County Council Meeting – Regular Session
June 20, 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) Limestone District School Board Acknowledgement of Appreciation Plaque presented to Frontenac Paramedic Services
Re: Involvement in the Development of the Community Threat Assessment Protocol

4-23 b) Lanie Hurdle, Commissioner of Community Services and Adele LaFrance, Director of Community and Family Services, City of Kingston
Re: Community and Family Services Overview

24-55 c) Julie Shillington, Administrator - Fairmount Home and Lynda Laird, Volunteer and Special Events Coordinator
Re: Fairmount Home Auditorium Fundraising Campaign

d) Don Ross, Sustainability Advisory Committee
Re: Creating the Frontenac Green House Gas (GHG) Baseline

d) Elizabeth Savill, CAO, County of Frontenac
Re: Eastern Ontario Wardens' Caucus (EOWC) Financial Sustainability - Prepared for Eastern Ontario Federal Caucus

5. CLOSED MEETING

As Authorized under Section 239 of The Municipal Act, to consider:
a) Adoption of Closed Meeting Minutes dated May 16, 2012; and

b) Land Acquisition

6. ADOPTION OF MINUTES

56-65 Adoption of Regular Meeting Minutes dated May 16, 2012

7. BUSINESS ARISING FROM THE MINUTES

Page

8. COMMUNICATIONS FOR INFORMATION

66-72 Communications for Information

9. COMMUNICATIONS FOR ACTION

73 a) FCM - Infrastructure Resolution

10. REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

10.1. Administrative Services

10.1.1. Administration

10.1.2. Sustainability

74-75 a) Regional Local Food BR+E Update

76-77 b) New Energy Project Update

78-79 c) Frontenac K&P Trail Development Update

80-81 d) County Official Plan Update

82-129 e) Community Improvement Plan Project #3

130-156 f) Valleyview Estates Plan of Subdivision Final Approval - County File No. 10T-2010/002

10.1.3. Human Resources

10.2. Financial Services

157-158 a) Long Term Financial Plan

159-161 b) Proposed Budget Format

10.3. Emergency and Transportation Services

162-166 a) North Frontenac Joint Land Ambulance Fire Station Development Update 2012-02

10.4. Fairmount Home

167-169 a) Fairmount Home Auditorium Fundraising Campaign Update

b) Fairmount Grapevine Gazette - June Issue

11. ACCOUNTS

170-179 a) Accounts Listing for Period of: May 8, 2012 - June 11, 2012

12. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN

13. GIVING NOTICE OF MOTION

Page

14. OTHER BUSINESS

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 - Susan Beckel

d) Algonquin Land Claim Update - Councillor Inglis

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

f) Affordable Housing Development Committee Update - Councillor McDougall

g) Rideau Corridor Landscape Steering Committee Update - Councillor Jones

14.2. Advisory Committees of County Council

180-184 a) Sustainability Advisory Committee

b) Green Energy Task Force

c) 150th Anniversary of County Advisory Committee

185-188 d) Trails Advisory Committee

189-192 e) Accessibility Advisory Committee

14.3. Other Updates

a) 2012 Key Projects Update

193-194 b) Working Group Re: Finance Committee

15. PUBLIC QUESTION PERIOD

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

195-196 a) By-law No. 2012-0019 – To Authorize an Application to Approve the Expropriation of Land

197-198 b) By-law No. 2012-0020 - Confirmation of Council Proceedings on June 20, 2012

17. ADJOURNMENT

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

City of Kingston
Community and Family Services Department

Presentation to County of Frontenac

June, 2012

AGENDA

- W5s
- OW Program Overview
- Childcare Program Overview
- Current Issues
- Upcoming Initiatives
- Questions

W5 – WHO

- Community and Family Services
- 80 OW Direct Delivery Staff
- 9 Childcare Programs Staff
- 5 Admin Staff

W5 – WHAT

Designated Consolidated Service Manager under provincial Local Services Realignment for:

- Ontario Works
- Childcare Funding

"The role of a CMSM is management of the delivery of Ontario Works, child care and social housing within their area, as well as administering cost sharing arrangements. They are also responsible for determining the most effective approaches to delivering services to clients in their area."

Municipal Provincial Working Group March 2000

W5 – WHAT

Also deliver non LSR services for the city only:

- Homemaking Subsidies
- Oakwood Municipal Preschool Centre (Childcare)
- Municipal Fee Assistance Program (MFAP)
- Emergency Reception/Evacuation Centre Management in the event of an emergency

W5 – WHERE

Main Office:

- 362 Montreal Street (all services)

Sharbot Lake:

- Within North Frontenac Community Services at 1020 Elizabeth St

Sydenham:

- Within Central Frontenac (Limestone Board) Community Education Centre on 2779 Rutledge Rd (Taylor Plaza)

Off site Appointments:

- At community agencies, institutions and private residents when applicants/recipients cannot attend office locations

W5 – WHEN

Main Office:

- Mon, Wed, Thurs & Fri → 8:30 to 4:30pm
- Tuesday until 5:30pm

Sharbot Lake:

- OW Case Manager on site Mon, Tues, Thurs & Fri
- OW Community Casemanager and Childcare Programs Caseworker bi-weekly or monthly based on need/scheduled appointments

Sydenham:

- OW Case Manager on site 1 day/week *(currently under review)*

Off site Appointments:

- As required and scheduled

W5 – WHY

Community and Family Services Department Mission:
"Helping people by strengthening inclusion in our community"

Ontario Works Mission:
To help people in temporary financial need, find sustainable employment and achieve self-reliance through the provision of employment services & financial assistance
Ministry of Community and Social Services, OW Directives, July 2008

Childcare Mission:
To support social and economic development in Ontario by investing in and supporting an affordable, accessible and accountable child care system
Ontario Childcare Service Management Guidelines, June 1999

OW Overview

Ontario Works benefits include:

- basic financial assistance
- employment assistance
- mandatory benefits & discretionary benefits
- emergency hostel services (3rd party providers)

Initial application/Intake:

- On line
- By phone to our (min) intake centre
- In Person (at either 362 Montreal St or Sharbot Lake)

Participation Agreement (PA):

- Requires applicant to undertake agreed upon activities toward increased self sufficiency, education, employability and employment

OW Overview

Provincial Cost Share:

- 50/50 sharable component for base administration
- Allowances, benefits and a fixed allocation of program delivery currently being uploaded (2010 to 2018)
- Some recent reformulation of cost sharing:
  - April 2011 – Blending of OW Admin and Program Delivery allocations to a cost per case formula with an uploading subsidy within the overall envelope
  - July 2012 – new funding for discretionary benefits cost sharing based on $10/case/mo maximum
  - Jan 2013 – elimination of prov. funding of CSUMB

OW Overview

2012 Approved OW Budget:
Consolidated Gross Budget Expenditures: **$35,485,400**

Municipal Cost Share:

- Under Local Services Realignment Agreement

Net Municipal Cost Sharing:

OW	Consolidated	City	County
Admin & Prog Delivery	$ 3,747,680	$ 3,083,630	$ 664,050
Allows & Bens	$ 4,409,150	$ 3,994,830	$ 414,320
Total	**$ 8,156,830**	**$ 7,078,460**	**$ 1,078,370**

Childcare Overview

Responsible for Service Management Planning and Administration of Provincial Childcare Funding Allocation

Principal Childcare Funding:

- Fee Subsidies (eligible families per income testing)
- Wage Subsidies (licensed childcare agencies)
- Special Needs Resourcing (agency funding to support service of children with special needs)

Provincial Oversight transferred to Ministry of Education in 2011

Childcare Overview

Provincial Cost Share:

- 50/50 sharable component for historical base administration

- 2 Program Funding levels
  - ~ $2M in 100% provincial funding (includes limited use for administration purposes)
  - Balance of Program Funding is 80/20 sharable

Childcare Overview

2012 Approved Childcare Budget:

- Consolidated Gross Budget Expenditures: **$10,001,700**

Municipal Cost Share:

- Under Local Services Realignment Agreement

Net Municipal Cost Sharing:

Childcare	Consolidated	City	County
Admin	$ 288,230	$ 231,900	$ 56,330
Fee Subsidies	*$ 825,220*	*$ 772,980*	*$ 52,240*
Wage Subsidies	*$ 523,935*	*$ 421,545*	*$102,390*
Special Needs	*$128,005*	*$ 118,275*	*$9,730*
Total Programs	$1,477,160	$1,312,800	$ 164,360
Total	**$1,765,390**	**$ 1,544,700**	**$ 220,690**

Current Issues – OW

- Local restructuring of OW Case Management service model (go-live May 28th 2012)
- Realization of municipal cost reductions (savings) due to cost share uploading
- Benefit Restructuring:
  - Elimination of Community Start Up & Maintenance Benefit for OW & ODSP recipients
  - Reformulation of OW discretionary benefit cost sharing
- Preparation for modernization of provincial Social Service Technology

Current Issues- Childcare

- Full Day Kindergarten Implementation
- Shortfall in Fee Subsidy funding and related Fee Subsidy Wait List
- Acquisition of Web Based Childcare Information and Wait list Registration application (Q1 2013 launch)
- Rural Licensed Childcare Stabilization Strategy
- Anticipation of additional Provincial funding per provincial budget announcement

Upcoming Initiatives – OW

- Not yet disclosed changes anticipated from provincial Social Assistance Rate Reform Commission
- Social Services Solution Modernization Go-live (Q2 2013)
- Anticipated provincial re-alignment/integration of Social Assistance Employment Services with broader Employment Ontario Network administered by MTCU
- Local service delivery adjustments to respond to above provincial initiatives (including program goals and priorities, employment service synergy, accountability strengthening)

Upcoming Initiatives- Childcare

- Local Implementation of Childcare Quality Assurance Program
- Upcoming provincial “modernization” of childcare

Upcoming Initiatives – Department

- Co Sponsor and Participant in Community Poverty Reduction Working Groups
- Additional development of Emergency Response role (Reception Centre Management) and internal business continuity processes

QUESTIONS

Building Change Together

The Fairmount Home Auditorium Fundraising Campaign

c) Julie Shillington, Administrator - Fairmount Home and Lynda

Fairmount is an accredited long-term care home for 128 residents, dedicated to providing the best quality of life to those who live and work here.

c) Julie Shillington, Administrator - Fairmount Home and Lynda

Built in 2004, our new home is warm and inviting. Clockwise from top left: an activity room, the main lobby, and an outdoor visiting area.

c) Julie Shillington, Administrator - Fairmount Home and Lynda

We are known for our stunning gardens which residents help tend.

c) Julie Shillington, Administrator - Fairmount Home and Lynda

Fairmount Home was built in 1968 on 100 acres in a serene pastoral setting. It is the perfect place for people who enjoy a rural setting to get the care they need at this time of life.

Fairmount Home is just minutes from all of the acute health care facilities and medical offices in downtown Kingston.

High quality programs are provided by a dedicated, multi-disciplinary team, who respond to the unique needs and wishes of our residents.

100% of resources are invested in the interest of the residents.

125 registered volunteers contribute approximately 7,000 hours each year at Fairmount Home.

In response to changing needs, we continue to:

- **develop and implement innovative best practices and programs**
- **foster a respectful environment for residents and all in our community**
- **maintain the ethical balance between innovation and resident choice, safety and risk management**

Building on strong relationships, we seek to increase community involvement by sharing our expertise, location and programming.

We reach out into the community as a leader and participant, sharing our knowledge and resources to plan and implement activities that will improve the lives of the elderly throughout the area.

Long Term Care is about people. Many Fairmount staff and volunteers have worked here for decades.

Their inspiration comes from the seniors they serve and respect, residents who have spent a lifetime contributing to society.

c) Julie Shillington, Administrator - Fairmount Home and Lynda

The Fairmount Home auditorium was built before 1976 and has been fundamental in delivering social, recreational and educational services for residents, families, staff, volunteers and community groups.

c) Julie Shillington, Administrator - Fairmount Home and Lynda

We use the auditorium for many activities:

- **Weekly programs such as bingo, Pub, and Sunday Worship Services**

- **Monthly entertainment programs like music, dancing and movies**

- **Auxiliary events including the annual spring and fall sale – proceeds buy welcome and Christmas gifts for residents**

- **Our Annual Christmas for residents, families, staff, volunteers and friends of Fairmount**

- **Special celebrations like Valentine's Day Dinner, Mother's Day Tea, Volunteer Appreciation Dinner and Remembrance Day services**

During the past two summers, the auditorium has been unbearably hot and humid; numerous programs have been cancelled or relocated.

No space is comparable in size, so relocating programs means some residents are no longer able to participate in the activity.

Residents get very upset when a program is cancelled and this decision is not made lightly, but for the health and wellness of all.

In addition to heat and humidity the auditorium suffers many problems...

c) Julie Shillington, Administrator - Fairmount Home and Lynda

...Problems that are taking a toll on residents like Violet Cooke.

Unfortunately, last summer Violet couldn't attend any recreation programs that were offered in the auditorium.

Even with her oxygen, the elevated temperature and lack of air circulation in the room made it unbearable for her to be there after just a few minutes.

Despite its size, without windows the room also felt claustrophobic, causing panic to set it.

Weekly social activities Violet had always enjoyed were no longer an option.

Violet spends many more hours alone in her room.

And Violet's not the only one affected...

