



County Council Meeting – Regular Session

March 21, 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) Tommy Leblanc-Beaudoin, Supervisor Performance Standards
Re: Paramedic Response Unit Research Project
 - b) Liz Savill, CAO
Re: EOWC Report: Facing Our Fiscal Challenges: A Report on the Financial Sustainability of Local Government in Eastern Ontario
- 5. CLOSED MEETING**

As Authorized under Section 239 of The Municipal Act, to consider:

 - a) Adoption of Closed Meeting Minutes
- 6. ADOPTION OF MINUTES**
 - a) Adoption of Regular Meeting Minutes
 - b) Adoption of Special Meeting Minutes
- 7. BUSINESS ARISING FROM THE MINUTES**
- 8. COMMUNICATIONS FOR INFORMATION**
 - a) Communications Report
- 9. COMMUNICATIONS FOR ACTION**
- 10. REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER**
 - 10.1. Administrative Services**
 - 10.1.1. Administration**

10.1.2.Sustainability

- 29-34 a) County of Frontenac Official Plan: Work Plan and Consultation Plan
- 35-39 b) Summary of Applications for Plans of Subdivision and Condominium
- 40-42 c) Natural Heritage Study Update

10.1.3.Human Resources

10.2. Financial Services

- a) 2012 Preliminary Budget
- 43-44 b) North Frontenac Joint Land Ambulance/Fire Station Project Manager Award of Contract
- 45-48 c) 2011 Remuneration and Reimbursement of Expenses to Council Members and Non-Council Appointees
- d) EOWC Report on the Financial Sustainability of Local Government in Eastern Ontario

10.3. Emergency and Transportation Services

- 49-53 a) Legislated Ambulance Response Time Performance Plans
- 54-56 b) 2012 Ontario Special Olympics Provincial Spring Games, Kingston Ontario

10.4. Fairmount Home

- 57-58 a) 2011 Fairmount Home Year in Review
- 59-73 b) 2012 Accreditation Results

11. ACCOUNTS

- 74-82 a) Accounts For The Period of: February 9 - March 9, 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 Board 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
83-88	a) Sustainability Advisory Committee
89-94	b) Green Energy Task Force
95-101	c) 150th Anniversary of County Advisory Committee
	d) Trails Advisory Committee
102-108	e) Accessibility Advisory Committee

14.3. Other Updates

15. PUBLIC QUESTION PERIOD

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

109-111	a) By-Law No. 2012-0009 - To Adopt 2012 Budget
112-113	b) By-Law No. 2012-0010 - Confirmation of Proceedings

17. ADJOURNMENT

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

February 15, 2012

to the Frontenac Transportation Service.

4. DEPUTATIONS AND/OR PRESENTATIONS

a) Presentation to the Township of Frontenac Islands

Re: County of Frontenac Maintain Not Gain Challenge 2011 - 1st Prize

Bonnie Carter, Occupational Health Nurse, advised that over the last three years the County and Townships have unofficially participated in the KFL&A Public Health program, "Maintain Not Gain" challenge. The goal of this program is to maintain not gain weight over the holiday season. Ms. Carter advised that the 2011 challenge was won by the team from the Township of Frontenac Islands and presented the 1st prize plaque to Deputy Warden Denis Doyle, Mayor of the Township.

Motion #26-12

Moved By:

Councillor Clayton

Seconded By:

Councillor McDougall

RESOLVED THAT the presentation to the Township of Frontenac Islands for the 2011 Maintain Not Gain Challenge, 1st prize be received. CARRIED

b) Mr. John Matheson

Re: History of the Canadian Flag and His Role in its Development and Singing of “O Canada”

As February 15th is Flag Day in Canada, Mr. John Matheson, a resident at Fairmount Home, was in attendance to provide Council with some history of the Canadian Flag, including his key advisory role in its development. Mr. Matheson advised that he had been studying flags all of his life and was one of the strongest supporters of a new flag when Prime Minister Lester B. Pearson committed to bringing in a flag for Canada after he was elected in 1963. Mr. Matheson was an MP and worked on the committee that developed the flag design. The flag design was a combination of the best ideas from the Royal Military College flag, which has three vertical bars of red, white and red, a design by George M. Bist, that used a stylized maple leaf on a white background; and a pre-1921 design by Sir Eugene Fiset having one red leaf on a white background. Mr. Matheson refined the flag design, taking out a bend in the leaf's stem and insisting on the whitest white and the purest red before it was presented to the Prime Minister and parliament. On December 15, 1964, the flag was accepted by parliament and subsequently proclaimed by Her Majesty Queen Elizabeth II to take effect on February 15, 1965.

Mr. Matheson posed for a picture with County Council.

"O Canada" was sung by all present.

Motion #27-12

Moved By:

Councillor Clayton

Seconded By:

Councillor McDougall

RESOLVED THAT the presentation by Mr. John Matheson regarding the history of the Canadian Flag and his role in its development be received for information. CARRIED

c) Alex Palilionis, CRCA, Source Water Protection Committee and Christine Woods, Source Protection Planner
Re: Source Water Protection Update

Mr. Alex Palilionis introduced Ms. Christine Woods who presented the Source Water Protection Update on behalf of the Cataraqui, Mississippi-Rideau and Quinte source protection areas. Ms. Woods provided the following information in her presentation:

- Definition of source water and the reasons to protect it
- Overview of the source protection program initiated by the Province
- Review of Frontenac County's watershed regions: Cataraqui in the south; Quinte to the west; and Mississippi-Rideau to the north
- Presentation of maps showing the intake protection zones; the only municipal drinking water intakes that affect the County are the intake in Sydenham and the two intakes for the City of Kingston
- Examples of draft policies that will result from the source protection plan
- Anticipated time line for the source protection plan:
 - o The draft source protection plan will be posted for at least 35 days for public comment in February/March 2012
 - o Revisions will be made based on comments and the proposed plan will then be posted for 30 days
 - o Source protection authority receives plan and comments and submission to the Minister of the Environment for approval in August 2012

Motion #28-12 Moved By: Councillor Clayton
Seconded By: Councillor McDougall

RESOLVED THAT the presentation by Alex Pallionis, CRCA, Source Water Protection Committee and Christine Woods, Source Water Planner regarding a Source Water Protection Update be received for information. CARRIED

5. CLOSED MEETING

As Authorized under Section 239 of The Municipal Act, to consider:

- a) Adoption of Closed meeting minutes dated January 27, 2012; and
b) OPSEU and CUPE Contract Updates

Motion #29-12 Moved By: Councillor Clayton
Seconded By: Councillor McDougall

RESOLVED THAT the Council of the County of Frontenac enter into a closed meeting as authorized under Section 239 of The Municipal Act, to consider:

- a) Adoption of Closed Meeting Minutes dated January 27, 2012; and
b) OPSEU and CUPE contract updates.
- CARRIED

Motion #30-12 Moved By: Councillor Clayton
Seconded By: Councillor McDougall

RESOLVED THAT Council of the County of Frontenac rise from the closed meeting with no report. CARRIED

Warden Gutowski called a recess of the meeting at 10:07 a.m.

Warden Gutowski reconvened the meeting at 10:17 a.m.

6. ADOPTION OF MINUTES

a) Adoption of Regular Meeting Minutes dated January 27, 2012

Motion #31-12 Moved By: Councillor Clayton
Seconded By: Councillor McDougall

RESOLVED THAT the minutes of the regular meeting of County Council held January 27, 2012 be adopted as circulated. CARRIED

7. BUSINESS ARISING FROM THE MINUTES

8. COMMUNICATIONS FOR INFORMATION

a) Communications of Interest to Council

Motion #32-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

RESOLVED THAT the items listed in the Communications of Interest to County Council dated February 15, 2012 be received and filed for information purposes, including EOWC meeting minutes dated October 21, 2011 and Kingston, Frontenac Public Library Board meeting minutes dated December 14, 2011. CARRIED

9. COMMUNICATIONS FOR ACTION

a) Ontario 9-1-1 Advisory Board - Request for Financial Assistance

Motion #33-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

RESOLVED THAT the correspondence from the Ontario 9-1-1 Advisory Board requesting financial assistance be received;

AND FURTHER THAT the Council of the County of Frontenac authorize financial assistance of \$100.

b) Girl Guides - Scout Week February 19 to February 26, 2012

Motion #34-12 Moved By: Councillor Clayton

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Seconded By: Councillor Davison

RESOLVED THAT the correspondence from the Girl Guides of Canada requesting that February 19 to February 26, 2012 be declared Guide-Scout Week;

AND WHEREAS the Mission of Girl Guides of 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 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 County of Frontenac gratefully recognizes Girl Guides of 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. CARRIED

10. REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

10.1 Administrative Services

10.1.1 Administration

10.1.2 Sustainability

10.1.3 Human Resources

a) Ratification of Collective Agreement with OPSEU Local 462 Representing the Frontenac Paramedic Services Paramedics

Motion #35-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

RESOLVED THAT Council of the County of Frontenac accept the *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. CARRIED

b) Ratification of Collective Agreement with CUPE Local 109 Representing the Frontenac-Howe Islander Ferry Workers

Motion #36-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

RESOLVED THAT Council of the County of Frontenac accept the *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. CARRIED

c) Community Planner Position

Colleen Hickey spoke to the Community Planner position advising that the current contract expires at the end of this month.

Motion #37-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

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

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

d) Communications Specialist Position

Motion #38-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

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

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

10.2 Financial Services

a) 2011 Frontenac-Howe Islander Ferry Petition for Subsidy

Motion #39-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

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

b) 2012 Case Mix Index (CMI) for Fairmount Home

Motion #40-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

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

c) 2012 OMPF Social Services Upload Notice

Marian VanBruinessen reviewed the report in detail advising that the notice which the Townships receive regarding the impact of the provincial social services upload is based on calculations done by the Ministry of Finance, which differ from the County's actual costs as calculated by the City of Kingston. Ms. VanBruinessen will provide further clarification to Council as it is available. In past years, the realized savings have been provided back to the Townships through budget transfers.

Motion #41-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

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

d) 2012 Preliminary Budget

Motion #42-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

RESOLVED THAT County Council accept the *Financial Services – 2012 Preliminary Budget* report dated February 15, 2012 for consideration and discussion. CARRIED

Marian VanBruinessen provided the following information to Council:

- As currently drafted, the 2012 preliminary budget would result in an increased requisition to the Townships of \$65,941 or a 0.79% overall increase from 2011.
- The projected surplus of \$500,000 is comprised of approximately \$300,000 in projects ongoing but not completed in 2011 and therefore are being brought forward to 2012.
- In response to questions as to whether the current levels of reserves held by the County and are too high, Ms. VanBruinessen committed to providing an overview of reserves and reserve funds by department in preparation for next year's budget.

General Government

- The Special Projects budget line is for a Municipal Intern position.
- In response to questions regarding the 2011 actual expenditures for Ontarians with Disabilities being significantly under budget and whether the 2012 budget figure of \$7,000 should be reduced, Susan Beckel explained that: (1) the Accessibility Advisory Committee is currently short two members; the committee held two of the four meetings anticipated in 2011; and training costs were lower than anticipated. Council will consider

taking the \$6,000 unused 2011 budget amount from the Working Funds Reserve for the 2012 budget.

Motion #43-12	Moved By:	Councillor Davison
	Seconded By:	Councillor Clayton

RESOLVED THAT the 2012 preliminary budget be amended to remove the 2.9% increase to Council remuneration. CARRIED

Motion #44-12 Moved By: Councillor Doyle
Seconded By: Councillor Inglis

RESOLVED THAT the 2012 preliminary budget be amended to reduce Council Committees from \$60,000 to \$45,000. CARRIED

- Colleen Hickey spoke to the full time Communications Specialist position included in the budget advising that it aligns with Council's strategic priority of improved communications and that doing this work in house rather than by a consultant would realize cost savings. Some projects which this position would assist with would include: media releases, surveys, community improvement plans, County official plan; Fairmount Home communications plan for accreditation; social media and web site updates, as well as assisting the Townships with their communications needs.

Motion #45-12 Moved By: Councillor Davison
Seconded By: Councillor Clayton

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

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

With the above-noted amendments, the General Government portion of the budget was considered final.

Warden Gutowski called a recess at 11:56 a.m.

Warden Gutowski reconvened the meeting at 12:05 p.m.

Emergency Management

- Paul Charbonneau reviewed the allocation for the Joint Emergency Preparedness Program (JEPP) projects. The 2011 project to purchase and install a radio system in the County Emergency Operations Centre (EOC) project was not completed until early 2012. A 2012 application has been made for additional audio visual equipment in the EOC. This project will only proceed if JEPP funding is approved.

After review, the Emergency Management portion of the budget was considered final.

Transportation Services

- Upon review, the Transportation Services portion of the budget was considered final.

Land Ambulance

- Paul Charbonneau provided the following information regarding the land ambulance budget:
 - He does not recommend extending the life of the ambulance vehicles past our current policy of a six year rotation; other services have a five year rotation. Mr. Charbonneau will be monitoring the new technology on the ambulance vehicles for efficiencies.
 - Re-decating of the existing ambulances is a health and safety issue ensuring the vehicles are more visible during the day and night. The net cost is \$7,000. The next vehicle replacements are scheduled for 2015.
 - The proposed logistics clerk position would: replace the need to hire contractors to do building maintenance; eliminate the use of paramedics to inspect stretchers and oxygen equipment; and, cover vacation time of the current Logistics Clerk.

Motion #46-12 Moved By: Councillor Davison
Seconded By: Councillor Doyle

RESOLVED THAT the 2012 preliminary budget be amended to remove the additional Logistics Clerk position from land ambulance service delivery and reallocate the budget amount to contracted services. CARRIED

With the above-noted amendment, the Land Ambulance portion of the budget was considered final; however in the future, Council would like to have a more detailed breakdown of the Land Ambulance service delivery budget.

Sustainability

- Joe Gallivan spoke to the full time Community Planner position included in the budget, noting that the work has changed since this contract position was created 18 months ago. The work has become more varied, for example the County is now providing planning services for the Township of Frontenac Islands. Subdivision applications have increased and are complex. This position has been the lead on the Community Improvement Plans (CIPs) and will allow the CIPs to continue to be done in house, saving \$60,000 in consulting fees. Over the next 3 years, this position will assist with the Official Plan project and moving forward with the approval of Township official plan amendments. Cost savings will also be realized for development in processing development applications.

Deputy Warden Doyle noted that the full time position is needed to assist with the development of the County official plan and to continue with the provision of planning services for the Township of Frontenac Islands.

Warden Gutowski requested that Deputy Warden Doyle take the chair at 12:33 p.m.

Warden Gutowski noted that good planning is important. This position is assisting the Townships and provides a cost-effective service to residents.

Warden Gutowski took the Chair at 12:35 p.m.

Councillor Clayton noted that the Townships have need for the County federal gas tax funds to offset infrastructure costs rather than spending it on future planning for sustainability.

Councillor Inglis requested copies of a current County organizational chart as well as previous organizational charts from the last ten years.

Councillor McDougall requested that more detail for the ICSP projects in the Sustainability operations budget line.

Motion #47-12 Moved By: Councillor Davison
Seconded By: Councillor Clayton

RESOLVED THAT the contract for the Community Planner position be extended for a further 18 months in order to address current projects;

AND FURTHER THAT an assessment be completed at the end of that term to determine if the position is needed on a full time basis. LOST

Motion #48-12 Moved By: Councillor Davison
Seconded By: Councillor Clayton

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

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

e) 2012 Vendor of Record

Motion #49-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

RESOLVED 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. CARRIED

10.3 Emergency and Transportation Services – No reports

10.4 Fairmount Home

a) 2011 Review of Volunteer Services at Fairmount Home

Motion #50-12 Moved By: Councillor Clayton

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Seconded By: Councillor Davison

RESOLVED THAT the Council of the County of Frontenac receive the *2011 Review of Volunteer Services at Fairmount Home* report for information. CARRIED

b) Volunteer Newsletter - January 2012

Motion #51-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

RESOLVED THAT the Council of the County of Frontenac receive the *Fairmount January 2012 Volunteer Newsletter* for information. CARRIED

c) Property Easement

Motion #52-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

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. CARRIED

d) Fairmount Grapevine Gazette - February 2012 Edition

Motion #53-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

RESOLVED THAT the Council of the County of Frontenac receive the February 2012 edition of the Fairmount Grapevine Gazette for information. CARRIED

11. ACCOUNTS

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

Marian VanBruinessen advised that staff will work on revising this report to relate the accounts to departmental budgets and bring the new format forward for Council's review in May or June.

Motion #54-12 Moved By: Councillor Davison
Seconded By: Councillor Clayton

RESOLVED THAT the Council of the County of Frontenac receive for information the following accounts for the period of January 10 to February 8, 2012:

- Payroll dated between December 26, 2011 and January 29, 2012 in the amount of \$823,495.94; and,
- Cheque listing in the amount of \$1,651,032.51. CARRIED

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 - no report

b) KFL&A Public Health Update - Councillor Clayton

Councillor Clayton attended the ALPHA (Association of Local Public Health Agencies) winter symposium in Toronto. He advised that KFL&A Public Health has initiated a *"Make Death Wait"* branding campaign and that each public health unit is now required to execute a letter of accountability with the Province.

c) RULAC, LSR and Other Updates - Susan Beckel

Susan Beckel advised that RULAC met on February 13, 2012. Lanie Hurdle, Commissioner of Community Services – City of Kingston, has offered to present an update to County Council on housing and community and family services programs, which are administered by the City on behalf of the County. Ms. Hurdle will be scheduled as a delegation for the April and May County Council meetings.

d) Algonquin Land Claim Update - Councillor Inglis

Councillor Inglis advised that no meetings have been held, however spring meetings are being scheduled. A new provincial negotiator is being hired.

e) Frontenac County Youth Justice Advisory Committee Update - Councillor Davison

Councillor Davison advised that the next meeting will be held in April.

f) Affordable Housing Development Committee Update - Councillor McDougall - no report

g) Rideau Corridor Landscape Steering Committee Update - Councillor Jones - no report

14.2 Advisory Committees of County Council

a) Sustainability Advisory Committee

Liz Savill advised that the committee meets next on March 1, 2012.

b) Green Energy Task Force

Liz Savill advised that the task force meets next on March 7, 2012.

c) 150th Anniversary of County Advisory Committee

Liz Savill advised that the committee meets next on March 1, 2012.

d) Trails Advisory Committee

Anne Marie Young advised that the committee meets next on April 5, 2012.

14.3 Other Updates

Warden Gutowski advised that a letter has been received from the Ministry of Transportation, advising that they will be addressing three main operational needs of the Frontenac Howe-Islander Ferry in 2012: (i) the dry docking of the ferry; (ii) the replacement of the existing winch with the new double bull wheel; and (iii) the rehabilitation of the transfer bridges. The replacement of the existing diesel engine with high efficiency battery power will be deferred.

Liz Savill advised that the Eastern Ontario Wardens' Caucus will be meeting with the Honourable Brad Duguid, Minister of Economic Development and Innovation, regarding the Eastern Ontario Development Fund (EODF) and economic development in Eastern Ontario.

Councillor Davison advised that the Township of South Frontenac has a meeting scheduled at the OGRA/ROMA conference with the Minister of Transportation regarding funding for the rural roads system.

Warden Gutowski advised that The Monieson Centre at Queen's University School of Business is currently conducting a study on rural transportation using the Prince Edward County model and there will be research coming out of the study that may be beneficial to Frontenac.

15. PUBLIC QUESTION PERIOD

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

Motion #55-12	Moved By:	Councillor Clayton
	Seconded By:	Councillor Davison

RESOLVED THAT leave be given the mover to introduce the following by-laws that have been circulated to all members of County Council and that these by-laws be read a first and second time:

- By-Law No. 2012-0004 -To Authorize the Warden and Clerk to Execute Agreement with OPSEU Local 462
- By-Law No. 2012-0005 - To Authorize the Warden and Clerk to Execute Agreement with CUPE Local 109
- By-Law No. 2012-0006 - To Enter into an Easement Agreement with Kingston Municipal Non-Profit Housing Corporation
- By-Law No. 2012-0007 - Confirmation of Proceedings CARRIED

Motion #56-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

RESOLVED THAT the following by-laws be read a third time, signed, sealed and finally passed:

- By-Law No. 2012-0004 -To Authorize the Warden and Clerk to Execute Agreement with OPSEU Local 462
- By-Law No. 2012-0005 - To Authorize the Warden and Clerk to Execute Agreement with CUPE Local 109
- By-Law No. 2012-0006 - To Enter into an Easement Agreement with Kingston Municipal Non-Profit Housing Corporation
- By-Law No. 2012-0007 - Confirmation of Proceedings CARRIED

17. ADJOURNMENT

- **Confirmation of time, date and location for upcoming County Council Meetings:**
 - **Regular meeting of Council March 21, 2012**

Council scheduled a special County Council meeting to address the 2012 budget on March 13, 2012 at 9:00 a.m.

