012	527.50
J8A6K5	UNIO0001	UNION GAS	2/1/2012	10103.75
J8A6K6	UNIO0001	UNION GAS	1/24/2012	694.06
J8A6K7	HYDR0002	HYDRO ONE	1/24/2012	14878.01
J8A6K8	HYDR0002	HYDRO ONE	1/24/2012	127.92
J8A6K9	BELLO001	BELL CANADA	1/27/2012	349.55
J8A6L2	BELLO001	BELL CANADA	1/24/2012	736.78
J8A6L3	BELLO001	BELL CANADA	1/24/2012	122.98
J8A6L4	BELLO001	BELL CANADA	1/24/2012	390.64
J8A6L5	BELLO001	BELL CANADA	1/27/2012	166.63
J8A6L6	BELLO001	BELL CANADA	1/27/2012	188.38
J8A6L7	BELLO001	BELL CANADA	1/24/2012	168.84
J8A6L9	BELLO001	BELL CANADA	1/24/2012	175.41
J8A6Q2	UNIO0002	RELIANCE HOME COMFORT	1/24/2012	20.23
J8A6Q3	TELU0001	TELUS MOBILITY	1/24/2012	109.50

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J8A6Q4	STAR0001	SHAW DIRECT	1/24/2012	260.72
J8A6Q5	NORT0004	NORTH FRONTENAC TELEPHONE CO.	1/24/2012	332.43
J8A6Q6	KING0008	KINGSTON ONLINE SERVICES	1/24/2012	84.69
J8A6Q7	KING0008	KINGSTON ONLINE SERVICES	1/24/2012	98.25
J8A6Q8	WTCC0001	WTC COMMUNICATIONS	1/24/2012	594.21
J8A6Q9	WTCC0001	WTC COMMUNICATIONS	1/24/2012	900.61
J8J9Y4	WORK0002	WORKPLACE SAFETY AND INSURANCE	1/24/2012	50000.00
J8J9Y7	WORK0002	WORKPLACE SAFETY AND INSURANCE	1/24/2012	3994.86
J8K5H5	TDVI0006	TD VISA (6081) DAVE GEMMILL	1/24/2012	2659.91
J8K5H6	TDVI0004	TD VISA (6222) MARK PODGERS	1/24/2012	767.45
JAN 12,12	TDFU0001	TD FUTURE BUILDER	1/12/2012	125.00
JAN26/12	TDFU0001	TD FUTURE BUILDER	1/26/2012	150.00
K3H9Q3	TDVI0002	TD VISA (6040) MARIAN VABRUINE	1/25/2012	143.04
K3H9Q4	TDVI0005	TD VISA (6065) PAUL CHARBONNEA	1/25/2012	579.03
K3H9Q5	TDVI0012	TD VISA (6032) ELIZABETH SAVIL	1/25/2012	140.00
K3J2A5	PETRO0001	PETRO CANADA	2/1/2012	11355.74
K9H3A8	INFO0001	INFOSAT TELECOMMUNICATIONS	1/27/2012	130.40
K9H3A9	UTIL0001	UTILITIES KINGSTON	1/27/2012	117.98
K9H3H2	HYDR0001	HYDRO ONE	2/6/2012	300.12
K9H3H3	HYDR0001	HYDRO ONE	2/1/2012	561.80
K9H3H4	HYDR0001	HYDRO ONE	2/2/2012	247.25
K9H3H5	HYDR0001	HYDRO ONE	2/6/2012	150.41
K9H3H6	HYDR0001	HYDRO ONE	2/2/2012	5.93
K9H3H7	BELL0001	BELL CANADA	2/6/2012	221.61
K9H3J2	BELL0001	BELL CANADA	1/27/2012	14.95
K9H3J3	STAR0001	SHAW DIRECT	2/6/2012	86.00
K9H3J4	CULL0002	CULLIGAN WATER CONDITIONING	1/27/2012	557.68
K9H3Q5	BELL0002	BELL MOBILITY	1/27/2012	2765.26
WR012	TDVI0013	VISA (1891) CHRIS MCBAIN	1/26/2012	10.38

