



County Council Meeting – Regular Meeting
October 17, 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) David Townsend, Southern Frontenac Community Services and Don Amos, Northern Frontenac Community Services
Re: Services Overview
 - b) Ken Foulds, Re/Fact Consulting and Ed Starr, SHS Consulting
Re: Draft Seniors' Housing Pilot Project Report
 - c) Denis Champagne, Shaun Cerisano and Steve Thyne, Heart and Stroke Foundation
Re: "How to Save a Life" Campaign
- 5. CLOSED MEETING**
- 6. ADOPTION OF MINUTES**

Adoption of Regular Meeting Minutes
County Council Regular Meeting Minutes - September 19, 2012
- 7. BUSINESS ARISING FROM THE MINUTES**
- 8. COMMUNICATIONS FOR INFORMATION**
 - a) October 17, 2012 Communications for Information
 - b) June 27, 2012 KFPL Board Meeting Minutes
 - c) September Edition of Frontenac County Bytes
- 9. COMMUNICATIONS FOR ACTION**
 - b) AMO - October 2, 2012 Re: Municipalities are Counting on the Legislature to Get Arbitration Reform Right

10. REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

10.1. Administrative Services

10.1.1.Administration

- 31-39 a) 2012 3rd Quarter Activity Update
- 40-45 b) Electoral Boundary Reform
[Addenda]

10.1.2.Sustainability

- 46-47 a) County Official Plan Project Update 2012 #04

10.1.3.Human Resources

- 48-50 a) Corporate Services Organizational Study
[Addenda]

10.2. Financial Services

- 51-52 a) Land Ambulance Vehicle Useful Life Adjustment
- 53-54 b) 2012 Property Tax Clawback Threshold
- 55-57 c) Application under the Municipal Infrastructure Investment Initiative (MIII)-Revised
[Addenda]

10.3. Emergency and Transportation Services

- 58-59 a) 2012 3rd Quarter Activity Update
- 60-61 b) Community Paramedicine
- 62-66 c) Fire Tiered Response Agreements
- 67-69 d) Electronic Ambulance Call Reports and Analytics Solution

10.4. Fairmount Home

- 70-71 a) 2012 3rd Quarter Activity Update
- b) October 2012 Grapevine Gazette

11. ACCOUNTS

- 72-79 Accounts for Period of: September 12, 2012 - October 9, 2012

12. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN

13. GIVING NOTICE OF MOTION

14. OTHER BUSINESS

- 80-84 October 15, 2012 Finance Committee Meeting Minutes
[Addenda]

14.1. External Boards and Committees

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

14.2. Advisory Committees of County Council

- 85-97 a) Sustainability Advisory Committee
June 6, August 1, September 24, 2012 SAC Meeting Minutes
[Addenda]
- 98-101 b) Green Energy Task Force
September 5, 2012 GETF Committee Minutes
[Addenda]
- 102-106 c) 150th Anniversary of County Advisory Committee
September 5, 2012 150th Anniversary of County Advisory Committee Meeting Minutes
- 107-111 d) Trails Advisory Committee
October 5, 2012 Trails Advisory Committee Meeting Minutes
[Addenda]
- e) Accessibility Advisory Committee

14.3. Other Updates

15. PUBLIC QUESTION PERIOD

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

- 112-113 a) By-law No. 2012-0027 – 2012 Property Tax Clawback Threshold
- 114 b) By-law No. 2012-0028 – To Amend By-law No. 2008-0031 - By-law to Adopt a Tangible Capital Asset Policy
- 115-116 c) By-law No. 2012-0029 - Confirmation of Proceedings

17. ADJOURNMENT

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

September 12, 2012

Dear Warden, Mayors and Council,

On behalf of the Heart and Stroke Foundation, we are seeking to make a deputation before council regarding how to make your municipality more cardiac safe.

Every year, 7,000 cardiac arrests occur in Ontario, with the majority occurring in public places or homes. However, an individual's chance of survival can increase to 75% when early CPR is used in combination with an AED. Recent data indicates that Ontario has a survival rate, for out-of-hospital cardiac arrests, of only 5-6%. By comparison, the 'gold-standard' in cardiac safety in North America is Seattle and King County with a survival rate of 16.3%. When a person is in cardiac arrest, seconds count. With each passing minute, the probability of survival declines by 7-10%.

The Heart and Stroke Foundation has developed three key policy recommendations for municipalities that can significantly increase the out of hospital survival rates for sudden cardiac arrest:

1. Commit to implementing a broad public education campaign raising awareness around issues such as the ease of CPR training and use of an AED.
2. Work with the Heart and Stroke Foundation through the Ontario Defibrillator Access Initiative (ODAI) to ensure AEDs are placed in all sport and recreation facilities and schools.
3. That municipalities write the Minister of Health and Long-Term Care in support of the Heart and Stroke Foundation's request that the script for emergency medical dispatchers be revised to provide the most compelling, clear and mandatory CPR direction in all cases of cardiac arrest.

The use of CPR and an AED can dramatically increase the odds of survival of an out-of-hospital cardiac arrest, however, too few Ontarians know this life saving skill.

The Heart and Stroke Foundation looks forward to present before Council on recommendations for increasing out of hospital cardiac arrest survival rates and strengthening our resuscitation partnership to make Ontario communities the most cardiac safe in Canada.

We will be in touch with your Clerk to schedule a time for deputation in the coming days.

Sincerely,

Mark Holland
Director, Health Promotion and Public Affairs, Ontario
Heart and Stroke Foundation

HEART AND STROKE FOUNDATION

Cardiac Safe Communities

ISSUE

Every year, 7,000 cardiac arrests occur in Ontario, majority occurring in public places or homes. However, an individual's chance of survival can increase to 75% when early CPR is used in combination with an AED. Our most recent data indicates that Ontario has a survival rate, for out-of-hospital cardiac arrests, of only 5-6%. By comparison, Seattle, considered by many to be the 'gold-standard' in cardiac safety in North America, has a survival rate of 16.3%. They achieved this with a collaborative approach with the fire services, paramedic agencies, EMS dispatch centres, hospitals, schools and government and overall public awareness. When a person is in cardiac arrest, seconds count. With each passing minute, the probability of survival declines by 7–10%. The use of CPR and an AED can dramatically increase the chance of survival of someone in cardiac arrest, however, too few Ontarians know this life saving skill.

RECOMMENDATIONS FOR MUNICIPALITIES

1. Commit to implement a broad public education campaign raising awareness around issues such as the ease of CPR training and use of an AED.
2. Work with the Heart and Stroke Foundation through the Ontario Defibrillator Access Initiative (ODAI) to ensure AEDs are placed in all sport and recreation facilities and schools.
3. That municipalities write the Minister of Health and Long-Term Care in support of the Heart and Stroke Foundation's request that the script for emergency medical dispatchers be revised to provide the most compelling, clear and mandatory CPR direction in all cases of cardiac arrest.

FACTS

- Bystander CPR rates rarely exceed 5-6% in communities across Ontario
- The odds of surviving a cardiac arrest greatly improves if someone performs CPR right away
- Once a person goes into cardiac arrest the brain can suffer permanent damage within 3-4 minutes of not receiving oxygen
- CPR keeps the blood circulating to keep the organs alive
- The use of CPR along with an AED can increase the odds of survival of an out-of-hospital cardiac arrest to up to 75%

www.heartandstroke.ca



HEART AND STROKE FOUNDATION

PUBLIC AWARENESS

In 2011, Ipsos Reid, on behalf of the Heart and Stroke Foundation, undertook polling on Ontarians attitudes and awareness towards AEDs and determined that:

Awareness of AEDs:

50% of the population is somewhat or very familiar with AEDs
43% of the population is not familiar with AEDs
7% of the population has never heard of AEDs before this survey

Awareness of AEDs in the community:

While almost every single municipality now has AEDs in public access settings only:

45% of the population remember seeing AEDs when out in the community
55% of the population do not remember seeing any AEDs in their community.

BACKGROUND

Cardiac arrest is a medical emergency which leads to death if not treated immediately. Over 80 per cent of cardiac arrests happen at home or in public places – and only five to six per cent of these victims survive. For every minute that passes without help, a person's chance of surviving a cardiac arrest drops by 7-10%. Research shows that 35 to 55 per cent of out-of-hospital arrests are witnessed by a bystander, often a family member or friend, but very few victims receive CPR. Just calling 9-1-1 and pushing hard and fast, repeatedly on the centre of the victim's chest until help arrives will go a long way to helping the person survive.

The Heart and Stroke Foundation is the leader in Resuscitation

The Heart and Stroke Foundation is an international leader in developing the science behind CPR and Emergency Cardiac Care and is a leading funder of research into heart disease and stroke in Canada. The Heart and Stroke Foundation of Canada sets the guidelines for CPR and AED training to improve the odds of survival from cardiac arrest.

A founding member of the International Liaison Committee on Resuscitation (ILCOR), responsible for updating and revising international scientific guidelines for Resuscitation, the Foundation has been a strong advocate for increased public access to AEDs.

In Ontario, the Heart and Stroke Foundation has been responsible for overseeing, implementing and coordinating resuscitation training. In April 2006, HSFO became actively engaged in the placement of AEDs in public places throughout the province. The Restart a Heart, a Life Program™ and The Chase McEachern Tribute Fund was established and made possible with funding from the Ontario

HEART AND STROKE FOUNDATION

Government, private and community donors along with fundraising activities. The focus for AED unit placement as well as the associated training has been public/community based venues such as arenas, pools, community centres and schools. HSFO has partnered with over 60 Public Access Defibrillation (PAD) Programs working with municipal representatives and Emergency Medical Services (EMS). In 2007, following an effective advocacy effort, Bill 171 was passed, the Chase McEachern Act (Civil Heart Defibrillator Liability Act), effectively eliminating the liability for anyone using an AED.

The vision of the Heart and Stroke Foundation is to ensure that communities are cardiac safe with enhanced survival following a cardiac arrest through improved bystander CPR, greater use of AEDs, and effective execution of the Chain of Survival™.

Chain of Survival



- Early Access (to Emergency Medical Services by calling 911)
- Early CPR (cardiopulmonary resuscitation)
- Early Defibrillation (access to an automated external defibrillator)
- Early Advanced Cardiac Life Support (by medically trained paramedics or hospital staff)

With the recent deployment of AEDs throughout Ontario there is an increased need to emphasize the CPR portion of the chain of survival. CPR keeps the blood circulating to keep vital organs alive. This translates into saving lives by increasing bystander CPR and increasing access to AEDs through Public Access Defibrillation (PAD) Programs.

Heart and Stroke Foundation recommendation for dispatch-assisted CPR protocols

HSFO requests that all bystanders (irrespective of their qualifications), at the scene of a cardiac arrest, be directed by the 9-1-1 emergency medical dispatcher to deliver CPR based on the Heart and Stroke Foundation's proposed adjustments to the CPR pre-arrival instructions under the Dispatch Priority Card Index (DPCI). The use of a more compelling narrative, urging the caller/bystander to initiate CPR for the well-being of the victim, may increase the rate of bystander CPR intervention. As it is currently presented, in the form of a question, the bystander is presented with an ambiguous option. Prompting the caller to provide CPR and not presenting the option to decline in a moment of high stress the impact could be significant.



MINUTES OF THE REGULAR MEETING OF COUNCIL
September 19, 2012

A regular 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 Wednesday, September 19, 2012 at 9:00 a.m.

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

ALSO PRESENT: **County:** Liz Savill, CAO/Clerk; Paul Charbonneau, Director of Emergency & Transportation Services; Julie Shillington, Administrator-Fairmount Home; Anne Marie Young, Manager of Economic Sustainability; Joe Gallivan, Manager of Sustainability Planning; Colleen Hickey, Human Resources-Labour Relations Specialist; Angelique Tamblyn, Executive Assistant; Susan Beckel, Deputy Clerk (Recording Secretary)
Media: Jeff Green, The Frontenac News

1. CALL TO ORDER

Warden Gutowski called the meeting to order at 9:02 a.m.

2. ADOPTION OF THE AGENDA

Motion #: 234-12 Moved By: Councillor Jones
Seconded By: Deputy Warden Doyle

RESOLVED THAT the agenda for the September 19, 2012 meeting of the Council of the County of Frontenac be adopted as circulated.

CARRIED

3. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

The Warden instructed the Clerk to record that in accordance with the *Municipal Conflict of Interest Act*, no disclosures of pecuniary interest or the general nature thereof were declared.

4. DEPUTATIONS AND/OR PRESENTATIONS

a) Recognition of Heather Sands, RN and Emily Shoniker, RN for achieving the Canadian Nurses Association certification in Gerontology Nursing.

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Julie Shillington provided background on the Canadian Nurses Association certification in Gerontology Nursing. The certification is a voluntary credential for Registered Nurses (RNs) and involves a rigorous exam as well as a five year re-certification process. Warden Gutowski and Members of County Council recognized this significant accomplishment by two Fairmount Home RNs, Heather Sands, RN and Emily Shoniker, RN. Ms. Shoniker was in attendance to receive the recognition.

Motion #: 235-12 Moved by: Councillor Jones
Seconded by: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac recognize Heather Sands, RN and Emily Shoniker, RN for achieving the Canadian Nurses Association certification in Gerontology Nursing.

CARRIED

b) Special Olympics Ontario Spring Games Plaque Presentation

Paul Charbonneau presented the plaque to the Warden recognizing the Frontenac Paramedic Services' participation in the 2012 Special Olympics Ontario Spring Games held in Kingston.

Motion #: 236-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Jones

RESOLVED THAT the Council of the County of Frontenac receive the plaque from the Special Olympics Ontario Spring Games to the Frontenac Paramedic Services for their involvement in the Kingston Special Olympics Spring Games.

CARRIED

c) Kevin Farrell, GIS Specialist
Re: 2012 GIS Summer Student

Kevin Farrell, GIS Specialist was in attendance to provide Council with an update on the work done by the GIS student, Mike Waldron, during this past summer.

Motion #: 237-12 Moved By: Councillor Jones
Seconded By: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by Kevin Farrell, GIS Specialist providing an overview of the work completed by the 2012 County GIS Summer Student.

CARRIED

d) Julia Ruhl, Regional Plant Protection Program Officer, Canadian Food Inspection Agency (CFIA)
Re: Emerald Ash Borer (EAB) in County of Frontenac

Julia Ruhl was in attendance to provide Council with an overview of the Emerald Ash Borer (EAB) which has been confirmed in the Township of Central Frontenac and the Canadian Food

Inspection Agency's (CFIA) response to the EAB which includes: (i) surveillance; (ii) regulation; (iii) compliance/enforcement; and (iv) communications/public outreach. Ms. Ruhl highlighted that the key message is "*Don't Move Firewood.*"

Motion #: 238-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Jones

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by Julia Ruhl, Regional Plant Protection Program Officer from the Canadian Food Inspection Agency (CFIA), regarding the Emerald Ash Borer (EAB) in the County of Frontenac.

CARRIED

e) Liz Savill, CAO
Re: Proposed Federal Electoral Boundary Changes

Liz Savill provided Council with an overview of the proposed federal electoral boundary changes, highlighting:

- 15 additional electoral districts will be formed across Ontario increasing from 106 to 121
- each district shall conform to the electoral quota, which for Ontario is a population of 106,213
- County of Frontenac will be re-divided into three ridings:
 - (i) Kingston and The Islands which would remain unchanged from the current riding and include the Township of Frontenac Islands;
 - (ii) Lanark-Frontenac-Hastings to include the Townships of North and Central Frontenac; and
 - (iii) Belleville-Napanee-Frontenac to include the Township of South Frontenac
- concerned that the proposed districts do not maintain a manageable size and do not respect the historical districts

Motion #: 239-12 Moved By: Councillor Jones
Seconded By: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by Liz Savill, CAO, County of Frontenac, regarding the Proposed Federal Electoral Boundary Changes;

AND FURTHER THAT Council authorize the CAO to seek status to make a presentation at the public hearing for the Federal Electoral Boundaries Commission for the Province of Ontario to be held in Kingston on November 8, 2012.

CARRIED

5. CLOSED MEETING

Motion #: 240-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Jones

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 July 24, 2012;
- b) Proposed Land Acquisition; and

c) Personal matters about an Identifiable Individual.

CARRIED

Motion #: 241-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Purdon

RESOLVED THAT County Council rise from the closed meeting;

AND FURTHER that the direction provided within the closed meeting be confirmed.

CARRIED

Warden Gutowski called a recess of the meeting at 10:24 a.m.

Warden Gutowski reconvened the meeting at 10:33 a.m.

6. ADOPTION OF MINUTES

Motion #: 242-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Purdon

RESOLVED THAT the minutes of the regular meeting of County Council held on July 24, 2012 be adopted as circulated.

CARRIED

7. BUSINESS ARISING FROM THE MINUTES

8. COMMUNICATIONS FOR INFORMATION

Motion #: 243-12 Moved By: Councillor Purdon
Seconded By: Deputy Warden Doyle

RESOLVED THAT the items listed in the Communications of Interest to County Council report dated September 19, 2012 be received as circulated and filed for information purposes, including the EOWC meeting minutes dated June 15, 2012.

CARRIED

9. COMMUNICATIONS FOR ACTION

a) Kingston Frontenac Public Library Board

Re: Request to Proclaim October as Public Library Month

Motion #: 244-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Purdon

RESOLVED THAT the Council of the County of Frontenac receive the Kingston Frontenac Public Library correspondence dated September 10, 2012 requesting that the County proclaim the month of October as Public Library Month;

AND WHEREAS the public library offers access to information;

AND WHEREAS the public library supports personal growth, economic renewal and quality of life;

AND WHEREAS the Council of the County of Frontenac recognizes that the board and staff of the Kingston Frontenac Public Library provide a vital service to our community;

NOW THEREFORE the Council of the County of Frontenac proclaims the month of October 2012 to be Public Library Month, and encourages every person to use the public library this month and throughout the year;

AND FURTHER THAT this proclamation be posted on the County of Frontenac's website.

CARRIED

**b) Thunder Bay and Area Disaster Relief Committee
Re: Request for Financial Assistance**

Motion #: 245-12 Moved By: Councillor Purdon
Seconded By: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac receive for information the correspondence from the Thunder Bay and Area Disaster Relief Committee requesting financial support to the Disaster Relief Fund to assist those affected by flooding this past spring and provide a donation of \$500.

CARRIED

10. REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

10.1 Administrative Services

10.1.1 Administration

a) Proposed Amendments to Accessibility for Ontarians with Disabilities Act, 2005 (AODA), Integrated Accessibility Standards Regulation 191/11 (IASR) Update

Motion #: 246-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Purdon

RESOLVED THAT Council of the County of Frontenac receive for information the Administrative Services - Proposed Amendments to *Accessibility for Ontarians with Disabilities Act, 2005* (AODA), Integrated Accessibility Standards Regulation 191/11 (IASR) Update;

AND FURTHER THAT staff be instructed to further consult with the Frontenac Accessibility Advisory Committee and the Accessibility Staff Team and provide any comments on the draft amendments to the IASR to the Ministry of Community and Social Services by the deadline of October 1, 2012.

CARRIED

10.1.2 Sustainability

a) County Official Plan Project Update No. 2012-03

Motion #: 247-12 Moved By: Councillor Purdon
Seconded By: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac receive the Sustainability – Official Plan Project Update 2012-03 report for information purposes.

CARRIED

b) Community Improvement Plan Update

Motion #: 248-12 Moved By: Councillor McDougall
Seconded By: Councillor Davison

RESOLVED THAT the Council of the County of Frontenac receive the Sustainability – Community Improvement Plans Update report for information purposes.

CARRIED

c) KFL&A Food Charter

Motion #: 249-12 Moved By: Councillor Purdon
Seconded By: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac receive the Sustainability – Kingston, Frontenac, Lennox & Addington Food Charter report for information purposes.

CARRIED

d) Kennebec Lake Draft Plan of Subdivision Approval

Motion #: 250-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Purdon

RESOLVED THAT the Council of the County of Frontenac approve the plan of subdivision submitted by McIntosh Perry Consulting Engineers on behalf of 2222629 Ontario Inc for Parts of Lots 18, 19, 20, Concession 9 in the Geographic Township of Kennebec, Township of Central Frontenac, County of Frontenac, being Parts 1,2, and 3 on Reference Plan 13R-19780 in the County of Frontenac, being County File No. 10T-2011/001 subject to the Conditions of Draft Approval contained in the County Planning Report dated September 19, 2012;

AND FINALLY that the Clerk be authorized to issue draft approval by signing the required documents.

CARRIED

e) Natural Heritage Study Update

Joe Gallivan advised that the Natural Heritage Study public meetings have now been scheduled:

- October 3, 2012 - St. James Major Catholic Church Hall in Sharbot Lake at 7:00 p.m.
- October 4, 2012 - Sydenham Public Library in Sydenham at 7:00 p.m.

Motion #: 251-12 Moved By: Councillor Purdon
Seconded By: Deputy Warden Doyle

RESOLVED THAT County Council receive for information the Sustainability – Natural Heritage Study Update and Natural Heritage Study Background Information Summary Report.

CARRIED

10.1.3 Human Resources

a) Non-Union Salary Adjustment Policy

Motion #: 252-12 Moved By: Councillor Jones
Seconded By: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac receive the Human Resources – Non-Union Salary Adjustment report;

AND FURTHER THAT Council authorize the implementation of the Non-Union Salary Adjustment Policy that directs:

1. Annual adjustments to non-union rates will be set in accordance with the annual Ontario Consumer Price Index.
2. Should the Index fall below zero (0) percent, no adjustment shall be made.
3. Should the Index exceed three (3) percent, Council direction shall be sought prior to any adjustments being made.
4. All adjustments will be effective January 1st of each year.

DEFERRED TO DECEMBER COUNCIL MEETING

10.2 Financial Services

a) 2012 2nd Quarter Financial Summary

Motion #: 253-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Purdon

RESOLVED THAT Council of the County of Frontenac receive the Financial Services – 2012 2nd Quarter Financial Summary report for information only.

CARRIED

10.3 Emergency and Transportation Services

a) Placement of Automatic External Defibrillators (AEDs) - Ontario Defibrillator Access Initiative

Motion #: 254-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Purdon

RESOLVED THAT Council of the County of Frontenac accept the Emergency & Transportation Services – Placement of Automatic External Defibrillators (AEDs) – Ontario Defibrillator Access Initiative report;

AND FURTHER THAT the Council of the County of Frontenac hereby authorize the Warden and Clerk to execute a Memorandum of Understanding with the Limestone District School Board and any other entity (i.e. a First Nation, Kingston Frontenac Library Board, etc.) that may be granted AEDs under the Ontario Defibrillator Access Initiative.

CARRIED

b) Unit Hour Utilization (UHU) Measurement

Motion #: 255-12 Moved By: Councillor Davison
Seconded By: Councillor McDougall

RESOLVED THAT the Council of the County of Frontenac accept the Emergency and Transportation Services – Unit Hour Utilization (UHU) Measurement report for information only.

CARRIED

c) Legislated Response Time Performance Plan

Motion #: 256-12 Moved By: Councillor McDougall
Seconded By: Councillor Davison

RESOLVED THAT the Council of the County of Frontenac accept the Emergency and Transportation Services – Legislated Response Time Performance Plan report;

AND FURTHER THAT Council direct the Clerk to introduce a by-law later in the meeting adopting the response time standards as outlined in the report.