Motion #57-12 Moved By: Councillor Clayton
Seconded By: Councillor Davison

RESOLVED THAT the meeting hereby adjourn at 1:05 p.m. CARRIED

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk



MINUTES OF THE SPECIAL MEETING OF COUNCIL

March 13, 2012

A special meeting of the Council of the County of Frontenac was held in the Frontenac Room of the County Administrative Office, 2069 Battersea Road, Glenburnie on Tuesday, March 13, 2012 at 9:00 a.m.

PRESENT: Warden Janet Gutowski, Deputy Warden Denis Doyle, Councillors David Jones, John Purdon, John McDougall and Bud Clayton

REGRETS: Councillor John Inglis

ALSO PRESENT: **County:** Liz Savill, CAO/Clerk; Marian VanBruinessen, Treasurer; Paul Charbonneau, Director of Emergency & Transportation Services; Julie Shillington, Administrator of Fairmount, Anne Marie Young, Manager of Economic Sustainability; Joe Gallivan, Manager of Sustainability Planning; David Millard, Manager of Information Systems; Casey Buchanan, Executive Assistant; Susan Beckel, Deputy Clerk
Media: Julie Druker and Craig Backay

1. CALL TO ORDER

The Warden called the special meeting of Council to order at 9:08 a.m. for the purposes of the 2012 budget deliberations.

2. ADOPTION OF THE AGENDA

- **Adoption of the Agenda**

Motion #58-12 Moved By: Councillor Jones
Seconded By: Deputy Warden Doyle

RESOLVED THAT the agenda for the March 13, 2012 special meeting of the Council of the County of Frontenac be adopted as amended to add a reference to the Eastern Ontario Wardens' Caucus (EOWC) report, *Facing our Fiscal Challenges: A Report on the Financial Sustainability of Local Government in Eastern Ontario*. CARRIED

Warden Gutowski spoke to the recently released EOWC report, *Facing our Fiscal Challenges: A Report on the Financial Sustainability of Local Government in Eastern Ontario* which she

noted is relevant to the County's budget deliberations. The report outlines the following challenges: (i) limited tax base to pay for services and maintain existing infrastructure; (ii) rising debt levels; and (iii) growing and critical need to maintain existing infrastructure and meet future needs. Warden Gutowski noted that in order to address these challenges, increased collaboration and cooperation across municipal boundaries is needed; the status quo is not sustainable.

3. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

The Warden requested the Clerk to record that, in accordance with the Municipal Conflict of Interest Act, no Member of Council declared a conflict of interest for any items on the agenda.

4. DEPUTATIONS AND/OR PRESENTATIONS

a) Geoff Sandiford, Chair, Sustainability Advisory Committee

Re: 2012 Sustainability Projects

Mr. Sandiford distributed a document listing the proposed sustainability projects classified as multi-year projects or 2012 projects and priority ranked by the Sustainability Advisory Committee for Council's consideration.

Motion #59-12 Moved By: Councillor Jones
Seconded By: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by Geoff Sandiford, Chair of the Sustainability Advisory Committee regarding 2012 Projects.

CARRIED

b) Marian VanBruinessen, Treasurer

Re: Reserve and Reserve Funds Additional Discussion

Ms. VanBruinessen provided an overview of reserve and reserve funds advising that there is not Council policy dealing with general reserves.

Motion #60-12	Moved By:	Deputy Warden Doyle
	Seconded By:	Councillor Jones

RESOLVED THAT Council of the County of Frontenac receive the presentation by Marian VanBruinessen regarding Reserve and Reserve Funds Additional Discussion. CARRIED

Motion #61-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor McDougall

RESOLVED THAT given the complications and time spent on budget deliberations each year it is recommended that the Council of the County of Frontenac establish a Finance Committee to improve the process;

AND FURTHER THAT in order to determine the scope and guidelines for this committee, and to recommend how many and who the members should be, it is further recommended that

Councillors Bud Clayton and David Jones be appointed to draft such guidelines, working with staff and others as necessary;

AND FURTHER THAT their report is to be presented at the regular County Council meeting in May for County Council review and decision. CARRIED

5. **CLOSED MEETING**
6. **ADOPTION OF MINUTES**
7. **BUSINESS ARISING FROM THE MINUTES**
8. **COMMUNICATIONS FOR INFORMATION**
9. **COMMUNICATIONS FOR ACTION**
10. **REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER**

- **Administrative Services**
- **Financial Services**
 - **2012 Preliminary Budget**

Marian VanBruinessen circulated a response to a question regarding the Working Fund Reserve. She emphasized that staff must have direction from Council before transferring to or from this reserve. Ms. VanBruinessen further noted that based on the questions received from County Council this year, the presentation of the budget will be reviewed in order to make the document more transparent for Council. A revised template will be brought forward for the 2013 budget.

Ms. VanBruinessen circulated revised pages of the budget and reviewed the changes as follows:

- Page 2 – Requisition to Municipalities changed to \$8,481,074
- Page 10 – County Council: Remuneration and Benefits reduced from \$99,951 to \$96,837; Council Committees reduced from \$60,000 to \$45,000
- Page 18 – Land Ambulance: City of Kingston share reduced from \$6,132,186 to \$6,096,212; County share increased from \$1,489,413 to \$1,525,387 due to an increase in the County's weighted assessment
- Page 20 – Fairmount Home: provincial funding increased due to the home's Case Mix Index (CMI) from \$5,151,975 to \$5,155,407
- Page 24 – Sustainability: Reserve Transfer-Federal Gas Tax Fund reduced from \$679,000 to \$668,171 due to \$10,829 of expenses incurred for the Seniors Housing project in 2011; Expense-Projects reduced from \$979,000 to \$968,171

Fairmount Home Budget

Julie Shillington presented the 2012 Fairmount Home draft budget highlighting the following points:

- Staff do a line by line review of the budget
- Additional provincial funding of over \$200,000; lower than budgeted expenses in the areas of health and benefits, legal and maintenance costs, resulted in an increased surplus;
- No increase to the 2012 budget
- 2012 revenue reflects the increase in provincial funding due to the increased CMI

- Cost increases include: OMERS rate; social work contract; nursing agency for RPNs and contract management
- Dietary work flow review is included in the budget
- Reserve allocation of \$39,000 was detailed: \$30,000 for severance reserve; \$9,000 set aside for project expenses incurred every 4 years including duct work cleaning and well inspections

Ms. VanBruinessen advised that the estimated year end 2011 figures presented in the budget continue to be estimates as final 2011 invoices are still being processed.

Warden Gutowski called a recess of the meeting at 10:27 a.m.

Warden Gutowski reconvened the meeting at 10:41 a.m.

Ms. VanBruinessen continued with the review:

- Page 22 - Social Services: County's weighted assessment has increased; budget numbers provided by City of Kingston are based on previous weighted assessment; there is a reduction in Ontario Works and a small reduction in Child Care
- Page 24 – Sustainability: Anne Marie Young and Joe Gallivan reviewed the multi-year sustainability projects and the projects/activities scheduled for 2012

The following projects were recommended to remain in the 2012 budget:

- Small Events \$2,000
- Trade Show and Youth Day \$3,000
- New Energy Project \$25,000 (no funds will be advanced until an update on the project is provided to Council)
- Support for Smaller Scale Community Sustainability Initiatives \$50,000 (reduced from \$75,000)
- Business Retention & Expansion (BR&E) Program \$40,000 (subject to securing OMAFRA funding of \$20,000)
- Signage Strategy \$10,000 (staff was instructed to reenact the work that was commenced in 2007)
- Signage Implementation (replacement of perimeter signs) \$25,000 (reduced from \$50,000) and staff was directed to ensure that the signage strategy is adopted by Council before any sign replacement work begins
- Marketing/Public Relations \$10,000
- K&P Trail \$260,000 (brushing, surfacing, bridge, remainder of signage and to open from Orser Road to Harrowsmith; Trans Canada Trails will fund up to one-half of the cost of the bridge if application approved)
- Transportation Study \$10,000 (reduced from \$75,000)
- Natural Heritage Study \$60,000
- Seniors Community Housing Pilot Project \$40,000
- Community Improvement Plans \$224,000
- Official Plan Review \$30,000 (cost for two years to complete project)
- Joint Waste Management Review \$5,000

The following reserve transfers were recommended to remain in the 2012 budget:

- EORN Project Allocation \$328,140 (project is ahead of schedule and under budget)
- Land Acquisition Reserve Transfer \$20,000
- Land Use Planning Reserve \$50,000 (for potential OMB appeals)

- GIS Projects Reserve \$11,000 (aerial imagery project)

The following projects and reserve transfer were recommended to be removed from the 2012 budget:

- Available Land & Buildings Inventory and Business Needs Assessment \$30,000
- Green Business Park \$10,000
- Business Case for Milk Processing Plant \$15,000
- Sustainable Tourism Strategy \$30,000
- Strategic Projects Reserve Transfer \$50,000

Warden Gutowski called a recess of the meeting at 12:13 p.m. for lunch.

Warden Gutowski reconvened the meeting at 12:50 p.m.

Marian VanBruinessen reviewed the following pages of the budget document:

- Page 6 – Public Health allocation
- Page 8 – Library budget includes \$31,000 to reserve for capital costs; library will be going through pay equity process that was not accounted for in the budget estimate provided so may require future consideration
- Page 8 – Grant to Service Providers: in response to a question from Councillor Clayton it was noted that there is no donation included in the budget for Pine Meadow Nursing Home. Council recommended that staff speak with representatives from the Frontenac Transportation Service to determine if there is a possibility of expansion of the service to include the western part of the Township of North Frontenac and the Township of Frontenac Islands; or to share their expertise with others who may be able to provide the service in areas currently not serviced

Warden Gutowski advised that all areas of the budget had now been reviewed. The capital budget and the reserve and reserve fund levels will come forward to the March 21, 2012.

Motion #62-12 Moved By: Councillor McDougall
Seconded By: Councillor Davison

RESOLVED THAT the Council of the County of Frontenac receive the 2012 preliminary budget for further consideration and discussion. CARRIED

Motion #63-12 Moved By: Councillor Clayton
Seconded By: Deputy Warden Doyle

WHEREAS the Townships of North Frontenac and Frontenac Islands do not receive a direct benefit from the K&P Trail;

NOW THEREFORE the Council of the County of Frontenac hereby authorizes the following:

- (i) That an additional \$0.26 for every \$1 budgeted for investment in the Frontenac K&P Trail in 2012 shall be allocated to the Townships of North Frontenac and Frontenac Islands, \$0.16 and \$0.10 respectively, for eco-tourism projects.
- (ii) That the allocation shall be funded through the County Federal Gas Tax funds and the projects shall meet the Federal Gas Tax criteria.

- (iii) That the transfer of these funds will be made based on paid invoices submitted by the Townships representing investments in eco-tourism projects that meet the Federal Gas Tax criteria.
- (iv) That for 2012, the amount to be budgeted for this allocation shall be \$67,600 to provided as a reimbursement of costs incurred by the Townships. CARRIED

Motion #64-12 Moved By: Councillor Clayton
Seconded By: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac increase the Infrastructure Allocation in the 2012 budget, which represents the transfer of County Federal Gas Tax funds to the Townships, from \$510,000 to \$625,000. CARRIED

11. ACCOUNTS
12. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN
13. GIVING NOTICE OF MOTION
14. OTHER BUSINESS
15. PUBLIC QUESTION PERIOD
16. BY-LAWS – GENERAL BY-LAWS AND CONFIRMATORY BY-LAW

a) By-Law No. 2012-0008 – To Confirm Proceedings

Motion #65-12 Moved By: Councillor Davison
Seconded By: Councillor McDougall

RESOLVED THAT leave be given the mover to introduce the following by-law that has been circulated to all members of County Council and that this by-law be read a first and second time:

- By-Law No. 2012-0008 – To Confirm Proceedings of the special meeting of Council held on March 13, 2012. CARRIED

Motion #66-12 Moved By: Councillor Purdon
Seconded By: Deputy Warden Doyle

RESOLVED THAT the following by-law be read a third time, signed, sealed and finally passed:

- By-Law No. 2012-0008 – To Confirm Proceedings of the special meeting of Council held on March 13, 2012. CARRIED

17. ADJOURNMENT

- **Confirmation of time, date and location for upcoming County Council Meetings:**
 - **Regular Meeting of County Council on March 21, 2012 at 9:00 a.m.**

Agenda Item # 6•

Motion #67-12

Moved By: Deputy Warden Doyle
Seconded By: Councillor Purdon

RESOLVED THAT the meeting hereby adjourn at 2:30 p.m.

CARRIED

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Casey Buchanan
Executive Assistant

Date Prepared: March 12, 2012

Date of Meeting: March 21, 2012

Re: Communications of Interest to County Council

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

A Ministries, Other Municipalities, etc:

1. The City of Kingston Community & Family Services, January, 2012 – Newsletter highlights fee subsidy update noting the fee subsidy expenditures totalled 100% of the total fee subsidy allocation for 2011. Based on current funding patterns and waiting list data: No surplus fee subsidy funding is available for 2011 one-time health and safety requests or reallocation to wage subsidy; it is anticipated that the wait list will continue to grow and may reach its peak in August, before the implementation of 9 new FDK sites in September of 2012; based on this projection, parents wanting to access fee subsidies for future care needs should be encouraged to place their name on the wait list for fee subsidy as well as the Centre's wait list for space and the next date anticipated for approval of new fee subsidies to wait list families is the end of February 2012.
2. Ministry of Transportation, February 15, 2012 – Correspondence in response to the County's resolution passed on December 20, 2011 to the Honourable Bob Chiarelli, Minister of Transportation. The letter, signed by the Regional Director, notes the Ministry will be focusing its resources on maintaining existing infrastructure. This means it will be addressing three main operational needs of the Frontenac-Howe Islander ferry over the next year: its dry docking in 2012; the replacement of the existing winch; and, the rehabilitation of its transfer bridges. The replacement of the existing diesel engine with a high efficiency battery has been deferred.
3. Parks Canada, February 16, 2012 – Information bulletin regarding the Rideau Corridor Landscape Character Assessment to identify key features and values of the Corridor in order to support more effective planning and management of its

Administrative Report
Communications of Interest to County Council
March 21, 2012

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landscape into the future. Workshops will be held on March 6, 7 and 8, 2012. For further information is available at www.rcls-sacr.ca.

4. Ontario Human Rights Commission, February 21, 2012 – Circulation of the new Ontario Human Rights Commission guide *In the Zone, human rights and municipal planning*. The guide offers information about legal obligations, and about the tools and best practices one can apply to connect human rights and housing when making zoning and planning decisions. Copies of the guide are available through the Deputy Clerk. The new guide, along with many other relevant publications is also available at www.ohrc.on.ca.
5. Ministry of Natural Resources, February 27, 2012 – Electronic correspondence regarding the proposed habitat regulation for pale-bellied frost lichen. According to information and research gathered, this particular endangered species is found within the County of Frontenac. The letter is primarily to inform Council that MNR has proposed a habitat regulation for Pale-bellied Frost Lichen and is contacting specific landowners and land managers within the County who may have habitat for Pale-bellied Frost Lichen on or in the vicinity of their properties. In addition, MNR will be placing notices regarding this regulation proposal in major Ontario newspapers. Finally, the Ministry is requesting Council's comments and suggestions regarding the proposed regulation. The proposed habitat regulation under the ESA for Pale-bellied Frost Lichen is currently available on the Environmental Registry for public comment at www.ebr.gov.on.ca
6. Minister of International Trade and Minister for the Asia-Pacific Gateway, February 29, 2012 – Letter of thanks for correspondence received from County Council on January 31, 2012 regarding Canada's negotiations with the European Union (EU) toward a Comprehensive Economic and Trade Agreement (CETA). The letter gives detailed information on the status and scope of the negotiations noting that updates can be found on the Foreign Affairs and International Trade Canada website at www.international.gc.ca.
7. Minister Responsible for Seniors, March 1, 2012 – Correspondence inviting Council to participate in the 2012 Senior of the Year Award to honour one outstanding local senior. Recipients are individuals who after age 65 have enriched the social, cultural or civic life of the community without thought of personal or financial gain. The Ontario Senior of the Year Award nomination forms are available on the Ministry of Citizenship and Immigration's website at www.ontario.ca/honoursandawards.

Other Correspondence:

1. Ontario Onsite Wastewater Association , February 10, 2012 – Invitation to attend Ontario Onsite Wastewater Conference & Exhibition on April 15 to 17, 2012 in Cobourg. The conference will provide insight on how innovations in today's onsite wastewater industry provide sustainable solutions to growth, economic development and environmental protection. For further information or to register, visit www.oowa.org.
2. New Leaf Link, February 13, 2012 – Correspondence directed to the Chair of the Sustainability Advisory Committee regarding special adults and sustainability in Frontenac County. The letter presents questions, issues and recommendations concerning adults with developmental disabilities who reside in the Frontenac's and suggests that the County should partner with New Leaf Link for various workshops and functions that focus on sustainability. Additionally the letter requests that the

County endorse New Leaf Link's sustainability efforts by recognizing the various ways the need to support adults with developmental disabilities and NeLL's ongoing efforts to address this need.

3. SunEdison, March 6, 2012 – Notice of public meeting for SunE Westbrook Solar Farm Project located on Part of Lots 4 and 5 Concession 5, Western Division of the City of Kingston (Westbrook), Ontario on Thursday, May 3, 2012 at 5:30pm to 8:00pm. The format of the meeting will be a drop-in centre/open house at the INVISTA Centre (Meeting Rooms A&B), 1350 Gardiners Road, Kingston.
4. KFL&A Healthy Eating Working Group, March 6, 2012 – invitation to Food Charter for Kingston, Frontenac and Lennox & Addington event held on Thursday, March 22, 2012 from 9:30 a.m. to 11:30 a.m. The event will provide an opportunity for decision makers and leaders in various organizations to share their input on the Food Charter.
5. Association of Municipal Clerks and Treasurers, March 12, 2012 – Letter of congratulations to the County on being selected as a host municipality for the AMCTO Municipal Internship Program for 2012-2013.

AMO Member Communications:

1. News Releases
 - AMO Welcomes 'Producer Responsibility' Focus of Ontario's Latest Waste Management Initiatives (February 9, 2012)
 - Drummond Commission Offers Opportunities To Solve Shared Fiscal Challenges (February 15, 2012)
2. AMO Breaking News
 - MOE's Direction to Waste Diversion Ontario (February 9, 2012)
 - Drummond Recommendations (February 15, 2012)
 - Drummond Recommendations that may have a municipal impact or interest: An Inventory (February 16, 2012)
 - AMO Economic Development Task Force Update (February 21, 2012)
 - Bills Introduced Since (February 21, 2012)
 - Bills Introduced Since (February 23, 2012)
 - Premier Re-Commits to Honour Upload Agreement (February 27, 2012)
 - A Few Early Signals Related To Provincial Budget 2012-2013 (March 14, 2012)
3. Watch Files
 - February 9, 16, 23, 29 and March 8, 2012

FCM Communications:

1. News Releases
 - Ministerial correspondence - Government of Canada Responds to concerns over the potential impact of CETA on municipalities (February 15, 2012)
 - FCM to deliver municipal campaign training workshop for women, March 2 and 3 in Fredericton, NB (February 21, 2012)
 - FCM awarded funding for national mentorship program targeting young women interested in municipal politics (February 23, 2012)
 - FCM celebrates international women's day and recent successes in closing gender gap in municipal politics (March 8, 2012)

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

- Facing our Fiscal Challenges Report (March 5, 2012)
- Facing our Fiscal Challenges PowerPoint Presentation (March 5, 2012)
- Media Release - Landmark Analysis Reveals Rocky Road Ahead for Local Governments in Eastern Ontario

C Agency/Board Minutes:

1. Kingston Frontenac Public Library Board – January 25, 2012

D The following items of correspondence require action:

1. United Way Success By 6, February 13, 2012 – Correspondence thanking the County of Frontenac for its ongoing partnership with the annual Success By 6 Week which is held in May. The organization is requesting that County Council proclaim the week of May 7, 2012 as United Way Success By 6 Week to raise awareness about the importance of early childhood development and care.
2. United Way, February 13, 2012 – Letter requesting County Council proclaim April 15-21 as National Volunteer Week to recognize and appreciate our hard-working volunteers within the community and encourage individuals and families to commit to future volunteers service opportunities.