Total Transactions: 308 Total Amount of Transactions: 1,651,032.51
Void Transactions: 36279, EFT0000514, EFT0000528

BY-LAW NO. 2012-0004

OF THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to authorize the Warden and Clerk to execute a Collective Agreement with the Ontario Public Sector Employees' Union, (OPSEU) Local 462 representing the County's paramedics

WHEREAS the County of Frontenac's paramedics are represented by Local 462 of the Ontario Public Service Employees' Union (OPSEU Local 462);

AND WHEREAS the County of Frontenac's collective agreement with OPSEU Local 462 expired as of December 31, 2010;

AND WHEREAS a three year collective agreement, effective January 1, 2011 to December 31, 2013, was reached on January 9, 2012 and has been affirmed by a union membership ratification vote;

NOW THEREFORE the Council of the Corporation of the County of Frontenac deems it expedient to authorize the following:

1. THAT the Warden and Clerk be authorized to execute a three year collective agreement, effective January 1, 2011 to December 31, 2013, with Local 462 of the Ontario Public Service Employees' Union (OPSEU Local 462) which represents the County's paramedics.
2. That this by-law shall come into force and take effect upon the date of final passing.

Read a first and second time this 15th day of February, 2012.

Read a third time, signed, sealed and finally passed this 15th day of February, 2012.

The Corporation of the County of Frontenac

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

By-law No. 2012-0004 – To authorize the Warden and Clerk to execute a collective agreement with OPSEU Local 462
February 15, 2012

BY-LAW NO. 2012-0005

OF THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to authorize the Warden and Clerk to execute a collective agreement with the Canadian Union of Public Employees (CUPE) Local 109 representing the County employees working on the Frontenac-Howe Islander Ferry

WHEREAS the County of Frontenac's employees working on the Frontenac-Howe Islander Ferry are represented by Local 109 of the Canadian Union of Public Employees (CUPE Local 109);

AND WHEREAS the County of Frontenac's collective agreement with CUPE Local 109 expired as of December 31, 2011;

AND WHEREAS a three year collective agreement, effective January 1, 2012 to December 31, 2014, was reached on February 1, 2012 and has been affirmed by a union membership ratification vote;

NOW THEREFORE the Council of the Corporation of the County of Frontenac deems it expedient to authorize the following:

1. THAT the Warden and Clerk be authorized to execute a three year collective agreement, effective January 1, 2012 to December 31, 2014, with Local 109 of the Canadian Union of Public Employees (CUPE Local 109) which represents the County employees working on the Frontenac-Howe Islander Ferry.
2. That this by-law shall come into force and take effect upon the date of final passing.

Read a first and second time this 15th day of February, 2012.

Read a third time, signed, sealed and finally passed this 15th day of February, 2012.

The Corporation of the County of Frontenac

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

By-law No. 2012-0005 – To authorize the Warden and Clerk to execute a collective agreement with CUPE Local 109
February 15, 2012

BY-LAW NO. 2012-0006

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to authorize the Warden and Clerk to execute an agreement to convey an easement in favour of the Kingston Municipal Non-Profit Housing Corporation

WHEREAS the Kingston Municipal Non-Profit Housing Corporation (hereinafter called the "Corporation") owns and operates the Country Pines Apartments Complex on those lands more particularly described in Schedule "A" to the Agreement;

AND WHEREAS the Corporation has requested and the County has agreed to convey an easement over that portion of the adjacent lands owned by the Corporation of the County of Frontenac (hereinafter called the County) more particularly described in Schedule "B" of the Agreement (the "Easement Lands");

NOW THEREFORE the Council of the Corporation of the County of Frontenac deems it expedient to authorize the following:

1. THAT the County hereby grants, conveys, and transfers to the Corporation, the right, interest and easement on, over, under and through the Easement Lands for purposes relating to the groundwater well that supplies water to the Country Pines Apartment Complex, further described in the Agreement, attached hereto as Schedule "A" to this by-law.
2. THAT the Warden and Clerk be authorized to execute the Agreement to convey an easement in favour of the Corporation.
3. THAT Schedule "A" shall form part of this by-law.
4. THAT this by-law shall come into force and take effect upon the date of final passing.