CARRIED

d) New Land Ambulance Station in the Northern Portion of the County of Frontenac

Councillor Clayton advised that the Township of North Frontenac would like to discuss with Mr. Charbonneau retrofitting the existing building in Ompah in order that the ambulance can be parked inside for the winter.

Motion #: 257-12 Moved By: Councillor Davison
Seconded By: Councillor McDougall

RESOLVED THAT the Council of the County of Frontenac accept the Emergency and Transportation Services – New Land Ambulance Station in the Northern Portion of the County of Frontenac report for information;

AND FURTHER THAT the Council of the County of Frontenac give direction to the Chief of Paramedics to investigate options in the recommended location area for a new ambulance station.

CARRIED

e) Scouts Canada - Medvents Program Partnership

Motion #: 258-12 Moved By: Councillor McDougall
Seconded By: Councillor Davison

RESOLVED THAT Council of the County of Frontenac accept the Emergency & Transportation Services – Scouts Canada – Medvents Program Partnership report;

AND FURTHER THAT the Council of the County of Frontenac hereby authorize the Warden and Clerk to execute a Memorandum of Understanding with Scouts Canada to form a partnership with the Loyalist Area Medical Venturer Company and Rover Crew.

CARRIED

10.4 Fairmount Home

a) 2012 2nd Quarter Consolidated Statistical Report

Motion #: 259-12 Moved By: Councillor Davison
Seconded By: Councillor McDougall

RESOLVED THAT the Council of the County of Frontenac receive the Fairmount Home – 2012 2nd Quarter Consolidated Statistical Report for information only.

CARRIED

b) Quality Improvement Activities Update

Motion #: 260-12 Moved By: Councillor McDougall
Seconded By: Councillor Davison

RESOLVED THAT Council of the County of Frontenac receive the Fairmount Home – Quality Improvement Activities Update Report for information only.

CARRIED

c) Auditorium Donor Recognition

Motion #: 261-12 Moved By: Councillor Davison
Seconded By: Councillor McDougall

RESOLVED THAT Council of the County of Frontenac receive the Fairmount Home – Auditorium Donor Recognition Report for information;

AND FURTHER that Council of the County of Frontenac approve the donor recognition levels as set out in Appendix I of the report.

CARRIED

d) Enabling Accessibility Grant

Motion #: 262-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

RESOLVED THAT Council of the County of Frontenac receive for information the Fairmount Home – Enabling Accessibility Grant Report as amended;

AND FURTHER THAT Council of the County of Frontenac authorize the execution of the funding agreement by the CAO in the event the application being made under the Enabling Accessibility Grant through Human Resources and Skills Development Canada is successful.

CARRIED

e) August and September 2012 Grapevine Gazettes

Motion #: 263-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

RESOLVED THAT the Council of the County of Frontenac receive the August and September 2012 editions of the Fairmount Grapevine Gazette for information.

CARRIED

11. ACCOUNTS

- **Accounts Listing for the Period of: July 11, to September 11, 2012**

Motion #: 264-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

RESOLVED THAT the Council of the County of Frontenac receive for information the following accounts for the period of July 11 – September 11, 2012:

- Payroll dated between July 11 to August 7, 2012 in the amount of \$1,389,556.97 and Cheque Listing in the amount of \$1,822,889.53; and
- Payroll dated between August 8 - September 11, 2012 in the amount of \$1,207,828.24 and Cheque Listing in the amount of \$590,144.19.

CARRIED

12. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN

13. GIVING NOTICE OF MOTION

14. OTHER BUSINESS

14.1 External Boards and Committees

RESOLVED THAT the Council of the County of Frontenac accept the Green Energy Task Force meeting minutes dated May 2, 2012.

CARRIED

c) **150th Anniversary of County Advisory Committee Meeting Minutes – June 27, 2012**

Motion #: 267-12 Moved By: Councillor Inglis
Seconded By: Councillor Clayton

RESOLVED THAT the Council of the County of Frontenac accept the 150th Anniversary Planning Advisory Committee of the County of Frontenac meeting minutes dated June 27, 2012.

CARRIED

d) Trails Advisory Committee Meeting Minutes – June 1, 2012

Motion #: 268-12 Moved By: Councillor Inglis
Seconded By: Councillor Clayton

RESOLVED THAT the Council of the County of Frontenac accept the Trails Advisory Committee meeting minutes dated June 1, 2012.

CARRIED

e) Accessibility Advisory Committee Meeting Minutes – May 25, 2012

Motion #: 269-12 Moved By: Councillor Inglis
Seconded By: Councillor Clayton

RESOLVED THAT the Council of the County of Frontenac accept the Frontenac Accessibility Advisory Committee meeting minutes dated May 25, 2012.

CARRIED

14.3 Other Updates

Liz Savill recognized the work done by Susan Beckel as the County's Deputy Clerk over the last 8 ½ years. Ms. Beckel has resigned her position effective October 5, 2012. Council thanked Ms. Beckel for her dedication to the County.

15. PUBLIC QUESTION PERIOD

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

- **By-law No. 2012-24 - To Amend By-law 2011-0008 as Amended (Establish 150th Anniversary Committee)**
- **By-law No. 2012-0025 - To Adopt a Land Ambulance Response Time Performance Plan**

- **By-law No. 2012-0026 - Confirmation of Proceedings**

Motion #: 270-12 Moved By: Councillor Inglis
Seconded By: Councillor Clayton

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. 2012-0024 - To Amend By-law No. 2011-0008 as Amended (Establish 150th Anniversary Committee);
- By-Law No. 2012-0025 - To Adopt a Land Ambulance Response Time Performance Plan; and
- By-Law No. 2012-0026 - Confirmation of Proceedings.

CARRIED

Motion #: 271-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

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

- By-Law No. 2012-0024 - To Amend By-law No. 2011-0008 as Amended (Establish 150th Anniversary Committee);
- By-Law No. 2012-0025 - To Adopt a Land Ambulance Response Time Performance Plan; and
- By-Law No. 2012-0026 - Confirmation of Proceedings.

CARRIED

17. ADJOURNMENT

Motion #: 272-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

RESOLVED THAT the meeting hereby adjourn at 11:40 a.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: Angelique Tamblyn
Executive Assistant

Date Prepared: October 12, 2012

Date of Meeting: October 17, 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. Hastings County, Warden Rick Phillips September 24, 2012 – Elections Canada recently released its proposal for new electoral boundaries in Ontario. Fifteen new electoral districts for the province will be established and reflect in large part the population increases in the Greater Toronto area. Warden Phillips met with Mayors of the Cities of Quinte West, Belleville and Prince Edward County along with MP and MPP to discuss this urgent situation. Mayor Philips has provided two options for County Council's consideration.
2. The Corporation of the City of Kingston, October 1, 2012 – Correspondence from John Bolognone, City Clerk, addressing contraband tobacco.
3. Ministry of Infrastructure, Ministry of Transportation, October 2, 2012 – Correspondence from The Honourable Bob Chiarelli re: Federal Long-Term Infrastructure Plan. The federal government has been carrying out a 12-month-long process of research and consultations to develop a federal long-term infrastructure plan. They have released *Building Canada Together: Ontario's Recommendations for the Federal Long-Term Infrastructure Plan*. To access the full submission, visit www.moi.gov.on.ca/en/infrastructure/ltip/
4. City of Mississauga, October 2, 2012 – Correspondence from Diana Hass, City of Mississauga, dealing with a ban on the sale of cats and dogs in specific situations.

Administrative Report
Communications of Interest to County Council
October 17, 2012

Page 1 of 4

5. Ministry of Northern Development and Mines News Release, October 3, 2012 – McGuinty Government Promoting Sustainable Mineral Exploration and Development. For more information http://news.ontario.ca/mndmf/en/2012/10/more-progress-in-mining-act-modernization.html?utm_source=ministry_of_northern_development_and_mines_news&utm_medium=rss_click&utm_campaign=rss_feed
6. Ministry of Agriculture, Food and Rural Affairs, October 9, 2012 – Correspondence from Dino Radocchia, Manager, Infrastructure Programs to draw to our attention to the Municipal Infrastructure Investment Initiative (MIII) – Asset Management program that was recently announced by the Government of Ontario as part of the Municipal Infrastructure Strategy. Through this program, the province is making up to \$8.25 million in entitlement funding available to assist small municipalities and Local Services Boards (LSBs) with water/ wastewater systems in Northern Ontario to develop and improve asset management plans.
7. Ministry of Agriculture, Food and Rural Affairs, October 9, 2012 – Correspondence from Hon. Charles Sousa, Minister to send out the call for nominations for the June Callwood Outstanding Achievement Award for Voluntarism in Ontario. Nomination forms and additional information are available on the Ministry of Citizenship and Immigration website at www.ontario.ca/honoursandawards Deadline for nominations December 5, 2012.

Other Correspondence:

1. FCM President, September 18, 2012 – They have launched the second round of nominations for the Queen's Diamond Jubilee Medal. There is a new deadline in order to open this honour to more Canadians. All members of council and all municipal officials may nominate as many additional candidates as they consider deserving of the Queen's Diamond Jubilee Medal. Deadline for nominations is December 31, 2012. Nomination form is available <https://fcmcareers.wufoo.eu/forms/diamond-jubilee-nomination/>
2. KFL&A Public Health, September 25, 2012 – Correspondence regarding the update on the development process of the KFL&A Food Charter. The final charter is available on the KFL&A Healthy Communities Partnership website.
3. Ontario Good Roads Association, October 3, 2012 – Correspondence from J.W. Tiernay, Executive Director to advise of the 1st Call for Nominations to the Board of Directors of the Ontario Good Roads Association for the 2013/14 term. A copy of the Constitution can be viewed on the OGRA website <http://www.ogra.org/about/constitution.asp>

AMO Member Communications:

1. News Releases:

- Municipalities Being Urged to Learn More about Pensions (October 10, 2012)
- Get Arbitration Reform Right (October 2, 2012)

- AMO Board Meeting Report (September 2012)
 - Government Draft Compensation Legislation (September 27, 2012)
 - Ontario Announces Compensation Freeze (September 20, 2012)
 - PC Party Introduces “Ability to Pay Act, 2012” (September 18, 2012)
2. AMO Breaking News & Policy News:
- **Municipalities are Counting on the Legislature to Get Arbitration Reform Right** For many years, AMO and its members have sought changes to interest arbitration that would improve accountability and transparency for municipal taxpayers, employees and employers alike. A long track record of evidence backs up AMO's view that Ontario's current system is unbalanced and unresponsive to legitimate taxpayer concerns. If council does pass a similar resolution, we will forward to AMO so that they can share will all political parties at the Ontario Legislature
http://www.amo.on.ca/WCM/AMO/AMO_Content/Labour/Arbitration_Arbitration_Reform_Right.aspx
3. Watch Files
http://www.amo.on.ca/WCM/AMO/AMO_About/Watch_File.aspx
- September 20, 27, 2012
 - October 11, 2012

FCM Communications:

1. News Releases:
- FCM celebrates inaugural International Day of the Girl (October 9, 2012)
 - FCM president calls on NFLD municipal leaders to join Target 2014 campaign for new long-term infrastructure plan (October 6, 2012)
 - FMC wins award for sharing brownfields knowledge across Canada (October 5, 2012)
 - FMC president calls on Nova Scotia municipal leaders to join Target 2014 campaign for new long-term infrastructure plan (September 21, 2012)
 - FCM to deliver municipal campaign training workshop for women, September 29 and 30 in Toronto, Ontario (September 20, 2012)
 - New national report card says Canada's municipal infrastructure “at risk” (September 11, 2012)
2. PCP News:
- September Greenhouse Gas Reduction Initiative of the Month – Halifax's Mini-Hybrid Bus System (September 19, 2012)
 - Liveable Cities Forum – ICLEI and the City of Hamilton have joined forces to bring the Liveable Cities Forum to be held at the Hamilton Convention Centre, November 29-30, 2012. Early Bird Deadline September 30 (September 25, 2012)
 - National Municipal Adaptation Project Survey, the survey can be completed online at www.sondageadaptationsurvey.ca (October 2, 2012)
 - October Greenhouse Gas Reduction Initiative of the Month online – Ritchot, Manitoba's Ile des Chenes Arena Geothermal System (October 4, 2012)
 - Registration now open for FCM's Sustainable Communities Conference. This year's conference theme, “Building Blocks for the Next Generation”. Catch their 2013 SCC and Trade Show early-bird rates in effect only until December 7 (October 9, 2012)

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

C Agency/Board Minutes:

1. Kingston Frontenac Public Library Board Minutes

- Minutes of June 27, 2012

D The following items of correspondence require action:

- Municipalities are Counting on the Legislature to Get Arbitration Reform Right
For many years, AMO and its members have sought changes to interest arbitration that would improve accountability and transparency for municipal taxpayers, employees and employers alike. A long track record of evidence backs up AMO's view that Ontario's current system is unbalanced and unresponsive to legitimate taxpayer concerns.

E County of Frontenac Outgoing Communications:

1. News Releases

October 2 - Six FPS Paramedics receive Exemplary Service Medals

October 4 - FPS Paramedics wear pink to support breast cancer awareness

2. E-Newsletters

October edition of Frontenac County Bytes (see attached pdf)



MINUTES
Regular Meeting #2012-06
Kingston Frontenac Public Library Board
June 27, 2012 - 4:00 PM
Delahaye Room, Central Library

Present: Barbara Aitken, Paige Cousineau, Denise Cumming, Patricia Enright (Chief Librarian/CEO), Ralph Gatfield, Floyd Patterson, Councillor John Purdon, Claudette Richardson (Chair)

Staff Present: Doug Brown (Manager, Facilities), Mary Glenn (Recording Secretary), Barbara Love (Director, Branch Operations), Shelagh Quigley (Manager, Human Resources), Chris Ridgley (Budget / HR Analyst), Laura Carter (Manager Branch Operations)

Regrets: Wilma Kenny, Erik Knutsen, Councillor Jim Neill, Monica Stewart

1. CALL TO ORDER

Ms. Richardson called the meeting to order at 4:00 PM.

2. ADOPTION OF THE AGENDA

The agenda was accepted as distributed.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. ACCEPTANCE OF MINUTES

4.1 Kingston Frontenac Public Library Meeting #2012-05 held May 23, 2012

2012-28 AITKEN - PURDON

That the minutes of Regular Meeting #2012-05 of the Kingston Frontenac Public Library Board held May 23, 2012 be approved as circulated.

CARRIED

4.2 Committee of the Whole Meeting held June 13, 2012

There was a correction to the minutes to indicate that Barbara Aitken was absent.

2012-29 AITKEN - PURDON

That the Minutes of the Committee of the Whole Meeting held June 13, 2012 be confirmed (as corrected)

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

5.1 Annual Workplan 2012, 2013, 2014

At the last COW meeting a recommendation was made to move toward a consent agenda and to set aside 30 minutes for generative discussion at each regular board meeting, effective September 2012. It was suggested that *Ownership*; who our owners are and possible linkage mechanisms, would be a good subject for generative discussion.

A small working group will meet to discuss how to structure the generative discussion and bring forward a recommendation.

A revised Annual Workplan to 2014 was distributed with the agenda to reflect a change to hold three C.O.W. meetings per year, with the intent that those meetings would become more substantive. Additionally, the Workplan is a guideline and can be modified as needed.

6. ACTION ITEMS**6.1 Chief Librarian's 6-month Performance Review (motion to go In Camera)****6.2 Review of Chief Librarian Remuneration (motion to rise from In Camera)**

2012-30 PATTERSON – PURDON

That the Board go In Camera to discuss a personnel issue. (4:25 PM)

CARRIED

2012-31 PURDON - PATTERSON

That the Board rise from In Camera. (5:05 PM).

CARRIED

2012-32 CUMMING – AITKEN

Moved that for the 2013 budget year the CEO salary maintain parity with the pay equity comparator at the City of Kingston.

CARRIED

6.3 Central Library Mechanical Study (report attached)

Lengthy discussion took place. Although there are three possible options included in the report, it was pointed out that there could be other options as well, and that much would depend on budget approval. Therefore, it was suggested that the report be presented to the CAO of the City of Kingston, and that Mr. Brown and Ms. Enright work with the City to come up with a plan and financing.

2012-33 GATFIELD – PATTERSON

That the report regarding the Central Library Mechanical Study be forwarded to the CAO of the City of Kingston, and that Doug Brown, Director of Facilities, work with the City of Kingston to plan how best to address the Central Library Mechanical Study report dated June 27, 2012.

CARRIED

6.4 Community Complex Development – North End of Kingston (report attached)

Ms. Enright reported that at this time we are not making a commitment other than to be a part of the discussion. There was a suggestion to make a friendly amendment to the motion to tie this into the Branch Services Master Plan (BSMP), however the amendment was not accepted by the mover as the motion is to accept the report for information only. It was felt that once things progressed, issues that come up would be addressed at that time.

2012-34 GATFIELD - CUMMING

That the report on the Community Complex Development-Rideau Heights be accepted for information.

CARRIED

7. INFORMATION ITEMS

7.1 Correspondence / Information Received and Sent

- 7.1.1 From the Limestone District School Board, a letter dated June 8, 2012 enclosing for our signature three copies of a Memorandum of Agreement between the Limestone District School board, Kingston Frontenac Public Library and the Municipality of Central Frontenac for the use of a portable at Hinchinbrooke Public School for the period September 1, 2012 to June 30, 2013.
- 7.1.2 From the Community Foundation for Kingston and Area, a letter dated May 22, 2012 enclosing the annual fund statement for the KFPL Endowment Fund for the year ending December 31, 2011.
- 7.1.3 From a patron, a letter commending administration and staff of KFPL on the range of services offered to Kingstonians, in particular commending the library for offering an opportunity to view art in the Wilson Room and for the decision to play a low-key role in the recent media hype.
- 7.1.4 From a resident from out of province, a letter to express their disappointment in the decision to display the *Emperor Haute Couture* painting.
- 7.1.5 To the Kingston Heirloom Quilters, a letter dated June 20, 2012 to thank them for donating the Doors of Kingston quilt which has been hung at the Isabel Turner branch.

2012-35 AITKEN – PURDON

That the Board receive the correspondence as listed in the Agenda package.

CARRIED

7.2 Mid-Year Successes

A report was included in the agenda.

8. MONITORING REPORTS

8.1 Communication and Counsel

8.1.1 Chief Librarian's Report

8.2 Access to Facilities and Maintenance

2012-36 AITKEN – PURDON

That the Board accept the following Monitoring Reports:

- *Communication and Counsel*
- *Access to Facilities and Maintenance*

CARRIED

Ms. Cumming left the meeting at this time (5:32 PM)

9. OTHER BUSINESS

It was confirmed that the branch bus tour will be held on Friday, August 17, 2012.

10. NEXT MEETING DATE AND ADJOURNMENT

The next regular Board Meeting will be held at 4:00 PM, Wednesday, September 26, 2012, at Calvin Park Branch. There being no further business, the meeting was adjourned at 5:35 PM.

Claudette Richardson, Chair

Mary Glenn, Recording Secretary



Frontenac County Bytes

Keeping you updated on Frontenac County's 987, 581 acres.
September 2012 - Issue IX

A monthly newsletter from Frontenac County providing information and stimulating conversation on actions and activities in and around the County.

Submit a 150th logo design by Nov 2 for a chance to win \$1,000

Here's your chance to make your mark on the storied history of Frontenac County! The County turns 150 in 2015 and the 150th Anniversary Celebrations will allow us to celebrate our history, our culture, the County's unique and beautiful natural environment and the people who make the Frontenacs a great place to call home.

We need a logo that reflects all of that -- the winning submission will be used in all visual references to the 150th Anniversary over the next three years. The contest closes on November 2, 2012. The winner will be announced at the November 21st County Council meeting. The grand prize of \$1,000 will be awarded to the contest winner at that time. Please [click here](#) for full rules and detailed submission requirements.

Great start for Fairmount Auditorium Fundraising Campaign



Scott Ford, Warden
Janet Gutowski, Evelyn
Twigg, Councillor John
Purdon

On September 12th, community members, residents, volunteers and staff gathered at Fairmount Home to officially kick off the Fairmount Auditorium Fundraising Campaign, Building Change Together.

In honour of his 20 year relationship with Fairmount Home Scott Ford, Chair of the Campaign and owner of the Bayridge Shoppers Drug Mart, made a \$20,000 corporate donation and Evelyn Twigg, a resident at Fairmount, donated \$500 to the redevelopment campaign.

Please contact Julie Shillington, Administrator of Fairmount Home if you would like to get involved with the campaign: 613-546-0489 ext 500 or jshillington@frontenaccounty.ca.

KFL&A Public Health Cancer Screening Program

Are you...

- a woman who has never been screened for breast or cervical or colorectal cancer, or who is overdue to be screened for one of these cancers,
- between the ages of 50 to 69,
- interested in women's health,
- a resident of rural KFL&A or North Kingston, and
- available for 1 ½ hour?

If you answered yes to any of these statements, please consider participating in a discussion led by a Public Health Nurse.



KFL&A Public Health and the South East Regional Cancer program would like to understand how we can encourage KFL&A women aged 50 to 69 years to be screened for breast, cervical and colorectal cancers. This project will undergo an ethical review by Queen's University Health Sciences and Affiliated Teaching Hospitals Research Ethics Board. For more information please contact Caulette McBride at 613-549-1232 ext. 1571 or 1-800-267-7875 ext. 1571 or email caulette.mcbride@kflapublichealth.ca.

Weigh in on the County's Official Plan (OP) and enter to win an iPad

Over the summer, County staff spoke with 60+ people at five open houses across the County on priorities for the County of Frontenac's first ever OP. [Click here](#) to complete the online survey and enter for your chance to win an iPad! Survey closes December 31st, 2012. [Click here](#) to visit the County's website and get background information on the OP.

Proposed Changes to Ontario's Electoral Districts

An independent commission is currently reviewing the electoral districts in the Province of Ontario, pursuant to the Electoral Boundaries Readjustment Act. As proposed, concerns around historical boundaries and communities of interest have been discussed. In Kingston on November 7th, staff from the County of Frontenac and from surrounding municipalities will present their concerns to the commission.

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County Trivia: What does the County do?

The County of Frontenac is an Upper Tier Municipality in a two-tier system that includes four Townships: the Islands, South, Central and North.

The County operates Fairmount Home for the Aged and Frontenac Paramedic Services (which also serves Kingston).

Among many responsibilities, the County oversees land use planning applications for subdivisions and condominiums, promotes responsible and sustainable economic development, acts as an advisory to the region's Consolidated Municipal Service Manager (City of Kingston) in delivering social and community health services, aids in the development of municipal and provincial policies, and since 2005 has been working to create a sustainable future for Frontenac County through Integrated Community Sustainability Planning.

Many of Frontenac's elected officials and staff also serve on a number of boards tasked with improving our region in a variety of ways.

Rehabilitation of the Frontenac-Howe Islander Ferry Transfer Bridges

In order to minimize impacts to the travelling public during work on the transfer bridges for the Frontenac-Howe Islander Ferry, work is being undertaken through a series of 12 to 14 night time closures, extending from 9:00pm to 5:00am within the September 4 to October 31, 2012 time period. In addition, the Township of Frontenac Islands Foot Ferry, located at the eastern end of Bateau Channel, will extend its hours of operation during construction periods. [Click here](#) for more details.