To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Joe Gallivan
Manager of Sustainability Planning

Date prepared: February 29, 2012

Date of meeting: March 21, 2012

Re: Sustainability – County of Frontenac Official Plan: Work Plan and Consultation Plan

At the County Council meeting held on December 14, 2011 the following resolution was passed:

Motion #344-11 Moved By: Councillor McDougall
Seconded By: Councillor Clayton

RESOLVED THAT the Council of the County of Frontenac receive the Sustainability – County Official Plan report;

AND FURTHER that Council endorse the initiation of the development of a County Official Plan with the goal to having a draft plan to be considered by Council for adoption within its current term;

AND FURTHER that Council direct staff to prepare a detailed work plan and consultation program to be presented to Council in early 2012;

AND FURTHER that a County Official Plan be prepared under the following parameters:

- (1) That the Official Plan be prepared as a 'high level' planning document using a regional planning perspective, recognizing that detailed planning policies are now in place for the four Townships' Official Plans;
- (2) That the Official Plan use a systems-based approach and act as a guide for dealing with cross-boundary and cross-jurisdictional planning issues;
- (3) Ensure that the Official Plan is consistent with the Provincial Policy Statement while offering a solutions-oriented planning approach to deal with land use planning issues that are common to the Frontenacs; and
- (4) That community consultation regarding the vision and content of the Official Plan be extensive.

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Sustainability – County of Frontenac Official Plan: Work Plan and Consultation Plan
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The purpose of this report is to provide Council with an outline of the proposed work plan and consultation program.

Comment

Work Plan and Consultation Plan

Council has endorsed the beginning of work on the first Official Plan for Frontenac County. Staff has put together a proposed work plan and consultation plan with the goal of having a draft Official Plan document that can be considered by Council for adoption within the next two years.

A chart of the proposed work plan and consultation plan are outlined in Appendix A of this report. For this year, work is proposed as follows:

- Initial Phase (January to April, 2012) – The primary goal for 2012 is to complete necessary background work and an extensive public consultation. It is proposed that the first quarter of this year involve research and analysis. Initial meetings have now been held with staff of all four Townships as well as the Ministry of Municipal Affairs and Housing to provide them with the background and direction of the proposed Official Plan based on the direction of County Council. A 'basis' document will be prepared and released to the public to provide a better understanding of why the plan is being done and to outline some of the regional planning issues that may be included in the Plan.
- Consultation Phase (April, 2012 and ongoing) – The County is committed to public involvement at the same high level as was done for *Directions for Our Future* in 2008 and 2009. Widespread discussions will begin once the 'basis' document is released and the public has had an opportunity to think about what issues should be part of the County Official Plan. Direct consultation will take place with all four Township Councils, stakeholder groups such as the Frontenac Stewardship Council, CFDC, conservation authorities, cottage associations, lake associations and the First Nations. A number of open houses are also proposed to be held throughout the County this year, and information will be available at the County information booths that will be at events throughout the year. It is hoped that the consultations will help to develop a 'homegrown' regional strategy that is shaped by the citizens who have a vested interest in the future of the Frontenacs. Whether formal or informal, the goal is to allow for public sessions that will help work out common problems.

'Watershed Approach' to the County Plan

Council has directed that the County Official Plan take a 'high level' approach recognizing that all of the Township Official Plans have detailed policies.

Frontenac County is very fortunate to have a vast number of lakes, rivers, and streams which, with other resources, facilities, and services support both the natural environment and our hamlets and villages. Traditionally, the management of our water bodies has not been done on a watershed basis. Many of the practices associated with their management have been issue-driven with responsibility divided between different jurisdictions and agencies, some of which are concerned with only one resource.

Integrating land use and watershed planning at the regional level can allow for the opportunity to effectively interconnect the relationship between the development of land and the protection of our water resources in a proactive and cooperative manner. Watershed planning and land use planning consider the same environmental issues but from different perspectives and levels of

detail. The integration of watershed and land use planning together can be achieved through a watershed management plan.

A map of the Frontenacs illustrating the watershed approach is attached. There are six distinct areas (north to south), the majority of which are areas managed by Conservation Authorities:

- Madawaska
- Mississippi
- Quinte
- Rideau
- Cataraqui
- St. Lawrence

This watershed approach is based on the direction of Council to create a 'high-level' regional plan. It is also consistent with the intent of *Directions for our Future* to integrate land use planning with cross-boundary planning issues.

Council Direction/Endorsement

At the end of the first phase of public consultation (expected to be the end of this year), it is hoped that a list of key regional planning issues will have been developed that should form the basis of the group of planning policies that will form the County Official Plan.

Issues that staff has highlighted to date that fit into the watershed/cross-boundary approach include:

- Natural Environment
- Economic Sustainability
- Growth, Settlement, and Housing
- Community Services
- Tourism
- Green Energy
- Transportation
- Sustainable Agriculture

Council will consider these issues and then direct staff to prepare a set of draft policies. Once that step is completed, a first draft will be presented and reviewed by Council before beginning public consultation on a draft Official Plan.

Council Official Plan Working Sessions

The development of the first Official Plan for Frontenac County will be a milestone for Council as it will be dealing with one of Council's top priorities for its term. It is very important that Council is informed and makes decisions at key steps in this process.

To ensure that Council members are well-versed, staff will be providing updates to Council through a series of information reports and presentations. More than that, staff is recommending that Council agree to hold periodic working sessions to review the plan in detail at key decision-making stages. The 'ownership' of the County Official Plan belongs to both Council and its citizens and it is essential that Council members are supportive of the final document.

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Sustainability Implications

The County Official Plan is specifically highlighted in the County's Sustainability Plan. It touches on all four pillars of the plan: social, cultural, economic, and environmental.

Financial Implications

Council has approved \$30,000 as a budget envelope for the preparation of the Official Plan. This budget has been developed to cover meeting costs and the possible need for help in the extensive public consultation program.

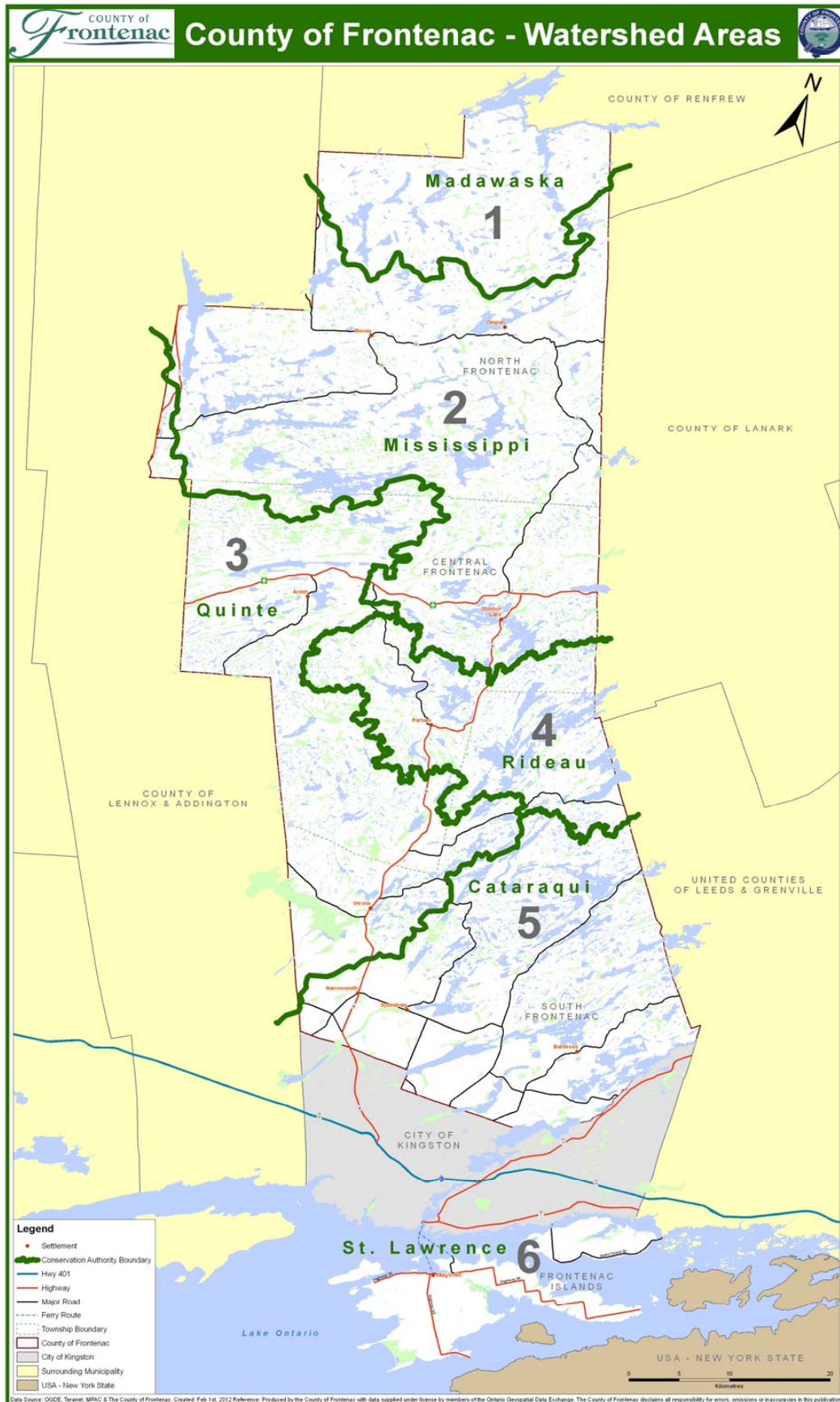
Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Sustainability – County Official Plan: Work Plan and Consultation Plan* report;

AND FURTHER that Council endorse the work plan and consultation plan outlined in the report for the preparation of the County Official Plan, with the continuing goal of having a draft plan to be considered by Council for adoption within its current term.

Appendix 1 – Frontenac County Official Plan Work Plan

PHASE 1	January to April 2012 Conduct Research and Analysis to prepare Basis Document	Consultation: Meet with • Staff in each Township • City of Kingston • Ministry of Municipal Affairs • CFDC
PHASE 2	April to December 2012 'Basis Document' Published Public Consultation – Open Houses and Sustainability Outreach Issues Report to Council – Endorse Issues and direction to prepare draft Plan	Consultation: Meet with • Township Councils • Stakeholder groups - o Conservation Authorities - o Cottage Associations - o Frontenac Arch Biosphere Reserve - o LOL Tourism - o Stewardship Council Other Consultation • Hold open houses in each Township • Conduct on-line questionnaire • Attend community events (e.g., farmers market)
PHASE 3	January to September 2013 Draft Official Plan	Consultation: • Council Review • Host Open Houses
PHASE 4	Early 2014 Draft Official Plan Adoption	





ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Joe Gallivan, MCIP, RPP
Manager of Sustainability Planning

Peter Young
Community Planner

Date prepared: March 9, 2012

Date of meeting: March 21, 2012

Re: **Sustainability – Summary of Applications for Plans of Subdivisions and Condominiums**

Background

The County of Frontenac is responsible for granting subdivision and condominium approvals. This report will provide Council with a summary of the current planning application activity in process.

Comment

The County requires mandatory pre-consultation prior to applications being submitted. The pre-consultation process follows two steps:

- (i) Pre-consultation meeting with the proponent, the Township and County to review the proposal, the County application process and the requirements for a complete application.
- (ii) On-site pre-consultation meeting between the County's hydrogeologist/engineer and the proponent's hydrogeologist/engineer to review the requirements of the hydrogeological study.

Once a formal application is made and the application is deemed "complete" (i.e. all of the studies identified in pre-consultation have been submitted), it is circulated to the Township, Conservation Authority, and other agencies such as Bell Canada and Hydro One for comment. These agencies give advice to the County on technical issues and provide conditions of draft approval should the development be approved by County Council.

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Sustainability – Summary of Applications for Plans of Subdivisions and Condominiums
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A public meeting is held in front of Township Council where the applicant and interested members of the public have an opportunity to present their comments. A member of the public may also make a written submission at any time prior to the decision by County Council. Throughout the process an applicant will typically revise their plans and supporting studies in response to agency and public comments.

Planning staff at the County prepare a report to County Council recommending approval or refusal of the draft plan of subdivision or condominium. The decision on whether to approve or refuse a proposed development is made by County Council, and this decision is appealable to the Ontario Municipal Board. A recommendation for draft approval includes a list of conditions provided by the County, Township, and other agencies that the applicant must fulfill in order to receive final approval. Once the applicant fulfills the conditions and the development receives Final Approval from County Council, the lots may be registered and sold.

The following chart lists plans of subdivision and plans of condominium that are currently part of the County's approvals process. A location map of the applications is attached in Appendix A.

County of Frontenac Plan of Subdivision/Condominium Applications

APPLICATION	NUMBER OF UNITS/LOTS	DEVELOPMENT STATUS
Township of South Frontenac		
Cranberry Cove Condominium	13 units	Pre-consultation October 2011; application deemed incomplete March 2012; expected to move forward later in 2012
Collins Lake Subdivision	10 lots	Draft approved May 2011
Wilfield Estates Subdivision	24 lots	Pre-consultation November 2011
Inverary Business Park Subdivision	6 blocks for Business Park	Draft approved May 2010
Valleyview Subdivision	20 lots and 1 block for seniors' housing	Draft approved November 2012
Sands Road Subdivision	16 lots	Pre-consultation meeting held in December 2009; application submitted November 2011; follow-up meeting March 2012, plans to be revised
Zanet Subdivision	11 lots	Pre-consultation meeting held in December 2009
Sunbury Subdivision	24 lots and 1 block	Pre-consultation meeting held in January 2011

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Township of Central Frontenac		
Bridgen's Island Subdivision	14 lots and 1 block; 10 lots developed; 4 lots vacant for more than 10 years	Application under review; on hold due to OMB appeal of Official Plan Amendment
Kennebec Lake Subdivision	24 lots and 5 blocks	Pre-consultation meeting held in December 2010; complete application March 2011; public meeting June 2011; subsequent consultation meeting December 2011; revised plan submitted and second public meeting expected Spring 2012
Township of North Frontenac		
Ardoch Lake Condominium	45 lots and 6 blocks	Pre-consultation meeting held in September 2010; application submitted December 2011; deemed complete January 2012; public meeting expected Spring 2012

Financial Implications

The County's Fees for Services By-law No. 2010-0019 includes the following fees for subdivision and condominium applications in its Schedule B:

Tariff of Fees for Land Use Planning

Subdivisions/Condominiums

Initial Application Fee:

For any proposed plan of subdivision submitted to the County of Frontenac for approval:

Up to 20 developable lots/blocks/units	\$2,600
21 to 50 developable lots/blocks/units	\$4,000
More than 50 developable lots/blocks/units	\$6,000

Refund:

Sixty per cent (60%) of the Initial Application Fee shall be returned if an application is rejected by the County of Frontenac as being deemed incomplete or is withdrawn prior to circulation.

Major Plan Revision (re-circulation) \$1,000

Minor Revision or Emergency Extension \$ 400

For minor revisions to the draft plan and/or draft conditions, which do not require major re-circulation and for each three (3) month emergency extension to draft approval.

Draft Approval Extension

For each one (1) year extension of draft approval beyond the usual three (3) years draft approval\$ 600

Final Plans for Registration \$ 600

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Condominiums Exemption

Application Fee\$1,000
For any plan of condominium submitted to the County of Frontenac for
exemption under *The Condominium Act*.

Part Lot Control

Final Approval \$ 300
Payable prior to the by-law being given final approval by the Council of the
County of Frontenac.

Other Charges

The applicant shall provide the County of Frontenac, upon request, a deposit
against which the County may, from time to time, charge any professional fees and
expenses incurred related to peer review. If such fees and expenses exceed the
deposit, the Applicant shall pay the difference upon being billed by the County with
interest at a rate of 1.25% per month on accounts overdue more than thirty (30)
days.

Sustainability Implications

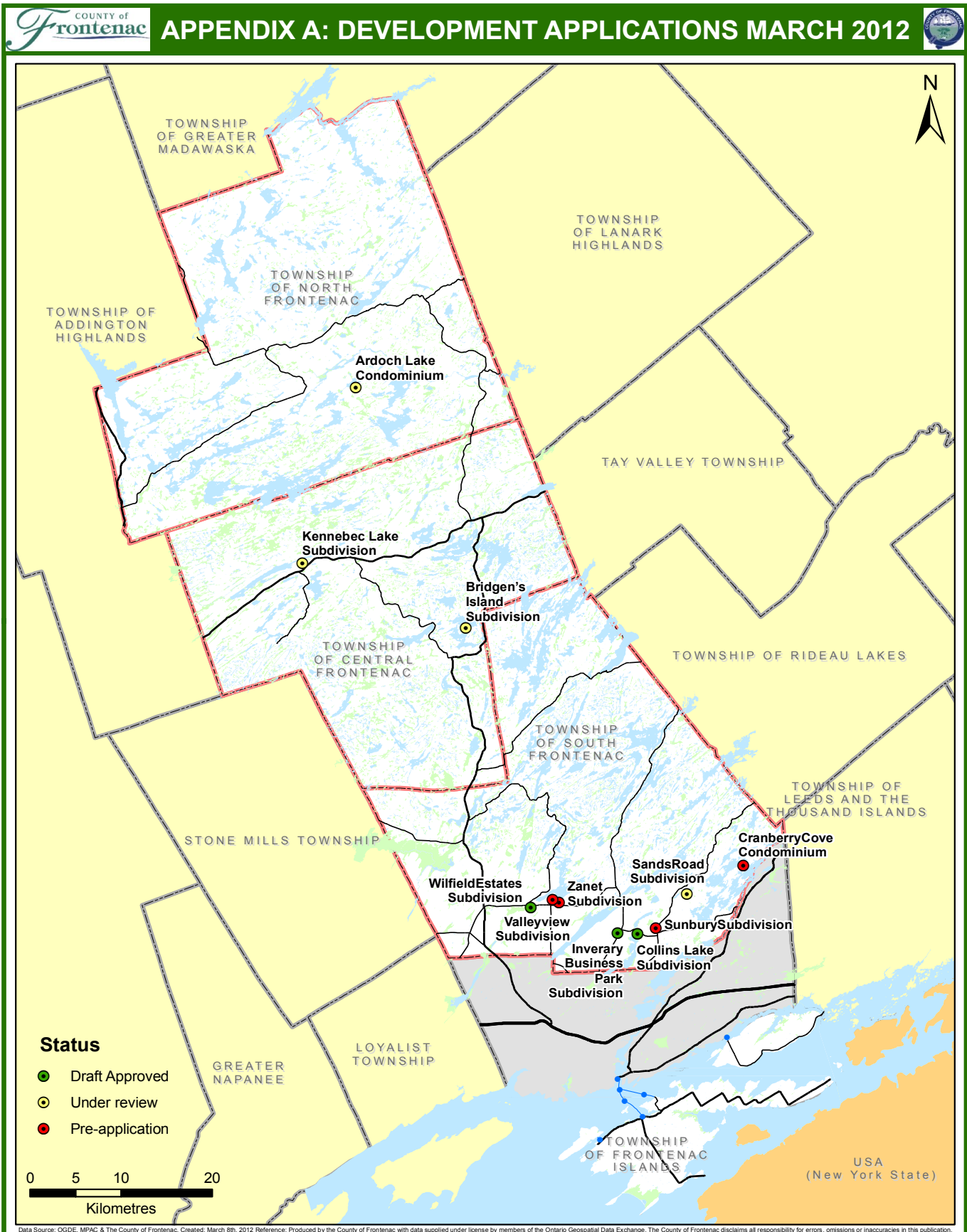
The existing subdivision application process in place at the County is efficient and promotes
timely and thorough review of development applications. As a result, it is expected that many
applications dealt with by County Council – once determined to be ‘good planning’ – can be
approved promptly and new construction can take place. The application process promotes
both good land use planning and the economic development pillar of *Directions for Our Future*.

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Land Use Planning –
Summary of Applications for Plans of Subdivisions and Condominiums* for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Deputy Clerk
Townships of Frontenac





ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Joe Gallivan
Manager of Sustainability Planning

Peter Young
Community Planner

Date prepared: March 9, 2012

Date of meeting: March 21, 2012

Re: Sustainability – Natural Heritage Study Update

Background

The Natural Heritage Study will include a comprehensive evaluation of natural heritage features such as wetlands, forest cover, and wildlife habitat and the mapping of a connected system of these features. The mapping will be accompanied with policy used by planners to protect significant natural features from development. A County-wide Natural Heritage Study will go beyond the individual Township boundaries and create cross-boundary linkages and corridors. This comprehensive regional review of natural heritage mapping and policies will be a foundation piece of the County Official Plan.

The Natural Heritage Study was approved as part of the 2011 budget. An RFP was developed with input from a consultant, the Ministry of Municipal Affairs and Housing, the Frontenac Stewardship Council, and the Ministry of Natural Resources. Dillon Consulting was retained for the project in December 2011 after a competitive process with many excellent submissions.

Comment

The project is currently in the initial stages. A project start-up meeting took place in February with Township, Provincial, and Conservation Authority staff. Dillon outlined their work plan and schedule for the project and received valuable local input from those around the table. County staff has also met with Township and Conservation Authority staff that were unable to attend the start-up meeting. The work plan for the Natural Heritage Study is attached as Appendix A.