Problems in the Auditorium

1) **The ramp leading from the parking lot to the exterior entrance of the auditorium is difficult to use and needs repairs.**

2) **The automatic door openers do not always work due to disintegrating concrete at the entrance. The doors and door hardware are worn out.**

Problems in the Auditorium

3) **The electrical panel is full and outdated – replacement breakers are no longer available. There are not enough electrical outlets, so we rely on extension cords which pose a trip hazard to our residents.**

4) **Our hearing assistance system is outdated and does not work well. David, and so many others, cannot hear at all in the auditorium and are constantly having to ask "What's going on?"**

5) **The lighting is poor and inefficient. One resident, Pat often won't even enter the dark and dingy auditorium and misses many programs she might otherwise enjoy.**

c) Julie Shillington, Administrator - Fairmount Home and Lynda

Problems in the Auditorium

6) **The ventilation system is very noisy. Ruth is constantly frustrated because even if she sits at the front she usually can't hear presenters over the fans.**

7) **In winter, shutting off fans means no heat. Irene has to request blankets to keep warm because of the poor air system.**

8) **In summer, we shut down air movement and swelter. We cannot use portable fans to cool the auditorium as they often trip the electrical breaker. Many programs are not offered in summer because of the unbearable temperature.**

9) **The existing auditorium roof is original and is leaking to the point that some of the ceiling is falling apart and has become a safety hazard.**

c) Julie Shillington, Administrator - Fairmount Home and Lynda

Problems in the Auditorium

10) Storage is inadequate so tables and chairs are stacked along the walls and the hallway to the auditorium is cluttered.

11) The kitchenette is small and poorly ventilated. The majority of our residents, like Evelyn who uses a wheelchair, cannot participate in any activities in the inaccessible kitchen area.

12) The washrooms do not meet accessibility requirements. Taps and toilets need replacing, and the exhaust fans no longer work. At 91 years of age, Bessie has to accompany her husband into the auditorium bathroom. Because of accessibility issues he, and many others, simply cannot use it alone.

c) Julie Shillington, Administrator - Fairmount Home and Lynda

Building Change Together

We need your help to reach our goal of raising $200,000 towards the total cost of renovating our auditorium.

The rest of Fairmount Home was completed in 2004. With the auditorium's transformation, Fairmount Home will be an efficient, cost effective, first class long term care home for our community for generations to come!

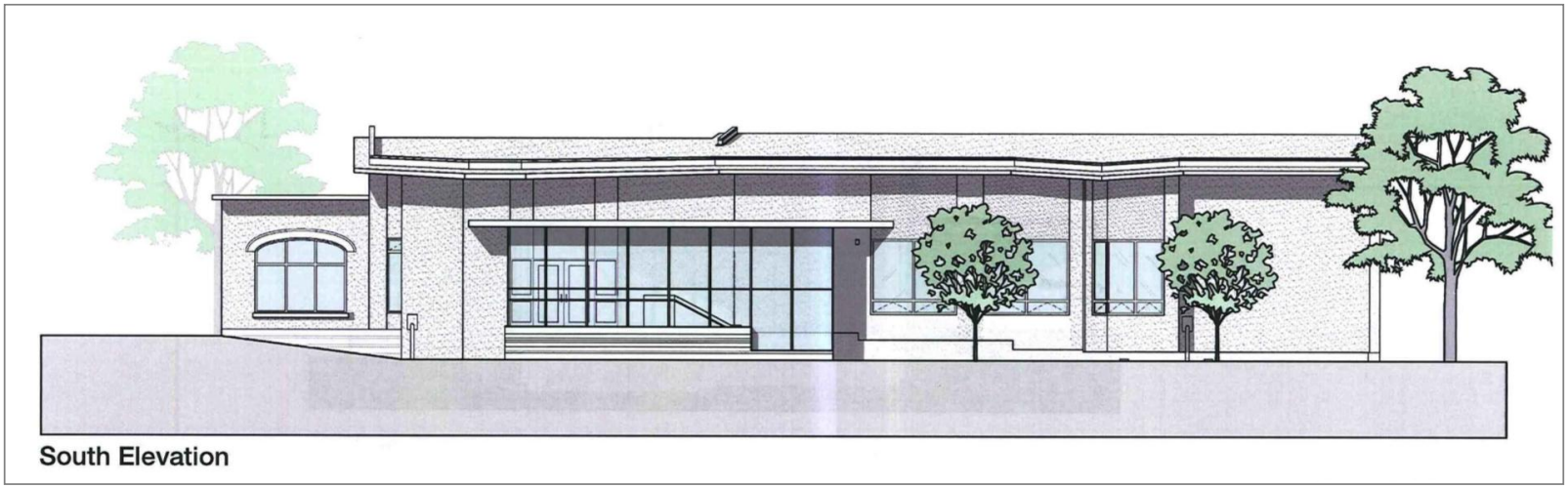
c) Julie Shillington, Administrator - Fairmount Home and Lynda

Opportunities for Improvement Identified in the Architects' Report

1) **Improvements to the existing building envelope, finishes, equipment and infrastructure**

2) **A new HVAC system will create a comfortable atmosphere for all, no matter what the weather is like.**

3) **New technologies such as hearing and vision aids will allow all residents to enjoy large-scale special events.**



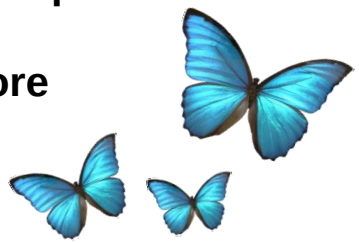
South Elevation

c) Julie Shillington, Administrator - Fairmount Home and Lynda

Opportunities for Improvement identified in the Architects' Report

4) New windows and lighting will create an open, comfortable space

5) Additional space to the north of the building will mean more residents can attend programming at once.



6) A conference / meeting room suite will make the space more usable for the greater community and staff.

7) Folding partitions will allow multiple programs and community activities to take place at once.

c) Julie Shillington, Administrator - Fairmount Home and Lynda

Opportunities for Improvement identified in the Architects' Report

8) **Added storage will eliminate hazards, increase usable space and make event prep more efficient.**

9) **Accessible washrooms will improve safety and be more convenient for all who use the auditorium.**

10) **Expansion of vending and games area will increase recreation opportunities and lobby space for visitors.**

11) **A new entrance and barrier-free lift will improve access to the auditorium and welcome visitors.**

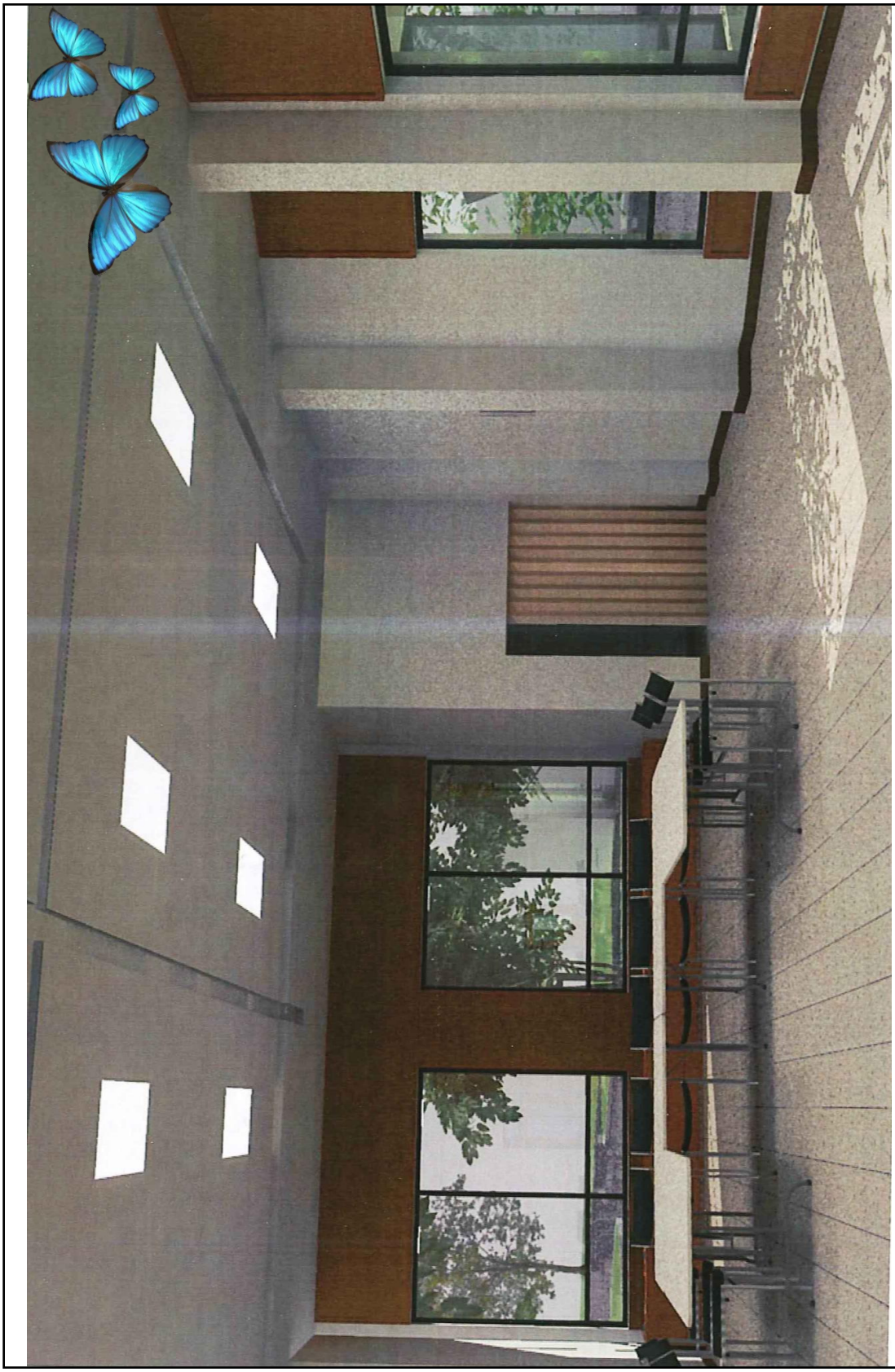
c) Julie Shillington, Administrator - Fairmount Home and Lynda

Proposed floor plan accommodating all of our space and accessibility needs

c) Julie Shillington, Administrator - Fairmount Home and Lynda

The auditorium as it is now...

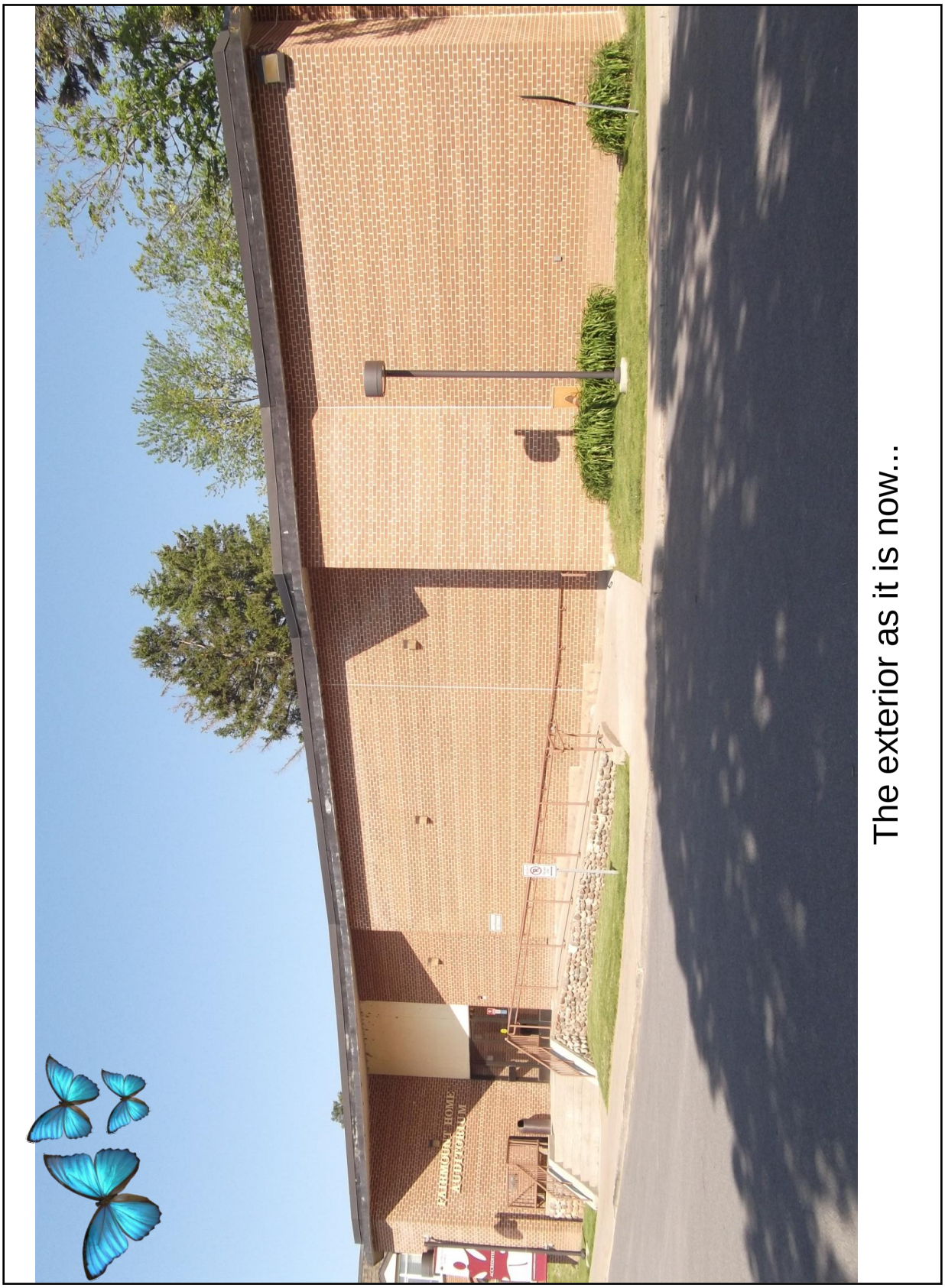
c) Julie Shillington, Administrator - Fairmount Home and Lynda



The auditorium as it could be…

The front entrance as it is now...