[Forward email](#)



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County of Frontenac | 2069 Battersea Road | Glenburnie | Ontario | K0H 1S0 | Canada



Communication for
Action

Elizabeth Savill

From: communicate@amo.on.ca
Sent: October-02-12 4:38 PM
To: Elizabeth Savill
Subject: AMO breaking news re arbitration reform

"Resolution"

TO THE IMMEDIATE ATTENTION OF THE CLERK AND COUNCIL

October 2, 2012

Municipalities are Counting on the Legislature to Get Arbitration Reform Right

For many years, AMO and its members have sought changes to interest arbitration that would improve accountability and transparency for municipal taxpayers, employees and employers alike. A long track record of evidence backs up AMO's view that Ontario's current system is unbalanced and unresponsive to legitimate taxpayer concerns.

Better processes, such as timely and written reasons for decisions, and more clearly defined criteria for the arbitrator's consideration, are needed to ensure that arbitrated settlements are fair, balanced, transparent and accountable. It is particularly important that settlements are affordable and appropriate for individual communities.

There is broad recognition across the Ontario Legislature that arbitration reform is needed. The government and the Official Opposition have both proposed changes to our current arbitration system. Municipalities finally have an opportunity to get the changes that we need, provided that we are consulted with. In particular, municipalities have an interest in making sure that appropriate criteria will guide an arbitrator's review of a municipality's ability to pay a given settlement.

On September 28, AMO's Board directed staff to work with external legal counsel, Hicks Morley, and the Emergency Services Steering Committee (ESSC) develop any necessary changes to advance municipal interests and report back soon to the AMO Executive and Board with recommendations.

In the meantime, AMO would encourage municipal councils to consider the Township of Scugog's recent resolution on this matter. Local councils are encouraged to either support it, or to use it as a basis for its own resolution.

It is essential that broad support for arbitration reform is translated into prudent legislation. Through consultation with AMO, Ontario's municipalities will have an opportunity to make sure the legislation achieves its intended outcomes. We have important expertise to share, particularly around ability to pay criteria, and it is essential that the Ontario Legislature get this legislation right. Ontario communities cannot afford the consequences of getting it wrong.

If your council does pass a similar resolution, please forward it to AMO so that we can share with all political parties at the Ontario Legislature.

Whereas, the _____ is pleased that both the Liberal government and the PC party have kept the issue of interest arbitration reform at the forefront of major policy discussions;

And Whereas, the _____ supports the overall intention of interest arbitration reform;

And Whereas, a preliminary review indicates that there appears to be room for improvement in both pieces of draft legislation before the legislature;

And Whereas, the _____ trusts that through further consultation these issues can be resolved;

And Whereas, the _____ is aware that AMO and the Emergency Services Steering Committee are reviewing these issues and look forward to further discussion and input;

Now Therefore, the _____ requests that the legislature will work collectively in the best interest of Ontario municipalities and Ontario taxpayers on this important issue of interest arbitration reform."

AMO Contact: Monika Turner, Director of Policy, MTurner@amo.on.ca or [416-971-9856](tel:416-971-9856) Ext. 318.

PLEASE NOTE AMO Breaking News will be broadcast to the member municipality's council, administrator and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

DISCLAIMER These are final versions of AMO documents. AMO assumes no responsibility for any discrepancies that may have been transmitted with the electronic version. The printed versions of the documents stand as the official record.



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Input from: Administrative and Financial Services Management and Supervisory Staff

Date prepared: October 5, 2012

Date of meeting: October 17, 2012

Re: **Administrative and Financial Services – 2012 3rd Quarter Activity Update**

Background

This report is presented to Council to provide an update on the various new and ongoing activities and special projects undertaken during July, August and September 2012.

Comment

Ongoing Activities

- Council Meetings – supported by Administrative and Financial Services staff at all levels through contributions to the content and preparation of agendas
Regular meetings: July 24 and September 19
- Council's Advisory Committees
 - Sustainability: August 1, September 24
 - Trails: August 3
 - 150th Anniversary: September 5
 - Green Energy: September 5
 - Accessibility: September 7 (the committee continues to seek a NF and FI member)
- RULAC
 - RULAC: September 10 (hosted by the City)
 - Joint Management: September 4
- Eastern Ontario Wardens' Caucus
 - Board: August 19 (AMO – Ottawa)
 - CAOs: July 12
September 14 (OEMC – Kingston)

Administrative Report
Administrative and Financial Services – 2012 3rd Quarter Activity Update
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Financial Sustainability Project (CAO and Treasurer):
August 30 and September 17

- Eastern Ontario Regional Network (Councillor Davison, CAO)
Board: September 12 (OEMC – Kingston)

Conferences, Training and Seminars

- AMCTO Executive Diploma Municipal Management: The first cohort completed the final research papers.
- Ontario East Municipal Conference (OEMC), September 12-14 in Kingston: Manager of Sustainability Planning, Community Planner and Manager of Economic Sustainability
- Municipal Finance Officers Association Annual conference September 19-21: Treasurer and Deputy Treasurer
- CIPFA-GFOA Financial Management Model for Self-Assessment September 19: Treasurer and Deputy Treasurer
- Fighting Germs with Chemicals, CHICA EO sponsored workshop, September 26: Occupational Health Nurse
- Workplace Asthma, Ontario Occupational Health Nurse Association & the Lung Association, webinar, September 27: Occupational Health Nurse
- Lyme's Disease and West Nile Virus, Thousand Islands Occupational Health Nurse Association, Public Health, September 18: OHN
- Ontario Professional Planners Institute Symposium, September 21: Municipal Intern

Committee Activities

- AMCTO Zone 6 Executive: Deputy Clerk (Zone 6 Director at Large)
 - Planning for the Fall zone meeting to be held in Calabogie, hosted by the City of Pembroke and the Township of Madawaska Valley on October 18
- KFL&A Children and Youth Services Steering Committee: Deputy Clerk
 - September 7 meeting unable to attend due to conflict with the Accessibility Advisory Committee meeting
- LHIN Regional Transportation Committee: CAO
 - No meetings
- AMO Long Term Care Committee: CAO
 - No meetings this period
- OANHSS Municipal Group: CAO
 - No meetings this period
- AMO Board of Directors: CAO – September 28

- Appointee to LHIN L-SAA Steering Committee, LAPS Working Group and Indicators Working Group – meetings, conference calls throughout the period
- Kingston & Renfrew Central Ambulance Communications Centre Advisory Committee: CAO (Co-Chair)
 - No meeting this period
- Municipal Finance Officers Association Finance Policy Committee: Treasurer
 - Teleconference meeting on July 19th and a meeting on September 19th at the MFOA Conference
 - The Treasurer made a presentation to the MFOA conference delegates on the work of the Finance Policy Committee
- Shared Data Consortium – the Treasurer attended a meeting at the United Way offices on September 17th
- Emergency Management Committee: September 11: CAO, Treasurer, OHN
- Fairmount Fundraising Committee meeting July 12, kick off September 12 – Many staff
- Community and Hospital Infection Control Association (CHICA) Eastern Ontario: OHN
 - Regional meeting
- Ongoing participation on the two national groups - Standards & Guidelines & Pre-Hospital Responders; S & G Committee have drafted a new position statement on cleaning and disinfecting technological equipment in healthcare (cell phones, tablets, etc)
- Rideau Corridor Landscape Strategy Steering Committee: Community Planner
 - Joint Steering Committee/Planners Group meeting on August 9
- Algonquin Land Claim: Council and CAO/Planner
 - Meetings held in preparation for public presentations

Special Projects and Key Activities

- County Golf Tournament, September 7
- Municipal Management Internship Program
 - Jenny Liu completed her term; she agreed to stay on for a few additional weeks to complete specific projects
 - Kieran Williams began on June 17
 - Working with the Deputy Clerk on the multi-year accessibility plan required for January 1, 2013
 - Becoming familiar with some subdivision files
 - Reviewing the procedure by-law
- e-Agenda Electronic Meeting Management System
 - Agenda Notes rolled out
- Provincial 'FIT' Land Use Working Group: Manager of Sustainability Planning and the Community Planner
 - Frontenac County staff was invited by the Ministry of Energy to sit on a Land Use Working Group to review changes to land use regulations for FIT (Feed In Tariff)

Administrative Report
Administrative and Financial Services – 2012 3rd Quarter Activity Update
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Program. The invitation was based on the staff report prepared by Sustainability Planning that was approved by County Council at its May 16th meeting in which staff raised concerns of a potential elimination of solar panel installation in most rural zones across the County. The Land Use Working Group is comprised of representatives from various Ministries (Energy, Municipal Affairs, OMAFRA, Environment, MNR), municipalities (Guelph, Rideau Lakes, London, Kingston, and Frontenac County), solar companies, and the Ontario Federation of Agriculture. Three teleconference meetings were held in July and August with the project expected to wrap up by mid-October.

- Leadership Excellence Advancement Pilot Project Leadership Roundtable (LEAPP): CAO
 - Conference presentation September 27 at OMAA
- Integrated Community Sustainability Plan Implementation: CAO, Managers of Economic Sustainability and Sustainable Planning, Community Planner and Communications Officer
 - The annual ICSP Workshop was held at the Lions Hall in Verona on September 21. Approximately 65 people attended the workshop. Community members and County Staff made presentations on sustainability progress throughout the County. During the morning session, community members participated in working groups and shared the sustainability initiatives they have been working on over the past year. In the late morning those same working groups focused on the list of priority projects from Sustainable Actions 2011 and the online survey results. After lunch, community members reorganized into "interest groups" and engaged in discussions around specific focus areas. This allowed those who had interest and knowledge on those subject matters speak to priorities, first/next steps for individual projects and new project ideas. During breaks, participants were encouraged to stop by the "community cafe" to speak with community groups who had set up informal displays. Twenty-one people completed the follow-up survey and provided feedback that will be used to ensure the workshop continues to be a valuable event in the future.
 - Frontenac K&P Trail: The brushing and resurfacing of the K&P from Orser Rd to Harrowsmith was completed by the end of July. An Official Opening ceremony took place at Harrowsmith on August 31. This event was attended by members of County Council and staff and the public. Organized, with the assistance of the Communications Officer and the GIS Specialist, two adjacent landowners' meetings held in September. Attending a meeting with CRCA staff and South Frontenac's Public Works Manager to discuss possible next steps for the Harrowsmith Junction trail-head concept. On-site visit was conducted with an adjacent landowner located on Murton Road accompanied by a staff member of CRCA to discuss an access issue
 - Community Improvement Plan: The Community Planner presented the draft Community Improvement Plan for Sharbot Lake at a public meeting on July 12 working with the Manager of Economic Sustainability, Manager of Sustainability Planning, and the CAO of Central Frontenac. Following the meeting revisions were made to the plan and it was presented to Central Frontenac Council on August 14 for final approval. The Community Planner then worked with Township staff on the implementation procedure and documentation. The Community Planner met with Frontenac Islands staff to start work on the Marysville CIP.
 - Regional Local Foods BR&E was officially launched in August in the town of Cobourg. The Manager of Economic Sustainability and Deputy Warden Doyle attended and manned a booth for the County at this event showcasing products from a local processor.

- Support for Smaller Scale Community Sustainability Projects: Ten applications for this program were received in this quarter. Three were successful, two are pending review.
- Seniors Community Housing Pilot Project: is being finalized
- Natural Heritage Study: Manager of Sustainability Planning, Community Planner
 - Steering committee meeting on July 12
 - Upcoming public meetings on October 3 and 4 regarding draft mapping and policies

Deputy Clerk

- Finalized the records retention by-law scheduled to come to Council in October
- Worked with the Municipal Intern to finalize amendments to the meeting procedure by-law for Council consideration
- Participated in the Southern Frontenac Rural Service Providers Group meeting on September 24 with Councillor McDougall (the agencies meet to share information regarding programs and services provided in the southern portion of the County)
- Provided input to the 2013 General Government portion of the County budget
- Conducted Accessible Customer Service Training with the Occupational Health Nurse for new Paramedics

Manager of Sustainability Planning and Community Planner

- County Official Plan Open House Meetings in each Township
 - Central Frontenac (August 16th)
 - North Frontenac (August 18th)
 - South Frontenac (August 23rd).
 - Frontenac Islands (September 5th and 6th)
- Central Frontenac
 - Kennebec Lake subdivision Official Plan Amendment was approved in July, and the subdivision was draft approved by County Council on September 19
 - OMB Hearing -- Manager of Sustainability Planning provided planning evidence in support of the Township with regard the Council adopted Bridgen's Island Official Plan Amendment (note: Board issued oral decision in support of Township)
- Frontenac Islands
 - Several rezoning and consent applications reviewed
 - Prepared Request for Proposal (RFP) for a Howe Island Transportation Study
 - Attended Council meetings on July 9th and September 10th to be present for public meetings on all planning applications
- North Frontenac
 - Ardoch Lake plan of condominium is on hold while the applicant reviews agency comments. Additional comments regarding lake capacity were received from the Ministry of the Environment in September.
- South Frontenac
 - Continued discussion with applicant regarding potential revision to the draft plan of subdivision in Inverary
 - Revised plan for Sands Road subdivision submitted

Manager of Economic Sustainability

- KFLA Food Charter Working Group
 - Participated in on-line communications for several reviews of the Charter.

- Funding Opportunities
 - Assisted in completing two applications for the County's submission to the Community Infrastructure Improvement Fund.(CIIF) Also attended a meeting with the Mayor of Frontenac Islands and members of that community to investigate scenarios for funding under the CIIF.
 - Met with the new manager for Trans Canada Trail (TCT) to review the procedure to apply to TCT for funding for bridges on the K&P.
- Collaborative Tourism Opportunities
 - Attended a meeting accompanied by the CAO with Land of Lakes Tourist Association, and many members of Township Councils of Frontenac and Lennox & Addington regarding a joint marketing venture with FISH TV
- Support to Other County Initiatives
 - Participated in the CIP public meeting for Central Frontenac in Sharbot Lake
 - Participated in the Official Plan public meeting in Sydenham
 - Integrated Community Sustainability Plan annual workshop
- Business Over Breakfast, August 23, attended by the Manager of Economic Sustainability
- Multi- Use Centre Concept – Public Meeting, August 8, attended by the CAO and the Manager of Economic Sustainability
- Limestone Creamery – Official Opening, Saturday, Sept 22, attended by Councillor Davison and the Manager of Economic Sustainability

GIS Specialist

- Frontenac Maps Website Updates
- SF and FI Zoning
- FPS Mapping
- Roads Layer Improvements
- Provided a County wide Address point file to the City of Kingston
- Custom Mapping: 2
- Sustainability (Internal Requests)
 - CIP Mapping (Sharbot Lake, Marysville)
 - Hamlet Dwelling Counts
 - County OP Mapping
 - Planning Application Mapping
 - Mapping highlighted revised response areas in relation to L& A County
 - Additions and improvements to internal FPS mapping content
- Other Meetings:
 - Road Edits (Township staff via web meeting)
 - South Frontenac Staff (July 27)
 - South Frontenac Staff (August 13)
 - Loyalist Township Staff (August 28)
 - Emergency Management Committee Meeting (September 11)
 - United Way – GIS Initiatives Meeting (August 15)
 - Ontario East Municipal Conference (September 12)

GIS Summer Student

- Over 3300 photos

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- 5710 individual cemetery plots
- 637 light posts
- Over 400 hours in the field collecting data

Treasurer and Deputy Treasurer

- Completion of the Land Ambulance Planning Document Report; Offload Nursing Report; Fairmount Annual Report; 2011 Financial Information Return; Coordination of OPTA tax rates input and tax CDs; OANHSS Benchmarking Report
- Projects:
 - Preparation of revised budget presentation requiring restating prior year budget and actual data
 - Exterior projects old house
 - Strategic planning consultant
 - Financial project consultant
 - Window coverings contractor
 - eACR Request for proposals
 - Dietary workflow consultant review
 - Review of Land Ambulance Amortization
- Contract service to Frontenac Islands: monthly financials, payroll, process tax certificates, supplementary and omitted tax assessment and ownership changes; preparation and submission of Financial Information Return

Human Resources

- Recruitment: 26 job competitions initiated and completed
 - Deputy Clerk recruitment
- Grievances: OPSEU 462 Paramedics 2 grievances
- INFO HR: HR and payroll staff met with INFOHR staff for refresher training and questions regarding integration with Great Plains financial software

Frontenac Islands:

- Continue working on Council Remuneration project
- Facilitated HR Presentations:
 - HR presentation for Paramedic new hires orientation
- Peer Support/Debriefing project continues with FPS
- HR Generalist/Researcher took part in the interviews for Dietary Workflow Consultants
- Accessibility staff committee meeting
- Budget preparation
- HR Specialist – Labour Relations attended the OMHRA Fall Conference
- Received settlement for CUPE 2290 through interest arbitration in June 2012, completed compilation of new collective agreement from this settlement
- HR Specialist – Labour Relations attended the Emergency Management Committee Meeting
- HR Specialist – Labour Relations attended the Code White Task Force meeting
- HR Generalist/Researcher attended 6 AMCTO EDMM training sessions
- HR was involved in 6 formal complaint investigations

Occupational Health

- 29 OH consultations in office

- Managed 15 WSIB claims with 9 Return to Modified Work Plans
- Assisted with 1 LTD Return to Work Plan and communicate with staff on LTD
- Provided orientation to Infection Prevention for FPS new hires
- Assisted Deputy Clerk with Accessibility Training for FPS new hires
- Purchased 2 chairs and did ergonomic workstation setup for 3 staff
- Mentored 3rd year Nursing Student on placement until October
- Performed 2 Tb tests for FPS staff
- Completed 1 lift assessment for Fairmount
- Arranged for the Physical Demands Analysis to be completed for the paramedic position and the paramedic supervisor position to be completed in early 4th quarter
- Completed several hand hygiene audits for Fairmount
- Reviewed policies and potential training packages with H.R.
- Attended several budget preparation meetings
- Attended Health and Safety Committee meetings for Fairmount, County
- Environment Team at Fairmount
- Peer Support Team with FPS
- Professional Advisory Committee at Fairmount
- Emergency Management Team
- Chaired EAP Committee
- Code White Task force
- Wellness Team x 2 in preparation for the Halloween and fall events
- Initial preparatory meeting with FPS re Pregnant Workers Committee
- Consulted on request by Fairmount re dermatology

Township Support:

- The Townships/County Health and Safety Group met in September after summer hiatus
- Frontenac Islands – Provided Young Worker orientation
- North Frontenac – Provided list of standard precautions to utilize with injured workers
- Central Frontenac – completed all annually required physical risk assessments at each site and for each process

Manager of Information Systems and IT staff

- Website team released and awarded a RFP for the re-development of County of Frontenac website
- Updated Microsoft Dynamics payroll tax table
- Provided mobile office for FPS Staff at Kingston Police Headquarters re: Queens Homecoming
- Work orders #s:

July	143
August	154
September	125

Communications

- Issued 7 approved media releases
- Sent out approved monthly e-newsletters "Frontenac County Bytes" in July (545 contacts) and Sept (611 contacts) providing updates on activities at the County
- Sent out three approved e-newsletters regarding the Seniors Housing August Stakeholder meeting
- Sent out three approved e-newsletters regarding the September ICSP Workshop
- Posted approved and timely updates to corporate social media accounts

- Twitter: 217 Followers and 112 Tweets since launch
- Facebook: 37 “likes” (as of October 11, six people are “talking about” us, and our weekly total reach is 98 people)
- Created 3 online surveys based on defined requirements using Survey Monkey
- Worked with Manager of Sustainability Planning, Community Planner and Municipal Intern to plan and host five Official Plan Open Houses; attended all meetings as support
- Worked with Manager of Economic Sustainability to plan and meetings with community members owning land adjacent to the K&P Trail in South and Central Frontenac Townships. Attended Central Frontenac meetings as support
- Sent out Weekly Wellness Tips to County and Township staff on behalf of the OHN
- Offered assistance and advice to all external meetings and events, to both external, internal and staff committees and groups; and for County projects and web site issues

Representing the County

- The CAO continues as a member of the United Way’s Success by 6 Council of Partners. No meetings held during the period.

Recommendation

RESOLVED THAT the Council of the County of Frontenac accept the *Administrative and Financial Services – 2012 3rd Quarter Activity Update* report for information only.



ADMINISTRATIVE REPORT

To: Warden and Council Members Council

From: Elizabeth Savill
CAO

Date prepared: October 15, 2012

Date of meeting: October 17, 2012

Re: **Administrative Services – Electoral Boundary Reform**

Background

The Government of Canada established a process for readjusting federal electoral boundaries under the *Electoral Boundaries Readjustment Act*. As required under the Act, the Federal Electoral Boundaries Commission for the Province of Ontario was established by proclamation on February 21, 2012. The Chairperson is Mr. Justice George Valin of the Superior Court of Justice (appointed by the Chief Justice of Ontario) and the members are Mr. Douglas Colbourne, an arbitrator and mediator from Toronto with extensive knowledge and experience in municipal matters across the province, and Dr. Leslie A. Pal, Chancellor's Professor of Public Policy and Administration at Carleton University (both appointed by the Speaker of the House of Commons). The Commission is an independent body responsible for proposing changes to the electoral boundaries within Ontario based on the formula and rules that determine the number of electoral districts to be represented in the House of Commons as set out in the *Constitution Act, 1867*. Following the last decennial census, the census information has been analyzed by the Commission, the implications on existing electoral districts considered, and a redistribution proposal developed and published.

The *Electoral Districts Proposal for the Province of Ontario, Published pursuant to the Electoral Boundaries Readjustment Act* proposes changes that significantly impact the County of Frontenac. First, instead of splitting the County into its two current ridings, Kingston and the Islands (which includes the Township of Frontenac Islands) and Lanark-Frontenac-Lennox and Addington (which includes the Townships of North Frontenac, Central Frontenac, and South Frontenac), the proposal recommends that the County be split between three ridings separating the northern two Townships of North and Central Frontenac away from South Frontenac and leaving Frontenac Islands with the City of Kingston.

Under the legislation, a period of public hearings is required and, further to Council's direction given at its regular meeting held in September, the County sought and has been granted status at the hearing scheduled for November 8, 2012 to be held in Kingston.

It should also be noted that the provincial electoral districts are synchronized with the federal districts. Whatever decisions are made federally will have implications for the County's provincial representation also.

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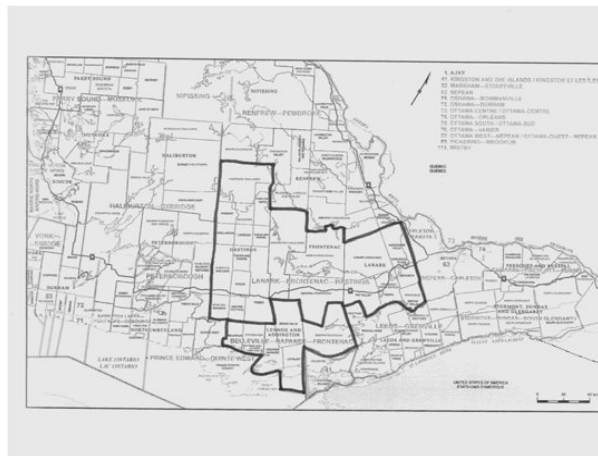
Comment

As presented to Council at its meeting of September 19, 2012, there are several concerns with the proposal as published.