Dillon is currently in the process of gathering data that will feed into the mapping of the regional natural heritage features as well as doing a review of existing Township Official Plan policy. A series of public meetings has been planned for the Spring and Summer to outline the study and its importance for guiding future development in the Frontenacs, review preliminary mapping,

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Sustainability – Natural Heritage Study Update
March 21, 2012

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and give residents an opportunity for input. Local knowledge will be a key part of informing Dillon's work in providing the mapping and developing policy that protects significant natural features and identifies new opportunities for stewardship, while continuing to support sustainable economic development and opportunities for recreation.

The tentative public meeting dates are as follows:

- Phase 1 South – Wednesday, April 25
- Phase 1 North – Thursday, April 26
- Phase 2 South – Wednesday, July 25
- Phase 2 North – Thursday, July 26

More details on the exact times, dates, and facilities will be announced closer to the events.

Sustainability Implications

The Natural Heritage Study was recognized in *Sustainable Actions 2010* as a priority project for 2011. The project will help to support the cultural, economic, and environmental pillars of *Directions for our Future* as well as the Protection of Natural Areas focus area.

Financial Implications

County Council allocated \$60,000 in the 2011 budget for the Natural Heritage Study.

Recommendation

RESOLVED THAT County Council receive the *Sustainability – Natural Heritage Study Update* report for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Ministry of Municipal Affairs and Housing
Ministry of Natural Resources
Frontenac Stewardship Council
Local Conservation Authorities
Townships of Frontenac

**County of Frontenac
Natural Heritage Study**



	Year Month Day	2012 January 23 30	February 7 13 20 27	March 5 12 19 26	April 2 9 16 23 30	May 7 14 21 28	June 4 11 18 25	July 2 9 16 23 30	August 6 13 20 27
Tasks									
Project Start-Up and Meeting									
Contract, documents, and data									
Project initiation meeting with Steering Committee			S						
Phase 1 - Background Review and Scoping									
Collection of background information and consultation with agencies									
Natural heritage system mapping									
Local studies and key reference material defining significance									
Policy review									
Outline methodology for the natural heritage study									
Steering Committee meeting					S				
Public consultation session (x2) to review methodology						P			
Background Information Summary Report						R/C			
Phase 2 - Natural Heritage Review Assessment									
Natural heritage system mapping									
Natural heritage system analysis and evaluation									
Quantity and quality analysis									
Aerial photo imagery interpretation									
Gap analysis									
Compatibility mapping									
Applying significance criteria									
Field work to confirm natural heritage feature mapping									
Recommendations for improving conservation measures									
Steering Committee meeting							S/C		
Phase 3 - Policy Development									
Define regional NH planning issues									
Develop strategy, tools, and policy directions									
Draft report								R/C	
Steering Committee meeting								S	
Public consultation session (x2)									P
Final report									R/C

Legend **S** Steering Committee Meeting **P** Public Consultation **R** Reporting **C** County Council liaison by Staff (RFP Section 4.1.11)



ADMINISTRATIVE REPORT

To:	Warden and Council Members of the County of Frontenac
From:	Elizabeth Savill CAO
Prepared by:	Marian VanBruinessen Treasurer
	Paul Charbonneau Director of Emergency and Transportation Services/Chief of Paramedics
Date prepared:	March 14, 2011
Date of meeting:	March 21, 2011

Re: Financial Services – North Frontenac Joint Land Ambulance/Fire Station Project Manager Award of Contract

Background

At its meeting of January 27, 2012 County Council received the *Emergency and Transportation Services – North Frontenac Joint Land Ambulance/Fire Station Update* report and passed the following resolution:

*Motion #16 - 12 Moved by: Councillor Clayton
Seconded by: Councillor Purdon*

That the Council of the County of Frontenac accept this Emergency and Transportation Services – North Frontenac Joint Land Ambulance/Fire Station Update report for information;

AND FURTHER, that Council authorize the Warden and Clerk to execute the agreement between the County of Frontenac and the Township of North Frontenac;

AND FURTHER, that Council authorize the release of the Request for Proposal (RFP) for Project Management, awarding of the RFP and authorize the Warden and Clerk to execute the agreement between the County of Frontenac and the successful proponent;

AND FINALLY, that Council authorize the release of the Request for Proposal of a Design Build Project, awarding of the RFP and authorize the

Agenda Item # 10102b)

Warden and Clerk to execute the agreement between the County of Frontenac and the successful proponent.

Comment

The Request for Proposals (RFP), prepared by the County and reviewed by Township staff, was released on February 6th.

Two proposals were received for the Project Manager contract for the project.

Company Name	Contract Price
TCMS	\$56,972 + HST
GD Jewell	\$63,055 + HST

Interviews were held on February 17th, with S. Riddell and G. Gorrie representing the Township and P. Charbonneau and M. VanBruinessen representing the County making up the interview panel.

After an assessment of the proposals and the interview, TCMS was deemed to be the successful proponent.

Financial Implications

The low bid is reasonable for the project

Recommendation

THAT County Council receive this *Financial Services – North Frontenac Joint Land Ambulance/Fire Station Project Manager Award of Contract* for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Cheryl Robson, CAO, Township of North Frontenac
Steve Riddell, Chief of Fire Services, Township of North Frontenac
George Gorrie, Chief Building Officer, Township of North Frontenac



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date prepared: March 5, 2012

Date of meeting: March 21, 2012

Re: **Financial Services – 2011 Remuneration and Reimbursement of Expenses to Council Members and Non-Council Appointees**

Background

Section 284 (1) of the *Municipal Act, 2001 S.O. 2001, Chapter 25*, states:

The treasurer of a municipality shall in each year on or before March 31 provide to the Council of the municipality an itemized statement on remuneration and expenses paid in the previous year to,

- (a) each member of Council in respect of his or her services as a member of the Council or any other body, including a local board, to which the member has been appointed by Council or on which the member holds office by virtue of being a member of Council;*
 - (b) each member of Council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and*
 - (c) each person, other than a member of Council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.*
- 2001, c. 25, s. 284 (1).*

On April 20, 2011 County Council adopted By-law No 2011-0017 being a by-law to adopt the estimates for the sums required during the year 2011 for the purposes of the County of

Administrative Report
Financial Services – 2011 Remuneration and Reimbursement of Expenses to Council Members and Non-Council Appointees
March 21, 2012

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Agenda Item # 10102c)

Frontenac and to establish rates to be levied for same against the Townships of Frontenac Islands, South Frontenac, Central Frontenac and North Frontenac.

Comment

By-law No. 2010-0010 outlined the remuneration to be paid to Councillors and Non-Council Appointees of the County. The following tables summarize the amounts disbursed in 2011:

Council Member	Compensation as Council Member or Appointee \$	Expenses \$	Mileage Net of GST \$
Janet Gutowski	5,094.25	2,509.08	96.00
Gary Davison	10,805.85	8,143.08	1,240.80
Denis Doyle	4,806.97	3342.60	329.76
David Jones	4,806.97	2,667.60	544.88
John McDougall	4,806.97	3,092.60	540.48
Bud Clayton	4,806.97	2,499.10	1,726.12
John Inglis	4,806.97	2,367.60	1,278.24
John Purdon	4,806.97	2,367.60	524.64

Library Board Appointees	Per Diem \$	Mileage Net of GST \$
Paige Cousineau	1,800.00	727.56
Wilma Kenny	1,800.00	412.81
John Purdon	825.00	831.84

Ontarians with Disabilities Appointees	Per Diem \$	Mileage Net of GST \$
Gary Davison*		
John McDougall	75.00	25.92
Francine Arsenault	150.00	25.66
Danka Brewer	75.00	33.86
Neil Allen	150.00	8.55

Agenda Item # 10102c)

Green Energy Task Force Appointees	Mileage Net of GST \$
Maris Krumins	129.66
David Hahn	
John Kittle	84.29
Brad Leonard	
Janet Gutowski*	
Denis Doyle*	
John Inglis	227.52

Sustainability Advisory Committee Appointees	Mileage Net of GST \$
Geoff Sandiford	159.94
Ron Hipner	
John McDougall*	90.24
Don Ross	
John Kittle	
John Inglis	113.76
Denis Doyle	86.40
Gary Davison	21.60

Trails Advisory Committee Appointees	Mileage Net of GST \$
Denis Doyle*	
John Inglis*	
Allan McPhail	
Dieter Eberhardt	
Derrick Spafford	
Joan Hollywood	171.17
Marc Moyes	
Janet Gutowski*	

150th Anniversary Committee Appointees	Mileage Net of GST \$
Marcel Giroux	
Janet Gutowski*	
Gary Davison*	
Stan Johnston	
Phil Leonard	
Jim Vanden Hoek	

* Mileage amounts for Council members are not always delineated by committee, but are included in the Council mileage reimbursement

Financial Implications

Amounts paid to County Council and other Board and Committee members were within budget.

Sustainability Implications

Governance – appropriate stewardship of County resources.

Recommendation

RESOLVED THAT the Council of the County of Frontenac accept the *Financial Services – 2011 Remuneration of Expenses to Council Members and Non-Council Appointees* report for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Susan Beckel, Deputy Clerk



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Paul J. Charbonneau
Director of Emergency & Transportation Services/Chief of Paramedic Services

Date prepared: February 23, 2012

Date of meeting: March 21, 2012

Re: **Emergency and Transportation Services – Legislated Response Time Performance Plans**

Background

In 2006, in conjunction with the Association of Municipalities of Ontario (AMO), the provincial government established a Land Ambulance Committee (LAC) to review ambulance response time standards. On July 31, 2008 changes were made to the *Ambulance Act*, Ontario Regulation 267/08, amending O. Reg. 257/00 with the heading Section 22: Part VIII, Response Time Performance Plans, Sections 22 and 23.

PART VIII – RESPONSE TIME PERFORMANCE PLANS

- 23.** (1) *In this section, “response time” means the time measured from the time a notice is received to the earlier of the following:*
- a) *The arrival on-scene of a person equipped to provide any type of defibrillation to sudden cardiac arrest patients.*
 - b) *The arrival on-scene of the ambulance crew. O. Reg. 267/08, s. 1 (2).*
- (2) *No later than October 1 in each year after 2011, every upper-tier municipality and every delivery agent responsible under the Act for ensuring the proper provision of land ambulance services shall establish, for land ambulance service operators selected by the upper-tier municipality or delivery agent in accordance with the Act, a performance plan for the next calendar year respecting response times. O. Reg. 267/08, s. 1 (2); O. Reg. 368/10, s. 1 (1).*
- (3) *An upper-tier municipality or delivery agent to which subsection (2) applies shall ensure that the plan established under that subsection sets response time targets for responses to notices respecting patients categorized as Canadian Triage Acuity Scale (“CTAS”) 1, 2, 3, 4 and 5, and that such targets are set for each land ambulance service operator*

selected by the upper-tier municipality or delivery agent in accordance with the Act. O. Reg. 267/08, s. 1 (2).

- (4) An upper-tier municipality or delivery agent to which subsection (2) applies shall ensure that throughout the year the plan established under that subsection is continuously maintained, enforced and evaluated and, where necessary, updated, whether in whole or in part. O. Reg. 267/08, s. 1 (2).*
- (5) An upper-tier municipality or delivery agent to which subsection (2) applies shall provide the Director with a copy of the plan established under that subsection no later than October 31 in each year, and a copy of any plan updated, whether in whole or in part, under subsection (4) no later than one month after the plan has been updated. O. Reg. 267/08, s. 1 (2).*
- (6) An upper-tier municipality or delivery agent to which subsection (2) applies shall report to the Director, as required from time to time by the Director and on forms or in a manner provided or determined by the Director, on any matter relating to,*
 - a) the nature and scope of the plan established under that subsection or updated under subsection (4); and*
 - b) the establishment, maintenance, enforcement, evaluation and updating of the plan. O. Reg. 267/08, s. 1 (2).*
- (7) Without limiting the generality of subsection (6), no later than March 31 in each year after 2013, an upper-tier municipality or delivery agent to which subsection (2) applies shall report to the Director on the following matters for the preceding calendar year:*
 - 1. The percentage of times that a person equipped to provide any type of defibrillation has arrived on-scene to provide defibrillation to sudden cardiac arrest patients within six minutes of the time notice is received.*
 - 2. The percentage of times that an ambulance crew has arrived on-scene to provide ambulance services to sudden cardiac arrest patients or other patients categorized as CTAS 1 within eight minutes of the time notice is received respecting such services.*
 - 3. The percentage of times that an ambulance crew has arrived on-scene to provide ambulance services to patients categorized as CTAS 2, 3, 4 and 5 within the response time targets set by the upper-tier municipality or delivery agent under its plan established under subsection (2). O. Reg. 267/08, s. 1 (2); O. Reg. 368/10, s. 1 (2).*
- (8) Without limiting the generality of subsection (6), an upper-tier municipality or delivery agent to which subsection (2) applies shall report to the Director on the performance of each land ambulance service operator selected by the upper-tier municipality or delivery agent in accordance with the Act in respect of the targets set for that operator under subsection (3). O. Reg. 267/08, s. 1 (2).*

The municipality is to submit its Response Time Plan to the Ministry of Health and Long-Term Care (MOHLTC), Emergency Health Services Branch (EHSB) Director no later than October 31 of each year, after 2011 (Section 23 (5)), which are to include performance targets for sudden cardiac arrest, CTAS 1, CTAS 2, 3, 4 and 5. By March 31 of each year the same table with the actual times achieved in the year previous will be reported to the MOHLTC. Canadian Triage and Acuity Scale (CTAS), is a priority setting scale to describe the severity of a patient's condition. In this scale, "CTAS 1" is the most serious, and CTAS 5 the least.

Comment

The previous emergency response time standard had been based on 1996 performance that differed for each upper tier. Since then, the ambulance system and associated demands have changed. The new regulation provides flexibility for each municipality to establish its own percentages of time that it expects to meet its target times considering local resources. In some categories, municipalities can establish their own targets in both time and percentage.

The County of Frontenac's 90th percentile response time measurement in 1996, 14 minutes 52 seconds, establishes that 90 of 100 calls were responded to in under 14:52. The new reporting process simply restates this performance in relation to a set time, as a percentage of calls. Specifically:

1. Sudden Cardiac Arrest calls will have a target percentage of the calls having a Defibrillator on scene within 6 minutes;
2. Sudden Cardiac Arrest and CTAS 1 calls will have a target percentage of the calls where a paramedic resource is on scene within 8 minutes;
3. CTAS 2, 3, 4, and 5 will have a target percentage of the calls where a paramedic resource is on scene in a determined timeframe.

Under both the old and the new process, the times identified to the Province are applicable to the entire service area of the County of Frontenac. There are no provisions in the regulations to provide for variations in population or call volume density. It is important to note that response time performance is increased in densely populated areas. The response time performance reported is an amalgamation of calls throughout the service area, and expectations should be tempered as such.

Under this regulation, municipalities will be credited when any defibrillator is used to assist a victim of sudden cardiac arrest including a public access defibrillator or a tiered response agency. In addition, Emergency Response Vehicles with one paramedic will continue to be calculated in the response time calculations.

With the new standard, the response time will be measured based on the severity of the call, as found by the paramedic (vs. how it was dispatched), which is in keeping with how medical evaluations are conducted. It is intended to propel the stakeholders to continue to pursue system improvements to more accurately identify patients in the greatest need through the ambulance dispatch call interrogation process.

It is suggested that the Response Time Plan reflect current performance elements, so that a year over year benchmarking of response times can be evaluated. Possible options are to 'under-promise and over-deliver', or conversely establish targets in excess of the current performance and enhance service to meet those targets.

Municipalities under the Eastern Ontario Warden's Caucus (EWOC) are working together to identify opportunities regarding the new Response Time Performance Plans and further reports will come to County Council over the next several months with the final recommendation for adoption of a Plan coming within the timeframes dictated by the Province.

Sustainability Implications

Agenda Item # 10103a)

Good stewardship of the County's financial resources and most appropriate care of our residents and visitors when in need of paramedic services.

Financial Implications

None at this time.

Recommendation

That the Council of the County of Frontenac accept this *Emergency and Transportation Services – Legislated Response Time Performance Plans* report for information only;

Organizations, Departments and Individuals Consulted and/or Affected



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Paul J. Charbonneau
Director of Emergency & Transportation Services/Chief of Paramedic Services

Date prepared: March 11, 2012

Date of meeting: March 21, 2012

Re: **Emergency and Transportation Services – 2012 Ontario Special Olympics Provincial Spring Games, Kingston Ontario**

Background

Birth of Special Olympics in Canada

In the early sixties, testing of children with intellectual disabilities revealed that they were only half as physically fit as their non-disabled peers. It was assumed that their low fitness levels were a direct result of their disabilities. A Toronto researcher and professor, Dr. Frank Hayden, questioned this assumption. Working with a control group of children on an intense fitness program, he demonstrated that given the opportunity, intellectually disabled people could become physically fit and acquire the skills necessary to participate in sport. His research proved that low levels of fitness and lack of motor skills development in people with intellectual disabilities were a result of nothing more than a sedentary life style.

Mission Statement

To provide year-round sports training and athletic competition for individuals with intellectual disabilities.

Special Olympics promotes opportunities to develop physical fitness, demonstrate courage, experience joy, and develop skills and friendship with their families, other Special Olympic athletes and the community.

Over the past 40 years Special Olympics has grown from a modest program serving local athletes to become the world's largest movement dedicated to promoting respect, acceptance, inclusion, and human dignity for people with intellectual disabilities through sports.

Comment

The 2012 ONTARIO SPECIAL OLYMPICS PROVINCIAL SPRING GAMES are being hosted by Special Olympics Ontario Region 12 and held in Kingston from May 31-June 3, 2012. The lead agencies for the games are the OPP and Kingston Police Force. The theme this year is "Side by Side".

Dr. Andrew Reed, our associate base hospital medical director from the Regional Paramedic Program of Eastern Ontario (RPPEO) and the OPP Physician, has accepted the position of Medical Lead for the games. In his capacity, as Medical Lead, Dr. Reed has contacted Frontenac Paramedic Services (FPS) regarding paramedic coverage of the games. Dr. Reed states, "I truly believe this is an important public service but also a fantastic opportunity to show how FPS supports the community".

As the Special Olympics rely on sponsorship to hold these games, they are requesting that FPS provide this service for no fee. In exchange, the Spring Games Committee is willing to provide a Bronze Sponsorship Benefits package in exchange for the services provided. This will include:

- An opportunity to showcase the County's vehicle(s) at the opening ceremonies
- An opportunity for a representative of the County's service to escort one of the regional teams into the opening ceremonies
- Opportunities for members of Frontenac EMS to present medals to athletes during medal ceremonies
- The County's logo on the Games Website
- A Commemorative 2012 Spring Games Plaque
- Recognized support of two Adopt an Athlete participants
- VIP Honoured guest passes to events for Frontenac EMS participants
- Recognition at the Opening Ceremonies

Dr. Reed has also requested he be allowed to invite the other EMS providers in our region to come to Kingston to provide an EMS unit to the Opening Ceremonies, and one event on Friday and Saturday each. These partner services would be Hastings-Quinte EMS, Lennox & Addington EMS, and Leeds and Grenville EMS.

This would facilitate paramedic coverage at all venues and events without placing the financial burden on the County of Frontenac.

Sustainability Implications

Good stewardship of the County's financial resources and most appropriate care of our residents and visitors when in need of paramedic services.

Financial Implications

The cost to provide one (1) paramedic unit for the Opening Ceremonies on Thursday, one (1) sporting event venue on Friday, the social event on Friday night, one sporting event venue on Saturday and the Closing Ceremonies on Saturday will be \$3,552. These costs can be covered within the current 2012 budget allocation and will require no special funding request to County Council.

Recommendation

That the Council of the County of Frontenac accept this *Emergency and Transportation Services – 2012 Ontario Special Olympics Provincial Spring Games, Kingston Ontario* report for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Dr. Andrew Reed - OPP Physician
Chief Steve Tanner - Kingston Police Force
Chief Doug Socha - Hastings-Quinte EMS
Chief Mark Schjerning - County of Lennox and Addington EMS
Chief Chris Lloyd - United Counties of Leeds and Grenville EMS



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 17, 2012

Date of Meeting: March 21, 2012

Re: Fairmount Home – 2011 Year in Review

Background

In order to preserve the Home's history, an annual pictorial review of resident, staff and volunteer activities is assembled and shared.

Comment

2011 was another exciting year at Fairmount Home with new opportunities and challenges presenting themselves to staff, volunteers and residents. The Fairmount Home 2011 Year in Review CD is attached.

Sustainability Implications

By viewing the Year in Review, one can be assured that Fairmount provides quality care for our residents and offers a valuable social and cultural hub for our community of residents, staff, family members, volunteers and other stakeholders.

Financial Implications

None.

Recommendation

That Council of the County of Frontenac receive this *Fairmount Home – 2011 Year in Review* report for information only.

Administrative Report
Fairmount Home – 2011 Year in Review
March 21, 2012

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Agenda Item # 10104a)

Organizations, Departments and Individuals Consulted and/or Affected

Residents
Staff
Volunteers



ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared By: Julie Shillington
Administrator of Fairmount

Date Prepared: March 2, 2012

Date of Meeting: March 21, 2012

Re: Fairmount Home – 2012 Accreditation Results

Background

The Accreditation Canada surveyors were on site at Fairmount Home on January 23, 24 and 25, 2012. During that time they spoke to staff, volunteers, residents, family members, community partners and the Warden of Frontenac County.