Read a first and second time this 15th day of February, 2012.

Read a third time, signed, sealed and finally passed this 15th day of February, 2012.

THE CORPORATION OF THE COUNTY
OF FRONTENAC

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

By-law No. 2012-0006 – To authorize the Warden and Clerk to execute an agreement for a grant of easement in favour of Kingston Municipal Non-Profit Housing Corporation
February 15, 2012

THIS AGREEMENT made this ___ day of February, 2012.

BETWEEN:

THE CORPORATION OF THE COUNTY OF FRONTENAC

hereinafter called the "County"

OF THE FIRST PART

- and -

KINGSTON MUNICIPAL NON-PROFIT HOUSING CORPORATION

hereinafter called the "Corporation"

OF THE SECOND PART

WHEREAS the Corporation owns and operates the Country Pines Apartments Complex on those lands more particularly described in Schedule "A" to this Agreement (the "Corporation's Lands");

AND WHEREAS the Corporation has requested and the County has agreed to convey an easement over that portion of the adjacent lands owned by the County more particularly described in Schedule "B" to this Agreement (the "Easement Lands") for the purposes hereinafter set out;

IN CONSIDERATION OF good and valuable consideration now received by each of the parties from the other, the County hereby grants, conveys and transfers to the Corporation, the right, interest and easement on, over, under and through the Easement Lands on the following terms and conditions:

1. The Corporation may operate, maintain, inspect, alter, remove, replace, reconstruct, enlarge and repair the groundwater well and distribution pipes and their appurtenances now on the Easement Lands for the benefit of the Corporation's Lands.
2. For each such purpose and all purposes necessary or incidental to the exercise of the rights hereby created, the Corporation shall have a right of temporary access over the

County's adjacent lands at all times on reasonable notice by its servants, agents, contractors and its or their vehicles, machinery, supplies and equipment.

3. The County covenants with the Corporation that it has the right to grant the easement to the Corporation notwithstanding any act of the County, and that the County will execute such further and other documents of title and assurances in respect of the Easement Lands and the easement granted herein as may be reasonably required.
4. The Corporation shall, after carrying out all work on the Easement Lands remove all surplus soil and debris and in all respects restore the Easement Lands and any adjacent lands owned by the County so far as reasonably practical to their former state at the Corporation's expense.
5. The County covenants and agrees with the Corporation that no other easement will be granted over the Easement Lands prior to registration of this grant of easement, and that any easement granted subsequent to the registration of this grant of easement shall in no way interfere with or diminish the easement and access herein granted.
6. Notwithstanding any rule of law or equity, all pumps, pipes and other equipment and appurtenances now on or hereinafter brought onto, laid or erected upon or buried on the Easement Lands shall, at all times, remain the property of the Corporation notwithstanding that the same may be annexed or affixed to the freehold and shall, at any time, and from time to time be removable in whole or in part by the Corporation.
7. The County covenants and agrees with the Corporation not to do or permit to be done any other thing that might damage or interfere with the normal operation and functioning of the easement for the purposes for which it was designed and constructed and without limiting the generality of the forgoing, the County shall not excavate or drill, or permit to be excavated or drilled, any pit or well, or plant or place, or permit to be planted or placed any trees, shrubbery or fill, or erect, build or install, or permit to be erected, built or installed, any pavement, building, fence, structure, or other obstruction of any nature whatsoever on, over, through, or under the Easement Lands, without the prior written consent of the Corporation, which consent shall not be unreasonably withheld.
8. If the Corporation should at any time permanently cease using the Easement Lands for the purpose for which this easement was granted, the Corporation shall execute and deliver to the County on request a release and abandonment of the Corporation's interest in the Easement Lands in a form satisfactory to the County.
9. This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.