First, the proposal further splinters the County. The proposed ridings are:

- LANARK-FRONTENAC-HASTINGS to include the Townships of North and Central Frontenac; the Township of Addington Highlands; the County of Hastings, except the Township of Tyendinaga, the Tyendinaga Mohawk Territory Indian Reserve, the Town of Deseronto (a total population of 108,500 which is 2.15% above the provincial quota)
- BELLEVILLE-NAPANEE-FRONTENAC to include the Township of South Frontenac; the County of Lennox and Addington except the Township of Addington Highlands; and the part of the County of Hastings comprised of the Township of Tyendinaga, the Tyendinaga Mohawk Territory Indian Reserve and the Town of Deseronto (a total population of 115,350 which is 8.6% above the provincial quota)
- KINGSTON AND THE ISLANDS to include only the Township of Frontenac Islands (a total population of 125,227 which is 17.9% above the provincial quota)

Current Proposed Boundaries



The proposal does not respect historical districts. The commission focused on creating east-west districts totally ignoring the north-south alignment across the area. This was deliberately set out and continues the thinking established 10 years ago by the last Commission. For the second time, the Township of South Frontenac is being carved away from the balance of the County. Ten years ago, South Frontenac was proposed to be move east into the Leeds riding; the current proposal moves it to the west towards Belleville. The proposal pays no heed to the existing governmental boundaries at the County level and appears to be using South Frontenac to balance population figures either to the east or west, without concern for its communities of interest.

Also last is the strong historical relationship between the County of Frontenac with the County of Lennox and Addington. Until 1865, the two counties were even united for governance.

Further, the alignment continues to shift the County eastward toward the County of Lanark with which it has not had a previous electoral district relationship until the electoral district adjustments made ten years ago. Prior to that, the County, except for Frontenac Islands, was aligned with its neighbouring "long skinny Counties", the Counties of Lennox and Addington and Hastings.

Over the years, the fact has been successfully presented by the Eastern Ontario Wardens' Caucus that Eastern Ontario has much in common with Northern Ontario. Outside of the 401 corridor and the City of Ottawa, the population is sparse across an expansive geography. Artificial east-west boundaries can ensure the population quota is met within acceptable ranges by the Commission but they do not acknowledge the barriers to strong political representation that can be created when disparate areas are grouped together.

Arguably, the proposal as presented also creates an unmanageable geographic size for a southern Ontario electoral district. The east-west distance across the northern proposed district would be approximately 155 kilometres with the east-west distance across the southern proposed district not much shorter. These are very large geographical areas that do not have well defined east-west roads networks. The roads networks within both the County of Frontenac and the County of Lennox and Addington are more aligned north-south than east-west.

There is the further community of interest argument that must be acknowledged. For most of the County (this applies to the Counties of Lennox and Addington and Hastings also), residents travel south to the cities/town for a number of services and for employment. Lanark residents, on the other hand, travel east to Ottawa.

Over the last month, a number of meetings and discussions have been occurring across the region to consider the implications for all involved. All recognize that any proposed changes must be considered within the context of the whole province. One alternative is unlikely to be given credence and ultimately accepted by the Commission if unacceptable adverse impacts are created affecting neighbouring areas. Both the Councils of the Counties of Hastings and Lennox and Addington have taken formal positions calling for alternative, but different, boundary changes. Both alternative proposals reunite South Frontenac with North and Central Frontenac in an electoral district that would include Lanark County.

The following parameters have guided the development of the alternative solution being put forward for Council's consideration:

1. Maintain the unity of South, Central and North Frontenac within an electoral district
2. Maintain the historical relationship with the County of Lennox and Addington
3. Assess options that better reflect the north-south communities of interest as opposed to the east-west relationship created ten years ago with the County of Lanark

With these in mind, an electoral district of Frontenac-Lennox and Addington is proposed.

Frontenac-Lennox and Addington: This riding would include all of the Counties of Frontenac and Lennox and Addington except for the Township of Frontenac Islands and would also include the rural part of the City of Kingston located north of Highway 401 comprising parts of the former Townships of Kingston and Pittsburgh. The population would be under 90,000 but does fall within the acceptable range. It better respects the County level of government, it

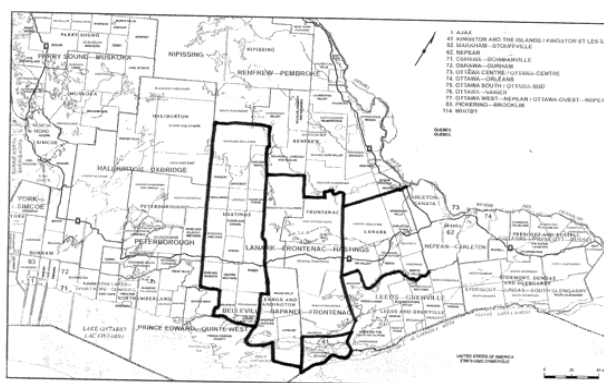
maintains both the north-south and rural communities of interest across the area and establishes a reasonable geographic area.

The implications to this riding proposal suggest the following ridings be adjusted/created:

Kingston and the Islands: The adjustment to the Kingston and the Islands electoral district would remove the northern section located above Highway 401 and bring the population of the riding closer to the quota.

Hastings-Belleville: The riding would include all of Hastings County and the City of Belleville. It respects the County level of government, maintains the north-south and rural communities of interest across the area and establishes a reasonable geographic area. It also maintains the link between the rural area and its main urban service and employment centre.

Revised Boundaries



To address the high growth areas and communities of interest found outside of the core of Ottawa and its outlying area, it is recommended that the Commission create a riding that would reunite the County of Lanark with some part of the west end of Ottawa and to create a second west end Ottawa riding.

Sustainability Implications

Strong representation of the County of Frontenac by its federal and provincial members is critical. Members, who are accessible, understand our communities of interest, appreciate the diversity of the County, acknowledge the County residents' vision, and recognize Council's priorities ensure the County's needs are taken into account in the daily dialogue and policy debates undertaken at our federal and provincial government tables.

Financial Implications

No monetary impacts to the recommended action. However, within the broader context, strong federal and provincial representation can influence the level of support received by the County.

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Administrative Services – Electoral Boundaries Reform* report;

AND FURTHER that the Council of the County of Frontenac advise the Electoral Boundaries Commission that it is opposed to the creation of the proposed electoral districts of Lanark-Frontenac-Hastings and Belleville-Napanee-Frontenac;

AND FURTHER that the Council of the County of Frontenac propose to the Electoral Boundaries Commission to consider the readjustment of the electoral district affecting the County of Frontenac as follows:

- **Frontenac-Lennox and Addington** to include the Townships of South Frontenac, Central Frontenac and North Frontenac; the County of Lennox and Addington; and the rural section of the City of Kingston comprised of the former Townships of Pittsburgh and Kingston located north of Highway 401

AND FURTHER that the Council of the County of Frontenac urge to the Electoral Boundaries Commission to consider to following to address the ripple effect that would be created by the proposed Frontenac-Lennox and Addington electoral district:

- **Kingston and the Islands** to include the City of Kingston, except that area located north of Highway 401, and the Township of Frontenac Islands
- **Hastings-Belleville** to include all of Hastings County and the City of Belleville
- **Lanark-Carleton** to include all of the County of Lanark and part of the rural west end of the City of Ottawa

AND FINALLY, this alternative proposal be:

1. Circulated to the Townships of North Frontenac, Central Frontenac, South Frontenac and Frontenac Islands seeking their support;
2. Shared with the Counties of Hastings, Lennox and Addington, and Lanark, and the City of Kingston; and
3. Presented at the public hearing being held by the Electoral Boundaries Commission on November 8, 2012.

Organizations, Departments and Individuals Consulted and/or Affected

County of Hastings
County of Lennox and Addington



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Joe Gallivan
Manager of Sustainability Planning

Date prepared: October 5, 2012

Date of meeting: October 17, 2012

Re: Sustainability – Official Plan Project Update 2012 #04

Background

County Council endorsed the initiation of a County Official Plan process on December 14, 2011.

The purpose of this report is to provide information on some of the work done since the last Council meeting which was held on September 19th.

Comment

Natural heritage policies will be one of the key components of the region-wide County Official Plan. The Natural Heritage Study is nearing completion and a draft set of Official Plan policies and mapping was released and presented to the public at two open houses held on October 3rd (Sharbot Lake) and 4th (Sydenham). The draft policies and open house presentations are now posted on the County web site. It is expected that the final report will be delivered to Council in December and the policies placed into a first draft of the Official Plan.

Staff has also begun reviewing comments submitted by citizens in writing on-line regarding the County Official Plan. Comments and ideas are being summarized and will be provided to Council for review after more time is allowed for public comment (expected to be in December).

Council should also be aware that staff will be consulting with students of Sharbot Lake High School in an effort to talk with young County citizens about the County Official Plan. Staff will be visiting with a civics and careers class at the high school on October 23rd. Staff will present information and have discussions with students about their local government and gather their ideas about future development across the County.

Sustainability Implications

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

The development of a County Official Plan should be considered as one of the cornerstone efforts in the implementation of *Directions for Our Future*. It will serve as the County's land use planning document that can be used to implement a number of regional studies such as the Municipal Housing Strategy, the Natural Heritage Study, Community Improvement Planning, Population Projections, the Seniors Housing initiative, and a number of economic development programs. Also, it will promote local decision-making and 'Made in the Frontenacs' solutions as County Council will become the approval authority for local Official Plan Amendments and five year updates to Official Plans.

Financial Implications

The 2012 budget includes an allocation for the preparation of a County Official Plan. The budget has been developed to cover meeting costs and the possible need for help in public consultation.

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Sustainability – Official Plan Project Update 2012 #04* report for information purposes.

Organizations, Departments and Individuals Consulted and/or Affected

All Four Townships
Ministry of Municipal Affairs & Housing



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Colleen Hickey
Labour Relations Specialist

Date prepared: October 15, 2012

Date of meeting: October 17, 2012

Re: **Human Resources – Corporate Services Organizational Study**

Background

County staff has identified the need to conduct an organizational study to review its operational services within Corporate Services. Corporate Services includes the Administrative Services and Financial Services staff groups. Over the past twelve months, Corporate Services has acknowledged significant workload challenges and expectations placed on its services and activities. Primarily, these challenges are attributable to increased provincial reporting and legislative requirements and to the six Council committees now fully operational. The impact is resulting in timelines being delayed and key work being re-prioritized to accommodate the high volumes of work and to meet client needs. Management have discussed departmental concerns, and have made adjustments to compensate where possible. The increase in the workload is not due to any staff vacancies, although it is exacerbated by current vacancies, and all staff are striving to effectively and efficiently use their time.

Corporate Services is made up of twenty-one employees working in various areas that serve both Council and its committees, and the County's two main frontline operations, Fairmount Home and Emergency and Transportation Services. In addition, some/all of the four Townships of Frontenac are offered regular services in Finance and Planning as well as Human Resources/Occupational Health and Information Services on an as needed basis.

Since 1998 the County has seen modest and significant years of growth.

- In 1998, Amalgamation occurred and the Frontenac Management Board was then titled the Corporation of the County of Frontenac and was relocated to its present address of 2069 Battersea Road from the County Courthouse located in downtown Kingston. The Administrative count during that transition was less than a handful of positions – a part-time CAO/Clerk/Treasurer (who was also the Administrator of Fairmount Home), an Administrative Assistant, and a Deputy Treasurer.
- Since amalgamation the operational departments have seen significant growth which included the addition of Frontenac Paramedic Services as an in-house operation in 2004 and

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the increase of 32 beds at Fairmount Home in 2004. At the same time Corporate Services have increased modestly to serve the needs of County Council, operational departments and the community.

- In 2006 an organizational study was undertaken and the following direction was taken to reorganize Corporate Services:
 1. The Director of Human Resources position was made redundant and replaced with a Human Resources Generalist position, this is a mid-line HR position and the Human Resources managerial duties were realigned as responsibilities of the senior management team of the County of Frontenac.
 2. A net increase of four full time positions was approved as a result.
- Since 2007 there have been seven positions added to Corporate Services as per Council approval to meet operational needs, they include:
 1. Occupational Health Nurse
 2. Information Technology Supervisor
 3. Human Resources Specialist – Labour Relations
 4. Manager of Sustainability Planning
 5. GIS Specialist
 6. Communications Specialist
 7. Community Planner

In 2010 Council increased its complement from a four to eight member Council and there are also six committees of Council for which Corporate Services provides all administrative support.

As it is attempting to absorb the impact of the increased council size, new committee structure and resulting workload, Corporate Services has identified challenges to serving its members of Council, operational departments and Townships in a satisfactory and timely manner.

Comment

It has become evident that the County should undertake a Corporate Services Organizational Study. For Council to be confident in its response to the calls being made for additional staff resources, a study must be conducted by an external consultant to (1) assess the level of staff resources and (2) ensure these resources are being utilized effectively. The study will provide:

- An analysis and evaluation of the current management and staff structure
- A review of current administrative processes and business functions
- An assessment of interdepartmental relationships and communications
- A review of talent management

Sustainability Implications

The County of Frontenac serves its community and the City of Kingston for paramedic services. Our objective is to strive for quality service that is sustainable, efficient and cost effective.

Financial Implications

The financial impact to conduct such a study is in the range of \$40,000. The funds for this study can be drawn from the Frontenac Working Fund Reserve.

Recommendation

THAT Council of the County of Frontenac receive this *Human Resources – Corporate Services Organizational Study* report;

AND FURTHER that Council of the County of Frontenac authorize the CAO to engage the services of a consultant to complete a Corporate Services Organizational Study to be completed by February 2013;

AND FURTHER that Council of the County of Frontenac authorize this expenditure of these funds through the Frontenac Working Fund Reserve to be accounted for as an expenditure of 2012;

AND FINALLY that Council of the County of Frontenac amend its 2012 budget at the next meeting of Council to reflect this decision.

Organizations, Departments and Individuals Consulted and/or Affected

Human Resources
Municipal Intern
EO-HR group



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date prepared: September 25, 2012

Date of meeting: October 17, 2012

Re: Financial Services – Land Ambulance Vehicle Useful Life Adjustment

Background

Prior to 2004, funding was provided to the County to cover a share of the Land Ambulance costs based on a Ministry template. The template included an amortization schedule that estimated the useful life of ambulances at 4.5 years.

Over subsequent years, after the County of Frontenac was chosen as designated delivery agent for Land Ambulance, an assessment of the fleet suggested that ambulances could reasonably be retained for 6 years without incurring additional service costs. For that reason, the useful life of the vehicles was adjusted to 6 years in 2005 and reserve allocations were made on that basis.

Comment

Since 2005, a number of circumstances have arisen which caused staff to re-assess the vehicle useful life:

- Subsequent to the adjustment of the useful life to 6 years, the County was required to adopt a Tangible Capital Asset policy in which the County identified the useful life of its ambulances at 6 years.
- The Ministry of Health and Long Term Care's Emergency Health Services Branch has identified that it will only fund the amortization of vehicles, not replacement cost. The County will experience greater funding, estimated at approximately \$52,000 annually, with the 4.5 year useful life as opposed to the 6 year useful life.
- As different models of ambulance have come on stream it has been identified that the 6 year useful life is no longer valid as additional service costs are being incurred. In 2005, when the adjustment of the useful life was increased to 6 years, the County was utilizing Ford chassis ambulances with 7.3 litre diesel engines. This 7.3 litre engine was a proven workhorse and had been the power plant for these chassis for many years. In 2004, Ford, to meet new US Government emissions standards, moved to a 6.0 litre engine. This 6.0 litre engine was very expensive to maintain and Ford struggled to make it a product of excellence. The engine

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never met expectations and was in fact discontinued from production. During the time of this transition by Ford, FPS moved to a gas engine platform on a GMC chassis due to ever increasing costs of repair for the Ford 6.0 litre engine. The engine in the GM ambulance chassis will not sustain the longevity of the diesels and are starting to require engine replacement at 250,000 km. Ford does not offer a diesel engine now for ambulance chassis use and the GM ambulance chassis with a diesel engine costs approximately \$10,000 more in initial capital cost.

Sustainability Implications

Regular review of replacement schedules ensures the County is managing its fleet assets by controlling both capital investments and maintenance expenses.

Financial Implications

The Ministry currently funds Land Ambulance based on the budget of the prior year. For that reason its share of the additional amortization costs would not be realized until 2014.

The County does not fund amortization, but it does fund replacement cost.

The reserve allocations for the replacement of ambulances is calculated based on an estimate of the future cost of an ambulance and not the amortization of the historical cost of the vehicle. For that reason the reserve allocations will exceed amortization by approximately \$18,800 per year.

Recommendation

THAT Council of the County of Frontenac receive this *Financial Services - Land Ambulance Useful Life Adjustment* report;

AND FURTHER that Council adopt a Bylaw revising the Tangible Capital Asset Useful Life Schedule to amend the useful life of an ambulance from 6 years to 4.5 years.

Organizations, Departments and Individuals Consulted and/or Affected

Paul Charbonneau, Director of Emergency & Transportation Services/Chief of Paramedic Services
Allan and Partners Chartered Accountants



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date Prepared: August 31, 2012

Date of Meeting: October 17, 2012

Re: Financial Services – 2012 Property Tax Claw Back Threshold

Background

Section 330(1) of the *Municipal Act* states that the council of a municipality other than a lower tier municipality may pass a By-law to establish the percentages by which tax decreases are limited for 2012 in respect of properties in the commercial, industrial and multi-residential classes in order to recover all or part of the revenues foregone as a result of the application of Section 329(1) of the *Municipal Act*.

Comment

The claw back percentage is calculated as the total amount of tax in excess of the 5% cap as a percentage of the total of all reductions in a particular class. For example, if the total tax in excess of the cap is \$25,000, while the total of all reductions equals \$150,000, the claw back percentage is calculated as $\$25,000 / \$150,000 \times 100 = 16.6667\%$.

The claw back percentages under Section 330(1) have been calculated as follows:

Capping Claw Back and Retained Percentages			
	Multi-residential	Commercial	Industrial
Claw Back Percentage	0.0000%	52.4216%	62.0742%
Retained Percentage	100.0000%	47.5784%	37.9258%
Total	100%	100%	100%

The capping and claw back process for 2012 has resulted in the following adjustments between the lower tier municipalities and the County:

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Financial Services – 2012 Property Tax Claw Back Threshold
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Municipality	Multi-Residential Class	Commercial Class	Industrial Class
Frontenac Islands	\$0	\$437	\$0
South Frontenac	\$0	\$-1,531	\$-1,247
Central Frontenac	\$0	\$780	\$0
North Frontenac	\$0	\$314	\$1,247
County of Frontenac	\$0	\$0	\$0

Positive amounts represent payments due from a Township to the County. Negative amounts represent payments due from the County to a municipality.

Recommendation

RESOLVED THAT Council of the County of Frontenac accept the *Financial Services – 2012 Property Tax Clawback Threshold* report;

AND FURTHER a by-law be introduced later in the meeting to establish the percentages by which tax decreases are limited for 2012 in respect of properties in the commercial, industrial and multi-residential classes.

Please wait...

AgendaItem#10102c)

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ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date prepared: October 16, 2012

Date of meeting: October 17, 2012

Re: **Financial Services – Application under the Municipal Infrastructure Investment Initiative**

Background

The Province has identified that municipal infrastructure is critical to delivering services to Ontarians and launched the municipal infrastructure strategy. The first part of that strategy is the new Municipal Infrastructure Investment Initiative (MIII) for which the province has dedicated \$60 million over the next three years.

An integral part of the strategy is the requirement for long-term asset management planning by municipalities. Municipalities seeking provincial capital funding will now be required to submit a detailed asset management plan. It will help needs to be prioritized over wants, and the right investments to be made at the right time.

The province is making up to \$9 million available to small and rural communities to assist with the preparation of these plans. Population thresholds determine eligibility (lower-tier municipalities with infrastructure assets and populations under 20,000 and upper- and single-tier municipalities with infrastructure assets and populations under 50,000).

MIII Asset Management funding may be used only toward the costs of asset management planning. Funding may not be used for repairs, rehabilitation, renewal, or operation of assets. Eligible costs must be incurred after August 16, 2012. Examples of eligible costs include:

- Hiring a consultant/new staff specifically for work related to asset management planning
- Purchasing asset planning software
- Conducting building condition audits or assessments
- Creating tools to identify long-term capital needs

Municipalities are strongly encouraged to use partnerships to lower costs through the pooling of resources.

The program requires that the Expression of Interest be accompanied by a declaration certifying that the information in the Expression of Interest is factually accurate and, where an asset management plan is not currently in place, that the development of such a plan will include all of the information and analysis described in *Building Together: Guide for Municipal Asset Management Plans* is a priority.

Comment

The County of Frontenac meets the population threshold.

Sustainability Implications

Accurately identifying and valuing municipal assets and developing related long term plans are key elements necessary to ensure the wise stewardship of the County's assets.

Financial Implications

The amount of funding received will be dependent on an assessment of the applications received.

MIII Asset Management does not require eligible communities to match funding provided through the program. However, municipalities and local service boards are required to commit to the development of an asset management plan that includes all of the information and analysis described in *Building Together: Guide for Municipal Asset Management Plans*. Municipalities are required to contribute any funds needed to complete the asset management plan over and above the funding provided through this program.

An estimate of the cost to complete the County's asset management plan has not yet been determined. However given that the County does not have roads, bridges, sewer or water infrastructure, the preparation of the plan should not be as costly.

Recommendation

RESOLVED THAT Council of the County of Frontenac receive this *Financial Services – Investment under the Municipal Infrastructure Investment Initiative*;

AND FURTHER that Council of the County of Frontenac support an application to and execution of an agreement by the CAO under the Municipal Infrastructure Investment Initiative for the development of an asset management plan;

AND FURTHER that the Council of the County of Frontenac certify the information in the Expression of Interest is factually accurate;

AND FURTHER that, as an asset management plan is not currently in place in the County of Frontenac, that the development of such a plan will include all of the information and analysis described in *Building Together: Guide for Municipal Asset Management Plans* is a priority.

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: September 30, 2012

Date of meeting: October 17, 2012

Re: **Emergency and Transportation Services – 2012 3rd Quarter Activity Update**

Background

This report is presented to Council to provide an update on the various ongoing activities and special projects during the 3rd quarter of 2012.