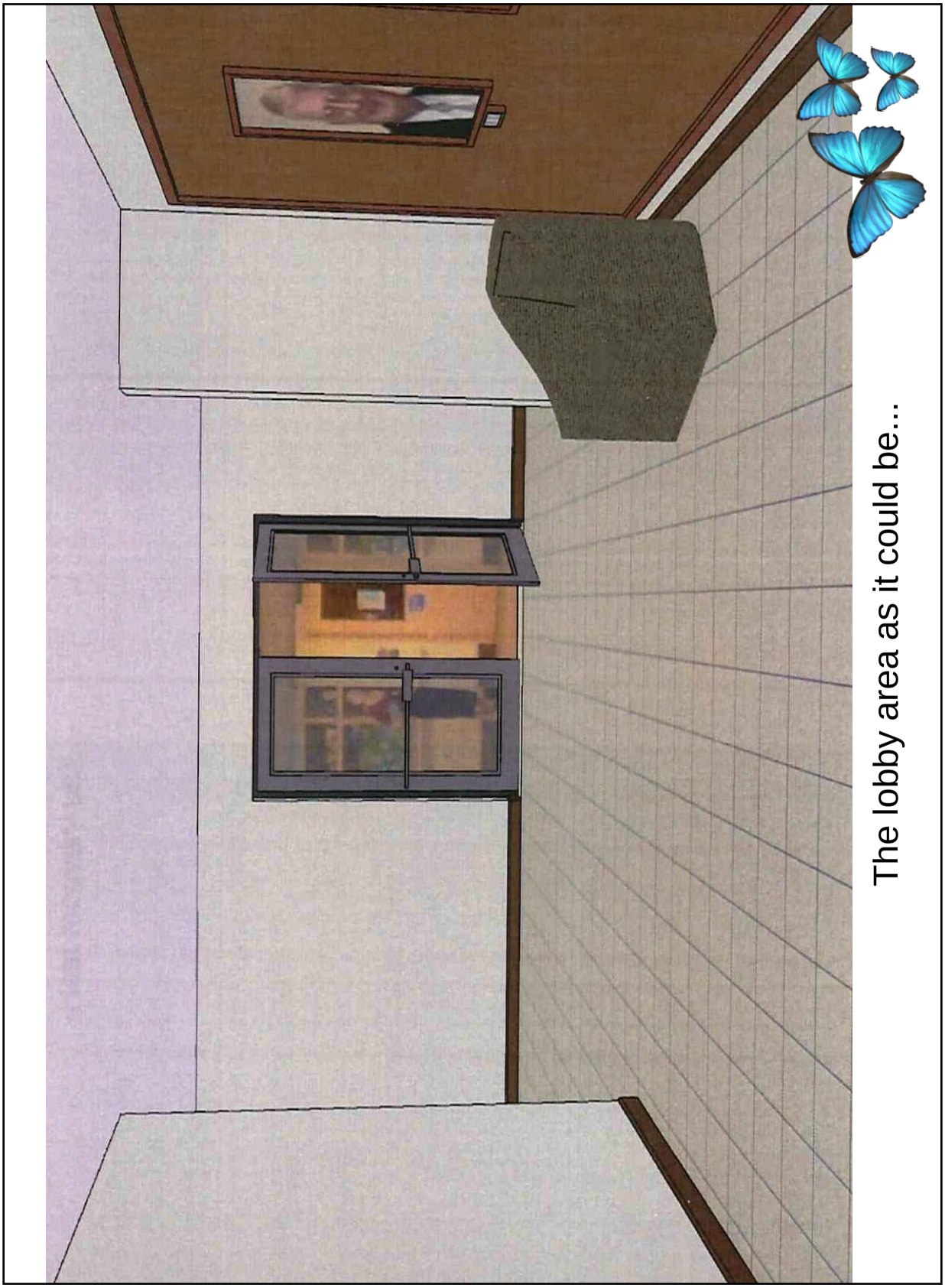
The front entrance as it could be...



The exterior as it is now...

The exterior as it could be...

The lobby area as it is now...



The lobby area as it could be...

c) Julie Shillington, Administrator - Fairmount Home and Lynda

Safe • Accessible • Modern • Spacious • Bright • Inviting

Our seniors deserve it, and our community does too!

c) Julie Shillington, Administrator - Fairmount Home and Lynda

Building Change Together

How can you help make this happen?

- Host an event to help raise funds
- Encourage people you know to get involved
- Donate directly to the Auditorium renovations fund

Contact Julie Shillington for more information at

613-546-4264 x 500 or jshillington@frontenaccounty.ca

c) Julie Shillington, Administrator - Fairmount Home and Lynda

MINUTES OF THE REGULAR MEETING OF COUNCIL

May 16, 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, May 16, 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; Marian VanBruinessen, Treasurer; Julie Shillington, Administrator of Fairmount Home; Paul Charbonneau, Director of Emergency and Transportation Services; Anne Marie Young, Manager of Economic Sustainability; Joe Gallivan, Manager of Sustainability Planning; Jenny Liu, Municipal Management Intern; Angelique Tamblyn, Executive Assistant; and Susan Beckel, Deputy Clerk (recording secretary)
Media: Jeff Green, The Frontenac News and Craig Backay, Frontenac EMC

1. CALL TO ORDER

Warden Gutowski called the meeting to order at 9:07 a.m.

2. ADOPTION OF THE AGENDA

Motion #142-12 Moved By: Councillor Davison
Seconded By: Councillor McDougall

RESOLVED THAT the agenda for the May 16, 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 requested that the Clerk record that in accordance with the *Municipal Conflict of Interest Act* no disclosures of pecuniary interest were declared.

4. DEPUTATIONS AND/OR PRESENTATIONS

a) County of Frontenac Presentation of 2 LifePak 12 Monitors to Dan Shannon, Program Coordinator, St. Lawrence College (Cornwall Campus) Primary Care Paramedic Program

Paul Charbonneau introduced Dan Shannon, Primary Care Paramedic Program Coordinator, St. Lawrence College Cornwall Campus. Mr. Charbonneau highlighted Frontenac Paramedic Services' ongoing commitment to the college through its participation on its Advisory Council and preceptoring paramedic students. Mr. Charbonneau advised that donating two of the County's surplus defibrillators to the college helps to ensure that the students have exposure to the latest equipment for training. Mr. Shannon gratefully accepted the donation on behalf of St. Lawrence College and advised that it is invaluable to the students' education.

Motion #143-12 Moved By: Councillor McDougall
Seconded By: Councillor Davison

RESOLVED THAT the presentation of 2 Life Pak 12 Monitors by The County of Frontenac to Dan Shannon, Program Co-ordinator (Cornwall Campus), Primary Care Paramedic Program be acknowledged.

CARRIED

b) Jenny Liu, Municipal Management Intern
Re: Year in Review at Frontenac County

Motion #144-12 Moved By: Councillor Davison
Seconded By: Councillor McDougall

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by Jenny Liu, Municipal Management Intern regarding her Year in Review at Frontenac County.

CARRIED

c) Lanie Hurdle, Commissioner of Community Services and Sheldon Laidman, Director of Housing, City of Kingston
Re: Housing and Homelessness Programs Overview

Lanie Hurdle and Sheldon Laidman were in attendance to provide Council with an overview of the housing and homelessness programs provided in the City of Kingston and the County of Frontenac as the Consolidated Municipal Service Manager, highlighting:

- The City's role as the Consolidated Municipal Service Manager (CMSM) for the geographic area of the City of Kingston and the County of Frontenac;
- Housing and Homelessness Challenges;
- Homelessness and Homelessness Prevention;
- Housing Programs including Social Housing and Affordable Housing; and
- Municipal Housing Strategy recommendations.

Ms. Hurdle advised Council of the City's intent to improve communications between the County and City with respect to housing initiatives. Ms. Hurdle further advised that her department is working with the City Clerk's department to address the City by-law that requires all citizens to be a resident of the City, thus restricting the County representative on the Housing and Homelessness Committee to one County Councillor. Ms. Hurdle also advised that the reporting

structure of the Housing and Homelessness Committee will be brought forward for further discussion that it report directly to City Council rather than the Arts Recreation Culture Policy Committee.

Motion #: 145-12 Moved By: Councillor McDougall
Seconded By: Councillor Davison

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by Lanie Hurdle, Commissioner of Community Services and Sheldon Laidman, Director of Housing, City of Kingston, regarding the Housing and Homelessness Programs Overview.

CARRIED

Councillor Davison left the meeting at 10:13 a.m.

e) Howard Allan, Allan Chartered Accountants
Re: Presentation of the 2011 Financial Statements

Howard Allan was in attendance to review the 2011 financial statements with Council. Mr. Allan advised that the County is in a very stable financial position, and highlighted the following:

- County of Frontenac records are well done; staff is professional and the County is one of the few municipalities where staff prepare the financial statements;
- Total reserves are approximately $13 million. As a best practice, the County's Working Fund Reserve should be adequate to fund one to two months of operations; and
- County should be preparing a long term financial plan.

Mr. Allan highlighted some issues, being of a housekeeping nature, from the Management letter, including:

- Council should consider a delegation by-law to authorize staff to pay invoices that are within the current year's budget without having to present a detailed accounts listing to Council each month;
- County should increase the number of on-line payments being made; and
- Financial indicators were reviewed on a two year basis.

Mr. Allan noted that the County's tax ratio of 1 across all property classes should be promoted as an economic incentive.

Motion #: 146-12 Moved By: Councillor Purdon
Seconded By: Councillor McDougall

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by Howard Allan, Allan Chartered Accountants, regarding the 2011 Financial Statements.

CARRIED

5. CLOSED MEETING

Motion #: 147-12 Moved By: Councillor McDougall
Seconded By: Councillor Purdon

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 April 18 and May 9, 2012; and
b) Pending Acquisition of Land.

CARRIED

Motion #148-12 Moved By: Councillor Purdon
Seconded By: Deputy Warden Doyle

RESOLVED THAT Council of the County of Frontenac rise from the closed meeting to confirm direction given to staff in the closed meeting.

CARRIED

Warden Gutowski called a recess of the meeting at 10:50 a.m.

Warden Gutowski reconvened the meeting at 11:06 a.m.

6. ADOPTION OF MINUTES

a) Adoption of Regular Meeting Minutes dated April 18, 2012; and Special Meeting Minutes dated May 9, 2012

Motion #149-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Purdon

RESOLVED THAT the minutes of the regular meeting of County Council held April 18, 2012 and the minutes of the special meeting of County Council held May 9, 2012 be adopted as circulated.

CARRIED

7. BUSINESS ARISING FROM THE MINUTES

8. COMMUNICATIONS FOR INFORMATION

- **Communications of Interest to Council**

Motion #150-12 Moved By: Councillor Purdon
Seconded By: Deputy Warden Doyle

RESOLVED THAT the items listed in the Communications of Interest to County Council report dated May 16, 2012 be received and filed for information purposes, including Kingston Frontenac Public Library Board meeting minutes dated March 28, 2012 and the EOWC meeting minutes dated March 30, 2012.

CARRIED

9. COMMUNICATIONS FOR ACTION

a) Oxford County

Motion #151-12 Moved By: Deputy Warden Doyle

Seconded By: Councillor Purdon

RESOLVED THAT the Council of the County of Frontenac receive for information correspondence from Oxford County dated April 23, 2012 requesting support of the resolution demanding a moratorium on any future landfill construction or approval until such time as a full review of alternatives can be completed which would examine best practices in other jurisdictions around the world.

CARRIED

b) Township of Wainfleet

Motion #152-12 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 Township of Wainfleet dated April 24, 2012 requesting support of the resolution and bylaw for the minimum setback distance for the construction of all Industrial Wind Turbines, to be erected within the borders of the township, and to require that any construction, in compliance with this by-law or not, shall also provide indemnification for any loss of property value or adverse health effect therefrom.

CARRIED

c) Ontario Human Rights Commission

Motion #153-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Purdon

RESOLVED THAT the Council of the County of Frontenac receive for information the correspondence from the Ontario Human Rights Commission dated May 2, 2012 requesting the proclamation of Ontario Human Rights Code Week to be the week of June 11-15, 2012.

CARRIED

10. REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

10.1 Administrative Services

10.1.1 Administration

10.1.2. Sustainability

a) County of Frontenac Official Plan - Basis Document

Joe Gallivan, Manager of Sustainability Planning provided a brief presentation regarding the basis document and committed to providing Council with a monthly project update report.

Motion #154-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Purdon

DRAFT

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

AND FURTHER that Council approve the Basis Document as background information to be used by citizens to understand and participate in the creation of the County Official Plan.

CARRIED

10.1.3 Human Resources

10.2 Financial Services

a) 2012 1st Quarter Financial Summary

Motion #155-12 Moved By: Councillor Jones
Seconded By: Deputy Warden Doyle

RESOLVED THAT Council of the County of Frontenac receive the Financial Services – 2012 1st Quarter Financial Summary report for information only.