Comment

Fairmount is once again accredited. We met 93% (374 out of 401) of the accreditation standards and fulfilled 90% (28 out of 31) of the Required Organizational Practices.

By July 12, 2012 we will have to report to Accreditation Canada on our progress in meeting the three Required Organizational Practices in order to maintain our accreditation. I have listed them below along with some commentary:

- 1. The organization has identified and implemented a list of abbreviations, symbols and dose designations that are not to be used in the organization.***

The Home does have policy on abbreviations, symbols and dose designations which was in the policy manual provided to the surveyors. Unfortunately, the staff interviewed during the survey were not aware of the policy. Our plan is to re-educate and ensure the policy is easily accessible in each dispensary.

- 2. The organization's leaders implement an effective preventative maintenance program for medical devices, medical equipment and medical technology.***

The Home does have a preventative maintenance program and most of the nursing equipment such as lifts, tubs chairs, commodes, etc. is on the program however some items such as SPOT machines, bladder scanner, etc. have not been included in the program as the preventative maintenance for those items is not conducted by our

Administrative Report
Fairmount Home – 2012 Accreditation Results
March 21, 2012

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maintenance staff. Moving forward we are identifying all medical equipment and entering it into our program regardless of who maintains it.

3. The organization evaluates its compliance with accepted hand-hygiene practices.

Fairmount has participated in the “Just Wash Your Hands” project which requires hand hygiene auditing on a semi-annual basis. In the Fall of 2011 we started to audit hand hygiene more frequently as our hand hygiene compliance needed improvement. The surveyors felt that as long as we continue the more frequent audits we will easily meet this required practice.

By January, 2013 we must report on progress on meeting the high priority standards that the surveyors did not feel that we met. I have listed them, with some commentary, as follows:

1) Customized Effective Organization – Standard 2.4

The organization’s leaders develop and implement an ethics framework.

The home has a complete ethics policy and framework and had provided some training to staff on the policy in December, 2011 however the surveyors noted that most staff they spoke to were not familiar with identifying what constitutes an “ethical issue”. Further training will be provided to enhance the awareness of staff.

2) Patient Safety – Standard 16.6

The team identifies reports, records and monitors, in a timely way, sentinel events, near misses and adverse events.

The home has a comprehensive policy on the identification and reporting of these events however the surveyors noted that the staff they spoke to were not able to readily identify or define a sentinel event. Further training will be provided to enhance the awareness of staff.

3) Customized Effective Organization – 9.3

The organization stores client records safely and securely.

The resident records are stored in cupboards at the care stations. The surveyors would like to see the cupboards locked. We are currently investigating options.

Please note that reporting progress not only includes advising the actions taken but also providing an audit trail which will provide proof to Accreditation Canada that our actions taken have been effective.

A copy of the Accreditation Report Executive Summary is attached.

Sustainability Implications

Achieving our accreditation confirms for Council, residents, staff, volunteers and our greater community that we provide high quality programs and services for our residents.

Financial Implications

With accreditation status we will continue to receive \$0.33 per resident per day from the Ministry of Health and Long-Term Care.

Recommendation

That Council of the County of Frontenac receive this *Fairmount Home – 2012 Accreditation Results* report for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Accreditation Canada
Residents
Staff
Volunteers



ACCREDITATION CANADA



Driving Quality Health Services

Executive Summary

Fairmount Home for the Aged

Glenburnie, ON

On-site survey dates: January 23, 2012 - January 25, 2012

Report issued: February 24, 2012



**ACCREDITATION CANADA
AGRÉMENT CANADA**

*Driving Quality Health Services
Force motrice de la qualité des services de santé*

Accredited by ISQua

QMENTUM PROGRAM

About the Accreditation Report

Fairmount Home for the Aged (referred to in this report as “the organization”) is participating in Accreditation Canada's Qmentum accreditation program. As part of this ongoing process of quality improvement, an on-site survey was conducted in January 2012. Information from the on-site survey as well as other data obtained from the organization were used to produce this Accreditation Report.

Accreditation results are based on information provided by the organization. Accreditation Canada relies on the accuracy of this information to plan and conduct the on-site survey and produce the Accreditation Report.

Any alteration of this Accreditation Report compromises the integrity of the accreditation process and is strictly prohibited.

Confidentiality

This report is confidential and is provided by Accreditation Canada to the organization only. Accreditation Canada does not release the report to any other parties.

In the interests of transparency and accountability, Accreditation Canada encourages the organization to disseminate its Accreditation Report to staff, board members, clients, the community, and other stakeholders.

Accreditation Canada is a not-for-profit, independent organization that provides health services organizations with a rigorous and comprehensive accreditation process. We foster ongoing quality improvement based on evidence-based standards and external peer review. Accredited by the International Society for Quality in Health Care, Accreditation Canada has helped organizations strive for excellence for more than 50 years.

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QMENTUM PROGRAM

A Message from Accreditation Canada's President and CEO

On behalf of Accreditation Canada's Board and staff, I extend my sincerest congratulations to your board, your leadership team, and everyone at Fairmount Home for the Aged on your participation in the Qmentum accreditation program. Qmentum is designed to integrate with your quality improvement program. By using it to support and enable your quality improvement activities, its full value is realized.

This Executive Summary is part of the Accreditation Report, but can also be used as a stand-alone document to inform stakeholders. It shows your accreditation decision and highlights some of your accreditation activities and on-site survey results.

Your Accreditation Specialist is available if you have questions or need guidance.

Thank you for your leadership and for demonstrating your ongoing commitment to quality by integrating accreditation into your improvement program. We welcome your feedback about how we can continue to strengthen the program to ensure it remains relevant to you and your services.



Wendy Nicklin
President and Chief Executive Officer

A Message from Accreditation Canada's President and CEO

QMENTUM PROGRAM

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QMENTUM PROGRAM

Section 1 Executive Summary

Accreditation Canada is an independent, not-for-profit organization that sets standards for quality and safety in health care and accredits health organizations in Canada and around the world. Organizations that are accredited by Accreditation Canada undergo a rigorous evaluation process. Following a comprehensive self-assessment, trained surveyors from accredited health organizations conduct an on-site survey to evaluate the organization's performance against Accreditation Canada's standards of excellence.

Fairmount Home for the Aged (referred to in this report as "the organization") is participating in Accreditation Canada's Qmentum accreditation program. This Accreditation Report shows the results to date and is provided to guide the organization as it continues to incorporate the principles of accreditation and quality improvement into its programs, policies, and practices.

Fairmount Home for the Aged is commended on its commitment to using accreditation to improve the quality and safety of the services it offers to its clients and its community.

1.1 Accreditation Decision

Fairmount Home for the Aged has earned the following accreditation decision.

Accredited (Report)

QMENTUM PROGRAM

1.2 About the On-site Survey

- On-site survey dates: January 23, 2012 to January 25, 2012

- Location

The following location was assessed during the on-site survey.

- 1 Fairmount Home

- Standards

The following sets of standards were used to assess the organization's programs and services during the on-site survey.

System-Wide Standards

- 1 Customized Effective Organization
- 2 Sustainable Governance

Service Excellence Standards

- 3 Infection Prevention and Control
- 4 Long Term Care Services
- 5 Customized Managing Medications

QMENTUM PROGRAM

1.3 Overview by Quality Dimensions

Accreditation Canada defines quality in health care using eight dimensions that represent key service elements.

Each criterion in the standards is associated with a quality dimension. This table lists the quality dimensions and shows how many of the criteria related to each dimension were rated as met, unmet, or not applicable during the on-site survey.

Quality Dimension	Met	Unmet	N/A	Total
 Population Focus (Working with communities to anticipate and meet needs)	25	1	0	26
 Accessibility (Providing timely and equitable services)	14	0	0	14
 Safety (Keeping people safe)	104	6	11	121
 Worklife (Supporting wellness in the work environment)	29	2	0	31
 Client-centred Services (Putting clients and families first)	36	2	3	41
 Continuity of Services (Experiencing coordinated and seamless services)	8	0	0	8
 Effectiveness (Doing the right thing to achieve the best possible results)	141	16	3	160
 Efficiency (Making the best use of resources)	17	0	0	17
Total	374	27	17	418

QMENTUM PROGRAM

1.4 Overview by Standards

The Qmentum standards identify policies and practices that contribute to high quality, safe, and effectively managed care. Each standard has associated criteria that contribute to achieving the standard as a whole.

System-wide standards address quality and safety at the organizational level in areas such as governance and leadership, while population-specific and service excellence standards address specific populations, sectors, and services. The sets of standards used to assess an organization's programs are based on the type of services it provides.

This table shows the sets of standards used to evaluate the organization's programs and services, and the number and percentage of criteria that were rated met, unmet, or not applicable during the on-site survey.

Standards Set	High Priority Criteria			Other Criteria			Total Criteria (High Priority + Other)		
	Met	Unmet	N/A	Met	Unmet	N/A	Met	Unmet	N/A
	# (%)	# (%)	#	# (%)	# (%)	#	# (%)	# (%)	#
System-Wide Standards									
Sustainable Governance	20 (87%)	3 (13%)	0	61 (91%)	6 (9%)	1	81 (90%)	9 (10%)	1
Customized Effective Organization	43 (84%)	8 (16%)	0	12 (80%)	3 (20%)	0	55 (83%)	11 (17%)	0
Service Excellence Standards									
Infection Prevention and Control	38 (95%)	2 (5%)	7	39 (98%)	1 (3%)	2	77 (96%)	3 (4%)	9
Customized Managing Medications	33 (97%)	1 (3%)	4	13 (100%)	0 (0%)	0	46 (98%)	1 (2%)	4
Long Term Care Services	35 (92%)	3 (8%)	1	80 (100%)	0 (0%)	2	115 (97%)	3 (3%)	3
Total	169 (91%)	17 (9%)	12	205 (95%)	10 (5%)	5	374 (93%)	27 (7%)	17

QMENTUM PROGRAM

1.5 Overview by Required Organizational Practices

In Qmentum, a Required Organizational Practice (ROP) is defined as an essential practice that an organization must have in place to enhance client safety and minimize risk. Each ROP has associated tests for compliance, categorized as major and minor. All tests for compliance must be met for the ROP as a whole to be rated as met.

This table shows how the applicable ROPs were rated during the on-site survey.

Required Organizational Practice	Overall rating	Test of Compliance Rating	
		Major Met	Minor Met
Patient Safety Goal Area: Safety Culture			
Adverse Events Disclosure (Customized Effective Organization)	Met	3 of 3	0 of 0
Adverse Events Reporting (Customized Effective Organization)	Met	1 of 1	1 of 1
Client Safety As A Strategic Priority (Customized Effective Organization)	Met	1 of 1	1 of 1
Client Safety Quarterly Reports (Customized Effective Organization)	Met	1 of 1	2 of 2
Client Safety Related Prospective Analysis (Customized Effective Organization)	Met	1 of 1	1 of 1
Patient Safety Goal Area: Communication			
Client And Family Role In Safety (Long Term Care Services)	Met	2 of 2	0 of 0
Dangerous Abbreviations (Customized Managing Medications)	Unmet	2 of 4	1 of 3
Information Transfer (Long Term Care Services)	Met	2 of 2	0 of 0
Medication Reconciliation As An Organizational Priority (Customized Effective Organization)	Met	4 of 4	0 of 0
Medication Reconciliation At Admission (Long Term Care Services)	Met	4 of 4	1 of 1

QMENTUM PROGRAM

Required Organizational Practice	Overall rating	Test of Compliance Rating	
		Major Met	Minor Met
Patient Safety Goal Area: Communication			
Medication Reconciliation at Transfer or Discharge (Long Term Care Services)	Met	4 of 4	1 of 1
Two Client Identifiers (Customized Managing Medications)	Met	1 of 1	0 of 0
Two Client Identifiers (Long Term Care Services)	Met	1 of 1	0 of 0
Verification Processes For High-Risk Activities (Long Term Care Services)	Met	2 of 2	1 of 1
Patient Safety Goal Area: Medication Use			
Concentrated Electrolytes (Customized Managing Medications)	Met	1 of 1	0 of 0
Heparin Safety (Customized Managing Medications)	Met	4 of 4	0 of 0
Infusion Pumps Training (Long Term Care Services)	Met	1 of 1	0 of 0
Narcotics Safety (Customized Managing Medications)	Met	3 of 3	0 of 0
Patient Safety Goal Area: Worklife/Workforce			
Client Safety Plan (Customized Effective Organization)	Met	0 of 0	2 of 2
Client Safety: Education And Training (Customized Effective Organization)	Met	1 of 1	0 of 0
Client Safety: Roles And Responsibilities (Customized Effective Organization)	Met	1 of 1	2 of 2
Preventive Maintenance Program (Customized Effective Organization)	Unmet	2 of 3	1 of 1
Workplace Violence Prevention (Customized Effective Organization)	Met	5 of 5	3 of 3

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Required Organizational Practice	Overall rating	Test of Compliance Rating	
		Major Met	Minor Met
Patient Safety Goal Area: Infection Control			
Hand Hygiene Audit (Infection Prevention and Control)	Unmet	1 of 2	1 of 2
Hand Hygiene Education And Training (Infection Prevention and Control)	Met	2 of 2	0 of 0
Infection Control Guidelines (Infection Prevention and Control)	Met	1 of 1	0 of 0
Infection Rates (Infection Prevention and Control)	Met	1 of 1	3 of 3
Influenza Vaccine (Infection Prevention and Control)	Met	3 of 3	0 of 0
Pneumococcal Vaccine (Long Term Care Services)	Met	2 of 2	0 of 0
Patient Safety Goal Area: Falls Prevention			
Falls Prevention Strategy (Long Term Care Services)	Met	3 of 3	2 of 2
Patient Safety Goal Area: Risk Assessment			
Pressure Ulcer Prevention (Long Term Care Services)	Met	3 of 3	2 of 2

QMENTUM PROGRAM

1.6 Summary of Surveyor Team Observations

During the on-site survey, the surveyor team made the following observations about the organization's overall strengths, opportunities for improvement, and challenges.

Fairmount Home for the Aged is a 128-bed home that is committed to providing quality care and services to those within its community. The home is a presence within the local community and is well respected and supported through its large volunteer base and fundraising efforts. The physical environment is pleasant, odour-free and spacious, situated on a scenic property in a rural setting.

Fairmount Home is a department of the County of Frontenac and governed by an elected County Council. Within the last year, the structure of the Council has changed, with an increase in membership and representation. The Administrator reports performance indicators quarterly, with monthly updates. Accreditation Canada's previous survey with the home was able to verify a strategic plan with a corresponding operating plan in place. Since that point, there has been limited progress in that area. The County Council and home are currently in discussion on a go-forward basis to improve the strategic direction of the home, its long term goals and its operations.

Along with the community partners, the County Council reiterates that the home is well respected within the community, with many residents making this home their first choice. Occupancy is not an issue and the home has a long waiting list. The community partners provide favourable comments, acknowledging a person-centred approach to care.

Fairmount Home now enjoys the benefits of a stable management team. Both the Administrator and Director of Care are long standing employees of the home. In fact, many of the employees have worked there most of their career. The home experiences little staff turnover. Succession planning is strongly encouraged for key positions within the management team along with results based performance measures and reviews.

Recently, the home experienced a reduction in frontline staffing. This occurred after discussion with the County Council in consideration of fiscal responsibility and other factors, for example, a reduction of case mix index, high absenteeism and sick time, and changes in legislative requirements. Layoffs occurred after consideration of the least disruption to the home. The impact on staff morale and communication is noted. It is observed and noted that staff continue to go above and beyond in ensuring quality care and service delivery.

RAI-MDS, technology (intranet) and new Ontario Ministry of Health and Long Term Care regulations and Long Term Care Act have had significant impact on the home's ability to manage change. Only recently has the home been able to position itself and prepare for the required changes. Since July 2011, there is marked evidence that the home has embraced its responsibilities in the areas of patient safety and quality improvement.

Fairmount Home implemented the Worklife Pulse Tool in preparation for accreditation. The home is encouraged to actively seek input from all stakeholders to gather data regarding perceptions of satisfaction on a regular basis using a quality framework.

An environmental scan should be undertaken based on community needs and pressures within the changing landscape of health care to be responsive to future client needs. This, in addition to an updated strategic plan, will assist the home in maintaining its positive profile and culture of safety and quality care within the long term care sector.



POSTED CHEQUE LISTING

COUNTY OF FRONTENAC

(Great Plains)

FOR THE PERIOD OF: February 9, 2012 - March 9, 2012 (inclusive)

CHEQUE TOTAL:

2,135,525.80

TOTAL:

\$2,135,525.80

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County of Frontenac Transaction Register Report February 9, 2012 - March 9, 2012

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
69	PUBL0003	PUBLIC GUARDIAN AND TRUSTEE	3/7/2012	205.59
70	PUBL0003	PUBLIC GUARDIAN AND TRUSTEE	3/7/2012	512.59
36384	ADVA0004	ADVANCED PATIENT N.E.T.	2/14/2012	158.2
36385	AMBA0001	AMBASSADOR CONFERENCE RESOF	2/14/2012	369.36
36386	AMCT0001	A.M.C.T.O.	2/14/2012	802.3
36387	ASMO0001	ASSOCIATION OF MUNICIPALITIES	2/14/2012	118.65
36388	BIOP0001	BIO PED FOOT CARE CENTRE	2/14/2012	506.24
36389	BROW0003	BROWN'S FINE FOOD	2/14/2012	147.47
36390	CANA0009	CANADIAN TIRE STORE 195	2/14/2012	51.96
36391	CANP0001	CANPAR TRANSPORT L.P.	2/14/2012	28.44
36392	CHRI0002	CHRISTIE WALTHER	2/14/2012	2,506.70
36393	CITI0002	CITI CARDS CANADA INC.	2/14/2012	350.17
36394	COMM0006	COMMERCIAL PRINTERS	2/14/2012	1,881.45
36395	CONC0001	CONCEPTS DU SABLIER	2/14/2012	4,017.56
36396	CUNN0001	CUNNINGHAM SWAN CARTY LITTLE	2/14/2012	190.78
36397	DIGI0001	DELTA PRINTING	2/14/2012	256.51
36398	ETR00001	407 ETR	2/14/2012	8.07
36399	FLAG0001	FLAGHOUSE INC	2/14/2012	403.41
36400	FULT0003	SAVILL ELIZABETH -IN TRST	2/14/2012	836.77
36401	GENI0001	GENIVAR CONSULTANTS LIMITED PA	2/14/2012	5,600.28
36402	GLEN0001	GLENBURNIE GROCERY	2/14/2012	21.34
36403	JOHN0005	JOHN A. HARRIS	2/14/2012	5,375.00
36404	KING0010	MINISTER OF FINANCE	2/14/2012	169.86
36405	KING0019	KINGSTON ACCESS BUS	2/14/2012	953
36406	LOND0002	LONDRY ALARMS	2/14/2012	339
36407	MAUN0001	MAUNCO CLEANING SUPPLIES WARE	2/14/2012	251.43
36408	MCHE0001	M.C. HEALTHCARE PRODUCTS	2/14/2012	8,627.26
36409	OANH0001	O.A.N.H.S.S.	2/14/2012	10,850.69
36410	ONTA0027	ONTARIO MUNICIPAL ADMINISTRATC	2/14/2012	389.85
36411	RECE0003	RECEIVER GENERAL	2/14/2012	1,501.60
36412	REVE0001	REVELL FORD LINCOLN	2/14/2012	259.1
36413	SHEL0001	SHELDON'S PROPERTY MAINTENANC	2/14/2012	608.52
36414	SHOP0001	SHOPPERS HOME HEALTH CARE	2/14/2012	73.26
36415	STER0001	STERICYCLE INC.	2/14/2012	70.66
36416	SUPE0004	SUPERIOR VENDING	2/14/2012	395.5
36417	TAYL0001	TAYLOR CHEVROLET CADILLAC	2/14/2012	27.33
36418	UNWY0001	UNITED WAY	2/14/2012	400
36419	WEBB0001	WEBBER TRAINING INC.	2/14/2012	45.2
36420	WEST0002	WESTBURNE/RUDDY ELECTRIC	2/14/2012	360.14
36421	BAGO0001	BAGOT MEDICAL CENTRE	2/14/2012	2,257.07
36422	BENS0001	BENSON TRUCK & TRAILER	2/14/2012	22,645.36
36423	HOLW0001	HOLWAY & HUTCHINSON	2/23/2012	201,332.08
36426	INVE0002	INVESTORS GROUP	2/28/2012	20,861.38
36427	ADVA0004	ADVANCED PATIENT N.E.T.	3/8/2012	237.3
36428	ALLE0002	NEIL ALLEN	3/8/2012	79.8
36429	ALZH0002	ALZHEIMER SOCIETY OF KINGSTON	3/8/2012	34.5