Comment

Meetings Attended	Dates
County Council – Regular Meeting	July 24, September 19
County Council – Special Meeting	
County Council – Joint Council	
Joint Management and RULAC	September 10
County Emergency Management Program Committee	September 11
City of Kingston Emergency Management Program	
CACC Advisory	September 13
Regional Paramedic Program of Eastern Ontario (RPPEO)	September 12
Fire/Paramedic Labour Relations Committee	
OPSEU Local 462 Labour Management Committee	
CUPE Local 109 Labour Management Committee	July 31
County Health & Safety Committee	
EMO Loyalist Sector Meeting	
Regional Acute Care Stroke Protocol Committee	

Committee Activities

1. Association of Emergency Medical Services of Ontario (AMEMSO) Board: August 17
2. AMEMSO - Eastern Ontario Chiefs: September 13/14
3. Emergency Medical Services Chiefs of Canada (Executive/Board)

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Emergency and Transportation Services – 2012 3rd Quarter Activity Update
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Special Projects/Other Activities

1. Seniors Care Strategy Consultation (August 20)

I attended a meeting at the SE-LHIN to be part of a focus group regarding the work being done by Dr. Sinha as the expert lead on a new Seniors Care Strategy. Dr. Sinha has expressed interest in Community Paramedicine as part of this strategy.

2. Community Paramedicine Visit to Renfrew County (August 30)

Deputy Chief Gale Chevalier and I travelled to Eganville to observe one of the County of Renfrew's community paramedicine initiatives. We visited a Seniors Clinic held in a long term care facility. Residents of the facility as well as local citizens come and visit to have their blood pressure, temperature and heart rate check as well as the opportunity to discuss any health concerns with the paramedics.

3. OAPC (formerly AMEMSO) Fall Conference (September 24 - 28)

The Chiefs of Eastern Ontario were the proud hosts of the annual OAPC fall conference including the Gala Evening to award the Governor General Exemplary Services Medal. The conference plenary speakers covered Offload Nurse Delays and Liability Issues, Paramedics and the Seniors Care Strategy and Safety in Health Care. Six (6) of our paramedics, Luc Croteau, Ross Brown, Jeff Burgess, Dave Parkhill, Joe Ferguson and John Taggart received the EMS Exemplary Services Medal from Major General Richard Rohmer, Canada's most decorated citizen.



Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Emergency and Transportation Services – 2012 3rd Quarter Activity Update* report for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Administrative Report
Emergency and Transportation Services – 2012 3rd Quarter Activity Update
October 17, 2012

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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: September 20, 2012

Date of meeting: October 17, 2012

Re: Emergency and Transportation Services – Community Paramedicine

Background

The document “County of Frontenac Strategic Plan – Directions for Our Future – Moving Forward” dated March 2011 identifies the following:

Explore strategies related to mobile health care/primary care prevention.

Development of this strategy would reference the briefing provided to Council on new opportunities and efficiencies to be achieved potentially by reframing ambulance services in a primary care/mobile health care framework – e.g., administering inexpensive drugs immediately to patients on site rather than transporting them to/from hospital where more expensive drugs and care would be the norm. Partnerships with external agencies to improve community health care might be involved, engaging primary care providers and community paramedicine. There may also be tradeoffs to consider, such as purchasing more ambulances or supporting rural transportation.

At its meeting of April 18, 2012, County Council received a delegation presentation entitled *Optimizing Rural Services through Community Paramedic Programs* by Chief Michael Nolan of Renfrew County; the following motion was carried:

Motion #112-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

RESOLVED THAT the presentation by Mike Nolan, Chief of Paramedics, County of Renfrew and President of Emergency Medical Services Chiefs of Canada (EMSCC) regarding Government Relations and Community Paramedicine be received for information.

CARRIED

Comment

In August 2012, Deputy Chief Gale Chevalier and I travelled to Eganville to observe one of the Community Paramedicine programs operated by Renfrew Paramedic Services. The program is a "Wellness Clinic" operated within a long term care facility accessible to the entire community. At this clinic, paramedics, as well as volunteer paramedic students and military medics, set-up to receive citizens and perform the following basic assessments: pulse, blood pressure, blood sugar, temperature and SPO2. The findings are then recorded for the citizen in a notebook which the citizen retains and brings back for each visit.

This clinic has been operating for three (3) years as there was an identified need for primary health monitoring within the community due to withdrawal of family physicians. We asked visitors what this clinic has meant to them and they all felt that it has allowed them to feel "safe" in staying in their homes knowing that they have access to this service. One particular story was voiced by a gentleman who came to the clinic when it first opened and on his second visit the paramedic assessment identified an issue with high blood pressure. He was referred to a physician and he was immediately received primary care. Happily, he remains in the community with good vital signs that are checked each month at this "Wellness Clinic".

Deputy Chief Chevalier and I plan to meet with the Board of the Medical Centre of Wolfe Island to understand what the needs may be and how this program or perhaps other Community Paramedicine programs may be initiated in this community.

Sustainability Implications

Good stewardship of the County's financial resources by investigating creative and alternative activities to support our residents' efforts to stay in their homes longer can, in this case, impact the number emergency calls and the demands placed on the ERs of the region's hospitals contributing to the containment of costs throughout the health care system.

Financial Implications

None at this time.

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Emergency and Transportation Services – Community Paramedicine* report for information only.

Organizations, Departments and Individuals Consulted and/or Affected

County of Renfrew Paramedic Service



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: July 26, 2012

Date of meeting: October 17, 2012

Re: **Emergency and Transportation Services – Fire Tiered Response Agreements**

Background

Medical Tiered Response Programs have been in place in this area since the mid 1990s. These agreements were developed and authorized between local response agencies (Township Councils), Kingston Central Ambulance Communications Centre, Southeastern Ontario Base Hospital Program and the Ministry of Health and Long Term Care, Emergency Health Services Branch. It became clear that Medical Tiered Response Agreements were part of the provincial land ambulance downloading exercise and the County of Frontenac was to become a party to the agreements within its jurisdiction.

The guiding principles of a medical tiered response program are:

- To ensure the timely availability of resources to safely and efficiently mitigate a **life threatening** incident; and
- To deploy adequately trained and equipped personnel to the scene of agreed upon **life threatening emergencies**.

These principles are supported by Frontenac Paramedic Services. If the primary agency (Frontenac Paramedic Services) cannot respond within an acceptable timeframe dependent upon the patient's medical condition then a secondary agency should be deployed to ensure the citizen receives appropriate initial medical attention. However, the criteria by which medical tiered response is initiated and the issue of response times for the primary agency must be practical to local concerns.

The County of Frontenac established its Medical Tiered Response Program in late 2007 following passage of these two (2) motions by County Council:

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Emergency and Transportation Services – Fire Tiered Response Agreements
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Motion #114-07 Moved by: Mayor Vanden Hoek
Seconded by: Mayor Davison

RESOLVED THAT the Council of the County of Frontenac receive this Emergency and Transportation Services – Medical Tiered Response Program report and authorize the Warden and Clerk to execute an agreement with any township within the County that wishes to participate in this program according to the terms outlined in this report.

CARRIED

Motion #224-07 Moved by: Mayor Gutowski
Seconded by: Mayor Davison

RESOLVED THAT the Council of the County of Frontenac hereby receives the Emergency & Transportation Services – Medical Tiered Response Program with the City of Kingston report and authorize the Warden and Clerk to execute an agreement with the City of Kingston to participate in this program according to the terms outlined in this report.

CARRIED

Comment

Amendments to the current agreements must be negotiated between the County, which is responsible for land ambulance delivery, and the City and/or Townships participating in a medical tiered response program. Several meetings with the chair of the committee representing the area Fire Chiefs and the Director of Emergency and Transportation Services/Chief of Paramedic Services for the County of Frontenac have taken place. The subject of the discussions is the current application of the response criteria and the need for amending said criteria.

The Association of Municipal Emergency Medical Services of Ontario (AMEMSO), now known as the Ontario Association of Paramedic Chiefs (OAPC) released the document *INFORMING THE PUBLIC DIALOGUE AROUND MEDICAL TIERED RESPONSE IN ONTARIO; An Independent Evidence-Based Review* in September 2011.

As indicated in the OAPC paper, the peer-reviewed scientific literature shows that only slightly more than 2% of EMS 911 calls would benefit from cardiac defibrillation, cardiopulmonary resuscitation (CPR) or other time-sensitive interventions offered by firefighters. Despite the low actual clinical need, urban Ontario fire departments have asked to be sent to between 5 and 35% of EMS calls, and some have suggested they should respond to 100% of EMS calls. No scientific evidence exists to support such levels of response.

In this project, Performance Concepts Consulting has conducted an evidence-based examination of 2010 EMS/Fire clinical data sets extracted from selected OAPC members from across the province.

Despite relatively large volumes of Fire tiered responses in the 2010 sample period, the proportion of calls where fire departments deliver patient procedures is small. In the Peterborough example, 93% of the fire department tiered response calls did not involve the delivery of any patient procedures. There is no clinical evidence emerging from the AMEMSO case studies that an expanded scope of fire department tiered medical response would deliver an increase in

meaningful fire patient procedures, improve patient outcomes, or provide relief to paramedic workload burdens.¹

Increasing the number of “lights-and-siren” responses in a community carries with it significant risks. Although reasonably rare, fire apparatus response crashes do occur, and can be catastrophic because of the large size and weight of the pumpers, aerial ladders and elevating platform trucks sent to EMS calls. Unfortunately, the risks of such crashes are disproportionately born by civilians, not the responders themselves. For a community to accept these risks, there would need to be clear scientific evidence of medical benefit from adding fire response to a call where an ambulance was already well on the way.

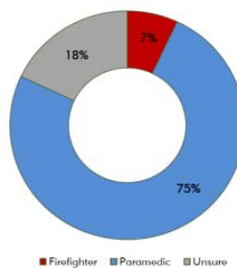
Are all EMS calls time-sensitive?

All calls to 911 are important, particularly to those placing the call. Fortunately, just as in hospital emergency departments, few EMS 911 calls involve critical illness or injury. Despite this being “self-evident” to those in medical professions, the public position of the fire service unions and some of their management often suggest that every EMS call is a “life-or-death, seconds-can-save-a-life” emergency, warranting emergency response by whoever is available in the community. This promotes unwarranted fear in the community that death or disability could be avoided if only a fire truck responded in addition to a paramedic ambulance, none of which is supported by fact. In most EMS 911 calls, the arrival of first-aid trained firefighters provides no tangible benefit, other than the firefighters willingness to help carry the paramedics equipment back to the waiting ambulance.

In fact, EMS calls can be reliably and safely classified and prioritized by EMS dispatch personnel, with response ranging from immediate for the relatively few critical calls to less urgent low priorities for the majority of calls, most of which involve clearly non-emergent patients. Toronto and Niagara EMS use the internationally-accepted Medical Priority Dispatch System (MPDS), a scripted interview process which highly reliably prioritizes calls based on patient problem and incident type. MPDS is backed by an extensive published scientific literature in peer-reviewed medical journals, and allows most EMS calls to safely forgo police or firefighter response. OAPC advocates for the extension of this proven triage tool to all Ontario CACCs to allow for a more careful process of identifying urgent responses.

Abacus Data Inc. completed a study in September 2011 entitled *Evaluating Public Opinion on EMS Dispatching, A survey of 1002 Ontarians*. Three specific questions asked resulted in the following data:

Figure 2.0: In the unfortunate situation that you require emergency medical attention from an emergency responder, would you prefer help from a firefighter or a paramedic?
(n=1,001, weighted)



2

¹ Performance Concepts Consulting. (2011). *INFORMING THE PUBLIC DIALOGUE AROUND MEDICAL TIERED RESPONSE IN ONTARIO, An Independent Evidence-Based Review*

² Coletto, D., and Monk, A. (2011). *Evaluating Public Opinion on EMS Dispatching, A Survey of 1002 Ontarians*. 20 Sept 2011

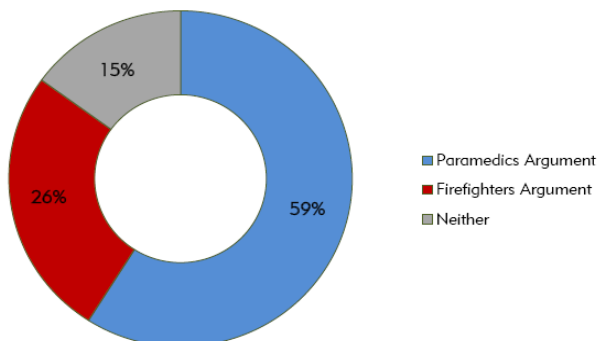
Paramedics Argument:

Paramedics are much better trained to respond to medical emergencies. Therefore, instead of dispatching firefighters to all medical emergencies, more resources should be given to paramedics so they can respond more quickly to emergencies.

Firefighters Argument:

Firefighters are trained in advanced first aid including CPR and automatic defibrillation. If they are dispatched to all medical emergencies and they are first on the scene, they may be able to help patients who need medical attention.

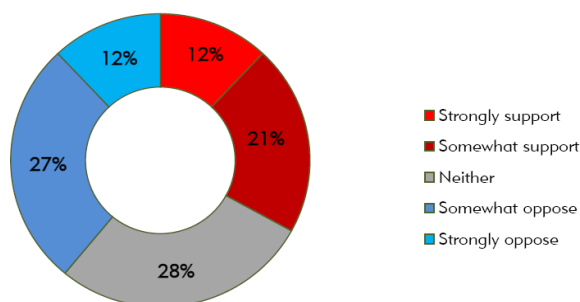
Figure 5.0: Which of the following statements, if either, comes closest to your view?
(n=1,001, weighted)



3

Support for the mandatory dispatch of fire fighters to all medical calls was more equally distributed (33% support/39% opposed) in the following study question:

Figure 3.0: Do you support or oppose the proposal for the mandatory dispatch of firefighters to all medical emergencies?
(n=1,001, weighted)



4

All parties to the dialogue should engage in meaningful and respectful discussion and advocate for public policy that achieves the following:

We need to get the right resources, to the right patient in the time frame that makes a difference. That means that for patients who need immediate airway management or AED that everyone - dispatch, fire and ambulance - needs to work together to get resources out there as soon as possible. It also means that there is

³ Coletto, D., and Monk, A. (2011). Evaluating Public Opinion on EMS Dispatching, A Survey of 1002 Ontarians. 20 Sept 2011

⁴ Coletto, D., and Monk, A. (2011). Evaluating Public Opinion on EMS Dispatching, A Survey of 1002 Ontarians. 20 Sept 2011

no point sending tiered response to patients who are in no need of time limited interventions.⁵

In summary, fire services have a role in medical tiered response for time sensitive medical emergencies that they can make a difference i.e. cardiac arrest, airway compromise. Fire services do not have a role in non-life threatening medical emergencies. All emergency services need to work together to establish effective and efficient tiered response agreements that make the patient the centre of focus.

Sustainability Implications

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

Financial Implications

The agreement addresses the issue of the exchange of disposable equipment only. All other costs for participation in this program by any fire service will be the responsibility of the individual Township or the City of Kingston.

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Emergency and Transportation Services – Fire Tiered Response Agreements* report for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Chief Harold Tulk, Fire Coordinator and Fire Chief, City of Kingston
Mike Quinn, Fire Chief, Township of Frontenac Islands – Howe Island
Rick Chesebrough, Fire Chief, Township of South Frontenac
Bill Young, Fire Chief, Township of Central Frontenac
Steve Riddell, Fire Chief, Township of North Frontenac

⁵ Dr. Gordon Jones, Medical Director, Regional Base Hospital Program for Southeastern Ontario. 2001



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: July 26, 2012

Date of meeting: October 17, 2012

Re: **Emergency and Transportation Services – Electronic Ambulance Call Reports and Analytics Solution**

Background

Frontenac Paramedic Services (FPS) commenced utilizing an electronic ambulance call report (eACR) technology solution in early 2008, to make better use of emerging doctrine on electronic patient records and as a first step to a “green solution” to the large amount of paper produced for each paramedic encounter of the citizens they serve.

The County’s current eACR solution has good front-end functionality for the paramedics, which meets the goal of providing an electronic record of a paramedic response and delivering the record to the hospital medical records department, virtually. However, the current solution, although advanced at the time of implementation, has failed to develop an analytics solution – functional reporting for the purposes of training, trending and planning.

Comment

A new analytics solution component needs to introduce a robust, back end reporting module and additional “paperless” forms such as Incident Reports, Vehicle Accident Reports and Critical Address Flagging Reports. This reporting is important to ensure that FPS management can present to County Council the best factual information available around Key Performance Indicators (KPI) such as:

- Chute Time (time from call received by paramedics to ambulance mobile)
- Unit Hour Utilization (UHU)
- Demands Analysis
- Off Load Nurse hours (impact on UHU)
- Advanced Life Support (ALS) capture (how many patients are receiving ACP care)

Administrative Report
Emergency and Transportation Services – Electronic Ambulance Call Reports and Analytics Solution
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- The “Aging Tsunami” factors to be integrated into our planning of capital and paramedic resources
- STEMI and Stroke Protocol statistics

The solutions offered by several vendors have been assessed:

1. One vendor offers an unproven solution for a nominal fee. The data – personal patient information – would also be housed in the US raising “sovereignty” issues, subjecting the data to the provisions of *The Patriot Act*. Both of these concerns raise serious flags under our internal Information Services Policy and under the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA).
2. A second vendor offers a proven solution that is dependent on staff expertise in IBM computer language and is geared toward larger land ambulance services such as its only two (2) Ontario customers, the City of Ottawa and the Region of York.
3. The solution offered by a third vendor is an Ontario born solution utilized by thirty-six (36) of the fifty-two (52) land ambulance operators in the province. It also offers a front-end product that is very user-friendly and will require nominal training for our paramedics. In fact, all of our neighbouring land ambulance services use this solution and many of our staff work for those municipalities and are already familiar with the program. It will also:
 - Require no advanced computer and programming skills to utilize the KPI dashboards
 - Be robust and adaptable to the upcoming eACR and Minimal Data Set requirements that the MOHLTC EHSB will be introducing in 2013
 - Integrate with new technologies now being developed and tested in Ontario for real time interface with the Central Ambulance Communications Centres; this will allow for less paramedic input on the frontend for more accurate data on the backend

This third vendor offers the best option for our service. And, by moving forward and introducing the solution now, the implementation phase to be completed before year-end. The analytics can be operational at the beginning of 2013.

Sustainability Implications

Good stewardship of the County’s financial and data resources will allow development of the most appropriate care of our residents and visitors when in need of paramedic services.

Financial Implications

The full cost impact of the enhanced solution is an additional \$39,736 per year; for 2013, this would increase the total municipal contribution for operating by 0.52%.

Recommendation

NOW THEREFORE Council of the County of Frontenac receive the *Emergency and Transportation Services – Electronic Ambulance Call Report and Analytics Solution* report for information;

AND FURTHER THAT the Council of the County of Frontenac authorize the introduction of the Analytics Solution to augment the existing electronic Ambulance Call Reports system thereby improving management's ability to monitor and assess the level of service and to report to Council the best factual information available around Key Performance Indicators.

Organizations, Departments and Individuals Consulted and/or Affected

eACR Working Group, FPS
David Millard, Manager of Information Services
Marian VanBruinessen, Treasurer



ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared By: Julie Shillington
Administrator of Fairmount

Date Prepared: October 3, 2012

Date of Meeting: October 17, 2012

Re: Fairmount Home – 2012 3rd Quarter Activity Update

Background

The following are some of the highlights from July 1 to September 30, 2012 of which County Council should be aware.

Comment

Social Work Review

Contract social work services were introduced to Fairmount in January 2012. A meeting was held to confirm satisfaction with the services. As a reminder to Council, the social worker is on site three hours every other Wednesday.

Health Quality Ontario Webinar

I attended an HQO webinar on understanding risk adjusted health quality indicators.

Surveillance Cameras

Motion-activated surveillance cameras were introduced to the loading dock area at Fairmount as a result of staff security concerns documented during the annual workplace risk assessment exercise. A policy on the use and access to the cameras is in place.

Residents' First Teleconference

I attended a teleconference explaining the opportunities for use of the tools on the Residents' First website related to the tracking of indicators.

Auditorium Fundraising Kick-Off

The fundraising kick-off event was a great success with over \$24,000 being raised. Sales from the resident-made fascinators, necklaces and art were over \$800. Our Campaign Chair was present and announced a pledge from Shoppers Drug Mart in the amount of \$20,000. To date we have raised over \$61,000.

Administrative Report
Fairmount Home – 2012 3rd Quarter Activity Update
October 17, 2012

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TSSA Regulations

We met with a representative of our elevator contractor to discuss recently released changes to the TSSA regulations. We will need to install safety railings on the top of one of our elevators as well as making some changes in one of the elevator rooms. The work must be completed before December 2013 and the costs will be reflected in the 2013 budget.

Major Projects

The well project is ongoing. The flooring and wall protection in the 1South dining and activity rooms are complete as is the carpeting on 2South. The steamer has been installed in the main kitchen. The dietary workflow call for proposals was released a second time as the first respondents were not successful in their proposals.

L-SAA & LAPS

I attended several teleconferences of the steering committees for the development of these documents. As a reminder to Council the L-SAA is the three-year accountability agreement between the Home and the Local Health Integration Network (LHIN) and the LAPS is the planning document that accompanies it.

Modified Work

The opportunity for modified work must be provided to staff members who suffer a workplace injury. Council should be aware that over the summer the home provided a significant number of modified work hours, particularly in the nursing department. Most of the injuries were related to the transferring and repositioning of residents. Please be assured that training is provided to staff annually on back care, transferring and repositioning and we ensure this training is reviewed again when there is an incident.