CARRIED

b) 2011 Audited Financial Statements

Motion #156-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Jones

RESOLVED that the Council of the County of Frontenac receive the Financial Services - 2011 Audited Financial Statements report;

AND FURTHER that the Council of the County of Frontenac accept the 2011 Audited Financial Statements of the County of Frontenac.

CARRIED

10.3 Emergency and Transportation Services

a) North Frontenac Joint Land Ambulance Fire Station - Update 2012 - 01

Paul Charbonneau spoke to the report advising that four submissions were received. The technical review has been completed, although the price bid envelopes have not been opened.

Mr. Charbonneau advised that supplemental to the staff report, the property has now been confirmed as being the site of a former gas station. Malroz Engineering, who were contracted by the Township of North Frontenac to review work done by AME in 2007 to determine if the legislative requirements have been met, has determined that a Phase I and possibly a Phase II Environmental Site Assessment (ESA) would be required for the property. As the property owner, the Township of North Frontenac will make the decision regarding how to proceed. County Council directed staff to engage with the Township in discussions with Malroz.

Mr. Charbonneau advised that regarding the bid process, current pricing is in effect until June 10, 2012; however there are provisions in the RFP document to request extension of the pricing

for 30, 60 or 90 days if required. Council directed that the Project Manager inform the four bidders of the potential delay in awarding the contract.

Motion #157-12 Moved By: Councillor Jones
Seconded By: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac accept the Emergency and Transportation Services – North Frontenac Joint Land Ambulance/Fire Station Development Update 2012-01 report for information only.

CARRIED

10.4 Fairmount Home

a) Strategic Plan

Motion #158-12 Moved By: Deputy Warden Doyle
Seconded By: Councillor Jones

RESOLVED THAT Council of the County of Frontenac receive the Fairmount Home – Strategic Plan report; and

FURTHER THAT the Council of the County of Frontenac approve the Fairmount Home Strategic Plan 2012-2017 as attached.

CARRIED

b) Consolidated Statistical Report - 1st Quarter

Motion #159-12 Moved By: Councillor Jones
Seconded By: Deputy Warden Doyle

RESOLVED THAT Council of the County of Frontenac receive the Fairmount Home – 2012 1st Quarter Consolidated Statistical Report for information only.

CARRIED

c) Fairmount Home Grapevine Gazette - May 2012

Motion #160-12 Moved By: Councillor Jones
Seconded By: Deputy Warden Doyle

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

CARRIED

11. ACCOUNTS

a) Account Listings for April 11 to May 7, 2012

Motion #161-12 Moved By: Councillor Clayton

DRAFT

Seconded By: Councillor Inglis

RESOLVED THAT the Council of the County of Frontenac receive for information the following accounts for the period of April 11 to May 7, 2012:
• Payroll dated between March 26, 2012 and April 29, 2012 in the amount of $887,273.32; and
• Cheque listing in the amount of $1,484,395.25

CARRIED

12. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN

13. GIVING NOTICE OF MOTION

14. OTHER BUSINESS

14.1 External Boards and Committees

a) Kingston Frontenac Public Library Board Update - Councillor Purdon – No report

b) KFL&A Public Health Board Update - Councillor Clayton – No report

c) RULAC, LSR and Other Updates - Susan Beckel – No report

d) Algonquin Land Claim Update - Councillor Inglis

Councillor Inglis advised that a meeting was held one week ago to provide an update.

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

Liz Savill advised that on May 15, 2012, the Kingston Branch of the Queen's University Alumni Association honoured Daren Dougall, Executive Director of the Youth Diversion Program, with the Padre Laverty Award for his mentorship of youth through innovative programming and partnerships with Kingston and Queen's organizations.

f) Housing and Homelessness Committee Update - Councillor McDougall – No report

g) Rideau Corridor Landscape Steering Committee Update - Councillor Jones

Councillor Jones distributed a questionnaire from the Rideau Corridor Landscape Steering Committee which outlines how to participate in the study being conducted to determine the Rideau landscape.

14.2 Advisory Committees of County Council

a) Sustainability Advisory Committee

Motion #162-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

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

CARRIED

b) Green Energy Task Force

Motion #163-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

RESOLVED THAT the Council of the County of Frontenac accept the Green Energy Task Force Committee meeting minutes dated March 7, 2012.

CARRIED

c) 150th Anniversary of County Advisory Committee

Motion #164-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

RESOLVED THAT the Council of the County of Frontenac accept the 150th Anniversary Planning Advisory Committee of the County of Frontenac meeting minutes dated March 15, 2012.

CARRIED

d) Trails Advisory Committee

e) Accessibility Advisory Committee

14.3 Other Updates

a) Municipal Management Intern 2012 – 2013

Liz Savill advised that Municipal Management Intern 2012-2013 will be Kieran Williams.

b) Working Group Update Re: Finance Committee

Councillor Clayton reviewed the update from the Working Group meeting advising that consensus was reached that prior to a recommendation being brought forward to Council for consideration; the working group requires more time to:

(i) Review the information compiled from other municipalities;
(ii) Review the details of the Council resolution and its requirements; and
(iii) Examine and gain a better understanding of the budget process as it exists now.

Motion #165-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

RESOLVED THAT the Council of the County of Frontenac receive for information the Working Group Update regarding a Finance Committee. CARRIED

DRAFT

c) 2012 Key Projects

Liz Savill advised that a 2012 Key Projects template report will be provided to Council in June or July for comment.

Liz Savill advised that the Community Energy Network of Eastern Ontario will be holding its Spring Retreat on June 8, 2012 at Wintergreen Studios.

15. PUBLIC QUESTION PERIOD

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

a) By-law No. 2012-0018 - Confirmation of Proceedings

Motion #166-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

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

- By-Law No. 2012-0018 - Confirmation of proceedings

CARRIED

Motion #: 167-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

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

- By-Law No. 2012-0018 - Confirmation of proceedings.

CARRIED

17. ADJOURNMENT

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

- Regular Meeting - June 20, 2012 at 9:00 a.m., County Administrative Office

Motion #168-12 Moved By: Councillor Clayton
Seconded By: Councillor Inglis

RESOLVED THAT the meeting hereby adjourn at 11:55 a.m.

CARRIED

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

DRAFT

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Angelique Tamblyn
Executive Assistant

Date Prepared: June 8, 2012

Date of Meeting: June 20, 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. Ministry of Natural Resource, May 3, 2012 – Correspondence from the Deputy Minister advising us of changes to the Bear Wise program. As part of its Transformation Plan announced in the 2012 Ontario Budget, a program and deliver review has been completed. Bear Wise helps municipalities and the public reduce the preventable human-bear encounters and no other jurisdiction in North America provides this level of support to communities. Further information available at www.ontario.ca/mnr.

2. Ministry of Citizenship and Immigration, May 2012 – Correspondence from the Minister encouraging the County to make nominations for the Ontario Medal for Good Citizenship by July 17, 2012.

3. The Regional Municipality of Peel, May 24, 2012 – Correspondence from the regional chair circulating a resolution along with its Executive Summary Long-Term Care Task Force on Resident Care and Safety dated May 2012 dealing with the Provincial Action Plan for Health Care.

4. Ministry Responsible for Seniors, May 25, 2012 – Correspondence from the Minister requesting the County to officially proclaim June as both Seniors' Month and Recreation and Parks Month. Further information is available at: www.ontario.ca/seniorsmonth.

5. Ontario Ministry of the Environment, May 28, 2012 – Correspondence from Safe Drinking Water Branch asking the County to confirm information on record.

6. Labour Market and Socio-economic Information Directorate, Service Canada, May 28, 2012 – Correspondence providing the April 2012 Labour Market Monitor (LMM) for the Kingston-Pembroke Economic Region available at: http://www.workingincanada.gc.ca/LMI_bulletin.do?cid=3373&PROVCD=ON

7. Ministry of Health & Long-Term Care, May 29, 2012 – Correspondence from the Acting Assistant Deputy Minister providing the 2012/2013 co-payment rates effective July 1, 2012. The co-payment residents pay for long-term care (LTC) home basic accommodation will increase from $53.23 per day to $55.04 per day, an increase of $1.81, consistent with recent increases to inflation. These increases will not affect low income LTC residents. LTC residents receiving a rate reduction will continue to pay only what they can afford based on their income. However, residents will be required to reapply for a rate reduction as of July 1, 2012.

Other Correspondence:

1. Applauding Excellence in Great Lakes, May 8, 2012 – Correspondence announcing the 2012 Minister's Award for Environmental Excellence honouring outstanding local efforts to protect the Great Lakes. Applications will be accepted until July 16, 2012. Further information is available at: **Minister's Award for Environmental Excellence web page.**

2. WWEC 2012 - Ten Days Left to benefit from Early BirdRates, May 22, 2012 – Correspondence regarding the 2012 11th World Wind Energy Conference and Renewable Energy Exhibition being held in Bonn, Germany, July 3-5, 2012. Further information is available at: www.wwec2012.net

3. Ontario Heritage Trust, May 23, 2012 – Correspondence from the Chair providing a copy of the Doors Open Ontario 2012 Guide which lists events being held between April and October in communities across the province and highlights some of the sites that will be participating this year. The Guide also includes Trails Open Ontario 2012. Trails Open Ontario celebrates more than 88,000 km (54,680 miles) of Ontario trails. Further information is available at www.doorsopenontario.on.ca

4. Rolling on The Runway, May 23, 2012 – Correspondence from KFL&A Public Health thanking the County for partnering for this year's event.

5. Office of the Information & Privacy Commissioner of Ontario, June 4, 2012 – Correspondence regarding the 2011 IPC Annual Report - Ever Vigilant. Further information is available at: http://www.ipc.on.ca

6. O.P.P., June 5, 2012 – Correspondence from the Medical Lead, Ontario Special Olympics Provincial Spring Games and on behalf of the Committee thanking Frontenac EMS for its support and involvement during the games. They received several comments about the noticeable EMS presence at all of the venues. All but 4 athletes were able to avoid attending the emergency department. They hope they have set the new standard for EMS involvement and cooperation at future games.

AMO Member Communications:

1. News Releases: nil

2. AMO Breaking News & Policy News
    - Consolidated Municipal Hazardous or Special Waste (CMHSW) program – June 7, 2012

3. Watch Files
    - May 10, 17, 24, 31, 2012

FCM Communications:

1. News Releases:
    - Statement by incoming FCM President Karen Leibovici following today's speech by Elizabeth May, Leader of the Green Party of Canada (June 5, 2012)
    - FCM elects new president and table officers at 75th annual conference and trade show (June 4, 2012)
    - Statement by FCM president Karen Leibovici following conclusion of FCM's 75th annual conference and trade show (June 6, 2012)
    - FCM announces the recipients of its awards of excellence (June 3, 2012)
    - Municipalities mobilize to meet looming 2014 funding expiry (June 3, 2012)
    - Statement by FCM president Berry Vrbanovic following today's speech by minister of infrastructure, transport and communities Denis Lebel (June 1, 2012)
    - Statement by FCM president Berry Vrbanovic following today's speech by Mr. Bob Rae, Leader of the Liberal Party of Canada (June, 1 2012)
    - Statement by FCM President Berry Vrbanovic following today's speech by Mr. Thomas Mulcair, Leader of the Official Opposition (June 1, 2012)
    - Cities Need Fair Share of Growth Revenues from New Infrastructure Plan, say Big City Mayors (May 31, 2012)
    - Canada's cities and communities at a tipping point facing financial uncertainty, says new FCM report (May 29, 2012)
    - FCM to deliver municipal campaign training workshop for women, June 16 and 17 in Iqaluit, Nunavut (May 29, 2012)
    - NAM delegates discuss capacity-building, local governance issues with premier, FCM president on second day of AGM (May 23, 2012)
    - FCM to deliver municipal campaign training workshop for women June 9 and 10 in Regina, Saskatchewan (May 23, 2012)
    - FCM's Big City Mayor's Caucus praises NDP motion for more and affordable rental housing (May 14, 2012)

2. PCP News – received as electronic attachment the PCP Annual Report 2011-2012

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

1. News Releases

2. Minutes

C Agency/Board Minutes:

1. Kingston Frontenac Public Library Board Minutes - April 25, 2012

D The following items of correspondence require action:

FCM Resolution:

Development of a new long-term federal plan for municipal infrastructure funding
WHEREAS, The Building Canada Plan and a number of important federal-provincial transfer agreements vital to Canada's cities and communities, will expire in March 2014;
WHEREAS, Federal investments over the last few years have helped to slow the decline of our cities and communities, and the Government of Canada has committed to develop a new long-term plan for municipal infrastructure funding in consultation with municipal and provincial/territorial governments;
WHEREAS, a seamless transition from the Building Canada Plan to a new long term plan is necessary to ensure that municipalities can continue planning their capital spending effectively;
WHEREAS, The Federation of Canadian Municipalities (FCM) has launched a campaign to ensure the new plan reflects municipal priorities across the country and asks its member municipalities to pass a Council resolution supporting the campaign;
AND WHEREAS, the County of Frontenac and its constituent municipalities of the Townships of North, Central and South Frontenac and Frontenac Islands have continuing infrastructure needs, such as the its buildings, roads and bridges, water, waste water and solid waste, and recreation and culture, that can only be met with through the kind of long-term planning and investment made possible by a national plan;
THEREFORE BE IT RESOLVED that Council endorse the FCM campaign and urges the Minister of Transport, Infrastructure and Communities to work with FCM to ensure the new long-term infrastructure plan meets the core infrastructure needs of cities and communities;
BE IT FURTHER RESOLVED that Council urge the Minister of Transport, Infrastructure and Communities to ensure that the new long-term plan is fully in place when existing programs expire in 2014; and
BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Minister of Transport, Infrastructure and Communities, to the Minister of Municipal Affairs and Housing, to Ted Hsu, MP, Kingston & the Islands and Scott Reid, MP, Lanark-Frontenac-Lennox and Addington, to the Federation of Canadian Municipalities and to the Association of Municipalities of Ontario.