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Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
36430	AMCT0001	A.M.C.T.O.	3/8/2012	15,193.98
36431	BENS0001	BENSON TRUCK & TRAILER	3/8/2012	6,693.00
36432	BENS0002	BENSON COMMERCIAL TIRE	3/8/2012	1,019.43
36433	BIOP0001	BIO PED FOOT CARE CENTRE	3/8/2012	168.37
36434	BRAF0001	BRAFASCO	3/8/2012	29.03
36435	BREW0001	DANKA BREWER	3/8/2012	113.4
36436	BROW0003	BROWN'S FINE FOOD	3/8/2012	964.52
36437	BUTT0001	BUTTERWORTHS	3/8/2012	259.74
36438	CAMP0002	CAMPBELL'S SEPTIC SERVICE	3/8/2012	423.75
36439	CANA0009	CANADIAN TIRE STORE 195	3/8/2012	130.83
36440	CANA0018	ACCREDITATION CANADA	3/8/2012	1,512.40
36441	CANP0001	CANPAR TRANSPORT L.P.	3/8/2012	153.76
36442	CARL0001	CARLETON UNIFORMS INC.	3/8/2012	990.05
36443	CARS0001	CARSWELL	3/8/2012	228.73
36444	CBCI0001	WORLDLYNX WIRELESS	3/8/2012	56.44
36445	CHRI0002	CHRISTIE WALTHER	3/8/2012	6,714.19
36446	COUS0001	PAIGE COUSINEAU	3/8/2012	965.4
36447	CROW0001	CROWN COLLISION SERVICE LTD.	3/8/2012	3,254.40
36448	DIGI0001	DELTA PRINTING	3/8/2012	1,152.88
36449	DIRE0003	DIRECT ENERGY BUSINESS SERVICE	3/8/2012	583.08
36450	DOOR0001	DOOR DOCTOR	3/8/2012	170.63
36451	ETR00001	407 ETR	3/8/2012	36.48
36452	EVAC0001	EVACUCHECK	3/8/2012	254.87
36453	FRAN0003	FRANK'S WORLDWIDE MOVING	3/8/2012	450
36454	GENI0001	GENIVAR CONSULTANTS LIMITED PA	3/8/2012	6,603.72
36455	GERR0001	1474169 ONTARIO LIMITED	3/8/2012	2,098.72
36456	GLEN0001	GLENBURNIE GROCERY	3/8/2012	15.25
36457	GLID0001	GLIDDEN PAINTS	3/8/2012	240.01
36458	GREE0003	GREENSHIELD PEST CONTROL	3/8/2012	220.36
36459	HEAR0002	HEART AND STROKE FOUNDATION	3/8/2012	71.32
36460	HOLL0003	HOLLYWOOD, JOAN	3/8/2012	190.08
36461	INFO0002	8020 INFO INC.	3/8/2012	1,977.50
36462	JJEX0001	JJ EXPRESS	3/8/2012	146.84
36463	JJEX0002	J.J. EXPRESS	3/8/2012	11.7
36464	KAPS0001	KAPS KINGSTN AREA PATIENT SHUT	3/8/2012	167
36465	KENN0001	WILMA KENNY	3/8/2012	1,056.00
36466	ATTE0001	ATTENTION GETTERS	3/8/2012	316.4
36467	BAGO0001	BAGOT MEDICAL CENTRE	3/8/2012	3,370.67
36468	FULT0004	SAVILL, ELIZABETH - IN TRUST	3/8/2012	140.69
36469	FULT0003	SAVILL ELIZABETH -IN TRST	3/8/2012	666.25
36470	KING0011	KINGSTON THIS WEEK	3/8/2012	141.25
36471	KING0019	KINGSTON ACCESS BUS	3/8/2012	10
36472	KING0035	KEN BURNSIDE	3/8/2012	200
36473	KITT0001	JOHN KITTLE	3/8/2012	1,010.78
36474	LABO0001	L.A. BOB'S CARRY OUT AND CATER	3/8/2012	248.31
36475	LCMS0001	LCM SECURITY	3/8/2012	8,271.67

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Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
36476	LEON0001	LEONARD FUELS LTD.	3/8/2012	1,154.46
36477	MARC0002	MARCHANT MARKING DEVICES	3/8/2012	58.53
36478	MCHE0001	M.C. HEALTHCARE PRODUCTS	3/8/2012	37.57
36479	MCIM0001	MC IMAGING TECHNOLOGIES LIMITE	3/8/2012	58,082.00
36480	MEDI0003	MEDICAL ARTS PHARMACY	3/8/2012	102
36481	MEDT0001	MEDTRONIC OF CANADA LTD.	3/8/2012	100,355.87
36482	MUNI0005	MUNICIPAL INFORMATION SYSTEMS	3/8/2012	480.25
36483	MYER0001	MIKE MYERS	3/8/2012	90
36484	NORM0001	DON NORMAN	3/8/2012	60
36485	NOVA0001	NOVACK'S UNIFORM GROUP	3/8/2012	67.56
36486	ONTA0012	ONTARIO TRAILS COUNCIL	3/8/2012	113
36487	ONTA0013	ONTARIO 9-1-1 ADVISORY BOARD	3/8/2012	100
36488	PLCO0001	PL CONSTRUCTION	3/8/2012	1,435.10
36489	RACK0001	RACKAIR INC.	3/8/2012	106.22
36490	RAIN0001	RAINBOW AWNINGS & CANVAS	3/8/2012	740.15
36491	RECE0003	RECEIVER GENERAL	3/8/2012	1,375.05
36492	RHER0001	R.HERMAN ARBITRATION/MEDIATION	3/8/2012	3,998.54
36493	ROYA0001	ROYAL CANADIAN LEGION BRANCH 4	3/8/2012	5,000.00
36494	SCOT0002	SCOTT'S SNOW REMOVAL AND LAWI	3/8/2012	1,689.35
36495	SHAR0001	SHARBOT LAKE LAWN SERVICE	3/8/2012	452
36496	SIEM0001	SIEMENS BUILDING TECHNOLOGIES	3/8/2012	4,845.44
36497	SONN0001	SONNY'S AUTOMOTIVE CENTRE	3/8/2012	1,515.41
36498	SPAC0001	SPACE AGE SHELVING	3/8/2012	275.72
36499	STER0001	STERICYCLE INC.	3/8/2012	70.66
36500	SWIT0001	SWITCH	3/8/2012	1,000.00
36501	THEK0001	THE KINGSTON WHIG STANDARD	3/8/2012	68.59
36502	THEK0004	THE KINGSTON WHIG STANDARD	3/8/2012	293.8
36503	THER0001	THERMOPATCH (CANADA) INC.	3/8/2012	43.71
36504	THES0002	THE SHERIFF OF THE COUNTY OF F	3/8/2012	201.46
36505	TOWN0001	TOWNSHIP OF CENTRAL FRONTENA	3/8/2012	1,750.00
36506	TYRO0001	TYROUTE COMMUNICATIONS INC.	3/8/2012	310.74
36507	VEPS0001	MARI VEPSALAINEN	3/8/2012	100
36508	WEST0002	WESTBURNE/RUDDY ELECTRIC	3/8/2012	1,367.65
36509	WOLF0003	WOLFE ISLAND COMMUNITY MEDICA	3/8/2012	4,594.31
36510	YOUN0001	YOUNG SIGNS	3/8/2012	422.06
36511	ZOUT0001	ANDREW ZOUTMAN C/O DICK ZOUTM	3/8/2012	70.78
4085882	RECE0002	RECEIVER GENERAL	2/17/2012	45,272.67
4086214	RECE0002	RECEIVER GENERAL	2/17/2012	17,214.43
5249	TDFU0001	TD FUTURE BUILDER	2/9/2012	425
6346	TDFU0001	TD FUTURE BUILDER	2/23/2012	425
68	FULT0004	SAVILL, ELIZABETH - IN TRUST	3/7/2012	597
6863876	RECE0002	RECEIVER GENERAL	3/5/2012	45,276.17
6864358	RECE0002	RECEIVER GENERAL	3/5/2012	16,728.18
8689664	RECE0002	RECEIVER GENERAL	2/10/2012	110,754.61
8690226	RECE0002	RECEIVER GENERAL	2/10/2012	12,636.91
AR73	ROCH0001	ROCHON, SUE	3/1/2012	920.5

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Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0000554	CRES0001	CRESTLINE COACH LTD.	2/10/2012	281,607.02
EFT0000555	CUPE0001	CUPE LOCAL 109	2/10/2012	699.53
EFT0000556	OPSE0001	OPSEU LOCAL 462	2/10/2012	8,355.47
EFT0000557	SECR0001	CUPE NATIONAL	2/10/2012	6,895.92
EFT0000558	ACKL0001	ACKLANDS GRAINGER INC.	2/17/2012	2,026.62
EFT0000559	ALEX0001	ALEX MCCOY PLUMBING AND HEATII	2/17/2012	583.69
EFT0000560	ANDE0001	KYLE ANDREWS	2/17/2012	497.2
EFT0000561	BGMM0001	BGM METALWORKS	2/17/2012	51.98
EFT0000562	BLUE0001	BLUE CROSS	2/17/2012	75,868.62
EFT0000563	BOCC0001	LINDE CANADA	2/17/2012	2,303.35
EFT0000564	CADU0001	CADUCEON ENVIRONMENTAL LABOF	2/17/2012	498.33
EFT0000565	CANA0008	CANADIAN TIRE	2/17/2012	667.12
EFT0000566	CANA0016	CANADIAN BEARINGS LTD	2/17/2012	16.15
EFT0000567	CHOQ0001	CHOQUETTE CKS	2/17/2012	471.94
EFT0000568	COLL0001	COLLINS	2/17/2012	1,967.96
EFT0000569	CRES0001	CRESTLINE COACH LTD.	2/17/2012	231.12
EFT0000570	ECOL0001	ECOLAB	2/17/2012	540.51
EFT0000571	ESFO0002	E.S.FOX LIMITED	2/17/2012	8,794.79
EFT0000572	FUTU0001	FUTUREMED	2/17/2012	3,225.83
EFT0000573	GRAN0003	GRAND & TOY LTD	2/17/2012	752.3
EFT0000574	HIPS0001	HIPSAVER CANADA	2/17/2012	820.39
EFT0000575	HOLL0002	HOLLINGSWORTH SUPPLY SERVICE	2/17/2012	4,421.00
EFT0000576	HOTE0001	HOTEL DIEU HOSPITAL	2/17/2012	1,422.73
EFT0000577	INTE0001	INTEGRATED COMMUNICATION SOLI	2/17/2012	405.67
EFT0000578	KING0005	KINGSTON GENERAL HOSPITAL	2/17/2012	3,951.44
EFT0000579	KING0012	KINGSTON FRONTENAC PUBLIC LIBF	2/17/2012	58,845.58
EFT0000580	KING0014	KINGSTON AND AMHERST TAXI	2/17/2012	84
EFT0000581	KING0029	KINGSTON OXYGEN	2/17/2012	110
EFT0000582	KING0034	KINGSTON SELF STORAGE SYSTEMS	2/17/2012	209.05
EFT0000583	KROW0001	KROWN BODY MAINTENANCE	2/17/2012	254.25
EFT0000584	LIND0001	LINDEN AUDIO VIDEO	2/17/2012	1,252.04
EFT0000585	MACL0002	MACLELLAN WATER TECHNOLOGY L	2/17/2012	107.35
EFT0000586	MDSL0001	LIFELABS LP	2/17/2012	670
EFT0000587	MEDI0001	MEDICAL MART	2/17/2012	2,770.08
EFT0000588	MEDI0006	MEDIGAS - DIV OF PRAXAIR CANAD	2/17/2012	299.45
EFT0000589	MODE0001	MODERN TAXI CAB LTD	2/17/2012	26.05
EFT0000590	PATR0001	PAT ROGERS TOWING SERVICE	2/17/2012	406.8
EFT0000591	PURO0001	PUROLATOR COURIER LTD.	2/17/2012	18.11
EFT0000592	RANG0001	OPERATIONAL PERFORMANCE SYST	2/17/2012	1,743.59
EFT0000593	RENT0001	RENTOKIL PEST CONTROL CANADA	2/17/2012	318.66
EFT0000594	RIVE0001	RIVETT ARCHITECTURAL HARDWARE	2/17/2012	222.95
EFT0000595	RNAW0001	WIRELESS RNA TECHNOLOGY INC.	2/17/2012	11,946.36
EFT0000596	SAMC0001	SAM CHEMICAL SPECIALITIES	2/17/2012	3,655.32
EFT0000597	SHOP0002	SHOPPERS DRUG MART	2/17/2012	4,347.10
EFT0000598	SILV0003	SILVERT'S STORE	2/17/2012	292.47
EFT0000599	SUNL0001	SUN LIFE ASSURANCE COMPANY OF	2/17/2012	39,726.34

Agenda Item # 11•

County of Frontenac Transaction Register Report February 9, 2012 - March 9, 2012

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0000600	SWIS0001	SWISH MAINTENANCE LTD	2/17/2012	79.1
EFT0000601	GRAN0001	GRAND & TOY	2/17/2012	475.1
EFT0000602	TERR0001	TERRY'S PLOWING AND LAWN CARE	2/17/2012	2,796.75
EFT0000603	CANA0037	WASTE MANAGEMENT	2/16/2012	3,757.64
EFT0000604	GRAN0001	GRAND & TOY	2/21/2012	771.91
EFT0000605	MOTI0001	MOTION SPECIALTIES	2/21/2012	14,449.38
EFT0000606	MUNI0002	MUNICIPAL PROPERTY ASSESSMENT	2/21/2012	185,094.72
EFT0000607	QUAL0001	QUALITY LIFE SERVICES INC.	2/21/2012	7,111.49
EFT0000608	THEG0002	THE GREER GALLOWAY GROUP INC.	2/21/2012	1,597.33
EFT0000609	THOM0006	THOMPSON ELECTRIC	2/21/2012	708.91
EFT0000610	TRIM0001	TRIM-LINE OF SOUTH EASTERN ONT	2/21/2012	118.65
EFT0000611	WECA0001	WE CARE HEALTH SERVICES LP	2/21/2012	1,122.00
EFT0000612	WRBR0001	W.R. BRIGHTMAN & SON LTD	2/21/2012	352.16
EFT0000613	ACCA0001	ACCARA INC.	2/28/2012	7,687.39
EFT0000614	ACKL0001	ACKLANDS GRAINGER INC.	2/28/2012	340.28
EFT0000615	AIGC0001	CHARTIS INSURANCE COMPANY OF	2/28/2012	805.96
EFT0000616	AIRL0001	AIR LIQUIDE CANADA INC.	2/28/2012	25.22
EFT0000617	ALLI0002	ALLIED MEDICAL	2/28/2012	5,835.69
EFT0000618	ANDE0001	KYLE ANDREWS	2/28/2012	271.2
EFT0000619	BATE0001	LINDA BATES	2/28/2012	1,130.56
EFT0000620	BLUE0001	BLUE CROSS	2/28/2012	68,786.60
EFT0000621	BOCC0001	LINDE CANADA	2/28/2012	2,264.70
EFT0000622	CADU0001	CADUCEON ENVIRONMENTAL LABOF	2/28/2012	99.67
EFT0000623	CANA0008	CANADIAN TIRE	2/28/2012	161.74
EFT0000624	CANA0037	WASTE MANAGEMENT	2/28/2012	413.62
EFT0000625	CANA0041	CANADIAN LINEN AND UNIFORM SER	2/28/2012	783.09
EFT0000626	CARE0002	CARE STREAM MEDICAL LTD.	2/28/2012	1,060.51
EFT0000627	COLL0001	COLLINS	2/28/2012	363.84
EFT0000628	CRES0001	CRESTLINE COACH LTD.	2/28/2012	474.11
EFT0000629	DELA0001	DE LAGE LANDEN FINANCIAL SERVI	2/28/2012	450.87
EFT0000630	ECOL0001	ECOLAB	2/28/2012	540.51
EFT0000631	FAMI0001	K3C COMMUNITY COUNSELLING CEN	2/28/2012	1,912.08
EFT0000632	GEOR0001	GEORGE COUREY INC	2/28/2012	2,072.37
EFT0000633	GRAN0001	GRAND & TOY	2/28/2012	606.51
EFT0000634	GRAN0003	GRAND & TOY LTD	2/28/2012	1,160.83
EFT0000635	HAMI0001	HAMILTON SMITH LTD	2/28/2012	451.2
EFT0000636	HART0002	HARTINGTON EQUIPMENT	2/28/2012	230.45
EFT0000637	HICK0001	HICKS MORLEY HAMILTON STEWAR	2/28/2012	24.57
EFT0000638	INTE0003	INTERDEV TECHNOLOGIES INC.	2/28/2012	3,390.00
EFT0000639	INTE0006	INTERFLEET INC.	2/28/2012	1,663.36
EFT0000640	KENS0002	1557145 ONTARIO LTD.	2/28/2012	1,152.60
EFT0000641	KING0009	KINGSTON REGIONAL HOSPITAL LA	2/28/2012	1,470.83
EFT0000642	KING0012	KINGSTON FRONTENAC PUBLIC LIBF	2/28/2012	58,845.58
EFT0000643	KING0028	KINGS TOWN CLEANERS	2/28/2012	2,051.00
EFT0000644	LEVA0002	LEVAC PROPANE INC.	2/28/2012	1,016.16
EFT0000645	LIND0001	LINDEN AUDIO VIDEO	2/28/2012	27.97

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County of Frontenac Transaction Register Report February 9, 2012 - March 9, 2012

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0000646	MAGN0001	AQUALIBRIUM WATER TECHNOLOGII	2/28/2012	437.52
EFT0000647	MICR0001	MICROAGE KINGSTON	2/28/2012	11,069.99
EFT0000648	PANA0001	PANASONIC CANADA	2/28/2012	642.43
EFT0000649	PATR0001	PAT ROGERS TOWING SERVICE	2/28/2012	1,288.20
EFT0000650	QUAL0003	QUALITY CARE HEALTH SERVICES L	2/28/2012	423.75
EFT0000651	RENT0001	RENTOKIL PEST CONTROL CANADA I	2/28/2012	318.66
EFT0000652	RICA0001	RICARDO ROOFING LTD.	2/28/2012	3,534.64
EFT0000653	RNAW0001	WIRELESS RNA TECHNOLOGY INC.	2/28/2012	6,285.06
EFT0000654	SUNL0001	SUN LIFE ASSURANCE COMPANY OF	2/28/2012	40,050.40
EFT0000655	TERR0001	TERRY'S PLOWING AND LAWNCARE	2/28/2012	16,543.20
EFT0000656	THEG0002	THE GREER GALLOWAY GROUP INC.	2/28/2012	3,679.25
EFT0000657	THOM0005	THOMAS LEMMON & SONS (1973) LT	2/28/2012	1,123.22
EFT0000658	THOM0006	THOMPSON ELECTRIC	2/28/2012	1,285.95
EFT0000659	THYE0001	THYESSEN KRUPP ELEVATOR	2/28/2012	14,456.15
EFT0000660	TRIM0001	TRIM-LINE OF SOUTH EASTERN ONT	2/28/2012	169.5
EFT0000661	WRBR0001	W.R. BRIGHTMAN & SON LTD	2/28/2012	513.02
EFT0000662	HOLL0002	HOLLINGSWORTH SUPPLY SERVICE:	2/28/2012	711.9
EFT0000663	SWIS0001	SWISH MAINTENANCE LTD	2/28/2012	3,673.97
EFT0000664	SAND0001	SANDS CANADA INC/ANGUS	2/28/2012	411.32
EFT0000665	CITY0002	CITY OF KINGSTON	2/27/2012	131,985.02
EFT0000666	KFLA0001	KFL&A HEALTH UNIT	2/27/2012	112,943.00
EFT0000667	HOTE0001	HOTEL DIEU HOSPITAL	3/1/2012	2,697.43
EFT0000668	GEMM0001	GEMMILL, DAVE	3/1/2012	2,636.66
EFT0000669	DACO0001	DACON CORPORATION LTD.	3/1/2012	4,279.88
FEB23/12	TDFU0001	TD FUTURE BUILDER	2/23/2012	150
FMT#3	TDFU0001	TD FUTURE BUILDER	2/9/2012	150
K9H3H8	BELL0001	BELL CANADA	2/10/2012	255.65
Q4L8Q6	UTIL0001	UTILITIES KINGSTON	2/10/2012	722.97
Q4L8Q7	BELL0001	BELL CANADA	2/17/2012	167.46
Q4Q6U3	BELL0001	BELL CANADA	2/14/2012	122.98
X6Y8Q5	LEON0001	LEONARD FUELS LTD.	2/15/2012	706.11
X6Y8Q6	CULL0002	CULLIGAN WATER CONDITIONING	2/15/2012	1,743.59
Z5J8H3	HYDR0002	HYDRO ONE	2/22/2012	267.34
Z5J8H4	HYDR0001	HYDRO ONE	2/22/2012	400.72
Z5J8H5	UNIO0002	RELIANCE HOME COMFORT	2/22/2012	20.23
Z5J8H6	TELU0001	TELUS MOBILITY	2/22/2012	112.02
Z5J8H7	STAR0001	SHAW DIRECT	2/22/2012	278.39
Z5J8J7	BELL0001	BELL CANADA	2/22/2012	731.85
Z5J8J8	BELL0001	BELL CANADA	2/22/2012	386.36
Z5J8J9	NORT0004	NORTH FRONTENAC TELEPHONE CC	2/22/2012	315.41
Z5J8K2	WTCC0001	WTC COMMUNICATIONS	2/22/2012	787.61
Z5J8K3	TDVI0012	TD VISA (6032) ELIZABETH SAVIL	2/22/2012	7,209.90
Z5J8L6	TDVI0006	TD VISA (6081) DAVE GEMMILL	2/22/2012	2,547.62
Z5J8L9	TDVI0009	TD VISA (6057) JULIE SHILLINGT	2/22/2012	1,298.12
Z5J8Q2	TDVI0010	TD VISA (6156) TOMMY LEBLANC-B	2/22/2012	60
Z5J8U2	UTIL0001	UTILITIES KINGSTON	2/28/2012	144.8