Recommendation

RESOLVED THAT Council of the County of Frontenac receive the *Fairmount Home – 2012 3rd Quarter Activity Update* report for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Residents
Staff
Volunteers
Thyssen Elevator
Residents' First



POSTED CHEQUE LISTING

COUNTY OF FRONTENAC

(Great Plains)

FOR THE PERIOD OF: September 12, 2012 - October 9, 2012 (inclusive)

CHEQUE TOTAL:

1,103,582.42

TOTAL:

\$1,103,582.42

**County of Frontenac
Transaction Register Report
September 12, 2012 - October 9, 2012**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
9112012	CANA0038	CANADIAN DEPOSITORY FOR SECUR	9/12/2012	382,837.49
20462	TDFU0001	TD FUTURE BUILDER	9/20/2012	525.00
2329038	MINI0001	MINISTER OF FINANCE	9/14/2012	37,638.74
36994	AGCF0001	AGC FLAT GLASS NORTH AMERICA L	9/25/2012	124.18
36995	ARTH0001	ARTHRITIS SOCIETY	9/25/2012	55.10
36996	BENS0001	BENSON TRUCK & TRAILER	9/25/2012	6,218.12
36997	BENS0002	BENSON COMMERCIAL TIRE	9/25/2012	619.49
36998	BRAF0001	BRAFASCO	9/25/2012	123.72
36999	CANP0001	CANPAR TRANSPORT L.P.	9/25/2012	4.31
37000	CARL0001	CARLETON UNIFORMS INC.	9/25/2012	1,231.42
37001	CATA0002	CATARAQUI REGION CONSERVATION	9/25/2012	6,076.50
37002	CHIC0002	CHICA EASTERN ONTARIO	9/25/2012	75.00
37003	CIVI0001	CIVIC INFO BC	9/25/2012	169.50
37004	DIGI0002	DIGITAL OFFICE SYSTEMS	9/25/2012	312.39
37005	DOOR0001	DOOR DOCTOR	9/25/2012	197.69
37006	ERTR0001	E.R.TROUGHT DESIGN	9/25/2012	1,695.00
37007	FRAN0004	FRANK'S TIRE SUPPLY LIMITED	9/25/2012	107.35
37008	GENI0001	GENIVAR CONSULTANTS LIMITED PA	9/25/2012	10,397.12
37009	GLEN0001	GLENBURNIE GROCERY	9/25/2012	70.00
37010	GUTH0001	YVONNE GUTHRO	9/25/2012	50.18
37011	HEND0002	HENDRIX HOTEL & RESTAURANT EQI	9/25/2012	86.90
37012	HOLW0001	HOLWAY & HUTCHINSON	9/25/2012	740.00
37013	JEMS0001	JEMS	9/25/2012	22.60
37014	JJEX0002	J.J. EXPRESS	9/25/2012	140.40
37015	KING0010	MINISTER OF FINANCE	9/25/2012	264.77
37016	LABO0001	L.A. BOB'S CARRY OUT AND CATER	9/25/2012	301.80
37017	MINI0030	MINISTER OF FINANCE, ONTARIO	9/25/2012	5,028.00
37018	MOSI0001	MOSIER SERVICE CENTRE	9/25/2012	114.52
37019	MULT0002	MULTIDEAS PROMOTIONS	9/25/2012	409.44
37020	PROV0001	PROVIDENCE CONTINUING CARE CEI	9/25/2012	30.00
37021	QUAL0002	QUALITY PATIENT TRANSFER SERVI	9/25/2012	84.75
37022	SHAR0001	SHARBOT LAKE LAWN SERVICE	9/25/2012	1,231.70
37023	STEA0005	STEAMATIC OF KINGSTON LTD.	9/25/2012	192.10
37024	STER0001	STERICYCLE INC.	9/25/2012	90.59
37025	STEW0001	HELEN STEWART	9/25/2012	135.00
37026	THEE0036	THE ESTATE OF MURIEL RICHARDS	9/25/2012	149.99
37027	THEK0001	THE KINGSTON WHIG STANDARD	9/25/2012	139.90
37028	THEK0004	THE KINGSTON WHIG STANDARD	9/25/2012	1,222.67
37029	THES0002	THE SHERIFF OF THE COUNTY OF F	9/25/2012	247.15
37030	THET0002	THE TEMA CONTER MEMORIAL TRUS	9/25/2012	5,400.00
37031	VERO0001	VERONA LIONS CLUB	9/25/2012	500.00
37032	VESE0001	VESEY'S BULBS	9/25/2012	485.00
37033	WALM0001	WALMART CREDIT DEPT.	9/25/2012	320.32
37034	WATS0001	LINDA SILVER	9/25/2012	185.00

**County of Frontenac
Transaction Register Report
September 12, 2012 - October 9, 2012**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
37035	WEST0002	WESTBURNE/RUDDY ELECTRIC	9/25/2012	665.09
37036	FULT0003	SAVILL, ELIZABETH - IN TRUST	10/3/2012	622.50
6220939	RECE0002	RECEIVER GENERAL	9/12/2012	45,589.01
6221300	RECE0002	RECEIVER GENERAL	9/12/2012	21,960.22
7414357	RECE0002	RECEIVER GENERAL	9/26/2012	46,657.13
7414663	RECE0002	RECEIVER GENERAL	9/26/2012	20,633.96
79	FULT0004	SAVILL, ELIZABETH - IN TRUST	10/3/2012	578.00
A9X4Z5	PREF0001	PREFERRED ONE INC.	9/17/2012	1,188.20
AR73	ROCH0001	ROCHON, SUE	9/20/2012	893.00
EFT0001419	BLUE0001	BLUE CROSS	9/12/2012	156,997.72
EFT0001420	ACKL0001	ACKLANDS GRAINGER INC.	9/17/2012	81.30
EFT0001421	ALEX0001	ALEX MCCOY PLUMBING AND HEATIN	9/17/2012	741.02
EFT0001422	ALLI0002	ALLIED MEDICAL	9/17/2012	3,230.20
EFT0001423	ANDE0001	KYLE ANDREWS	9/17/2012	497.20
EFT0001424	BARD0002	BARDON SUPPLIES LTD	9/17/2012	940.16
EFT0001425	BELL0007	BELL CONFERENCING INC.	9/17/2012	2.95
EFT0001426	BOCC0001	LINDE CANADA	9/17/2012	2,722.15
EFT0001427	CADU0001	CADUCEON ENVIRONMENTAL LABOR	9/17/2012	222.89
EFT0001428	CANA0008	CANADIAN TIRE	9/17/2012	154.72
EFT0001429	CENT0004	CENTENNIAL ENGRAVERS AND TROF	9/17/2012	169.44
EFT0001430	CHOQ0001	CHOQUETTE CKS	9/17/2012	523.85
EFT0001431	COLL0001	COLLINS	9/17/2012	390.00
EFT0001432	CONS0001	C/S CONSTRUCTION SPECIALTIES C	9/17/2012	6,257.37
EFT0001433	CRES0001	CRESTLINE COACH LTD.	9/17/2012	1,832.51
EFT0001434	CUPE0001	CUPE LOCAL 109	9/17/2012	990.55
EFT0001435	DALT0001	DALTCO ELECTRIC AND SUPPLY LTD	9/17/2012	994.40
EFT0001436	DELA0001	DE LAGE LANDEN FINANCIAL SERVI	9/17/2012	450.87
EFT0001437	ESFO0002	E.S.FOX LIMITED	9/17/2012	581.01
EFT0001438	FERN0001	FERNO	9/17/2012	772.37
EFT0001439	FUTU0001	CARDINAL HEALTH CANADA INC.	9/17/2012	13,846.62
EFT0001440	GRAN0003	GRAND & TOY LTD	9/17/2012	424.71
EFT0001441	GREE0003	GREENSHIELD PEST CONTROL	9/17/2012	110.18
EFT0001442	HAMI0001	HAMILTON SMITH LTD	9/17/2012	245.78
EFT0001443	HART0002	HARTINGTON EQUIPMENT	9/17/2012	3,326.72
EFT0001444	HOLS0001	HOLSAG CANADA	9/17/2012	925.50
EFT0001445	INTE0006	INTERFLEET INC.	9/17/2012	1,229.44
EFT0001446	KING0005	KINGSTON GENERAL HOSPITAL	9/17/2012	4,208.85
EFT0001447	KING0009	KINGSTON REGIONAL HOSPITAL LA	9/17/2012	889.36
EFT0001448	KING0014	KINGSTON AND AMHERST TAXI	9/17/2012	64.25
EFT0001449	KING0028	KINGS TOWN CLEANERS	9/17/2012	1,785.40
EFT0001450	KING0029	KINGSTON OXYGEN	9/17/2012	191.19
EFT0001451	KING0034	KINGSTON SELF STORAGE SYSTEMS	9/17/2012	209.05
EFT0001452	KROW0001	KROWN BODY MAINTENANCE	9/17/2012	141.25
EFT0001453	LEVA0002	LEVAC PROPANE INC.	9/17/2012	6.16

**County of Frontenac
Transaction Register Report
September 12, 2012 - October 9, 2012**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0001454	MARI0001	MARILYN'S CLEANING SERVICES	9/17/2012	150.00
EFT0001455	MART0001	MARTIN & LEVESQUE INC.	9/17/2012	603.42
EFT0001456	MDSL0001	LIFELABS LP	9/17/2012	575.00
EFT0001457	MEDI0001	MEDICAL MART	9/17/2012	1,725.07
EFT0001458	MOTI0001	MOTION SPECIALTIES	9/17/2012	27.00
EFT0001459	NORM0001	DON NORMAN	9/17/2012	120.00
EFT0001460	OPSE0001	OPSEU LOCAL 462	9/17/2012	8,595.62
EFT0001461	PATR0001	PAT ROGERS TOWING SERVICE	9/17/2012	203.40
EFT0001462	PURO0001	PUROLATOR COURIER LTD.	9/17/2012	36.86
EFT0001463	QUAL0001	QUALITY LIFE SERVICES INC.	9/17/2012	3,156.16
EFT0001464	RANG0001	OPERATIONAL PERFORMANCE SYST	9/17/2012	2,243.42
EFT0001465	RENT0001	RENTOKIL PEST CONTROL CANADA I	9/17/2012	318.66
EFT0001466	RIVE0001	RIVETT ARCHITECTURAL HARDWARE	9/17/2012	69.07
EFT0001467	RNAW0001	WIRELESS RNA TECHNOLOGY INC.	9/17/2012	1,158.25
EFT0001468	ROWL0002	ROWLAND EMERGENCY VEHICLE PR	9/17/2012	572.48
EFT0001469	SECR0001	CUPE NATIONAL	9/17/2012	8,024.06
EFT0001470	THOM0005	THOMAS LEMMON & SONS (1973) LT	9/17/2012	201.14
EFT0001471	THOM0006	THOMPSON ELECTRIC	9/17/2012	205.66
EFT0001472	THYE0001	THYESSEN KRUPP ELEVATOR	9/17/2012	334.19
EFT0001473	TROP0002	SPECIALTY TROPHIES	9/17/2012	106.28
EFT0001474	WECA0001	WE CARE HEALTH SERVICES LP	9/17/2012	660.00
EFT0001475	WIVI0001	W.I. VILLAGER LTD.	9/17/2012	184.04
EFT0001476	WORD0001	REBECCA WORDEN	9/17/2012	360.00
EFT0001477	WRBR0001	W.R. BRIGHTMAN & SON LTD	9/17/2012	186.45
EFT0001478	XPLO0001	XPLOLNET COMMUNICATIONS INC.	9/17/2012	84.73
EFT0001480	GEMM0001	GEMMILL, DAVE	10/1/2012	7,090.63
EFT0001481	HOTE0001	HOTEL DIEU HOSPITAL	10/1/2012	2,460.16
EFT0001482	DACO0001	KINGSTOWN INVESTMENTS INC	10/1/2012	2,276.87
EFT0001483	ACKL0001	ACKLANDS GRAINGER INC.	10/3/2012	711.34
EFT0001484	AIGC0001	CHARTIS INSURANCE COMPANY OF (	10/3/2012	876.49
EFT0001485	AIRL0001	AIR LIQUIDE CANADA INC.	10/3/2012	25.22
EFT0001486	ALEX0001	ALEX MCCOY PLUMBING AND HEATIN	10/3/2012	2,604.68
EFT0001487	ALLI0002	ALLIED MEDICAL	10/3/2012	7,696.99
EFT0001488	ANDE0001	KYLE ANDREWS	10/3/2012	497.20
EFT0001489	ARJO0001	ARJO	10/3/2012	815.04
EFT0001490	ARSE0001	FRANCINE ARSENAULT	10/3/2012	89.40
EFT0001491	BAGO0001	BAGOT MEDICAL CENTRE	10/3/2012	2,218.67
EFT0001492	BARD0002	BARDON SUPPLIES LTD	10/3/2012	6,125.73
EFT0001493	BLUE0001	BLUE CROSS	10/3/2012	79,207.97
EFT0001494	BOCC0001	LINDE CANADA	10/3/2012	2,183.65
EFT0001495	CANA0008	CANADIAN TIRE	10/3/2012	164.13
EFT0001496	CANA0037	WASTE MANAGEMENT	10/3/2012	2,417.89
EFT0001497	CANA0041	CANADIAN LINEN AND UNIFORM SER	10/3/2012	146.85
EFT0001498	CENT0004	CENTENNIAL ENGRAVERS AND TROF	10/3/2012	27.12

**County of Frontenac
Transaction Register Report
September 12, 2012 - October 9, 2012**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0001499	CHOQ0001	CHOQUETTE CKS	10/3/2012	562.79
EFT0001500	CLAY0001	CLAYTON FLOORING INC.	10/3/2012	34,439.29
EFT0001501	COLL0001	COLLINS	10/3/2012	363.84
EFT0001502	CRES0001	CRESTLINE COACH LTD.	10/3/2012	1,569.89
EFT0001503	CUNN0001	CUNNINGHAM SWAN CARTY LITTLE &	10/3/2012	1,044.66
EFT0001504	DELA0001	DE LAGE LANDEN FINANCIAL SERVI	10/3/2012	450.87
EFT0001505	DIAM0002	DIAMOND MUNICIPAL SOLUTIONS IN	10/3/2012	14,413.27
EFT0001506	DILL0001	DILLON CONSULTING	10/3/2012	4,746.00
EFT0001507	ECOL0001	ECOLAB	10/3/2012	540.51
EFT0001508	ESFO0002	E.S.FOX LIMITED	10/3/2012	1,711.41
EFT0001509	FAMI0001	K3C COMMUNITY COUNSELLING CEN	10/3/2012	5,988.42
EFT0001510	FUTU0001	CARDINAL HEALTH CANADA INC.	10/3/2012	2,448.04
EFT0001511	GRAN0002	GRAND & TOY (CTY)	10/3/2012	187.74
EFT0001512	GRAN0003	GRAND & TOY LTD	10/3/2012	1,641.61
EFT0001513	HAMI0001	HAMILTON SMITH LTD	10/3/2012	1,703.19
EFT0001514	HART0002	HARTINGTON EQUIPMENT	10/3/2012	3,326.72
EFT0001515	HICK0001	HICKS MORLEY HAMILTON STEWART	10/3/2012	589.86
EFT0001516	HOTE0001	HOTEL DIEU HOSPITAL	10/3/2012	1,105.00
EFT0001517	INTE0001	INTEGRATED COMMUNICATION SOLL	10/3/2012	127.13
EFT0001518	INTE0003	INTERDEV TECHNOLOGIES INC.	10/3/2012	3,521.06
EFT0001519	KAPS0001	KAPS KINGSTN AREA PATIENT SHUT	10/3/2012	174.00
EFT0001520	KENS0002	1557145 ONTARIO LTD.	10/3/2012	265.55
EFT0001521	KING0005	KINGSTON GENERAL HOSPITAL	10/3/2012	3,311.50
EFT0001522	KING0009	KINGSTON REGIONAL HOSPITAL LA	10/3/2012	859.12
EFT0001523	KING0014	KINGSTON AND AMHERST TAXI	10/3/2012	46.05
EFT0001524	KING0019	KINGSTON ACCESS BUS	10/3/2012	50.00
EFT0001525	KING0029	KINGSTON OXYGEN	10/3/2012	62.15
EFT0001526	KING0047	KINGSTON INJURY MANAGEMENT CE	10/3/2012	3,536.00
EFT0001527	MALL0002	MALLORY'S FIRE SYSTEMS LTD	10/3/2012	716.42
EFT0001528	MARI0001	MARILYN'S CLEANING SERVICES	10/3/2012	150.00
EFT0001529	MDSL0001	LIFELABS LP	10/3/2012	920.00
EFT0001530	MEDI0001	MEDICAL MART	10/3/2012	706.04
EFT0001531	MICR0001	MICROAGE KINGSTON	10/3/2012	352.62
EFT0001532	MOTI0001	MOTION SPECIALTIES	10/3/2012	6,964.97
EFT0001533	NORM0001	DON NORMAN	10/3/2012	120.00
EFT0001534	NOVA0001	NOVACK'S UNIFORM GROUP	10/3/2012	270.86
EFT0001535	ONTA0023	ONTARIO MUNICIPAL H.R. ASSOCIA	10/3/2012	169.50
EFT0001536	PATR0001	PAT ROGERS TOWING SERVICE	10/3/2012	793.83
EFT0001537	QUAL0001	QUALITY LIFE SERVICES INC.	10/3/2012	6,127.61
EFT0001538	RECO0001	METROLAND MEDIA GROUP	10/3/2012	116.80
EFT0001539	RIVE0001	RIVETT ARCHITECTURAL HARDWARE	10/3/2012	244.39
EFT0001540	RNAW0001	WIRELESS RNA TECHNOLOGY INC.	10/3/2012	1,010.50
EFT0001541	SHOP0002	SHOPPERS DRUG MART	10/3/2012	3,621.52
EFT0001542	SWIS0001	SWISH MAINTENANCE LTD	10/3/2012	697.68

**County of Frontenac
Transaction Register Report
September 12, 2012 - October 9, 2012**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0001543	TERR0001	TERRY'S PLOWING AND LAWN CARE	10/3/2012	452.00
EFT0001544	THEF0001	THE FRONTENAC NEWS	10/3/2012	761.90
EFT0001545	THEG0002	THE GREER GALLOWAY GROUP INC.	10/3/2012	387.75
EFT0001546	THER0001	THERMOPATCH (CANADA) INC.	10/3/2012	47.56
EFT0001547	TRIM0001	TRIM-LINE OF SOUTH EASTERN ONT	10/3/2012	666.70
EFT0001548	TROP0002	SPECIALTY TROPHIES	10/3/2012	7.06
EFT0001549	UPPE0001	UPPER CANADA OFFICE SYSTEMS	10/3/2012	1,505.16
EFT0001550	VERS0001	VERSUS BUSINESS FORMS AND LABI	10/3/2012	126.15
EFT0001551	WECA0001	WE CARE HEALTH SERVICES LP	10/3/2012	756.00
EFT0001552	KROW0001	KROWN BODY MAINTENANCE	10/3/2012	107.35
H7Q6R7	UNIO0001	UNION GAS	9/26/2012	34.77
H7Q6R8	HYDR0002	HYDRO ONE	9/24/2012	20,483.99
H7Q6R9	HYDR0002	HYDRO ONE	9/19/2012	138.67
H7Q6U2	BELL0001	BELL CANADA	9/20/2012	755.85
H7Q6U3	BELL0001	BELL CANADA	9/20/2012	407.56
H7Q6U4	BELL0001	BELL CANADA	9/19/2012	169.78
H7Q6U5	BELL0001	BELL CANADA	9/25/2012	184.66
H7Q6U6	TELU0001	TELUS MOBILITY	9/19/2012	114.58
H7Q6U7	STAR0001	SHAW DIRECT	9/19/2012	280.75
H7Q6U8	NORT0004	NORTH FRONTENAC TELEPHONE CO	9/20/2012	325.78
H7Q6U9	KING0008	KINGSTON ONLINE SERVICES	9/17/2012	98.25
H7Q6W2	WTCC0001	WTC COMMUNICATIONS	9/20/2012	781.96
H7Q6W9	WTCC0001	WTC COMMUNICATIONS	9/17/2012	295.26
H7Q6X4	WTCC0001	WTC COMMUNICATIONS	9/20/2012	298.95
H7W5J8	UTIL0001	UTILITIES KINGSTON	9/26/2012	122.60
H7W5K4	TDVI0003	TD VISA - ROB WRIGHT (6149)	9/24/2012	243.88
H7W5K6	TDVI0005	TD VISA (6065) PAUL CHARBONNEA	9/24/2012	1,902.87
HW5K9	TDVI0007	TD VISA (6198) GALE CHEVALIER	9/24/2012	1,175.20
R0593	TDVI0018	TD VISA (5641) JEFF BURGESS	9/17/2012	56.44
RQ000	TDVI0013	VISA (1891) CHRIS MCBAIN	9/17/2012	11.29
Y5L8R4	HYDR0001	HYDRO ONE	9/12/2012	457.15
Y5L8R6	BELL0001	BELL CANADA	9/17/2012	124.00
Total Transactions: 209			Total Amount of Transactions:	1,103,582.42

Void Transactions: EFT0001479

POSTED CHEQUE LISTINGPAYROLL

FOR THE PERIOD OF: September 12, 2012 - October 9, 2012 (inclusive)

PAYROLL DATE

PP#19	August 27, 2012 - September 9, 2012	Canadian Payroll	\$	313,231.43
PP#19	September 3, 2012 - September 16, 2012	Canadian Payroll	\$	183,107.80
PP#20	September 10, 2012 - September 23, 2012	Canadian Payroll	\$	326,933.80
PP#20	September 17, 2012 - September 30, 2012	Canadian Payroll	\$	170,376.97
	Special Pay October 9, 2012	Canadian Payroll	\$	4,342.99

<u>PAYROLL TOTAL:</u>	\$	997,992.99
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<u>TOTAL:</u>	\$	<u>997,992.99</u>
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System: 10/9/2012 12:04:40 PM
User Date: 10/9/2012

County of Frontenac
DETAIL INQUIRY REPORT FOR 2012
General Ledger

Page: 1
User ID: nellcott

* Voided Journal Entry

Account: 10-10-00000-10200

Bank Account - General

Ranges: From:
Date 9/12/2012
Source Document CPY
Currency ID First

To:
10/9/2012
CPY
Last

Sorted By: Transaction Date

Account Balance: -1,055,082.57

Trx Date	Jrnl No.	Source Doc	Audit Code	Reference	Currency ID	Debit	Credit
9/13/2012	94,972	CPY	GLTRX00015288	Canadian Payroll Summary Batc			313,231.43
9/20/2012	95,210	CPY	GLTRX00015340	Canadian Payroll Summary Batc			183,107.80
9/27/2012	95,692	CPY	GLTRX00015412	Canadian Payroll Summary Batc			326,933.80
10/4/2012	95,860	CPY	GLTRX00015437	Canadian Payroll Summary Batc			170,376.97
10/9/2012	96,047	CPY	GLTRX00015452	Canadian Payroll Summary Batc			4,342.99
Totals:						0.00	997,992.99
Total Transactions:		5					



**Finance Committee Meeting Minutes
October 15, 2012**

A regular meeting of the Finance Committee of the County of Frontenac was held in the County Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie, on Monday, October 15, 2012 at 10:00 a.m.

In attendance:

- Warden Janet Gutowski (teleconference)
- Councillor Bud Clayton
- Councillor David Jones
- Councillor John McDougall

Staff:

- Elizabeth Savill, CAO/Clerk
- Marian VanBruinessen, Treasurer
- Susan Brant, Deputy Treasurer
- Angelique Tamblyn, Executive Assistant (Recording Secretary)

1. Call to order

Warden Gutowski called the meeting to order at 9:59 a.m. and called for nominations for Chair and Vice Chair.

Committee Recommendation

THAT Councillor Clayton assume the position of Chair and Councillor Jones assume the position of Vice Chair for the Finance Committee.

CARRIED

The Warden handed over the meeting to Councillor Clayton as the new Chair.

2. Adoption of the agenda

The agenda was received as presented.

3. Disclosure of pecuniary interest and general nature thereof:

The Chair requested that it be noted that no member of the Committee declared a pecuniary interest.

4. Closed meeting: Nil

5. Adoption of minutes: Nil

6. Business arising from the minutes: Nil

7. Deputations and/or presentations: Nil
8. Communications: Nil
9. Reports

2013 Budget Preparation

Ms. Savill explained that staff had compiled a number of the issues considered as part of the development of the annual operating and capital budgets and included them in the report.

Vehicle Fuel Costs: Ms. VanBruinessen advised that consultants are currently working with finance staff to assess fuel purchasing options. Bulk purchasing with the Townships will also be explored. Any decisions must take into account the accessibility of fuel for paramedics. Current over expenditures are being reviewed to determine whether unit costs or usage or a combination of both are above estimates.

Committee members expressed interest in reviewing the makeup of the fleet. Ms. Tamblyn will re-circulate the information provided during orientation.

Kilometrage Rates: Committee members agreed that rates should remain constant for 2013.

Fairmount's Financial Challenges: Ms. Shillington discussed the ongoing workload being created by the *Long Term Care Act*. Fairmount employs approximately 168 staff with many of those longer term staff.