10. If any provision of this Agreement is invalid or unenforceable, it shall be severed from the Agreement without affecting the validity or enforceability of the remaining portions of this Agreement
11. The rights, title, interest and obligations granted and contained herein shall be binding upon and enure to the benefit of the respective successors and assigns of the County and Corporation.

IN WITNESS WHEREOF this Agreement has been executed by the parties as at the date first set out above.

THE CORPORATION OF THE COUNTY OF FRONTENAC

Per:

Janet Gutowski - Warden

K. Elizabeth Savill – Chief Administrative Officer

I/We have authority to bind the corporation

KINGSTON MUNICIPAL NON-PROFIT HOUSING CORPORATION

Per:

Name:
Position:

Name:
Position:

I/We have authority to bind the corporation.

Schedule "A"

Corporation's Lands

Part Lot 33, Concession 5, being Parts 1-7, 9 & 10, 13R-10545, Parts 1 & 3, 13R-15128, save and except Parts 1-3, 13R-16141, S/T FR690851; T/W FR 690851, geographic Township of Kingston, now City of Kingston, being all of PIN 36324-0311 (LT)

Schedule "B"

Easement Lands

[To be completed when draft reference plan has been prepared]

BY-LAW NO. 2012-0007

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to adopt the estimates for the sums required during the year 2012 for the purposes of the County of Frontenac and to establish rates to be levied for same against the Townships of Frontenac Islands, South Frontenac, Central Frontenac and North Frontenac

WHEREAS pursuant to Section 289 of the *Municipal Act, S.O. 2001, Chapter 25, and amendments thereto ('the Municipal Act')*, the County of Frontenac shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the County of Frontenac;

AND WHEREAS it is necessary for the County of Frontenac to raise for the year 2012 certain sums;

AND WHEREAS all property assessment rolls on which the 2012 taxes are to be levied have been returned and revised pursuant to the provisions of the *Assessment Act, R.S.O. 1990, Chapter A.31 and amendments thereto*, subject to appeals at present before the Assessment Review Board, the Ontario Municipal Board and the District Court;

AND WHEREAS the "Residential/Farm Assessment", "Multi-Residential Assessment", "Commercial Assessment", "Industrial Assessment", "Pipe Line Assessment", "Farmlands Assessment" and "Managed Forests Assessment" and the applicable subclasses pursuant to Section 7 of the *Assessment Act* have been determined on the basis of the aforementioned property assessment rolls;

AND WHEREAS pursuant to Section 311(2) of the *Municipal Act*, for purposes of raising the general upper-tier levy, the sums required by taxation in the year 2012 are to be levied by separate rates by the Townships for the estimated current annual expenditures for County of Frontenac purposes after deduction of other revenue as directed by County of Frontenac by-law;

AND WHEREAS the tax ratios and tax rate reductions for prescribed property subclasses on the aforementioned property for the 2012 taxation year have been set out in County of Frontenac By-law Number 2011-0036 passed by Council on the 16th day of November, 2011;

AND WHEREAS the tax rates on the aforementioned "Residential/Farm Assessment", "Multi-Residential Assessment", "Commercial Assessment", "Industrial Assessment", "Pipe Line Assessment" (where applicable), "Farmlands Assessment" and "Managed Forests Assessment" and the applicable subclasses have been calculated pursuant to the provisions of the *Municipal Act*, in the manner set out herein;

Agenda Item # 16•

NOW THEREFORE, the Council of the Corporation of the County of Frontenac enacts as follows:

1. THAT the 2012 budget of the County of Frontenac, which is set out as Schedule A attached hereto and forming part of this by-law and which incorporates estimates for revenue and reserve transfers in the amount of \$ _____ and estimates for expenditures in the amount of \$ _____ be approved and adopted by the Council of the County of Frontenac.
2. THAT having duly adopted the gross estimates set out in Schedule A to this by-law and having deducted there from the estimated revenue from sources other than property taxes for the year 2012, the County of Frontenac hereby adopts the sum of \$ _____ as per the line titled "From Taxation" on Page 4 of Schedule A to this by-law as its estimate of the Property Tax Levy required during the year 2012 for the purposes of the County of Frontenac.
3. THAT for the year 2012 in the area coming under the jurisdiction of the County of Frontenac, the Townships of Frontenac Islands, South Frontenac, Central Frontenac and North Frontenac shall levy upon the Residential/Farm Assessment, Multi-Residential Assessment, Commercial Assessment, Industrial Assessment, Pipe Line Assessment (if applicable), Farmlands Assessment and Managed Forests Assessment and applicable subclasses, the tax rates for County of Frontenac purposes as determined in accordance with the calculations as detailed on Page 36 of Schedule A to this by-law.
4. THAT the County of Frontenac hereby directs that the Council of each Township levy the general rates as specified herein and more particularly detailed on Page 36 of Schedule A to this by-law.
5. THAT the County of Frontenac hereby directs that the property tax levy for general purposes as levied against each Township be paid to the Treasurer of the County of Frontenac in the installments set out in the agreement dated the 22nd day of April, 1998 attached hereto as Schedule B and forming part of this by-law.
6. THAT the County of Frontenac hereby directs that the County's portion of Right-of-Way Acreage payments and the County's portion of Payments in Lieu of Taxation be paid to the Treasurer of the County of Frontenac in the installments set out in the agreement dated the 22nd day of April, 1998 attached hereto as Schedule B to this by-law.
7. THAT this by-law shall come into force and take effect as of the date of final passing.

Read a First and Second Time this 15th day of February, 2012.

Read a Third Time and Finally Passed, Signed and Sealed this 15th day of February, 2012.

THE COUNTY OF FRONTENAC

By-law No. 2012-0007 – To Adopt the 2012 Budget
February 15, 2012

Page 2 of 3

Agenda Item # 16•

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

By-law No. 2012-0007 – To Adopt the 2012 Budget
February 15, 2012

Page 3 of 3

BY-LAW NO. 2012-0008

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to confirm all actions and proceedings of County Council
on February 15, 2012

WHEREAS Section 8 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the *Municipal Act* or any other *Act*; and;

WHEREAS Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto provides that a lower-tier municipality and an upper-tier municipality may pass by-laws respecting matters within the spheres of jurisdiction described in the Table to Subsection 2 subject to certain provisions, and;

WHEREAS Section 5 of the *Municipal Act, S.O. 2001, c. 25* and amendments thereto provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 shall be exercised by its council and by by-law unless the municipality is specifically authorized to do otherwise; and;

WHEREAS the Council of the County of Frontenac deems it expedient to confirm its actions and proceedings;

NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE COUNTY OF FRONTENAC hereby enacts as follows:

1. THAT all actions and proceedings of the Council of the County of Frontenac taken at its regular meeting held on February 15, 2012 be confirmed as actions for which the municipality has the capacity, rights, powers and privileges of a natural person.
2. THAT all actions and proceedings of the Council of the County of Frontenac taken at its regular meeting held on February 15, 2012 be confirmed as being matters within the spheres of jurisdiction described in Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto.
3. THAT all actions and proceedings of the Council of the Corporation of the County of Frontenac taken at its regular meeting held on February 15, 2012 except those taken by by-law and those required by by-law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.
4. THAT this by-law shall come into force and take effect as of the final passing thereof.

Read a First and Second Time this 15th day of February, 2012.

Read a Third Time and Finally Passed, Signed and Sealed this 15th day of February, 2012.

By-law No. 2012-0008 – To confirm all actions and proceedings of County Council on February 15, 2012
Page 1 of 2

Agenda Item # 16•

The Corporation of the County of Frontenac

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

By-law No. 2012-0008 – To confirm all actions and proceedings of County Council on February 15, 2012
Page 2 of 2