E County of Frontenac Outgoing Communications:

1. News Releases
   - Media Release: Last Mile Access Contract Awarded to Xplornet (June 13, 2012)
   - Media Advisory: Fairmount Auditorium E-Waste Event (June 23, 2012)
   - Media Release: Frontenac Paramedic Services Donates two Defibrillators to St. Lawrence College Paramedic Program (May 18, 2012)
   - Media Release: EMS Week May 20-26 (May 23, 2012)
   - Kawartha Lakes EORN Update (May 23, 2012)

2. E-Newsletters
   Click here for the May edition of Frontenac County Bytes
   Click here for the ICSP Breakfast follow-up e-newsletter

MINUTES
Regular Meeting #2012-04
Kingston Frontenac Public Library Board
April 25, 2012 - 4:00 PM
Delahaye Room, Central Library

Present: Denise Cumming (left at 4:45 PM), Patricia Enright (Chief Librarian/CEO), Ralph Gatfield, Wilma Kenny, Erik Knutsen, Floyd Patterson, Councillor John Purdon, Claudette Richardson (Chair), Monica Stewart

Staff Present: Doug Brown (Director, Facilities), Mary Glenn (Recording Secretary), Kimberly Sutherland Mills (Manager, Programming and Outreach), Shelagh Quigley (Director, Human Resources), Chris Ridgley (Budget / HR Analyst), Lester Webb (Director, Outreach and Technology)

Regrets: Barbara Aitken, Paige Cousineau, Councillor Jim Neill, Barbara Love (Director, Branch Operations)

Others present: Angie Ells (CUPE 2202)

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 #2012-03 held March 28, 2012

2012-21 PATTERSON - KENNY

That the minutes of Regular Meeting #2012-03 of the Kingston Frontenac Public Library Board held March 28, 2012 be approved as circulated.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

There was further discussion regarding the motion to defer to the May board meeting *Strategic Objectives F3* (investigating opportunities to encourage major gifts and planned giving). As stated in the motion, a report will be coming to the board on Best Practices in similar sized libraries and it was hoped that in September the Board would be able to discuss how to move forward on this.

6. ACTION ITEMS

6.1 Committee of the Whole Meetings

Discussion took place on Committee of the Whole meetings in general. Originally C.O.W. meetings were scheduled to review and establish policies. However, it might now be more efficient and make better use of board members' time to either roll some of the agenda items into a regular board agenda or reduce the number of C.O.W. meetings, possibly to alternate months.

It was further suggested that some of the work involving a review of documents can be done by email. Still another suggestion was to do a review of all of the Carver policies in one meeting each year, which might be a more effective way of enabling the Board to look at the whole picture.

More detailed discussion took place. C.O.W meetings give board members an opportunity, separate from the regular agenda, to work on strategic items and to discuss substantive issues. It was suggested that substantive issues appear on the agenda and that the reports be part of a consent agenda. A board member reported that there are other organizations that follow Carver and devote half of every meeting to what is termed *Generative* governance, which allows for open and meaningful discussion.

A decision was made to cancel the May 9 Committee of the Whole meeting and to continue discussion on C.O.W. meetings at the next regular board meeting. Information and handouts regarding *Generative* governance will be provided and distributed with the next agenda.

7. INFORMATION ITEMS

7.1 Community Access Program (CAP)

Further to news in the media regarding the cancellation of the CAP program, Ms. Enright explained that this will impact our funding through KANnet (Kingston Area Network) which has helped fund internet access, however because we never know whether or not we will get the funding it is not something that we count on when preparing our budget. In 2011/2012 we received $10,000.

This cut will not impact funding for the Youth Intern program (Tech Tutors).

Letters have been sent to the Minister from library associations. The Board Chair will send a letter as well.

7.2 Correspondence / Information Received and Sent

There was no correspondence to report on.

8. MONITORING REPORTS

8.1 Communication and Counsel

8.1.1 Chief Librarian's Report

Mr. Webb reviewed the Key Activities. Ms. Cumming left the meeting at this time (4:45 PM).

8.2 Financial Condition (1st quarter)

This report does not reflect salary increases which were effective April 1.

Further to the FOPL request to the Ministry for increased funding, the Ministry has responded that there will be no increase this year and that if an increase is considered in the future, it would likely be over 5 years and not 3 years as requested.

8.3 Treatment of Public

With respect to the privacy breach mentioned in report, it was reported that the technology glitch has been resolved and that a change has been made to our email notifications to no longer include information such as the address. The office of the Information and Privacy Commissioner of Ontario has informed us that they have closed our file.

8.4 Statistical Report (1st quarter)

Board members were happy with the new format for the statistical report, however it was pointed out that it is difficult to see the change in the rural branches on the bar graph, due to the small numbers compared to the larger branches. The next statistical report will include two bar graphs; one for urban branches and one for rural branches.

Board members also commented on the interesting internet and wireless statistics. It was reported that the average wireless session is 90 minutes long and that wireless is only available when the library is open (hours are defined by software). Eight branches require people to login to use wireless. This is not required at smaller branches which is why there are no statistics.

2012-22 PURDON - KENNY

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

- *Communication and Counsel*
- *Financial Condition (1st quarter)*
- *Treatment of Public*
- *Statistical Report (1st quarter)*

CARRIED

9. OTHER BUSINESS

There was no other business.

10. NEXT MEETING DATE AND ADJOURNMENT

The next regular Board Meeting will be at 4:00 PM, Wednesday, May 23, 2012, Delahaye Room, Central Library.

The Committee of the Whole Meeting scheduled for 4:30 PM, May 9, 2012 was cancelled.

There being no further business, the meeting was adjourned at 5:00 PM.

Claudette Richardson, Chair

Mary Glenn, Recording Secretary

RESOLUTION

Development of a new long-term federal plan for municipal infrastructure funding

WHEREAS, The Building Canada Plan and a number of important federal-provincial transfer agreements vital to Canada's cities and communities, will expire in March 2014;

WHEREAS, Federal investments over the last few years have helped to slow the decline of our cities and communities, and the Government of Canada has committed to develop a new long-term plan for municipal infrastructure funding in consultation with municipal and provincial/territorial governments;

WHEREAS, a seamless transition from the Building Canada Plan to a new long term plan is necessary to ensure that municipalities can continue planning their capital spending effectively;

WHEREAS, The Federation of Canadian Municipalities (FCM) has launched a campaign to ensure the new plan reflects municipal priorities across the country and asks its member municipalities to pass a Council resolution supporting the campaign;

AND WHEREAS, the County of Frontenac and its constituent municipalities of the Townships of North, Central and South Frontenac and Frontenac Islands have continuing infrastructure needs, such as the its buildings, roads and bridges, water, waste water and solid waste, and recreation and culture, that can only be met with through the kind of long-term planning and investment made possible by a national plan;

THEREFORE BE IT RESOLVED that Council endorse the FCM campaign and urges the Minister of Transport, Infrastructure and Communities to work with FCM to ensure the new long-term infrastructure plan meets the core infrastructure needs of cities and communities;

BE IT FURTHER RESOLVED that Council urge the Minister of Transport, Infrastructure and Communities to ensure that the new long-term plan is fully in place when existing programs expire in 2014; and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Minister of Transport, Infrastructure and Communities, to the Minister of Municipal Affairs and Housing, to Ted Hsu, MP, Kingston & the Islands and Scott Reid, MP, Lanark-Frontenac-Lennox and Addington, to the Federation of Canadian Municipalities and to the Association of Municipalities of Ontario.

COUNTY of Frontenac

ADMINISTRATIVE REPORT

To:	Warden and Council Members of the County of Frontenac
From:	Elizabeth Savill CAO
Prepared by:	Anne Marie Young Manager of Economic Sustainability
Date prepared:	June 11, 2012
Date of meeting:	June 20, 2012

Re: Economic Development – Regional Local Food BR+E Update

Background

An opportunity arose in the spring of 2011 through the encouragement of the Ontario Ministry of Agriculture, Food, and Rural Affairs (OMAFRA) for the County of Frontenac to be included in a Regional Business and Expansion (BR+E) for local food. Northumberland County led the project with other partnering communities including the Counties of Peterborough, Hastings, Prince Edward, and Lennox and Addington as well as the Cities of Kawartha Lakes, Quinte-West and Belleville, and project partner the East Central Ontario Training Board. Over the past year, businesses that produce or promote food from local communities were asked to participate in a Local Food Business Retention and Expansion Survey. Developed in conjunction with OMAFRA, these surveys identify the strengths and challenges faced by participating businesses and are typically used to develop economic strategies to help industries thrive. They are proven to be successful in Ontario. By conducting the survey in a regional partnership, each community benefits from the information required for internal development and also receive information on overarching themes and goals.

A meeting was held which included local food champions of the County, the consultants for the regional project, Brian Ritchie of OMAFRA and County staff. Those attending the meeting felt hopeful that a regional effort might be a useful step toward strengthening our local food system in the County.

Comment

The afore-mentioned local food champions also agreed to act as the Task Force Team to oversee the County's participation and follow the regular BR+E survey process. Firstly, the Task Force Team helped produce a list of 15 to 20 volunteers. These volunteers consented to interview identified farmers producing for the local food market and businesses involved in processing, distributing or food and beverage sectors. After receiving instruction and training, the volunteers met in pairs with the producers and businesses who agree to be interviewed, conducted the interviews and complete the surveys. Next the consultants analyzed the data

and then worked with the Task Force Team to draw conclusions about the opportunities and barriers to future development of the local food industry in the County of Frontenac. Finally a draft of the report has been reviewed by a Regional Team, finalized and sent to the OMAFRA Rural Economic Development Program which is the major funding contributor for this project.

A PowerPoint giving an overview of the survey results for the County of Frontenac only is filed with this update. The full regional report will be released once the Province gives authorization.

Financial Implications

There is no financial implication for Regional Local Food BR+E in the 2012 budget.

Sustainability Implications

Directions for Our Future – Sustainable Actions 2010: 4.1.10 Support to Businesses/Industries – Support needed by local business people to insure successful and viable operations.

Recommendation

RESOLVED THAT Council of the County of Frontenac receive the *Sustainability – Regional Local Food Update* for information purposes only.

Organizations, Departments and Individuals Consulted and/or Affected

County of Frontenac
Frontenac Islands
South Frontenac
Central Frontenac
North Frontenac
Ontario Ministry of Agriculture, Food, and Rural Affairs
Participating Counties of Eastern Ontario

COUNTY of Frontenac

ADMINISTRATIVE REPORT

To:	Warden and Council Members of the County of Frontenac
From:	Elizabeth Savill CAO
Prepared by:	Anne Marie Young Manager of Economic Sustainability
Date prepared:	June 11, 2012
Date of meeting:	June 20, 2012

Re: Sustainability – The New Energy Project Update

Background

The New Energy Project (NEP) is focused on bringing the region's stakeholders together in a shared effort to establish awareness of this critical mass, attract attention outside the region, and encourage further activity within the region. Local municipal and economic development organizations joined forces in the fall of 2009 to create a regional green vision and strategy that founding partners expect will position the Kingston-Frontenac-Lennox and Addington area as a global leader in energy and the environment.

At the July 21, 2010 County Council meeting, the *Report on Regional Green Vision and Strategy Project and Business Plan for the New Energy project, June 30, 2010* was accepted. The report addressed the ongoing governance of the collaborative effort and, in recognition of the recommendation that it be hosted by a public agency moving forward, KEDCO agreed to play the role and act as the reporting agency for the application to the Eastern Ontario Development Fund (EODF).

Comment

On November 1, 2010 an application was made to EODF and the NEP committee was notified in February 2011 that the application was not successful. The committee is dedicated to the success of this project and decided to hire a Project Manager to move the project along and apply for funding elsewhere. A new application was completed and sent near the end of April 2011 to the Communities in Transition (CIT) fund which is delivered through the provincial Ministry of Economic Development and Trade. In April 2012, the committee was notified that this application was unsuccessful as well.

Since then, the NEP committee has met to discuss future plans of the project. In light of the fact that there is to be no contribution from the Province, the committee has agreed that no further contributions would be garnered from the partners. It also opted to use the remaining funds, approximately $18,000, to support a yet to be determined project from the existing business plan. It was also suggested to retain group ownership of the brand - New Energy Project - to enable the parties who have been involved in the NEP to work together on future collaborative projects. The contract for the project manager was not renewed.

Sustainability Implications

Sustainable Actions #3.1.21 - Identify the Frontenacs as a Renewable Energy Region – A co-operative initiative is suggested where a number of local organizations, including St. Lawrence College, Queen's University, SWITCH, Kingston Economic Development Corporation, Canadian Hydro Developers, and others work with the County to identify the region as a renewable energy hotspot and sustainability leader. This project directly addressed this priority.

Financial Implications

An amount of $25,000 was approved in the 2012 budget.