Benefit Costs: Ms. VanBruinessen responded to the question raised that a collective approach by the County and Townships is an option offered by the County regularly. Each Township is currently working independently. Ms. Savill offered that a collaborative effort was also explored with the City of Kingston at the time of amalgamation.

Allocation of Costs: Councillor McDougall questioned whether the individual allocated budgets would be reviewed and Ms. VanBruinessen explained that these costs are allocated to each of the departmental budgets for review.

Budget and Strategic Planning: Council Strategic Planning is scheduled for the end of November. The County has been doing strategic planning since 2000 and each department has a plan. The Warden advised that Central Frontenac does not yet have a strategic plan. Councillor McDougall expressed that it has been a good experience in South Frontenac and suggested that the County Council's plan will present an opportunity to educate Township councils.

Budget Timetable: Councillor McDougall suggested "mini talks" on issues would be helpful. A glossary of terms relevant to Fairmount was suggested by the Chair. **Committee members agreed** that it is important to understand their governance responsibilities to Fairmount.

At this point, Ms. Savill circulated seven sets of DRAFT 2013 Budget Text papers. They offer insights into (1) Information Services; (2) HR (**Committee members agreed** that the service being offered by the team both internally and to the Townships is very valuable; **Committee members agreed** further that HR must be resourced appropriately); (3) Finance (contract assistance will continue to be required in 2013); (4) Administration and Communications (full-time additional staffing is required to address the demands of the six committees of council now in full operation); (5) Occupational Health; (6) Economic Sustainability; and (7) Sustainability Planning. The Fairmount and Emergency and Transportation papers are outstanding.

Committee members were advised that the draft budget for Sustainability has been presented to both the Sustainability Advisory Committee and the Trails Advisory Committee. Both Committees have offered their support for the 2013 proposed activities.

Committee members agreed that the information contained in the DRAFT 2013 Budget Text papers will be valuable as part of the 2013 budget discussions. Staff confirmed that the papers follow the Council approved format and will be incorporated into the budget.

Committee members agreed that the 2013 Budget Text papers should be distributed as part of the Council Strategic Planning session package.

Councillor McDougall expressed his appreciation of the work done by staff to prepare the draft documents.

Committee Recommendation

THAT the Finance Committee receives this 2013 Budget Preparation report for information and discussion;

AND FURTHER THAT the Finance Committee recommend to the Council of the County of Frontenac that 2013 Council budget discussions be scheduled for the afternoon of Wednesday, January 16th for preliminary departmental budget presentations (following the regular January meeting of Council); and Thursday, January 17th for full budget discussion, ratification and setting tax rates.

CARRIED

Ms. Shillington excused herself and left the meeting at 11:50am.

Arterial Roads Under the Restructuring Order

Committee members discussed the value of the County's involvement in this issue. To this point, the Township of South Frontenac has been leading the effort both with the province and through conversations with City representatives. The County CAO and SF Public Works manager met with representatives of MTO recently and the value of cooperation and collaboration across the County dealing with transportation was stressed to them. The Township of Frontenac Islands also has a direct interest. All **committee members agreed** that this issue affects the whole County.

Committee members recognized the opportunity to move forward with a regional transportation strategy at the upcoming Council Strategic Planning session. Such a

strategy could deal with both this issue and with improving the area's success with provincial funding opportunities. The regional nature of the road network and the interdependence of the City and Townships/County around the network must be explored and a plan put in place. The Public Works managers have been meeting.

Committee members agreed that a regional transportation plan should be developed and, with it in place, the County will be in a stronger position to approach and negotiate the arterial roads issue and to compete for funding opportunities supporting transportation projects.

Committee members agreed that a team should be established that includes expertise from the County, the Township(s), and the requisite professionals to provide the legal, economic and other insights necessary to develop the strategy with which to address the arterial roads issue. It must look broadly at the social, economic (tourism, business, and employment) challenges and opportunities from a regional transportation perspective.

Committee members agreed that a preliminary budget estimate should be set at \$50,000. An allocation from reserves should be confirmed by Council at its November regular meeting.

Committee Recommendation

THAT the Arterial Roads Under the Restructuring Order Report be received for information;

AND FURTHER that the Committee recommend for consideration by Council the following resolution:

RESOLVED THAT the Council of the County of Frontenac support the formation of a team of County, Township and consulting members to develop a strategy to approach the issue raised by Section 7.2(e) of the Restructuring Order that states "The council of the new City and the Frontenac Management Board shall, on or after January 1, 2013, reconsider the annual contribution ..." to the named arterial roads located within the County of Frontenac;

AND FURTHER that the Council of the County of Frontenac support the development of a regional transportation plan that will contribute to a regional strategy to the arterial roads issue and that will strengthen the County's position to compete under provincial and federal funding programs;

AND FINALLY that the Council of the County of Frontenac authorize the use of \$50,000 as the preliminary budget for this project subject to the amendment of the 2012 Budget By-law to authorize the allocation from reserves at its next regular meeting of Council scheduled for November 21, 2012.

CARRIED

Long Term Financial Plan Report

Committee Recommendation

THAT the Financial Services – Long Term Financial Plan Report be received for information.

CARRIED

Reserve and Reserve Funds Report

Committee Recommendation

THAT the Financial Services – Reserve and Reserve Funds Report be received for information.

CARRIED

10. Other business

Third quarter financials will be circulated to members during the week of November 5.

11. Next meeting date: Nil

12. Adjournment

The meeting adjourned at 12:38 p.m.



**AMENDED Minutes of the Sustainability Advisory Committee Meeting
June 6, 2012**

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, June 6, 2012 at 1:30 p.m.

In attendance:

- Geoff Sandiford, Chair
- Warden Janet Gutowski (via conference call)
- Councillor John McDougall
- Don Ross

Regrets:

- Ron Hipfner
- John Kittle

Staff:

- Elizabeth Savill, CAO/Clerk
- Alison Vandervelde, Communications Officer
- Jenny Liu, Municipal Intern
- Angelique Tamblyn, Executive Assistant Temp (Recording Secretary)

1. Call to order

The meeting was called to order at 1:34 p.m.

2. Adoption of the agenda

The agenda was received.

3. Disclosure of pecuniary interest and general nature thereof

The Chair requested that it be noted that no member of the Committee declared a pecuniary interest.

4. Closed meeting – Nil

5. Adoption of minutes

Committee Recommendation

THAT the minutes of the meeting of April 4, 2012 be adopted as presented.

CARRIED

6. Business arising from the minutes – Nil

Sustainability Advisory Committee Meeting Minutes as AMENDED
June 6, 2012

Page 1 of 6

7. **Deputations and/or presentations – Nil**
8. **Communications – Nil**
9. **Reports/topics for discussion**

2012 Work Plan Update

1. **Contribute to the development of a communications plan for the SAC including the strengthening of communications with all stakeholders**

Ms. Vandervelde provided the following update:

- 539 contacts for the e-newsletter, up from 433 two months ago; bounce back rate of 4.5%
- 15 e-newsletters have been sent: monthly updates; seniors housing; ICSP Breakfast
- County's firewall is a problem for FABR emails
 - County will try to resolve
- Twitter: County is following 98 and has 147 followers (34 new since May 4)
- Facebook: slower uptake; not used as much in business; County has 28 likes with 6 "talking about" our page; Ms. Vandervelde is posting about once a day
- The Warden suggested ambulance call volume numbers could be tweeted more often; the FPS YouTube video could also be posted
- Twitter can be very useful during emergencies

2. **Consider opportunities to further engage communities including:**

a. Community Sessions

The Committee members agreed that the community events calendar is useful.

b. Annual Breakfast

Ms. Vandervelde provided a brief summary of the survey results collected following the May 11, 2012 event.

The Committee members agreed these should be considered in preparation for next year's event:

- Circulating an agenda beforehand would allow attendees to be more aware of what to expect and to be more prepared
- Around-the-room introductions took some time, but added great value to the session
- Adding an optional 30 minute networking session to the end of the breakfast called the "Network Café" could include local pastries and coffee/tea and provide attendees to continue conversations
- Community chat after the session reinforced the sense that it was a great event; SF councillors were very impressed with a good response from Council as a whole
- General recognition that sustainability issues should be dealt with at the County level and not at the Township level

- Projecting a guest list would allow attendees to know is in the room, increase networking opportunities, and generate even greater interest and excitement; photographs of each guest could be displayed
- Attendees could be asked for their input on the invitation list for next year; an e-newsletter could be used
- Recognition that the attendees were very animated; a great session with lots taken out of it

c. Community Events

Ms. Vandervelde is updating the community events and public meeting schedule to the Community Events Calendar in Outlook which is accessible to all County staff; a reminder will be sent to members to review it

- Calendar is pdf'd and uploaded weekly to the discussion forum at www.frontenactalks.ca – is the format working?
- Official opening of Phase I of the Frontenac K&P Trail is anticipated by the end of the summer

Committee members agreed to send events to Ms. Vandervelde. The Verona Cattails Festival will be added to calendar (August 10-12, 2012).

3. Contribute to the web site evolution

Discussion Forum

Mr. Hipfner posted a document to www.frontenactalk.ca for discussion and comment. Other postings have been made by Ms. Vandervelde.

Committee members agreed to check postings on www.frontenactalk.ca and bring comments to the next meeting. The Chair expressed his support indicating the members need to get into a rhythm and use it.

Committee members agreed it would be helpful (1) to have new posts easily identifiable and (2) to receive an email when a new post is created. Ms. Vandervelde will work with Mr. Peter Young, Community Planner, to see if these modifications can be made.

4. Seek out opportunities to engage and liaise with other external groups

New Leaf Link

Open House today from 11-2 p.m.

- County staff is working to help make connections between NLL and staff at the City of Kingston

5. Offer input into the development of a budget allocation considering all activities and educational opportunities

Ms. Savill shared the progress being made through the Smaller Scale Community Sustainability Initiatives program:

- 8 applications have been received
 - several funding approvals are anticipated shortly

- funding is dependent on the project fitting with the federal gas tax requirements (this is detailed as part of the application process)
- Successful projects should be posted to Social Media

6. Assist with the preparation for the Annual Workshop

Not discussed.

7. Review and access the contributions made by the current indicators and consider additional/replacement indicators

Not discussed.

8. Contribute to the development and presentation of the annual report to Council – *Sustainable Actions 2012*

Not discussed.

9. Seek opportunities to meet with Councils and community groups

Tour of Wolfe Island

The Chair shared the details of his meeting/tour with Deputy Warden Doyle on Wolfe Island and advised that a note of thanks has been sent. A number of project ideas were discussed:

- Big Sandy Bay (under a Board of Directors)
 - opportunity to connect two trail areas with a pathway/boardwalk
 - some initial work and funding required
- Medical centre
- Old canal
 - open through its length
 - significant reed and weed growth in some areas
 - installation of a 12 foot pipe under the road would allow the water flow again (a large pipe would ensure head room for canoes and kayaks which in turn would keep the weeds down)
 - Ducks Unlimited might be interested in opening up the channel
 - Eco-tourism could be encouraged for non-motorized use; combination with cycling, bird watching and green energy tours
 - the idea of developing a trail along the canal was discussed; it might connect/integrate with the Frontenac K&P Trail and other trails in the area becoming part of the active transportation/tourism and recreation network; it could be developed to encourage horseback riding; it might support the improvement of bicycle paths on the island including better signage and encouraging sharing the roadway
 - passes through privately owned land for the most part
 - landowners are expected to be supportive of the work but consultation would be required
 - the need for an environmental assessment would need to be explored (has it become a natural habitat area over the years and would this project denaturalize the area?)

- the scope of the project would need to be confirmed, a proposal formulated, a feasibility study undertaken and a business case prepared to facilitate public consultation
- built during the 1800s when barging was an issue and so it starts and ends at open water
- a Google map shows a solid spot in the canal

The Committee members agreed that before any action could be recommended to County Council, projects would need to be identified through the Sustainability process (ie clear confirmation of community interest and support) and ideally included in the next iteration of *Sustainable Actions*.

The Committee members agreed that staff should be asked to undertake a brief history of the canal.

Greenhouse Gas Workshop Follow Up

Mr. Ross provided the following update:

- A data mining team has been formed involving St. Lawrence College and Queen's University representatives; a Masters level student would be certified to pull together the information and conduct the analysis; no work will happen until September when students return to school
- Statistics Canada information will be reviewed
- Project focus will include the Counties of Frontenac and Leeds and Grenville, Cities of Kingston and Brockville, and Towns Gananoque and Prescott
- Both the County and City of Kingston have resolutions for the Partnership Agreement with FCM; there are three steps in the partnership plan
- Project will look for cause and effect and to develop response plans
- Kingston has developed an inventory of its greenhouse gases; Brockville is beginning this work
- Mr. Ross is hoping all municipalities will sign on as partners to the project
- Municipal contributions will be to share the results of their baseline work required under the Carbon Emissions Reduction Program which must be completed by July 2013; historical data is also to be collected back to 1990 which may present some challenge for the municipalities (Ms. Savill will ensure information available is shared with the Townships' CAOs)
- FCM is interested in the project; if a template is developed, it could shared

Committee members agreed that detail of the project should be provided in writing. Mr. Ross will send this information to County staff.

The Committee members agreed that Mr. Ross should seek standing at the June County Council meeting to make a presentation to inform Council of this project and seek its support of the project.

10. Seek opportunities to gain insights into sustainability

FCM Conference Update

Ms. Savill attended the conference hosted by the City of Saskatoon from June 1-4, 2012. The trade show included several energy consultants eager to assist municipalities with their greenhouse gas inventory projects; their services are

offered on the basis of their compensation linked to energy savings realized. The FCM award program should be reviewed for 2013 opportunities.

11. Review the Townships' Strategic Plans to stimulate relationships and synergies

Not discussed.

12. Review the list of projects to identify collaborative opportunities

Not discussed.

Committee Recommendation

That the Sustainability Advisory Committee receive these updates;

AND FURTHER THAT the Council of the County of Frontenac support the initiatives agreed to by the members of the Committee in this report.

CARRIED

10. Other business – Nil

11. Next meeting date

August 1, 2012 at 1:30 p.m.

12. Adjournment

Meeting adjourned at 3:34 p.m.



**Minutes of the Sustainability Advisory Committee Meeting
August 1, 2012**

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, August 1, 2012 at 1:30 p.m.

In attendance:

- Geoff Sandiford, Chair
- Warden Janet Gutowski
- Councillor John McDougall
- Ron Hipfner

Regrets:

- John Kittle
- Don Ross

Staff:

- Elizabeth Savill, CAO/Clerk
- Anne Marie Young, Manager of Economic Sustainability
- Joe Gallivan, Manager of Sustainability Planning
- Alison Vandervelde, Communications Officer
- Kieran Williams, Municipal Intern
- Angelique Tamblyn, Executive Assistant (Recording Secretary)

1. Call to order

The meeting was called to order at 1:30 p.m.

2. Adoption of the agenda

The agenda was received.

3. Disclosure of pecuniary interest and general nature thereof

The Chair requested that it be noted that no member of the Committee declared a pecuniary interest.

4. Closed meeting – Nil

5. Adoption of minutes

Committee Recommendation

THAT the minutes of the meeting of June 6, 2012 be adopted as presented.

CARRIED

6. Business arising from the minutes

Greenhouse Gas (GHG) Project follow up

Mr. Ross attended County Council in June to provide an update.

7. Deputations and/or presentations

GHG Project update (Sarah Matheson, FABR)

Ms. Matheson sent regrets. Her presentation will be rescheduled for an upcoming meeting.

8. Communications – Nil

9. Reports/topics for discussion

2012 Work Plan Update

Committee members focused their attention on items 1, 2, 5, and 6.

1. Contribute to the development of a communications plan for the SAC including the strengthening of communications with all stakeholders

Social Media

Work on www.frontenactalk.ca continues. Members can soon expect to be notified when updates are posted. Photos can be uploaded. This discussion forum continues to be piloted only with this Committee.

The social media update was discussed:

- Facebook likes are now at 35
- The burn ban was shared a lot
- Twitter following figure is up to 103
- E-newsletters sent up to 17 with an bounce back rate of 4.3%

Committee members agreed that communications is a priority and Council awareness of success should be raised that includes training.

Informational Brochure

Committee members agreed that the front should mimic the cover of DFOF; the broader values and principles under each pillar should be considered (pages 12-13 of DFOF); mention of the AMO Sustainability Award should be made; staff contacts should be added; and the success and uniqueness of the Frontenac project should also be emphasized. Ms. Vandervelde will prepare changes for further discussion. Committee members were encouraged to add further suggestions over the next few weeks. Revisions will be posted to FrontenacTalk.ca.

The brochure is anticipated to be used to engage people and help them understand how they can get involved. Lake associations will be one key group.

2. Consider opportunities to further engage communities including:

a. Community Sessions

Committee members agreed to attend some of the community events listed. The Warden will be attending the Parham Fair and Councillor McDougall will be at the Garlic Festival.

5. Offer input into the development of a budget allocation considering all activities and educational opportunities

Ms. Young and Mr. Gallivan reviewed the proposed draft 2013-14 Sustainability Program for discussion. It will move next to the Finance Committee before being presented to County Council.

Committee members were generally supportive of the proposed program presented by staff.

6. Assist with the preparation for the Annual Workshop

The following was discussed:

- The idea of a community café will be pursued by staff
- Mr. Rob Wood has been asked to assist again this year
- More time is always needed for the assignment sessions
- It will be held off-site to provide more space at the Verona Lions Hall
- Each councillor has been asked to provide an additional 5 names to be invited to the session to try to ensure geographic representation along with some renewal
- A pre-session survey will be used again this year
- An effort to reorganize the projects by pillar was suggested

Green Energy Act Review Report

In accordance with the *Green Energy Act*, Mr. Williams has created a baseline of energy consumption data from 2011 and 2012. The municipal responsibility under O. Reg. 397/11 has been a topic of discussion at the joint CAO level.

Solar Power Production

Committee members reviewed the report.

Committee Recommendation

THAT the Sustainability Advisory Committee receive the 2012 Work Plan Update, the Green Energy Act Review, and the Solar Power Production reports;

AND FURTHER THAT Council of the County of Frontenac support the initiatives agreed to by the members of the Committee in these reports.

CARRIED

10. Other business – Nil

11. Next meeting date

Committee members agreed to meet on **Monday, September 24 at 1:30 p.m.** following the Sustainability Workshop in place of the next regular meeting scheduled for October 3, 2012 at 1:30 p.m.

12. Adjournment

Meeting adjourned at 3:53 p.m.



**Minutes of the Sustainability Advisory Committee Meeting
September 24, 2012**

A meeting of the Sustainability Advisory Committee was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie, on Monday, September 24, 2012 at 1:30 p.m.

In attendance:

- Geoff Sandiford, Chair
- Warden Janet Gutowski
- Councillor John McDougall
- Ron Hipfner

Regrets:

- John Kittle
- Don Ross

Staff:

- Elizabeth Savill, CAO/Clerk
- Anne Marie Young, Manager of Economic Sustainability
- Alison Vandervelde, Communications Officer
- Angelique Tamblyn, Executive Assistant (Recording Secretary)

1. Call to order

The meeting was called to order at 1:30 p.m.

2. Adoption of the agenda

The agenda was received.

3. Disclosure of pecuniary interest and general nature thereof

The Chair requested that it be noted that no member of the Committee declared a pecuniary interest

4. Closed meeting: Nil

5. Adoption of minutes

Liz noted that the June minutes were reformatted for structure and to have a common format and are being brought forward to be approved as amended.

Committee Recommendation

THAT the minutes of the meeting of June 6, 2012 (as amended) and of August 1, 2012 be adopted as presented.

CARRIED

6. Business arising from the minutes

The committee's brochure is complete. Ms. Vandervelde will circulate copies.

7. Deputations and/or presentations: Nil

8. Communications

Resignation of Mr. Kittle

The resignation of Mr. Kittle was received on September 21, 2012 via email.

Committee Recommendation

THAT the Committee accept the resignation of John Kittle.

CARRIED

Committee members discussed the opportunity to recommend someone to fill the vacant position. Mr. Wolfe Erlichman might be interested and staff will invite him to attend the next meeting.

9. Reports/Topics for Discussion

ICSP Workshop Debrief

Councillor McDougall expressed his regrets at missing the session due to illness.

Committee members shared their thoughts concerning the 2012 workshop. Ms. Vandervelde will be compiling all notes taken during the day to create the necessary summaries. Considerable discussion ensued and further notes were taken that will inform the committee members and staff during next year's preparations and will also assist with the drafting of *Sustainable Actions 2012*. The draft document should come forward to the next committee meeting.

The request for youth involvement and youth engagement garnered several responses. Ms. Vandervelde will be following up and ensure this is added to the December committee meeting.

2013 Budget

The proposed 2013 sustainability budget, shared at the August meeting, was reviewed again. Councillor McDougall spoke to the transformative impact the CIP is already having in Verona and the opportunities the program offers to the balance of the County.

Committee members also expressed appreciation to staff for the work reflected in the draft budget as prepared.

Committee Recommendation

THAT the Sustainability Advisory Committee offer its support of projects and activities included in the 2013 draft Sustainability budget as shared by County staff.

CARRIED

10. Other business

Approval of the Minutes

The need for timely confirmation of the committee's recommendations and activities was discussed. The committee members agreed that the draft minutes of this meeting should be circulated to them to allow each to comment and to reach consensus to allow the minutes to be approved in advance of the next Council meeting. The intent is then to have the minutes of this meeting go forward to County Council as part of its meeting agenda allowing certain actions to be taken before the next meeting of the committee.

11. Next meeting dates

Wednesday, October 3, 2012 at 1:30 p.m.
Wednesday, December 5, 2012 at 1:30 p.m.

Committee members agreed to reschedule the October meeting to November 8, 2012.

Next Meeting November 8th, 2012 at 10:00 a.m.

12. Adjournment

Meeting adjourned at 3:30 p.m.



MINUTES OF THE GREEN ENERGY TASK FORCE ADVISORY COMMITTEE
September 5, 2012

A regular meeting of the Green Energy Task Force Advisory Committee of the County of Frontenac was held in the Frontenac Room of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, September 5, 2012 at 10:00 a.m.

In attendance:

- David Hahn, Chair
- Warden Janet Gutowski
- Councillor John Inglis
- Maris Krumins, Community Member
- Brad Leonard, Community Member
- Matt Fiene, Community Member

Regrets:

- Deputy Warden Denis Doyle

Staff:

- Elizabeth Savill, CAO/Clerk
- Alison Vandervelde, Communications Officer
- Angelique Tamblyn, Executive Assistant (Recording Secretary)

1. Call to order

The Chair called the meeting to order at 10:00 a.m.

2. Adoption of the agenda

The agenda was received.

3. Disclosure of pecuniary interest and general nature thereof

The Chair requested that it be noted that no member of the Committee declared a pecuniary interest.

4. Deputations and/or presentations – Nil

5. Closed meeting – Nil

6. Adoption of minutes

Committee Recommendation

THAT the minutes of the meeting of May 2, 2012 be adopted as presented.

CARRIED

7. **Business arising from the minutes**

Grid capacity link information provided by Mr. Leonard.