Agenda Item # 11•

County of Frontenac
Transaction Register Report
February 9, 2012 - March 9, 2012

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
Z5J8U3	HYDR0001	HYDRO ONE	3/2/2012	443.89
Z5J8U4	HYDR0001	HYDRO ONE	3/1/2012	268
Z5J8U5	HYDR0001	HYDRO ONE	2/29/2012	5.93
Z5J8U6	TDVI0007	TD VISA (6198) GALE CHEVALIER	2/22/2012	4,990.61
Z5J8X9	UTIL0001	UTILITIES KINGSTON	2/22/2012	925.39
Z5J8Y2	UNIO0001	UNION GAS	2/22/2012	894.48
Z5J8Y3	HYDR0001	HYDRO ONE	2/27/2012	633.44
Z5J8Y4	HYDR0001	HYDRO ONE	3/2/2012	166.51
Z5J8Y5	TDVI0004	TD VISA (6222) MARK PODGERS	2/22/2012	24.45
Z5J9A4	BELL0001	BELL CANADA	2/27/2012	363.22
Z5J9A5	BELL0001	BELL CANADA	2/27/2012	166.63
Z5J9A6	BELL0001	BELL CANADA	2/27/2012	190.58
Z5J9A7	BELL0001	BELL CANADA	2/22/2012	175.41
Z5J9A8	BELL0001	BELL CANADA	2/27/2012	12.96
Z5J9J4	CULL0002	CULLIGAN WATER CONDITIONING	2/22/2012	53.5
Z5J9J5	CULL0002	CULLIGAN WATER CONDITIONING	2/22/2012	53.5
Z5J9J6	CULL0002	CULLIGAN WATER CONDITIONING	2/22/2012	18.5
Z5J9J7	KING0008	KINGSTON ONLINE SERVICES	2/22/2012	98.25
Z5J9J8	RONA0001	RONA HOME & GARDEN	2/22/2012	147.62
Z5J9L3	CULL0002	CULLIGAN WATER CONDITIONING	2/22/2012	126
Z5J9L4	CULL0002	CULLIGAN WATER CONDITIONING	2/22/2012	60
Z5J9L5	CULL0002	CULLIGAN WATER CONDITIONING	2/22/2012	13
Z5J9L6	CULL0002	CULLIGAN WATER CONDITIONING	2/22/2012	37
Z8L9J4	HYDR0002	HYDRO ONE	2/27/2012	17,038.18
Total Transactions:	300		Total Amount of Transactions:	2,135,525.80
Void Transactions:	36424, 36425			

**POSTED CHEQUE LISTING****PAYROLL**

FOR THE PERIOD OF: February 9, 2012 - March 9, 2012(inclusive)

PAYROLL DATE

PP#3	January 23, 2012 - February 5, 2012	Canadian Payroll	\$ 159,966.69
PP#4	January 30, 2012 - February 12, 2012	Canadian Payroll	\$ 270,852.16
PP#4	February 6, 2012 -February 19, 2012	Canadian Payroll	\$ 164,298.09
	Special Pay February 27, 2012	Canadian Payroll	\$ 20,902.06
PP#5	February 13, 2012 - February 26, 2012	Canadian Payroll	\$ 261,243.36
	Special Pay March 1, 2012	Canadian Payroll	\$ 99,313.28
PP#5	February 20, 2012 - March 4, 2012	Canadian Payroll	\$ 160,712.87

<u>PAYROLL TOTAL:</u>	\$ 1,137,288.51
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<u>TOTAL:</u>	<u>\$ 1,137,288.51</u>
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Minutes of the Sustainability Advisory Committee Meeting

December 7, 2011

A meeting of the Sustainability Advisory Committee (SAC) was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie, on Wednesday, December 7, 2011 at 1:30 pm.

1. Call to Order

Chair Sandiford called the meeting to order at 1:35 pm.

Members Present: Chair Geoff Sandiford; Vice Chair Ron Hipfner; Councillor John McDougall; and John Kittle via teleconference

Staff: Elizabeth Savill, CAO/Clerk; Anne Marie Young, Manager of Economic Sustainability; Alison Vandervelde, Sustainability Assistant; Casey Buchanan, Executive Assistant (Recording Secretary)

2. Adoption of the Agenda

Moved by: John McDougall

Seconded by: Ron Hipfner

RESOLVED THAT the agenda of the December 7, 2011 meeting of the SAC be adopted as circulated.

CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof

The Chair requested the Clerk to record that, in accordance with the *Municipal Conflict of Interest Act*, no Member of the SAC declared a conflict of interest for any items on the agenda.

4. Deputations and/or Presentations: nil

5. Closed Meeting: nil

6. Adoption of the Minutes

Moved by: John McDougall

Seconded by: Ron Hipfner

RESOLVED THAT the minutes of the October 25, 2011 meeting of SAC be adopted as amended.

CARRIED

7. Business Arising from the Minutes:

7.1 Discussion

John Kittle spoke to the Fed Dev announcement that the committee was informed about at the previous meeting. John noted that CFDC discussed the funding and the board has now approved and started to process EODP Loans against the multi-year allocation. John expects the contracts to be approved shortly and an announcement to follow in early January. Anne Marie noted that there have already been a couple rounds of applications and that the next deadline is February 6, 2012. Following a question from the committee regarding the amount Frontenac could expect, John confirmed it would be close to \$2 million.

John Kittle made reference to the GETF communications plan and noted that Deputy Warden Gutowski and John Jackson had met this week to discuss the plan.

Don Ross arrived at 1:45pm.

7.2 Review of Draft Sustainability Actions 2011

The committee reviewed the structure of the document and made note that section four was limited to 2012 items. In response to a question from Councillor McDougall regarding the proposed audience for the document, Liz confirmed that the purpose of the document is to review the projects that are on-going and recognized as furthering sustainability in the area and to assist stakeholders in the community to find partners and identify projects in which they have an interest. The document will be of interest to County Council, to the advisory committees and to community groups as well. Councillor McDougall expressed concerns that if the document is intended for public use, it is too complex and he is concerned that there is not enough energy to struggle through reading it to fully understand the document. The committee agreed that if the document is to be a communication tool with the general public, the executive summary needs to read more easily for both the general public and Township Councils' use. Councillor McDougall suggested simplifying the executive summary might make the difference and may entice people to review the entire document in more detail. To make the document more decipherable for community members, Ron suggested making the document more specific and concise.

In response to questions from the committee regarding the goals for the document, John Kittle suggested to the committee that the document is to be used more as a planning tool from the ICSP process. Liz confirmed that it is a static document and action updates and dialogue will be happening through the DFOF website; the intention with the printed document is to have an annual published piece showing progress. Anne Marie noted that internally the document gives staff direction and Alison added that it is used outside of the corporation to indicate accountability for various projects. Don noted there is an element of follow through and congratulated staff on a clean looking and well written document.

Liz noted that the executive summary has offered challenges. Ron confirmed he would be happy to sit with Alison and work through a revised executive summary. Liz noted that the report will be going to County Council on Wednesday. Ongoing suggestions can be incorporated into the 2012 edition.

Geoff challenged the committee to make any suggestions for changes within the next 24 hours to Liz given the time constraints to take the document to Council on Wednesday.

The committee discussed the dollar values that had been removed from the document. Liz noted that the priority projects for sustainability will be considered for funding through the 2012 budget process by County Council.

Don asked about the report regarding the green house gas. Anne Marie noted that Peter Young will be providing a report and noted there is an opportunity to partner there. Liz requested that Don provide staff with additional information so we do not lose track of the opportunity. I DON'T UNDERSTAND THIS PARAGRAPH

Liz informed the committee that the County anticipates the installation of solar panels at the ambulance/fire base going forward in North Frontenac. Staff is now getting reports for the Sydenham base which are showing some output periods in excess of 10 kilowatts.

7.3 2012 Work Plan

7.3.1 Activities

Liz circulated the draft work plan. John Kittle noted that Limestone District School Board has just started a sustainability committee and we will need to include it in the work plan as well. Don suggested there is a piece missing that would help connect the dots for some of the things that have potential as economic generators whereas others are simply investments in the community and that we should consider separating the investments vs. the revenue generating projects; Councillor McDougall added that for the purposes of strategic planning, it would be interesting to look at the bridges. Geoff suggested that as people are developing their strategic plans, they should use the sustainable actions document to consider priorities of the community.

John noted when considering the projects, we need to consider the townships and their link, as in those with Frontenac Islands and North Frontenac. The Committee agreed that every attempt needs to be made to be politically careful with our priorities in terms of spreading out the work evenly across the County. The committee agreed that the first step in this piece would be to have Chair Geoff Sandiford meet with Mayor Denis Doyle of the Islands to discuss projects in more detail.

7.3.2 Indicator Review

The committee discussed the indicators and noted that it is important to consider how we are making an impact and that the challenge put forth for this particular committee is to ensure progress is being made. Ron suggested a small working group needs to be established to go through each pillar and break down the indicators to the next level to ensure that work is being done. The committee agreed and plans to borrow ideas from such sources as the Whistler Model to move forward.

Don suggested if there were particular research needs that could be done by the Queen's University class that he is working with, it would be a useful task for them. The committee requested that Don provide further information in regards to projects the Queen's students would be able to assist on.

Councillor McDougall referred to HUME Planning scheme that is bench mark program specific to the environment. Councillor McDougall committed to finding more information on that particular program. The link to the Hume City (Australia) *Pathways to Sustainability Framework* can be found at:

http://www.hume.vic.gov.au/files/7554d525-4522-4e7f-80eb-9e1400b8fcdc/Pathways_To_Sustainability_Framework.pdf
and the *Pathways to Sustainability Action Plan* can be accessed at:
http://www.hume.vic.gov.au/files/d753473b-d3ab-4e33-9dbb-9e1400b8fc70/Pathways_To_Sustainability_Action_Plan_2009-2013.pdf

The committee discussed the requirements for developing an ICSP document. Ron asked staff if there was a list available of all the websites of municipalities that have ICSP documents. Don confirmed that the Federation of Canadian Municipalities has a link to each sustainability planning document. Ron noted that by April 4, 2012 he can commit to providing additional research on other ICSP Indicators.

7.3.3 Other Opportunities

Liz suggested the committee consider the 2012 budget. The committee, as previously agreed to, discussed sending two committee members to the FCM Conference in February and that each committee member would be attending one conference per year.

Additionally, the committee considered a consultation piece with the indicators. Liz confirmed that the ball park figure for the committee is \$20,000 to cover all costs. The committee confirmed that they were accepting of that amount.

7.4 Draft Communications Plan Progress Report

The committee discussed the communication plan and Liz noted staff has been brainstorming how to meet the requests from the advisory committees to explore opportunities for more dialogue. Alison has identified a new tool that will allow all the committees to communicate and overlap through a password protected site. Liz confirmed it would be operational early in 2012. Staff is also looking at initiating facebook and twitter accounts also.

8. Communications: nil

9. Reports/Topics for Discussion

9.1 Putting Community Back into the ICSP- Ron

Ron circulated document and the committee reviewed and agreed that small steps were necessary. The committee is satisfied that things are moving forward.

10. Other Business

10.1 Minutes of Other Advisory Committees: nil

10.2 County Council Updates: nil

10.3 County Staff Updates: nil

10.3.1 Update of Meeting with City Sustainability Staff

10.4 Upcoming Calendar of Opportunities

Geoff plans to attend Kingston's Sustainability session on January 28, 2012. Staff to send information on the event to all committee members.

11. Next meeting

Agenda Item # 14142a)

Wednesday, February 1, 2012 at 1:30pm
County of Frontenac Administration Building

(This meeting has been rescheduled to Thursday, March 1, 2012 at 1pm)

12. Adjournment

Moved By Ron Hipfner
Seconded By John McDougall

The meeting was adjourned at 3:31pm

CARRIED

Geoff Sandiford, Chair

Elizabeth Savill, Clerk

Sustainability Advisory Committee of the County of Frontenac Work Plan for 2012

(i) Goal/Vision

The vision of the County of Frontenac stated in *Directions for Our Future* is *Fresh with Opportunity Growing Vibrant, Innovative, Natural, Sustainable Places*. Within the context of the Values and Principles detailed, SAC will endeavour to assist the Frontenacs reach sustainability overall and ensure strong community engagement.

(ii) Mandate

To provide input and suggestions regarding the implementation of *Directions for Our Future*, in particular to help meet the “*Commitment Towards a Sustainable Future*” and the “*Community Input*” elements.

To report periodically to County Council and to produce an annual work plan for adoption by Council.

The key activities will be:

- 1 Provide input into the community engagement plan including: partnership opportunities; recruitment of volunteers; communications plan, etc.
- 2 Assist in the development of the 2012 Sustainability Workshop agenda.
- 3 Recommend to County Council by December 2012 a revised Sustainable Actions 2012 and review with Council the priority and budget impact of key elements of the plan

Proposed Activities for 2012	1st Q	2nd Q	3rd Q	4th Q
1 Contribute to the development of a communications plan for the SAC including the strengthening of communications with all stakeholders	✓	✓	✓	✓
2 Consider opportunities to further engage communities including:				
Community Sessions	✓	✓	✓	✓
Annual Breakfast	✓	✓		
Community Events	✓	✓	✓	✓
Awards Event	✓	✓	✓	✓
3 Contribute to the web site evolution	✓	✓	✓	✓
4 Seek opportunities to engage and liaise with other external groups	✓	✓	✓	✓
5 Offer input into the development of a budget allocation considering all activities and educational opportunities	✓	✓	✓	✓
6 Assist with the preparations for the Annual Workshop			✓	✓
7 Review and assess the contributions made by the current indicators and consider additional/replacement indicators	✓	✓	✓	✓
8 Contribute to the development and presentation of the annual report to Council - Sustainable Actions 2012			✓	✓
9 Seek opportunities to meet with Councils and community groups	✓	✓	✓	✓
10 Seek opportunities to gain insights into Sustainability	✓	✓	✓	✓
11 Review the Townships' Strategic Plans to stimulate relationships and synergies	✓	✓		
12 Review the list of projects to identify collaborative opportunities	✓	✓	✓	✓



Minutes of the Green Energy Task Force Meeting

January 11, 2012

A meeting of the Green Energy Task Force was held in the Frontenac Administrative Boardroom, at the County of Frontenac, 2069 Battersea Road, Glenburnie, at 10:00 am.

1. Call to Order

David Hahn called the meeting to order at 10:09am.

Present:

David Hahn, Chair; John Kittle, Vice Chair; Maris Krumins, Community member; Brad Leonard, Community Member, Janet Gutowski, Warden; Denis Doyle, Deputy Warden; John Inglis, County Councillor; Liz Savill, CAO-Clerk; Casey Buchanan, Executive Assistant (Recording Secretary).

2. Adoption of the Agenda

Moved by: Denis Doyle

Seconded by: John Kittle

RESOLVED THAT the agenda for the January 11, 2012 meeting of the Green Energy Task Force be adopted as amended. CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof: Nil

4. Deputations and/or Presentations:

- Rob Miller, SunEdison

Maris introduced Rob as the director of development at SunEdison, where he previously worked for Actual Power and with the Canadian Power Developers.

Rob spoke to the committee about a number of projects SunEdison is developing including 6 projects locally in Prince Edward County, Loyalist, Odessa, Kingston and Frontenac County. In discussing the specifics of each project, Rob highlighted the features of products SunEdison uses such as a made in Ontario mandate.

Rob spoke to the Unity Road project, noting it is North West and kitty corner to the quarry.

Rob discussed with the committee that there is tension in the industry right now related to money being spent on nuclear energy repairs by government, rather than renewable energy repairs to things like transformer upgrades.

In response to a question from Councillor John Inglis about the future of the MicroFit System Rob confirmed that with the fit program review coming, the overall price will be lower but will still provide a fair and reasonable return for people who want to do solar at 10-11% projection rate.

Rob discussed with the committee the challenges SunEdision faces when moving into a new community with a project noting that property owners are concerned about property value, noise, visual effects and privacy.

Rob circulated project list with links to each project that is currently underway. He noted that 25-30% will be locally sourced labor, equipment and materials.

Rob completed his presentation at 11:11AM.

5. Closed meeting: Nil

6. Adoption of the Minutes:

Moved by: Janet Gutowski

Seconded by: Maris Krumis

RESOLVED THAT the minutes for the November 29, 2011 meeting of the Green Energy Task Force be adopted as circulated. CARRIED

7. Business Arising from the Minutes:

- Microfit Media Release
Elizabeth spoke to a draft and noted that staff wanted to ensure the document is complete and therefore will defer presentation of the document until the next meeting.
- Work Plan Discussion (Energy Audit, Energy Plan, Workshops)
David noted it may be appropriate to re-circulate the previous draft work plan for committee members to review prior to the next meeting.
- Letter to the Minister Re: Solar Panel Placement
Elizabeth confirmed that a letter had already been sent and indicated that staff will circulate the letter that had been sent in 2011 from County Council.
- FIT Program Submission
Elizabeth confirmed the submission was sent on December 14, 2011.

8. Communications:

- Save the Date and Help Save the Planet With WWF-Canada
Janet spoke to events and activities previously hosted by the County for Earth day and noted that there is value in making a bigger deal out of our involvement in saving the environment. Janet noted that the sweater day is not necessarily suited for the area, but the earth hour is along the lines of something that could easily be organized. The committee agreed that a small event would be a good idea, and the committee would be interested in launching a communication campaign for Earth Hour.

9. Reports/Topics for Discussion and Other Business

- Solar Array Site Energy Production Report
Document circulated in agenda package for Sydenham Ambulance Base. Brad noted that it was a good November. Elizabeth confirmed that once staff start receiving reports on the other bases, they will also be circulated.
- Meeting with John Gerretsen
Deputy Warden Denis Doyle spoke to a meeting on December 3, 2011 with John Gerretsen. Denis noted that the meeting was a worthwhile and supportive meeting addressing the Fit Program. Denis noted if there were other issues that the committee would like addressed, the committee should get back in front to advance the MicroFit and fit programs.
- Wintergreen Initiative
David noted the Wintergreen selected a steering committee and the committee has held a meeting recently on December 19 where a report was given on the Community Power Conference. David added the focus was on the approach and level of involvement the group would like to take on for community based projects and there was strong support for community based energy co-operative. David noted that they discussed particular projects located in Wolfe Island, partnership with the Limestone School Board and the Sharbot Lake area.

The group discussed the advantage of a co-op project noting that the advantage would be to provide people and the community an opportunity to invest in green energy.

The committee discussed the new working group out of the Wintergreen initiative and presented some concerns about various working groups losing steam and focus. The committee agreed that it would be valuable to have each working group report back on progress.

- Auditor General of Ontario Report on Renewable Energy
David spoke to the report and noted both the criticisms and responses are available in the report. Priorities outlined in the report were to reduce green house gas submission and reduce health harming emissions, create green energy jobs.

Janet commented on the report and noted that the committee should not issue any statements, rather note in the minutes we have reviewed the report and support the decisions that were made and continue in the direction to support green energy initiative and sustainability within the County of Frontenac.

- Communications Newsletter

Elizabeth confirmed that all committee members received the first set of the communications newsletter. Janet added that the new piece presents an excellent opportunity for the GETF to be represented and ensure people know that the committee is working towards a goal.

- Sustainable Actions 2012

Elizabeth circulated a hard copy of the document to each committee member and noted it is available on the website as well.

David left the meeting at 11:50AM.

- Green Profit Conference

Elizabeth spoke to the conference noting that sponsorship is \$1000 for a table and two admission passes. The committee discussed the possibility for a display noting that it would have an Economic Development focus, while highlighting green energy as well. The committee requested that staff prepare a marketing piece such as a pamphlet for the Green Energy Task Force to be circulated at the conference.