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive this *Economic Development – The New Energy Project Update* report for information.

Organizations, Departments and Individuals Consulted and/or Affected

Stakeholder Partners of the New Energy Project

ADMINISTRATIVE REPORT

To:	Warden and Council Members of the County of Frontenac
From:	Elizabeth Savill CAO
Prepared by:	Anne Marie Young Manager of Economic Sustainability
Date prepared:	June 11, 2012
Date of meeting:	June 20, 2012

Re: Sustainability – Frontenac K&P Trail Development Update

Background

The unopened portion of the K&P rail bed, acquired by the County of Frontenac in 2008, runs through the Township of South Frontenac and part of the Township of Central Frontenac. The County's acquisition of the land was undertaken as part of its economic stimulation efforts. The development of this multi-use trail offers an alternative transportation network for our residents and visitors, links us into the Trans Canada Trail system, connects our communities, and provides healthy lifestyle and recreational opportunities.

County Council adopted the implementation of the Frontenac K&P Trail at its October 2009 regular meeting.

Comment

Cataraqui Region Conservation Authority (CRCA) has been contracted to oversee this year's development project from Orser Road to Harrowsmith at Colebrook Road. A Request for Quotation (RFQ) was advertised in May for these locations, inviting bids for the following work: brushing, resurfacing and the installation of barriers and bollards. There were 30 requests for the RFQ and 10 submissions were received by the deadline of June 5, 2012. All bids received where higher than the total 2012 budget dollars allotted for the K&P.

Staff of the County and CRCA met to review the tender bids and to find a comparable solution so that the work could be accomplished this summer. To meet budget limitations some elements were removed and CRCA made a recommendation to the County to contract the resulting lowest bidder, Crain's Construction Limited, for a total amount of $210,000. This work when completed will comply with the County Council priority "Complete and open the K&P Trail" and fulfil an objective in the current year's work plan of the Trails Advisory Committee: ‘‘Target to fully open the K&P section from Orser Road to Harrowsmith in 2012".

The reconstruction of the bridge at Hardwood Creek will be deferred until next year. Hardwood Creek is deemed to be navigable waters and we have no clear indication that the required Federal Environmental Assessment (FEA) which is in the works will be approved this year. By shifting the focus to the trail clearing and resurfacing, the 2012 budget can be expended and thus ensures adequate time for the FEA to be completed before the tendering process is expedited for the bridge.

Sustainability Implications

This project supports a number of focus areas adopted in *Directions for Our Future* and is directly identified in *Sustainable Actions 2011* as recommended project 3.13 – Trail Network Development. The project supports the development of a network of trails in the County facilitating recreation and transportation networks and promoting active lifestyles.

Financial Implications

The brushing and surfacing contract utilizes the net 2012 budget allotment. Funding sources are being sought to offset any further expenditures.

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive this *Sustainability – Frontenac K&P Trail Development Update* for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Township of South Frontenac
Township of Central Frontenac
Cataraqui Region Conservation Authority
Residents of County of Frontenac

COUNTY of Frontenac

ADMINISTRATIVE REPORT

To:	Warden and Council Members of the County of Frontenac
From:	Elizabeth Savill CAO
Prepared by:	Joe Gallivan Manager of Sustainability Planning
Date prepared:	June 14, 2011
Date of meeting:	June 20, 2011

Re: Sustainability –Official Plan Project Update 2012-01

Background

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

At its meeting on May 16th, Council approved the *Basis Document* which serves as the platform for information to provide to the public at the start of the consultation process that will take place during the remainder of 2012.

The purpose of this report is to provide information on some of the work done since the May 16th Council meeting.

Comment

The Manager of Sustainability Planning met with all four Townships' Councils on June 11th and June 12th to present the *Basis Document* to each Council and to also discuss the consultation program that will take place this year. Formal open houses will be held in each Township during the month of August. The County will also meet informally with citizens by attending various events and locales such as the upcoming Cattail Festival in Verona and the Plowing Match on Wolfe Island. Each Township Council was also informed about the web page being created specifically for the Official Plan, as well as an on-line survey that will be posted.

The County also hosted a Provincial 'One Window' pre-consultation meeting on June 13th. Staff from provincial ministries that attended included Municipal Affairs, Natural Resources, Environment, Transportation, Northern Development and Mines, Agriculture, Food and Rural Affairs, and Culture. Also attending were representatives from the Cataraqui, Mississippi, and Rideau Valley Conservation Authorities. The purpose of the meeting was for the review agencies to discuss their expectations of policies that should be included in the County Official Plan.

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 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 2012-01* report for information purposes.

Organizations, Departments and Individuals Consulted and/or Affected

All four Townships
Sustainability Planning
Ministry of Municipal Affairs & Housing

COUNTY of Frontenac

ADMINISTRATIVE REPORT

To:	Warden and Council Members of the County of Frontenac
From:	Elizabeth Savill CAO
Prepared by:	Joe Gallivan Manager of Sustainability Planning Peter Young Community Planner
Date prepared:	June 8, 2012
Date of meeting:	June 20, 2012

Re: **Sustainability – Community Improvement Plan Project #3**

Background

County Council approved funding for a third Community Improvement Plan (CIP) in the County at its meeting on April 4, 2012. CIPs were identified as a community priority in *Sustainable Actions*, adopted by Council in September 2009, and have continued to be a priority identified in *Sustainable Actions 2010* and *2011*. The County funded a CIP for the community of Verona in the Township of South Frontenac as a pilot project in 2010 and a second CIP is now underway in Sharbot Lake in the Township of Central Frontenac.

Community Improvement Plan

A CIP is a planning tool that ties together economic development, infrastructure and planning. CIPs outline a community's plan to encourage improvements to key areas of the community such as a commercial main street, and they allow municipalities to provide financial incentives that promote revitalization and community improvement goals.

The typical focus of these plans is on the revitalization and improvement of the main street of a town, village or hamlet. CIPs can also touch on a wide range of related topics including green energy, brownfields, and recreational opportunities. They are in wide use across the province, from larger cities like Ottawa and Kingston to rural communities such as Tay Valley Township, the Municipality of Trent Hills (villages of Campbellford, Warkworth and Hastings), the Town of Bancroft, and the City of Kawartha Lakes.

CIPs allow municipalities to provide grants and loans to owners and tenants, with the goal of supporting the improvement and rehabilitation of a targeted area. This can include projects such as improving the facade of a main street store and providing incentives to redevelop vacant properties. CIPs can also help to coordinate infrastructure and public space

improvements, and can be used by municipalities to acquire, rehabilitate and dispose of land (e.g. a former industrial site).

CIPs in Frontenac County

There are a number of communities in the County of Frontenac that could potentially benefit from a Community Improvement Plan. In order to best realize the benefits of a CIP in the County, the County prepared a background study in 2010 using a variety of criteria to determine which village or hamlet would be most appropriate for a Community Improvement Plan Pilot Project. These criteria included the planning policy framework, the community's form, the size of the residential and business communities, the availability of public land and amenities, and the support of businesses within the community for CIP-type initiatives.

This study led to the selection of Verona as a pilot project CIP community by Council at its November 17, 2010 meeting based on report's recommendations. This selection was endorsed by the Township of South Frontenac's Council in January 2011. The plan has now been implemented, with six applications received to date and construction work underway. The County is supporting the implementation of the CIP with a transfer of federal gas tax funds to the Township. The plan includes a series of incentive programs designed to stimulate development and improve the look of the main street (Highway 38) in Verona.

A second CIP was approved by County Council on August 17, 2011 for Sharbot Lake. County staff have worked with Township staff on the public consultation for the plan. A draft plan has now been prepared for consultation, and the final plan is anticipated to be ready for approval by Township Council this summer.

Comment

The purpose of this report is to seek Council's direction on which community should be selected for the third CIP in the County. The background report recommended candidate communities for a CIP in the County. Based on that report (attached), it is recommended that the community of Marysville be selected for the next CIP in the County.

Third Community Improvement Plan

The background report details the methodology behind the analysis and outlines the findings for each of eleven communities located within Frontenac County. It recommended that the community of Verona in South Frontenac be selected for the Community Improvement Plan Pilot Project, and stated that Sydenham, Sharbot Lake, Harrowsmith, and Marysville also have attributes that make them good candidates for CIPs. As South Frontenac is beginning to implement the Verona CIP and Central Frontenac will soon be approving the CIP for Sharbot Lake, and it would be beneficial for each Township in the County to have a CIP, it is recommended that Marysville be the next CIP community in the County.

Marysville was recommended as a top candidate for a CIP for the following reasons:

- The "Village" designation in the Official Plan provides for a broad range of uses.
- Permits changes in use to be dealt with at the municipal level through zoning and site specific applications.
- It has a historically defined area of commercial activity along the waterfront and main road.
- Marysville is a well known tourist destination.
- It is on the waterfront and is a unique island community.

- It has diverse commercial activity for a relatively small community.
- It has a diversity of public facilities

Subject to Council's direction, staff will meet with Frontenac Islands Township Council in July to confirm its interest in proceeding with the project. Initial work on a Marysville CIP could begin by late August. It is anticipated that each Township will eventually have a CIP for one or more of its settled areas.

Sustainability Implications

CIPs are a key planning tool used to encourage redevelopment and investment in a community. They can also be used for cultural, social, economic and environmentally-related projects such as enhancing heritage resources, the creation of affordable housing, and the promotion of green buildings. This CIP will take principles from the Integrated Community Sustainability Plan and from local residents and business owners in order to develop a plan that incorporates all four pillars of sustainability.

Financial Implications

Council's 2012 budget includes $5,000 for the development of a second CIP project. These funds will be used as required for advertising the plan and for streetscape renderings. The County has also committed $70,000 in funding for the next CIP in the 2012 budget.

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Sustainability – Community Improvement Plan Project #3* report and the attached report for consideration and discussion;

AND FURTHER that Council select the community of Marysville in the Township of Frontenac Islands as the community for the next Community Improvement Plan in the County, subject to the support of the Council of the Township of Frontenac Islands.

Organizations, Departments and Individuals Consulted and/or Affected

All Townships in Frontenac County
Ministry of Municipal Affairs and Housing

The County of Frontenac - Community Improvement Plan Project
Phase 1: Identifying a Pilot CIP Community

November 8, 2010

FoTenn
PLANNING & URBAN DESIGN

Agendaltem# 10101012•

Frontenac County Community Improvement Plan Project
Phase 1: Identifying a Pilot CIP Community

Table of Contents

Intro 3

WHAT is a CIP? 3

Phase 1: Identifying the Pilot Community 4

Criteria 5

Criteria 1: Policy Framework 5

Criteria 2: Community Form 6

Criteria 3: Size 6

Criteria 4: Public land/Amenities 6

Criteria 5: Business Support 6

Community Analysis 7

The Township of Frontenac Islands 7

Marysville 7

The Township of South Frontenac 11

Bellrock 11

Harrowsmith 14

Inverary 17

Sydenham 20

Verona 23

Agendaltem# 10101012.

The Township of Central Frontenac 27
Arden 27
Mountain Grove 30
Parham 33
Sharbot Lake 36
The Township of North Frontenac 40
Plevna 40
Conclusions/Recommendations 43

Agendaltem# 10101012•

Intro

The County of Frontenac's Integrated Community Sustainability Plan (ICSP) is just over one year old. Two primary documents make up the ICSP, "Directions for our Future" and "Sustainable Actions". Directions for Our Future documents a County-wide vision towards a sustainable future in the Frontenacs while the purpose of the Sustainable Actions component of the ICSP is to ensure ongoing implementation of the Plan through projects, policies and actions that support sustainability. The Plan recommends the implementation of short, medium and long term actions. The development of a Community Improvement Plan pilot project falls into the medium term category for implementation.

Community Improvement Plans (CIPs) are recognized as an important sustainability project under Section 3.1.8 of the ICSP. These projects are seen as joint ventures between the County and the Lower-Tier Municipalities used to develop a coordinated approach to increase the ability for development, redevelopment, and rehabilitation opportunities, in the villages and hamlets throughout the Frontenacs. In February 2010, Council endorsed the pilot project. The goal of this pilot project is to develop the first CIP in the Frontenacs that can serve as a 'best practice' for future community plans.