8. **Communications**

Ontario Newsroom - Ontario Named Canada's Greenest Province

[Click here to view website](#)

Toronto Star Article - Province proposes new path for financing energy

Deputy Warden Doyle expressed his hope that the province might introduce amendments to legislation to allow municipalities to support and encourage their residents to invest in green energy options as is the case in Halifax. Deputy Warden Doyle has connected with a consultant who suggests opportunities may exist to pilot a rural project and that funding may be available through FCM. He advises that he will continue to work with the consultant. The City of Toronto has been breaking ground by offering repayable loans to a range of projects for the commercial sector also. Councillor Inglis shared that the North Frontenac committee is also discussing these types of incentives.

Committee members agreed that they could take on an advocacy role and continue to learn more about the programs operating in other jurisdictions.

Committee Recommendation

THAT the Green Energy Task Force Advisory Committee recommend that the Council of the County of Frontenac consider the following resolution:

WHEREAS Council of the County of Frontenac is committed to the sustainability of the region and supports alternative energy initiatives;

AND WHEREAS opportunities can be offered by municipalities to encourage their residents and commercial/business enterprises to make investments to reduce energy demands through alternative heating and cooling options and through solar hot water solutions;

NOW THEREFORE Council of the County of Frontenac urge the Province of Ontario to introduce a program(s) that would permit municipalities to offer incentives through repayable loans to their residents and commercial/business enterprises to invest in alternative energy projects;

AND FINALLY that this resolution be circulated to the Townships of Frontenac for their consideration.

CARRIED

9. **Reports/Topics for Discussion**

2012 Work Plan Update

The following updates were provided by committee members:

- Mr. Leonard will work with staff to add information for the next update report

- Committee members discussed their mandate to advise community members of the committee's activities
- The Chair stated that the agenda format and reporting are themselves communications tools
- Mr. Leonard advised that he has received calls as a result of the GETF brochure developed for the SWITCH conference earlier this year; the brochure continues to be distributed at events attended by staff
- The Warden is networking through twitter and is building relationships with City Council members

Committee members agreed to share webinar information as it becomes available from OSEA, AMO, FCM, etc; Mr. Leonard is also on the Canadian solar industry board and will keep others aware of its activities also.

- Councillor Inglis is working to establish a Township solar project on a fire hall roof
- Deputy Warden Doyle advised that the Township of Frontenac Islands has submitted a funding application to add a roof with solar panels (250 kw with a 7-8 year payback) over the rink on Wolfe Island
- Mr. Fiene has been planting switch grass
- The Chair agreed to share webinar information as it becomes known
- Councillor Inglis reported on the LAS presentation held in Kingston; software has been developed by LAS that will allow municipalities to meet their obligations under the Green Energy Act; members recognized the task grows with each building owned by the municipality; North Frontenac hired a student over the summer to assist with the collection of information

Committee members agreed that staff should investigate whether a joint approach to LAS for its reporting software would be entertained and that the GETF would monitor the Townships and County progress.

- The Chair spoke about his recent discussions with Greg Allen, a consultant with over 30 years of experience and a particular interest in community energy; a draft community plan for Frontenac is being discussed

Committee members agreed to invite Mr. Allen to the next GETF meeting.

Committee Recommendation

THAT the Green Energy Task Force Advisory Committee receive the 2012 Work Plan Update report.

CARRIED

Green Energy Act Compliance Update

Committee Recommendation

THAT the Green Energy Task Force Advisory Committee receive the Green Energy Act Compliance Update report.

CARRIED

Solar Power Production

Committee Recommendation

THAT the Green Energy Task Force Advisory Committee receive the Solar Power Production report.

CARRIED

Resignation of John Kittle - received August 17, 2012

Committee members discussed Mr. Kittle's resignation and the resulting vacancy in the position of Vice Chair.

Committee Recommendation

THAT the Green Energy Task Force Advisory Committee accept the resignation of John Kittle as a member of the Committee.

CARRIED

Committee Recommendation

THAT the Green Energy Task Force Advisory Committee recognize Warden Janet Gutowski as the Vice Chair of the Committee.

CARRIED

10. Other business

[The Lowdown on FIT 2.0 for Communities, Aboriginal Groups and the Private Sector](#)

The program as it has been defined to date was discussed.

Preliminary discussion of 2013 Work Plan

Committee members discussed the 2012 work plan and how it might influence the 2013 plan. Members agreed to send ideas for inclusion in the 2013 GETF work plan to Ms. Savill. A draft plan will be prepared for the November meeting. .

11. Next meeting date

November 7, 2012 at 10:00 a.m.

12. Adjournment

The meeting adjourned at 12:02 p.m.



**Minutes of the 150th Anniversary Planning Advisory Committee Meeting
September 5, 2012**

A meeting of the 150th Anniversary Planning Advisory Committee was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie, on Wednesday, September 5, 2012 at 1:00 p.m.

In attendance:

- Marcel Giroux, Chair
- Warden Janet Gutowski
- Councillor Gary Davison
- Phil Leonard

Regrets:

- Jim Vanden Hoek

Guest:

- Barbara Sproule

Staff:

- Elizabeth Savill, CAO/Clerk
- Alison Vandervelde, Communications Officer
- Angelique Tamblyn, Executive Assistant (Recording Secretary)

1. Call to order

The meeting was called to order at 1:15 p.m.

2. Adoption of the agenda

The agenda was received.

3.

Disclosure of pecuniary interest and general nature thereof

The Chair requested that it be noted that no member of the Committee declared a pecuniary interest.

4. Closed meeting - Nil

5. Adoption of minutes

Committee Recommendation

THAT the minutes of the meeting of June 27, 2012 be adopted as amended to correct the grammatical error identified.

CARRIED

6. Business arising from the minutes

Recommendation to fill vacant Committee Member position

Committee Recommendation

THAT Council of the County of Frontenac appoint Ms. Barbara Sproule to replace Mr. Stan Johnston as a community member of the 150th Anniversary Planning Advisory Committee.

CARRIED

7. Deputations and/or presentations - Nil

8. Communications - Nil

9. Reports/Topics for Discussion

2012 Work Plan Update

1. Determine the logistics of the event

Consider community engagement (survey for preference)

- Ms. Vandervelde confirmed the County has a mail out list of over 600 interested community members that will be used for the survey
- **Ms. Vandervelde will prepare** a media release to be prepared to continue raising awareness as follow up to the excellent coverage received after the announcement; draft to be shared with committee members; MR will be circulated to all media and shared those the mail out list
- **Ms. Vandervelde will draft** a story for the consideration of our media partners that will introduce the survey (link to the survey will be included) and will also provide an opportunity to call of people interested in joining a working group

Describe a main event and/or several smaller events

- **Committee members agreed** that a main event should be pursued as described in the Framework for Central Celebration document
- **Committee members agreed** that the logo winner needs to receive the prize before the event (it will be an opportunity to provide further recognition)
- A geo-caching event will be explored

Investigate location(s)

- **Committee members agreed**, after considerable discussion, that the central celebration should be located along the Road 38 corridor; confirmation of an identified location is required in the short-term; discussions with one landowner will continue

Establish date(s)

- **Committee members agreed** the central events dates should be August 28, 29, 30, 2015; with Council's support, the Warden will share this information with the Kingston Fair Board and other members will share the dates with others who may hold events around the same time to avoid overlaps as much as possible

2. Event Coordinating

Develop a draft schedule of events

- **Committee members committed** to fill in more community events; **Ms. Vandervelde will send** a reminder to all members
- Key events will be identified to ensure the celebration is shared across the County in 2015
- **Committee members agreed** there may be value in meeting with another municipality with celebratory experience like that which was shared previously by Renfrew County

Consider speakers, invitees, entertainment

- Additional celebrities were added to the list; **committee members will advise** Ms. Vandervelde of any others who should be included (this will be an ongoing effort); additions could be caught in a quarterly correspondence effort
- **Committee members agreed** that a letter from the Warden be sent personally to each identified on the list to raise awareness
- **Committee members agreed** the establishment of up to 5 working groups should begin

Committee members agreed that the "road show" booth must be prepared as soon as the logo has been approved and recommends \$3,000 be requested from County Council to cover banners, brochures, etc.

The Committee members discussed the need to ensure County Council is aware of the anticipated need for dedicated staff/contracted support throughout 2014 and 2015.

3. Research

Scrutinize books/articles and List and enlist historians

- Chair is working with Kingston/Frontenac library staff to update the 2007 original list; they have also agreed to gather titles of works done by writers related to the County of Frontenac
- Chair spoke with Brian Osborne about the importance of the relationship between the County and City, with the Sir John A. Macdonald celebrations also being held in 2015; rural City councillors should be approached as should the Mayor and CAO
- **Committee members agreed** the letter and attachments drafted by Ms. Vandervelde to be sent to our local Historical Societies will be signed by the Warden

Ask community for stories and items

- **Ms. Vandervelde will contact** the schools to introduce the idea that students might be encouraged to talk to and record the stories of their families and friends
- The Warden recalled a documentary prepared focusing on highway 7 (Highway of Broken Dreams with past Warden Howard Gibbs)

Examine contributions in education, arts and music

- The Warden received a suggestion from Craig Bakay that a rock concert be included in the planning (a large event at the same location as the Guitar Festival and/or a series of concerts throughout the County that could also be recorded and turned into a fundraiser); **the Warden will continue exploring** this with Mr. Bakay

- The Chair suggested a special song could be written and he is familiar with a local music promoter; he will pursue and report back
- Other activities to consider: Wolfe Island Music Festival; Crime Writers Festival; Blue Skies; The Tragically Hip

4. Marketing and Promotion

Create a draft communications plan

- **Committee members agreed** that a poster should be created at this time

Assist in creating branding (logo) packages

- Logo contest closes at the beginning of November and the winning submission will go forward to County Council on November 19th
- **Ms. Vandervelde will contact** personally the schools and request that a poster advertising the contest be posted
- **Committee members agreed** the judging details must still be confirmed; preference for external judges was expressed with representatives from Queen's, St. Lawrence College, High School art program, historian/geographer, graphic designer, First Nations rep, etc; staff were asked to prepare a preliminary set of rules and include at least 3 judges

Suggest merchandising materials/souvenirs

- Promotional items could include pins, golf shirts, hats, pens, t-shirts
- Ms. Savill will contact a local winery to explore opportunities to create a special wine to celebrate the 150th Anniversary
- It was also suggested to contacting a local brewery was also suggested

5. Finance

Explore sponsorship prospects

- The Warden reported that she has been in contact with Anne Goodfellow who suggested she speak with Jane Douglas, Communications Officer regarding a scholarship/bursary

Investigate grant opportunities

- Ms. Young was unable to attend but will report at the next meeting.

Committee Recommendation

THAT the 150th Anniversary Planning Advisory Committee receive this 2012 Work Plan Update report;

AND FURTHER THAT Council of the County of Frontenac support the initiatives agreed to by the members of the Committee in this report including the recommendation to authorize a budget of up to \$3,000 for the development in-house of a "road show" booth for promotional purposes.

CARRIED

10. Other business

Format of the Update Report

The Chair and committee members confirmed that the format of the Work Plan Update report provided a good basis for discussion and making progress.

Approval of the Minutes

The need for timely confirmation of the committee's recommendations and activities was discussed. The committee members agreed that the draft minutes of this meeting should be circulated to them to allow each to comment and to reach consensus to allow the minutes to be approved in advance of the September Council meeting. The intent is then to have the minutes of this meeting go forward to County Council as part of its meeting agenda for September 19, 2012 allowing certain actions to be taken before the next meeting of the committee.

11. Next meeting date

October 31, 2012 at 10:00 a.m.

12. Adjournment

Committee Recommendation

THAT the meeting be adjourned at 2:48 p.m.

CARRIED



**Minutes of the Trails Advisory Committee Meeting
October 5, 2012**

A meeting of the Trails Advisory Committee (TAC) was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie, on Friday, October 5, 2012 at 10:00 a.m.

In attendance:

- Alan McPhail, Chair
- Warden Janet Gutowski
- Councillor John Inglis
- Marc Moeys
- Derrick Spafford

Regrets:

- Deputy Warden Denis Doyle
- Joan Hollywood
- Dieter Eberhardt

Staff:

- Anne Marie Young, Manager of Economic Sustainability;
- Alison Vandervelde, Communications Officer;
- Angelique Tamblyn, Executive Assistant (Recording Secretary)
- Kevin Farrell, GIS Specialist

Guest

- Louise Dignum

1. Call to order

The meeting was called to order at 10:01 a.m.

2. Adoption of the agenda

Committee Recommendation

The agenda was received as presented.

CARRIED

3. Disclosure of pecuniary interest and general nature thereof

The Chair requested that it be noted that no member of the Committee declared a pecuniary interest.

4. Deputations and/or presentations - Nil

5. Closed meeting - Nil

6. Adoption of minutes

Trails Advisory Committee Meeting Minutes
October 5, 2012

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Committee Recommendation

THAT the minutes of the meeting of August 3, 2012 be adopted as presented.

CARRIED

7. Business arising from the minutes - Nil

8. Communications

Ms. Young indicated that she has had telephone conversations with three adjacent landowners following the open meetings. She also shared a letter from an adjacent landowner received at the County office October 4, 2012. The committee members suggested a response should be prepared.

9. Reports/Topics for Discussion

2012 Work Plan Update

1. Expand on the committee's mandate for the inclusion of input and suggestions to recognize and realize actions relative to the County of Frontenac Trails Master Plan.

Encourage trail loops in villages and hamlets

- The committee invited David Daski of the Friends of Arden to hear of their plans for a trail loop and offered suggestions
- Eco-tourism projects for North Frontenac and Frontenac Islands appear to be taking a trail focus.

Ms. Young provided the following update:

- There will be a 3 km walking trail developed on an abandoned road allowance on Howe Island. This will serve as the eco-tourism project for the Frontenac Islands.

Councillor Inglis commented that North Frontenac is finding it difficult to find a project for eco-tourism that fits the requirements for Federal Gas Tax fund and he will bring this to County Council's attention.

Research and compile current trail maps and brochures

- KFL&A Health Unit
- Land O' Lakes Tourist Association
- Frontenac Arch Biosphere Network
- EOTA (on-line)
- Trans Canada Trail (on-line)
- Ontario Trails Council (on-line)

2. Target to fully open the K&P section from Orser Road to Harrowsmith in 2012

- The resurfacing work through this section is complete; the opening is planned for August 31

Ms. Young provided the following update:

- The official opening of this section took place August 31, 2012; over 60 people attended representing many trail users and organizations and the general public

Warden Gutowski commented on the lack of signs on Road 38 indicating trail crossing and suggested that the County and South Frontenac Township collaborate to get these signs erected as soon as possible to avoid any liability issues.

3. Work with the County's GIS Department to develop a comprehensive map of the K&P Trail and identify private property ownership in the areas of discontinuity. Develop a strategy to advance the continuity of the Trail.

- A trail map has been constructed
- Private property ownership has been identified in the areas of discontinuity
- Staff will be proposing to Council the development of a Phase II implementation plan in 2013 to address the Tichborne to Sharbot Lake section of the trail which will further acknowledge the discontinuity stretches

4. Communicate with other trail organizations and invite them to committee meetings to share best practices and possible partnerships.

- Communication with other organizations has taken place as follows:
 - i. Cindy Cassidy of EOTA has been a guest at a meeting earlier in the year
 - ii. Mr. Eberhardt updated the K&P Snowmobile Association on the K&P Trail activities to date
 - iii. Friends of Arden representative David Daski attending the April meeting
 - iv. Deputy Warden Doyle and Ms. Young participated in 2 trail workshops hosted by the Frontenac Arch Biosphere
 - v. Jim Patterson, the new Executive Director for Trans Canada Trail, has met with Ms. Young to review the current implantation plan and he will be working with the County to transfer this information to a concept plan with the intention to validate the County's funding request(s) to assist in building the remaining bridges along the trail

Ms. Young provided the following update:

- Staff worked with District One Snowmobile Association in making an application to the Ontario Tourism Infrastructure Fund for the bridge at Hardwood Creek

5. Ensure that the committee's time is allocated evenly between the implementation of the Frontenac K&P and other initiatives that facilitate the development and/or marketing of other trail systems in the County.

- A communications plan has been developed and accepted
- Public meetings are being considered for the fall
- Eco-tourism projects for North Frontenac and Frontenac Islands appear to be taking a trail focus and County staff are working with these municipalities to endure the projects fit within the criteria of the Federal Gas Tax requirements
- Staff will be proposing to Council the development of a Concept Plan for trails in NF and FI in 2013 focusing on how to make our communities more livable and to improve our economy through tourism and civic improvement

Ms. Young provided the following update:

- Open meetings were held for adjacent landowners to air any concerns or issues at the following locations: Verona on September 13 and Sharbot lake on September 17

Discussion concerning the public meetings ensued with some notes circulated for review.

Committee Recommendation

THAT the 2012 Work Plan Update report be received;

AND FURTHER there be follow-up communications with adjacent land owners who attended public meetings to: (1) share notes from meetings; (2) direct them to www.frontenaccounty.ca for Trails Advisory Committee agendas and minutes; and (3) keep aware of future public meetings.

CARRIED

2013 DRAFT Work Plan

A draft 2013 work plan was discussed resulting in the following:

1. Provide input and suggestions to recognize and realize actions relative to the County of Frontenac Trails Master Plan.
2. Target to fully open the K&P section from Hartington to Craig Road in 2013
 - a. Work with Limestone District School Board to resolve land issue around Verona Public School
 - b. Work with South Frontenac TWP regarding Verona Street and other right of way issues through Verona
 - c. Work with South Frontenac TWP to ensure appropriate safety measures and signage are in place along the trail where they intersect with roads
3. Work with adjacent landowners and private property owners (in the areas of discontinuity). Develop a strategy to advance the continuity of the Trail
 - a. Frontenac K&P Implementation Plan – Phase 2
4. Communicate with other trail organizations and invite them to committee meetings to share best practices and possible partnerships.
5. Ensure that the committee's time is allocated evenly between the implementation of the Frontenac K&P and other initiatives that facilitate the development and/or marketing of other trail systems in the County.
 - a. Trails Concept Plan for the County of Frontenac

Proposed Budget

Trail Development

Hardwood Creek Bridge Construction	150,000
Maintenance - Orser to Colebrook	5,000
Barriers & Bollards	70,000
Maintenance - Colebrook to Boyce Rd	5,000

Brushing & Resurfacing Boyce Rd to Bellrock Rd	100,000
Land Acquisition	20,000
K&P Implementation Plan – Phase 2 Tichborne to Sharbot Lake	500
Trails Concept Plan consultant contract	30,000
	<u>380,500</u>

Committee Recommendation

THAT the Trails Advisory Committee receive this 2013 *DRAFT Work Plan* report;

AND FURTHER it recommends to the Council of the County of Frontenac the approval of the Trails Advisory Committee's 2013 Work Plan as outlined in this report.

CARRIED

Councillor Inglis expressed his interest in working more on item 5 in 2013 anticipating that the Trails Concept Plan would encourage more of the committee's time being allocated to other trail work in the County.

10. **Other Business**

Mr. Ferrell showed adjacent landowners' buildings near or on the Frontenac K&P Trail from the bridge at Hardwood Creek to just east of Craig Road on the County's www.frontenacmaps.ca. It was suggested that when the trail is being developed near a building that the traffic part of the trail should be diverted to the opposite edge of the trail where possible.

11. **Next Meeting**

The next meeting will be held on December 7, 2012 at 10:00 a.m.

12. **Adjournment**

Meeting adjourned at 11:15 a.m.

BY-LAW NO. 2012-0027

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to establish the percentages by which tax decreases are limited for the year 2012 in respect of properties in the commercial, industrial and multi-residential classes

WHEREAS Section 330(1) of the *Municipal Act* states that the council of a municipality other than a lower tier municipality may pass a by-law to establish the percentages by which tax decreases are limited for 2012 in respect of properties in the commercial, industrial and multi-residential classes in order to recover all or part of the revenues foregone as a result of the application of Section 329(1) of the *Municipal Act*;

AND WHEREAS the claw back percentage is calculated as the total amount of tax in excess of the 5% cap as a percentage of the total of all reductions in a particular class;

AND WHEREAS the claw back percentages under Section 330(1) have been calculated as follows:

Capping Claw Back and Retained Percentages			
	Multi-residential	Commercial	Industrial
Claw Back Percentage	0.0000%	52.4216%	62.0742%
Retained Percentage	100.0000%	47.5784%	37.9258%
Total	100%	100%	100%

NOW THEREFORE the Council of the County of Frontenac hereby implements the following adjustments between the lower tier municipalities and the County as a result of the capping and claw back process for 2012:

1.

Municipality	Multi-Residential Class	Commercial Class	Industrial Class
Frontenac Islands	\$0	\$437	\$0
South Frontenac	\$0	\$-1,531	\$-1,247
Central Frontenac	\$0	\$780	\$0
North Frontenac	\$0	\$314	\$1,247
County of Frontenac	\$0	\$0	\$0
Note: Positive amounts represent payments due from a Township to the County. Negative amounts represent payments due from the County to a Township.			

2. 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 17th day of October, 2012.

Read a Third Time and Finally Passed this 17th day of October, 2012.

The Corporation of the County of Frontenac

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

BY-LAW NO. 2012-0028

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to amend By-law No. 2008-0031 (a by-law to adopt a tangible capital asset policy)

WHEREAS the Council of the Corporation of the County of Frontenac adopted By-law No. 2008-0031 on the 19th day of November, 2008 to take effect on January 1, 2009, being a by-law to adopt a tangible capital asset policy in accordance with the Public Sector Accounting Board (PSAB) requirements;

AND WHEREAS the County's tangible capital asset policy identifies the useful life of ambulances to be 6 years;

AND WHEREAS the Ministry of Health and Long-Term Care Emergency Health Services' (MOHLTC) funding template for land ambulance costs includes an amortization schedule that estimates the useful life of ambulances to be 4.5 years;

AND WHEREAS the MOHLTC has identified that it will only fund the amortization of vehicles, not replacement cost;

AND WHEREAS the County would experience increased provincial funding with a 4.5 year useful life of ambulances as opposed to a 6 year useful life;

NOW THEREFORE the Council of the Corporation of the County of Frontenac deems it expedient to amend By-law No 2008-0031 as follows:

1. THAT Appendix "A" – Fixed Asset Useful Lives, being part of Schedule "A" of the by-law, be amended to reduce the useful life of an ambulance from 6 years to 4.5 years.
2. That this by-law shall come into force and take effect on the date of final passing.

Read a First and Second Time this 17th day of October, 2012.

Read a Third Time, Signed, Sealed and Finally Passed this 17th day of October, 2012.

The Corporation of the County of Frontenac

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

By-law No. 2012-0028 – To Amend By-law No. 2008-0031 (To Adopt a Tangible Capital Asset Policy)
October 17, 2012

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BY-LAW NO. 2012-0029

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to confirm all actions and proceedings of County Council
on October 17, 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 October 17, 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 October 17, 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 October 17, 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 17th day of October, 2012.

Read a Third Time and Finally Passed, Signed and Sealed this 17th day of October, 2012.

By-law No. 2012-0029 – To confirm all actions and proceedings of County Council on October 17, 2012
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The Corporation of the County of Frontenac

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

By-law No. 2012-0029 – To confirm all actions and proceedings of County Council on October 17, 2012
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