Moved by: Denis Doyle

Seconded by: Brad Leonard

RESOLVED THAT the Green Energy Task Force Committee request financial support from the Council of the County of Frontenac in support of sponsoring the Green Profit Conference in the amount of \$1000. CARRIED

Both Denis and John Kittle volunteered to attend the conference on behalf of the committee.

Elizabeth requested that the committee members brainstorm together via email to decide what would be included in the display at the conference and bring forward to the next meeting

10. Next Meeting Date

- Wednesday, March 7, 2012, 10:00 AM
County of Frontenac Administrative Building
- OPA Review to be included on the next agenda as discussion item. Brad discussed the review with the committee and its expected release.

11. Adjournment

Moved by: Denis Doyle

Seconded by: Brad Leonard

RESOLVED THAT the Green Energy Task Force Committee meeting be adjourned at
12:06 PM. CARRIED

David Hahn, Chair

K. Elizabeth Savill, Clerk

Green Energy Task Force - An Advisory Committee of the County of Frontenac Work Plan for 2012

(i) Goal/Vision

The vision of the County of Frontenac stated in *Directions for Our Future* is *Fresh with Opportunity Growing Vibrant, Innovative, Natural, Sustainable Places*. Within the context of the Values and Principles, the GETF will be guided by the Energy Vision Statement:

The County of Frontenac is a leader among rural communities in the development, conservation, generation and efficient use of clean, renewable energy that fulfils the community's energy needs. The County of Frontenac's diverse energy systems reduce emissions and externalities on air, water, and the climate.

(ii) Mandate

To further the community's vision of the Energy Focus Area of Directions for Our Future.

To report periodically to County Council and to produce an annual work plan for adoption by Council.

<u>Proposed Activities for 2012</u>	<u>1st Q</u>	<u>2nd Q</u>	<u>3rd Q</u>	<u>4th Q</u>
1				
Contribute to the development of a communications plan for the GETF including the strengthening of communications with all stakeholders, including County and Township Councils and community groups	✓	✓	✓	✓
2 Continue working with County and Townships on Municipal Solar Installation Projects	✓	✓	✓	✓
3 Continue work towards Economic Development of the Energy Sector in the Frontenacs	✓	✓	✓	✓
4				
Continue to liaise with key groups - County's SAC, New Energy Project, SWITCH, EcoPerth, TREK, 401 Energy, Wintergreen, LDSB/ESAC, etc	✓	✓	✓	✓
5 Seek opportunities to gain insights into Green Energy through webinars, conferences, workshops, etc	✓	✓	✓	✓
6 Energy Efficiencies - Research and advise County-level response to Green Energy Act Regulation 397/11; explore possible coordination between Townships and County, continue public promotion of energy conservation	✓	✓	✓	✓
7 Explore possibilities surrounding a Community Energy Plan and ways to approach initial phases			✓	✓
8 Continue to lobby Hydro One on behalf of the Frontenac Region in regards to grid capacity and connection issues	✓	✓	✓	✓
<u>Major 2012 Calendar Events:</u>				
SWITCH conference*	✓			
Wintergreen Renewable Energy Workshop		✓		
OSEA Community Power Conference*				✓
(* County funding requested)				



Minutes of the 150th Anniversary Planning Advisory Committee Meeting

December 5, 2011

A meeting of the 150th Anniversary Planning Advisory Committee was held at The Sharbot Lake Country Inn, Highway 38, Sharbot Lake on Tuesday, December 5, 2011 at 12:00pm.

1. Call to Order

Chair Marcel Giroux called the meeting to order at 12:21pm

Present:

Warden Gary Davison, Deputy Warden Janet Gutowski, Community Members Marcel Giroux and Stan Johnston, Liz Savill, CAO-Clerk; Anne Marie Young, Manager of Economic Development; Casey Buchanan, Executive Assistant (Recording Secretary).

2. Adoption of the Agenda

Moved by: Gary Davison
Seconded by: Stan Johnston

RESOLVED THAT the agenda for the December 5, 2011 meeting of the 150th Anniversary PAC be adopted as circulated. CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof: Nil

4. Closed meeting: Nil

5. Adoption of the Minutes: Nil

Moved by: Janet Gutowski
Seconded by: Gary Davison

RESOLVE THAT the minutes for the September 19, 2011 meeting of the 150th Anniversary PAC be adopted as circulated. CARRIED

6. Deputations and/or Presentations:

- **Warden Bob Sweet: Renfrew County's 150th Anniversary Celebration**
 - i. Chair Marcel Geroux welcomed Warden Bob Sweet from the County of Renfrew.

Warden Sweet circulated a package to each committee member which contained the program, site review matrix, organization chart, site map, exhibitors package, terms of reference, sponsorship package and schedule of events for the County of Renfrew Expo 150. Additionally,

each committee member was given a bag which contained an Expo 150 souvenir, cd, news flyer and wrap up report.

Warden Sweet discussed Expo 150 and highlighted key events such as involvement with representatives from Scotland, letters for the queen, ceremonial presentations, special performances and attendance of cabinet ministers.

ii. Theme

Warden Sweet explained to the committee that the vision for the Expo was to cover the past, the present and the future of Renfrew County and ensure that all areas of interest within the county were covered such as agriculture, forestry, transportation, events and also target all age groups. He noted that it is key to determine what the committee would like the festival to be in terms of our target audience and intentions behind the event.

iii. Site Location

Warden Sweet noted it is very important for the committee to establish a location early on. In Renfrew's case, the location was chosen by a group of independent community members with no political overturn. What resulted was a choice of location that was easily defensible, with over 26 acres available for exhibits and special events.

The County hosted a 'white-board' session where ideas regarding site location were discussed as well as theme, time and special events. The group consisted of about 10-12 individuals who eventually decided responsibility and roles for each committee member and set up working groups to handle each focus.

When considering the site, Warden Sweet recommended the committee consider parking requirements for the expected number of attendees, as well as the number of entrances and exits to ensure traffic flows accordingly.

iv. Timing

For Renfrew's Expo 150, the key timing consideration was attracting school age youth. The event was scheduled for mid June, which meant elementary and high school age children were able to attend on behalf of the schools and families were still in the area vs. on summer vacation outside of the County.

The festival itself was four days in length, which was beneficial given the central location needing to service all 19 lower tier municipalities of the County.

v. Funding and Finances

Warden Sweet stressed that it is important to consider the budget of the event right away, as this will determine the overall size of the event. The County of Renfrew put \$200,000 in the budget for their event with a promise from the Federal Government to match the dollars. Unfortunately, the funding dollars were not matched by the government as the festival was a one-time event. Luckily, Warden Sweet informed the

committee that CFDC came through with funding and matched the dollars.

Warden Sweet noted that sponsorships and donations were key to the event. Specifically, Renfrew had the site donated at no charge, three entertainment stages donated, sponsorships in the amount of \$252,000 and in kind donations worth \$150,000. The whole cost of the event was roughly \$600,000 to \$700,000, yet it only cost the County \$200,000.

In the end, there was a surplus of approximately \$61,000, which the committee will be using to plant a legacy forest with 150 trees.

- vi. Working Groups and Sub Committees
Once working groups with specific focuses were established, both the committee and the groups met monthly. Warden Sweet noted that there was tremendous buy in from the community and there was active participation from community members within the working groups.
- vii. Attendance
Over 450,000 people attended the Expo over 4 days despite the committee only anticipating 20,000 attendees. Warden Sweet attributed the high attendance to no entry fee, affordable vendors and concession stands, opportunity for families to picnic on the ground rather than buy lunch and prohibiting raffles, draws or guessing games which required a financial contribution.
- viii. Exhibits and Attractions
Warden Sweet spoke to the committee about the various presentations, events and attractions that were at the festival which included things such as: military displays, classic cars, Guinness book of world record's presentation, extension of the Freedom of the County to the Military and the Cadets, Renfrew County Idol, musical talent, hospitality tent and more.
- ix. Recommendations
Warden Sweet made the following recommendations to the committee in planning their 150th event.
 - Do not spend time on things that are unattainable or those of which distract your time too much;
 - Keep a countdown and strict timeline;
 - Don't get discouraged by the amount of work that is required;
 - Consider an event that is central rather than hosting in the different lower tiers as it will not attract the same numbers;
 - Consider various permits that are required such as electrical authority permits, tent permits from the building department, liquor licenses, special event permits etc.; and
 - Get funding through CFDC and hire one staff member that only focuses on the 150th event.

Chair Marcel Geroux called a recess of the meeting at 1:40 p.m.

Chair Marcel Geroux reconvened the meeting at 1:50 p.m.

7. Business Arising from the Minutes:

- **Review of Work Plan Development Items**
 - i. Deferred
- **Selection of a Vice Chair**
 - i. Deferred until the next meeting when all members are present.
- **Meeting with Brian Osborne**
 - i. Marcel to meet with Brian Osborne this week to discuss opportunities to work together for events leading up to the 150th.
- **Involvement of LOLTA**
 - i. The committee discussed involving the Land O'Lakes Tourism Association and felt that there were a number of groups that need to be considered and contacted as partners and stakeholders and that there was not an immediate need to contact LOLTA immediately.

8. Communications: Nil

9. Other Business

- **List of Assignments**
 - i. Chair Marcel Geroux circulated a list of assignments and the committee discussed the following items as priorities that the committee will need to consider:
 - Existing Events to partner with to increase excitement and awareness of the event;
 - Creating sub committees to discuss site, theme and date;
 - Level of involvement from the City of Kingston;
 - Central location vs. traveling celebration across the townships;
 - Modeling the 150th event to something similar to the Plowing Match;
 - County budget decision's and how they will impact the event;
 - Creating a history of the county book special for the event;
 - Applying for various grants such as the funding available through Queen's Jubilee;
 - Setting up a scholarship fund in honor of the 150th; and
 - The school schedule for 2015 (Gary to follow up with Limestone).
- **Winter Weather**
 - i. In regards to traveling in winter weather conditions, Chair Marcel Geroux noted that committee members should consider joining the meeting by teleconference or skype when unable to drive, rather than cancel or miss the meeting.

10. Next Meeting Date

The next meeting will be held during the last week of January 2012.

11. Adjournment

The meeting adjourned at 2:23pm

Marcel Giroux, Chair

K. Elizabeth Savill, Clerk

150th Anniversary Planning Advisory Committee of the County of Frontenac Work Plan for 2012

(i) Goal/Vision

The vision of the County of Frontenac stated in *Directions for Our Future* is *Fresh with Opportunity Growing Vibrant, Innovative, Natural, Sustainable Places*. Within the context of the Values and Principles detailed, the 150th APAC will be guided by the Culture and heritage Vision Statement: *The County of Frontenac celebrates the arts and local history, and demonstrates the value it places on its artifacts and built heritage. Residents are part of a vibrant community that enjoys a wide range of formal and informal festivals and programs.*

(ii) Mandate

To provide input and suggestions regarding the planning for the Sesquicentennial celebration of the County of Frontenac that will commence January 1, 2015

To report periodically to County Council and to produce an annual work plan for adoption by Council.

The key activities will be:

- 1 Plan the celebration to include community engagement; partnership opportunities; recruitment of volunteers; communications plan, etc.
- 2 Assist in the development of a major event and/or several smaller events
- 3 Recommend to County Council, by October 2012, the plan for the celebration

Proposed Planning Activities for 2012

1st Q 2nd Q 3rd Q 4th Q

- 1 Determine the logistics of the event
 - consider community engagement (survey for preference)
 - decide a main event and/ or several smaller events
 - investigate location(s)
 - establish date(s)

(Enlist working groups for following activities)

- 2 Event coordinating:
 - develop a draft schedule of events
 - consider speakers, invitees, entertainment
- 3 Research:
 - scrutinize books/articles; origins of the County; maps, etc
 - list and enlist historians
 - ask community for stories and items
 - examine contributions in education, arts and music

- 4 Marketing and Promotion:
 - create a draft communications lan
 - assist in creating branding (logo) packages
 - suggest merchandising materials/souvenirs

- 5 Finance:
 - explore sponsorship prospects

Agenda Item # 14142c)

- investigate grant opportunities



JOINT ACCESSIBILITY ADVISORY COMMITTEE MEETING MINUTES

December 9, 2011

A meeting of the Frontenac Joint Accessibility Advisory Committee (FAAC) was held at the Township of South Frontenac's Council Chambers, 4432 George Street, Sydenham on Friday, December 9, 2011 at 10:00 a.m.

Present: Neil Allen, Township of South Frontenac Representative – Chair
Francine Arsenault, Community at Large Representative – Vice-Chair
Danka Brewer, Township of Central Frontenac Representative
John McDougall, County Council Representative
Gary Davison, County Council Representative
Susan Beckel, County of Frontenac

Also in Attendance: Edward Kellar, Independent Living Centre
Evan Sepa, IT Technician/GIS Coordinator - Township of North Frontenac
Charlene Godfrey, IT/911 Coordinator/GIS Technician - Township of Central Frontenac
Angela Maddocks, Confidential Secretary - Township of South Frontenac
David Millard, IT Supervisor - County of Frontenac
Alison Vandervelde, Sustainability Assistant - County of Frontenac

1. CALL TO ORDER

▪ **Selection of Chair and Vice Chair:**

The election of Chair and Deputy Chair commenced. Susan Beckel called upon members interested in holding the position of Chair to identify themselves. Neil Allen did so. The same request was made for the position of Vice Chair. Francine Arsenault identified an interest. Both Neil Allen and Francine Arsenault accepted the positions of Chair and Vice Chair respectively.

Committee Recommendation

That Neil Allen be appointed Chair of the Frontenac Accessibility Advisory Committee and that Francine Arsenault be appointed as Vice-Chair of the Frontenac Accessibility Advisory Committee for the year 2012.

CARRIED

Neil Allen assumed the Chair.

2. ADOPTION OF THE AGENDA

Committee Recommendation

THAT the Agenda for the December 9, 2011 meeting be hereby adopted as presented.

CARRIED

3. APPROVAL OF THE MINUTES – nil

4. BUSINESS ARISING FROM THE MINUTES - nil

5. CORRESPONDENCE/INFORMATION ITEMS

(i) Edward Kellar, Independent Living Centre Re: Accessible Web site Design

Mr. Allen introduced Mr. Edward Kellar. Mr. Kellar was in attendance to provide a presentation on Accessible Web site Design. Mr. Kellar presented information regarding:

- essential components of web accessibility
- Web Content Accessibility Guidelines (WCAG) 2.0
- AODA standards
- Assistive technology
- Evaluation tools
- Links to resources

Mr. Kellar answered questions and provided a CD containing additional resource material which will be circulated to all four townships.

Committee Recommendation

THAT the presentation by Mr. Edward Kellar regarding Accessible Web site Design be received for information.

CARRIED

6. ACCESSIBILITY PLAN FOR 2012

Accessibility Advisory Committee Work Plan for 2012 – deferred to next meeting

7. OTHER BUSINESS

(i) Next meeting date

The next meeting will be held on January 27, 2012 at 10:00 a.m. at the Township of South Frontenac Municipal Office.

8. ADJOURNMENT

Committee Recommendation

THAT the meeting adjourn at 12:00 p.m.

CARRIED

Neil Allen, Chair

Susan Beckel, Deputy Clerk

FRONTENAC JOINT ACCESSIBILITY ADVISORY COMMITTEE
2012 DRAFT WORK PLAN

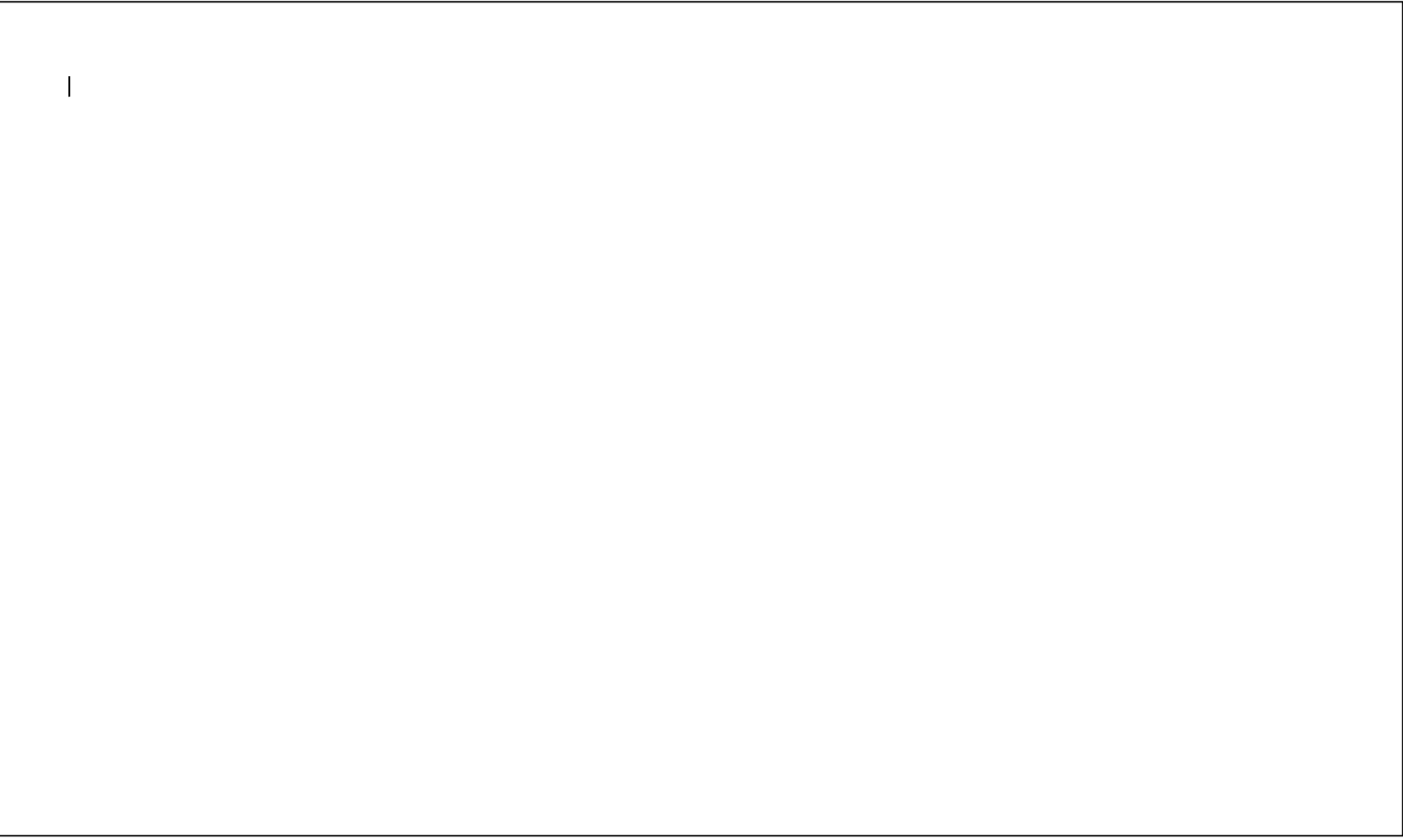
Mandate of the Committee (By-law No. 2011-0022)
To assist the County and Township Councils in the County of Frontenac in enabling persons with disabilities to have equal access to all opportunities within the County.

Proposed Activities for 2012	Details of the Activity	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
1. Committee awareness amongst the Townships	- letter to Township Councils outlining committee's mandate, membership, etc. - request to be delegation at each Council meeting				
2. Accessible picnic table project	- project was not completed in 2011, carried over to provide one accessible picnic table for each Township (subject to grant funding) - assists with Activity No. 1				
3. Comment on any Township or County building projects or site plans regarding accessibility.	- County of Frontenac Front Entrance renovations (subject to 2012 budget approval) - Township of South Frontenac municipal office renovations				
4. Make recommendations to Councils regarding compliance with AODA, specifically the requirements to meet the Integrated Accessibility Standard Regulation and ongoing compliance with AODA Customer Service Standard.	- multi-year accessibility plan - required policies and procedures				
5. Recruitment of Members	- Members required for Frontenac Islands and North Frontenac				

Agenda Item # 14142e)

Agenda Item # 14142e)

Agenda Item # 14142e)



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BY-LAW NO. 2012-0009

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;

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 21st day of March, 2012.

Read a Third Time and Finally Passed, Signed and Sealed this 21st day of March, 2012.

THE COUNTY OF FRONTENAC

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

BY-LAW NO. 2012-0010

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to confirm all actions and proceedings of County Council
on March 21, 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 March 21, 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 March 21, 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 March 21, 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 21st day of March, 2012.

Read a Third Time and Finally Passed, Signed and Sealed this 21st day of March, 2012.

By-law No. 2012-0010 – To confirm all actions and proceedings of County Council on March 21, 2012
Page 1 of 2

The Corporation of the County of Frontenac

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

By-law No. 2012-0010 – To confirm all actions and proceedings of County Council on March 21, 2012
Page 2 of 2