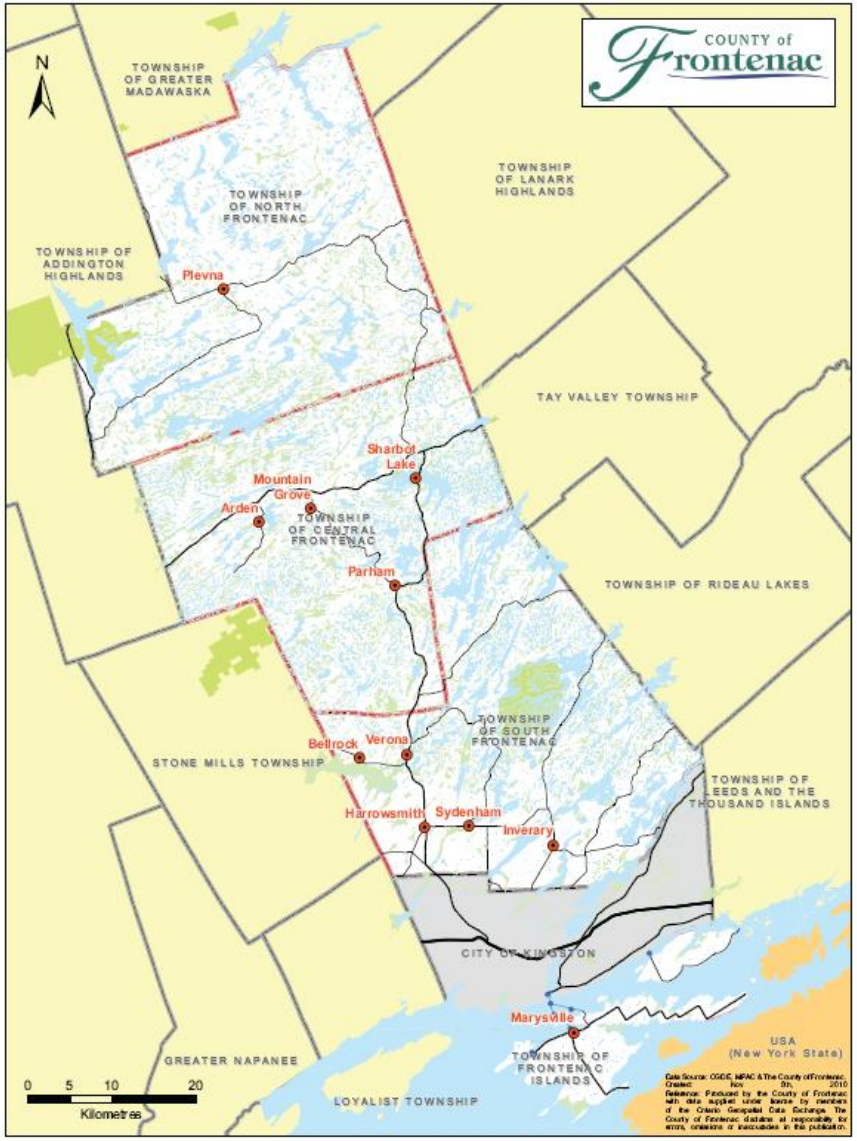
WHAT is a CIP?

CIPs are one of the many sustainable community planning tools found in the *Planning Act*. They can help communities and municipalities address challenges that prevent optimization of areas that are currently underutilized. This tool provides a means of planning and financing development activities that effectively assist in use, reuse and restoring lands, buildings and infrastructure.

A CIP is a document that identifies an area or areas of a municipality where, in the opinion of a Municipal Council, improvement is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason (Section 28 (1) of the Planning Act). For a municipality to have the ability to approve a CIP, it must have policies in its Official Plan that set out where, what, and how these plans should be used.

A CIP is a way to allow municipalities to provide incentives in the form of financial assistance to property owners in defined areas to overcome shortfalls and barriers to improvement of these areas. A CIP also allows a municipality to acquire, rehabilitate and dispose of land and to provide grants and loans to owners and tenants, as well as to undertake infrastructure and public space improvements. CIPs are not a new tool and have been proven as an effective option for encouraging change and improvement using a focused approach which allows a municipality to be a partner with private sector property owners.

With recent changes to the *Planning Act*, CIPs can also be used to encourage redevelopment of vacant or abandoned brownfield properties (for example, the former Harrowsmith Cheese Factory property). Also, communities can now also use CIPs to encourage renewable energy projects which ties directly with the encouragement of sustainability initiatives in the ICSP.



Phase 1: Identifying the Pilot Community

The purpose of this phase of the project is to select a community that is best suited for the immediate uptake of a CIP. The community must have or be able to enable the policy framework to allow the use of a CIP, there must be community buy-in with businesses looking to make improvements. Ultimately the intention is that the CIP will serve as a model for other communities in the County.

Eleven (11) communities were chosen for review throughout Frontenac County, all of them either villages or hamlets. The 11 communities include:

1. Plevna
2. Arden
3. Mountain Grove
4. Sharbot Lake
5. Parham
6. Bellrock
7. Verona
8. Harrowsmith
9. Sydenham
10. Inverary
11. Marysville

Criteria

In order to identify the best suited community for the pilot project five criteria were developed. By using multiple criteria a broader examination of each of the eleven communities has been completed. The community selected for this CIP must have both a great potential for success and attributes that will transfer well to other CIPs. The chosen community should have an appropriate form (i.e. a defined village core), a diverse land base with enough people and businesses to take up the programs, many community assets and the support of the existing business community.

Criteria 1: Policy Framework

One of the County's requirements for this project is that it be undertaken within a relatively short time period. For this reason having the appropriate policies in place at the lower-tier official plan level is important. In reviewing the existing policy framework throughout the Frontenacs, amendments to the official plan will be necessary in some cases to include appropriate enabling policies and in all cases to define Community Improvement Areas. Criteria 1 would seem to provide a level playing field across the County.

The Township of Frontenac Islands

The Township of Frontenac Islands Official Plan was approved in 2003 by MMAH. The Township is currently undergoing a 5 year official plan update. The draft updated plan provides minor but beneficial updates to the CIP section [Section 7.12] such as the ability to rehabilitate brownfields, encouraging sustainable technologies during renovations, and providing the ability for financial incentives. Neither the approved or draft policies designate a CIP area. An amendment to the official plan will be necessary to advance a CIP in the Township.

The Township of South Frontenac

The Township of South Frontenac Official Plan was approved in 2003 by MMAH. The plan's policies [Section 6.18] recognize the need for community improvement but require an amendment to add necessary detail and to designate a Community Improvement Area. Therefore an amendment will be necessary to implement a Community Improvement Plan in South Frontenac.

The Township of Central Frontenac

The Township of Central Frontenac's Official Plan was approved in 2008 by MMAH. The Plan provides detailed policies [Section 10.11.5] with respect to Community Improvement Planning which are broad enough to provide for a wide range of CIP initiatives and incentives. However, similar to the other municipalities, the plan does not identify a CIP area or designate the entire Township for CIP purposes. An amendment to the official plan will be necessary to advance a CIP in the Township.

Agendaltem# 10101012•

The Township of North Frontenac

The Township of North Frontenac Official Plan was approved late 2003 by MMAH. The Township is currently undergoing a 5 year official plan update. The draft updated plan provides many new policies that will benefit community improvement planning [Section 6.9.5]. The current draft policies have both a policy to suggest that an amendment will be necessary to implement community improvement as well as a policy that suggests the entire municipality is a CIP area. Going forward with a CIP under the approved official plan will require an official plan amendment.

Criteria 2: Community Form

Having a well defined community is beneficial to a CIP program. While policy is important in defining a settlement area boundary, historic land use patterns are also important. For example, a community with a cluster of businesses or a defined employment area will be more likely to utilize a CIP because changes to individual businesses creates a visual impact on the entire cluster of businesses. This criteria will assign points for unique assets/attributes to the community.

Criteria 3: Size

Size is a twofold factor including both the number of businesses available in a community and the number of people who live in that community. First, for a CIP to be successful there needs to be a stock of businesses and residential uses available and ready to take up the project. The second aspect of size is the number of households both who may be willing to do improvements as well as to use the services available from the local businesses.

Criteria 4: Public land/Amenities

A settlement area that has public amenity space will add to the draw of the private services available to residents. Public amenities includes access to trail networks, parks, schools, community centres, publicly accessible waterfront, arenas and farmer's markets, among other things.

Criteria 5: Business Support

Having the support of local businesses is essential for the uptake of potential programs developed through a CIP. County staff contacted the local businesses within the communities identified in this report to explain what CIPs could mean to their community and their business. This support, combined with the actual number of businesses in each community, is important for this criteria. The County of Frontenac Business Retention and Expansion Report developed in 2007 provided additional information related to this criteria.

Agenda Item# 10101012•

Community Analysis

The Township of Frontenac Islands

Marysville

Community Snapshot

Marysville is a village on Wolfe Island in the Township of Frontenac Islands, a twenty minute ferry ride from downtown Kingston. Marysville is one of the more popular tourism destinations in Frontenac County due to the recreational opportunities (e.g. Big Sandy Bay), the recently constructed wind turbines, and the village's close proximity to Kingston. The village core receives the Wolfe Islander III ferry during the non-winter months.

Some of the businesses in Marysville include the General Wolfe Hotel and Restaurant, a general store/LCBO, an auto repair shop, a popular bakery, several restaurants, and some artisan establishments. Businesses in the village core appear to be especially successful during the summer months. The Wolfe Island Business and Tourism Association would be a key stakeholder for a potential CIP in Marysville.

The Wolfe Island Town Hall and the Tourist Information Centre are located on Highway 96 in the village core. On the edge of the village there are a number of other public

Agendaltem# 10101012•

uses including two elementary schools, an ambulance base/fire station, a public library, and a large park/recreational area.

There has been increased interest in green energy on Wolfe Island with the construction of wind turbines across the island. A CIP here could have the potential to introduce programs such as energy efficiency improvement grants. There are Township funds from the wind turbine project that could potentially be directed to a CIP, depending on the political will. There may also be a need for enhanced municipal infrastructure in Marysville such as the extension of sidewalks in the village and continuing to add unique signage in the community. The community has several attractive landmarks, but a few buildings could use a fresh coat of paint or improved business signage. The large parking lot for the General Wolfe Hotel and Restaurant along the waterfront could potentially be redeveloped in the future depending on the parking needs for the hotel.

The Township's draft Official Plan contemplates an expansion of the settlement area, and a study for municipal water services is currently underway.

Criteria 1: Policy Framework

Under the approved Community Improvement policy framework an amendment would be necessary to define a community improvement area and depending on the type of programs that are developed some policy amendments may also be necessary. Proposed policies in the draft Official Plan overcome many of the current policy shortcomings but will continue to require an amendment to define a CIP area.

Criteria 2: Community Form

Community Form Assets

- Single "Village" OP designation provides for a broad range of uses. Permits changes in use to be dealt with at the municipal level through zoning and site specific applications.
- Historically defined area of commercial activity along the waterfront and main road
- Well known tourist destination
- Waterfront
- Unique island community
- Diverse commercial activity for a relatively small community

Challenges

- Summer destination, significantly less business interaction during the winter months

Agendaltem# 10101012•

Official Plan and Zoning By-law excerpts showing community form

Criteria 3: Size

MPAC Property Analysis

Settlement Area	Land	Farm	Residential	Commercial	Industrial	Institutional	Special Purpose*	Government
Marysville	25	4	129	11	0	2	8	1

Source: Frontenac GIS System

** Special Purpose properties related to uses such as but not limited to community halls, places of worship, libraries and funeral homes*

In terms of overall size, Marysville is the 6th largest of the 11 communities that were examined based on property counts. This makes it the smallest of the larger communities in the County that were examined. In terms of the commercial viability of the settlement area there is a good mix of businesses but they add up to only one third of the businesses in each of the three larger communities (Verona, Sydenham and Sharbot Lake).

Criteria 4: Public land/Amenities

Assets related to Public Land/Amenities

- 2 elementary schools
- Municipal Park with ball diamonds and outdoor rink
- Frontenac Islands Municipal Hub
- Tourist Information Centre
- Ambulance base/fire station
- Library
- Mapped cycling routes
- Big Sandy Bay

For its physical size Marysville has many amenities that make it a desirable place to live, shop and visit. Its immediate adjacency to Kingston is both beneficial and detrimental in that people who live on the island primarily commute to the City for work and conduct much of their shopping there. The uniqueness of the island makes it a draw for many during the tourist season.

Criteria 5: Business Support

Research conducted by the County seems to indicate a very high level of support from the local businesses found in the Township of Frontenac Islands.

Agendaltem# 10101012•

The Township of South Frontenac

Bellrock

Community Snapshot

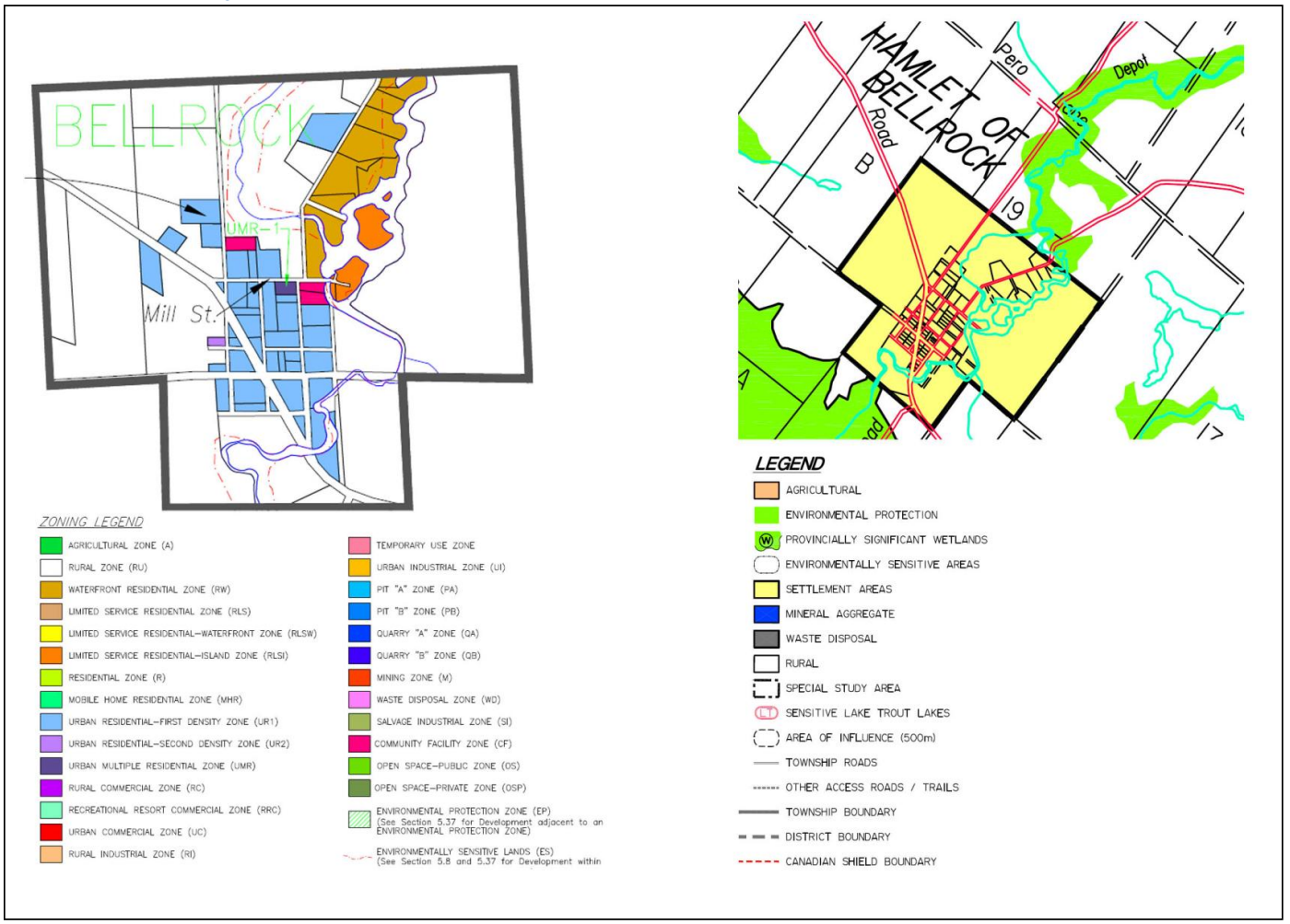
Bellrock is a small hamlet located five minutes west of Verona on Bellrock Road. Signs for Bellrock describe it as the "*Village of Gardens*". There is currently no substantial commercial base in Bellrock, however residents are strongly involved in their community and have expressed the desire for additional community initiatives. There are opportunities to improve recreational infrastructure and a potential for green energy development near an old mill site. The Bell Rock Hall, a former one-room school house, is a significant asset for Bellrock and hosts a variety of community events.

Criteria 1: Policy Framework

Under the approved CIP policy framework an amendment would be necessary to define a community improvement area and to provide detailed enabling policies.

Agendaltem# 10101012•

Criteria 2: Community Form



Official Plan and Zoning By-law excerpts showing community form

Community Form Assets

- Single "Settlement Area" OP designation provides for a broad range of uses. Permits changes in use to be dealt with at the municipal level through zoning and site specific applications
- Compact form due to very small area

Challenges

- Small population. No commercial activity.

Criteria 3: Size

MPAC Property Analysis

Settlement Area	Land	Farm	Residential	Commercial	Industrial	Institutional	Special Purpose*	Government
Bellrock	14	13	43	0	0	0	1	0

Source: Frontenac GIS System

** Special Purpose properties related to uses such as but not limited to community halls, places of worship, libraries and funeral homes*

In terms of overall size, Bellrock is the smallest of the 11 communities that were examined based on MPAC property counts. Without having a more diverse property base (primarily the lack of any business development), traditional financial incentive programs simply will not work for Bellrock.

Criteria 4: Public land/Amenities

Assets related to Public Land/Amenities

- Bellrock Hall
- A small community park

Bellrock has few amenities for people living or visiting this community.

Criteria 5: Business Support

The absence of any commercial activity in Bellrock nulls this criteria.

Agenda Item# 10101012.

Harrowsmith

Community Snapshot

Harrowsmith is located at the crossroads of South Frontenac Roads 38 (former Highway 38), 5 (Harrowsmith/Rutledge Road) and 18 (Wilton Road). Traffic moves quickly through the town due to the presence of Road 38. Harrowsmith has the potential to see an increase in tourism with the upcoming construction of the K&P trail. Centennial Park is a local recreational area that hosts sports and community events.

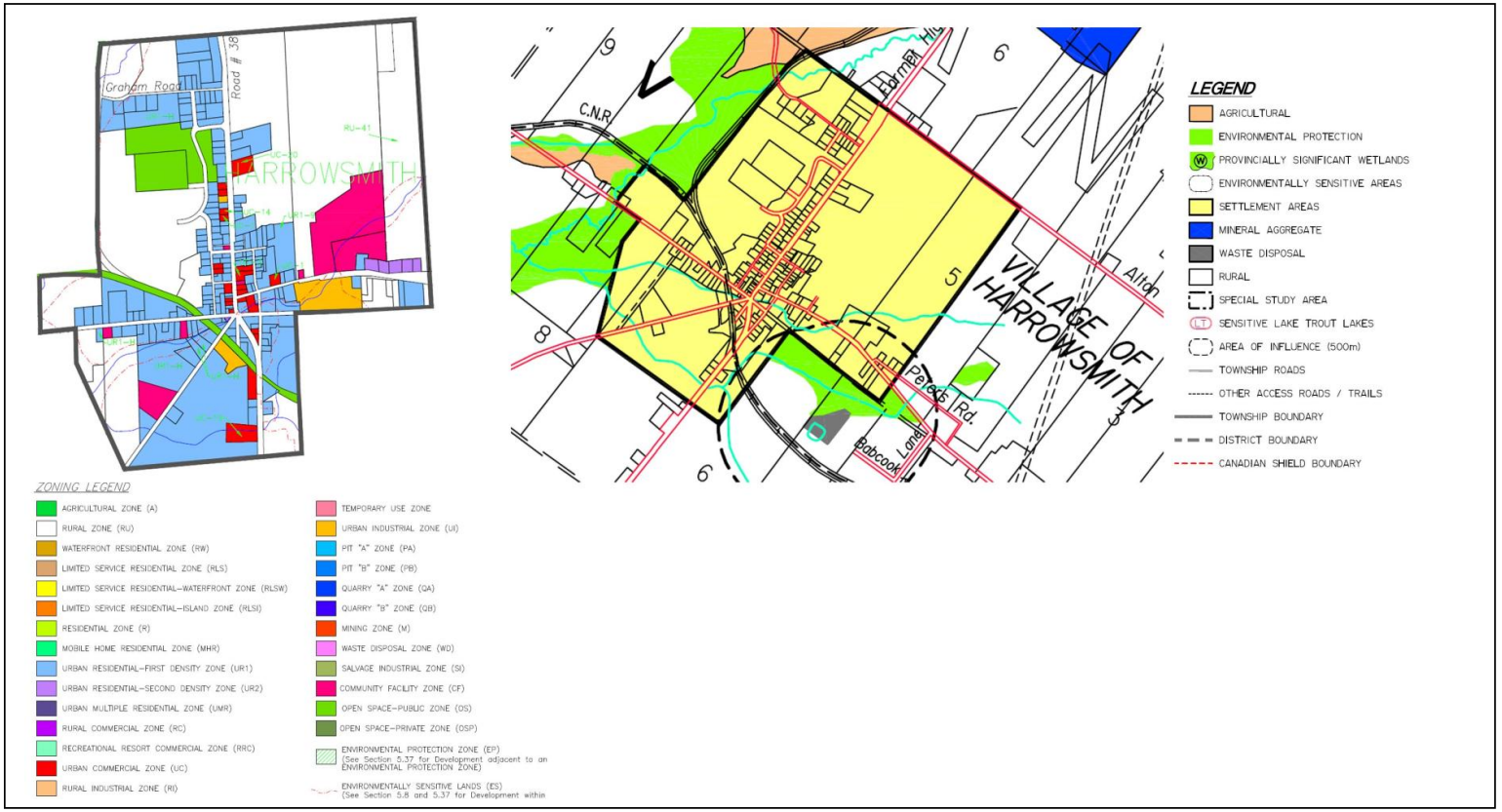
The presence of several closed businesses in the community indicates there is a need for economic revitalization. There is a large brownfield at the site of the former Harrowsmith Cheese Factory which could potentially benefit from a CIP. Some of the businesses in Harrowsmith include the Frontenac CFDC office, the Bowes and Cocks real estate office, Beckwith Motors, the Harrowsmith Business Centre, a retailer specializing in saddles and horse equipment, a new coffee shop, a convenience store and a pizzeria. A gas bar/convenience store and a car dealership are also located to the south of the village core along 38.

Criteria 1: Policy Framework

Under the approved Community Improvement policy framework an amendment would be necessary to define a community improvement area and to provide detailed enabling policies.

Agendaltem# 10101012.

Criteria 2: Community Form



Official Plan and Zoning By-law excerpts showing community form

Community Form Assets

- Single "Settlement Area" OP designation provides for a broad range of uses. Permits changes in use to be dealt with at the municipal level through zoning and site specific applications.
- Historically defined area of commercial activity along Road 38
- A known brownfield at the old Harrowsmith Cheese Factory site.

- K&P Trail runs right through the village and connects with Trans Canada Trail at the south end of the village

Challenges

- On the smaller side of the larger settlement areas in South Frontenac with limited commercial activity. Some businesses appear to have closed.

Criteria 3: Size

MPAC Property Analysis

Settlement Area	Land	Farm	Residential	Commercial	Industrial*	Institutional	Special Purpose**	Government
Harrowsmith	17	11	193	14	6	2	5	0

Source: Frontenac GIS System
**5 of the 6 industrial properties are related to rail lines*
*** Special Purpose properties related to uses such as but not limited to community halls, places of worship, libraries and funeral homes*

In terms of overall size, Harrowsmith and Inverary are similar and equally represent the 4th largest of the 11 communities that were examined based on property counts. In terms of the commercial/business viability of the settlement area there is a good mix but similar to Marysville there are only about one third of the businesses that are available in the larger communities of Sharbot Lake, Verona and Sydenham.

Criteria 4: Public land/Amenities

Assets related to Public Land/Amenities

- Centennial Park
- Developing K&P Trail
- A Catholic School
- A Public School

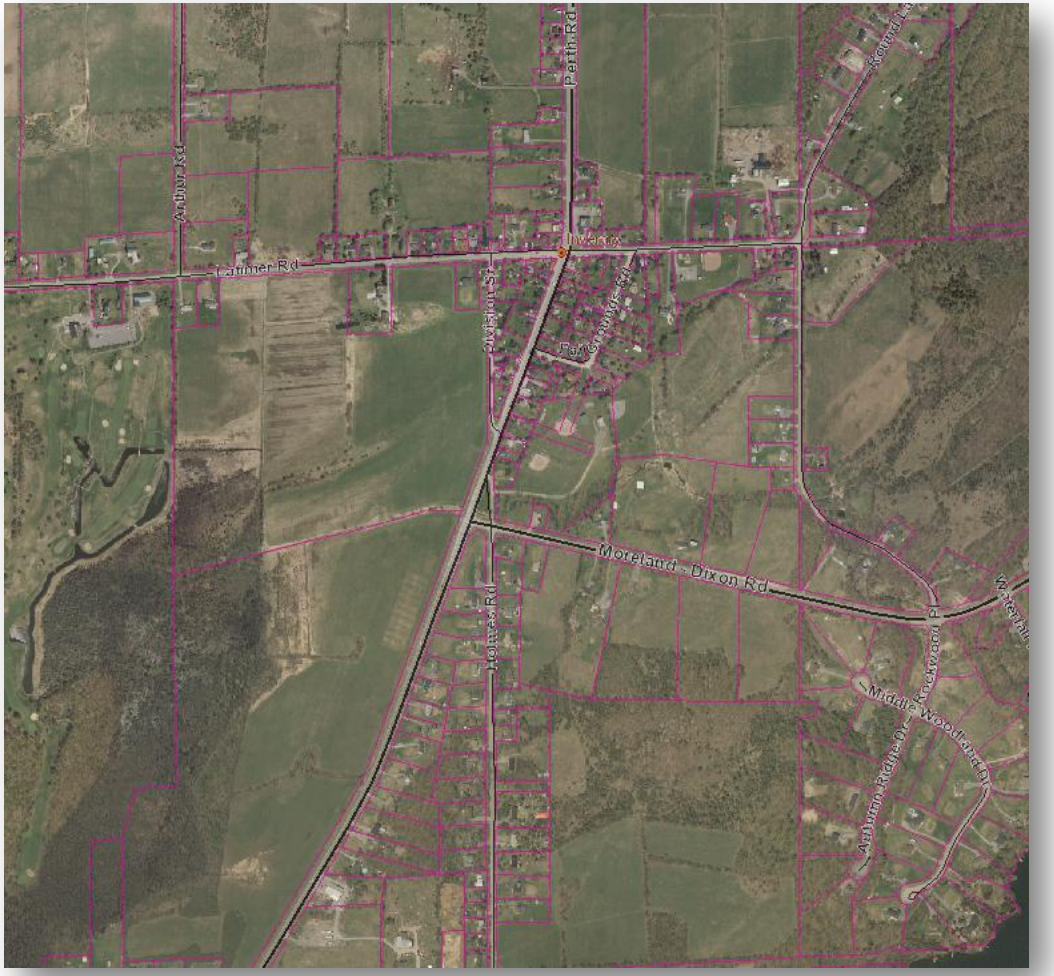
Centennial Park is an asset to all of South Frontenac and the development of the K&P trail has the potential to bring more tourists to the area.

Criteria 5: Business Support

Very few businesses to take up the program.

Agendaltem# 10101012•

Inverary



Community Snapshot

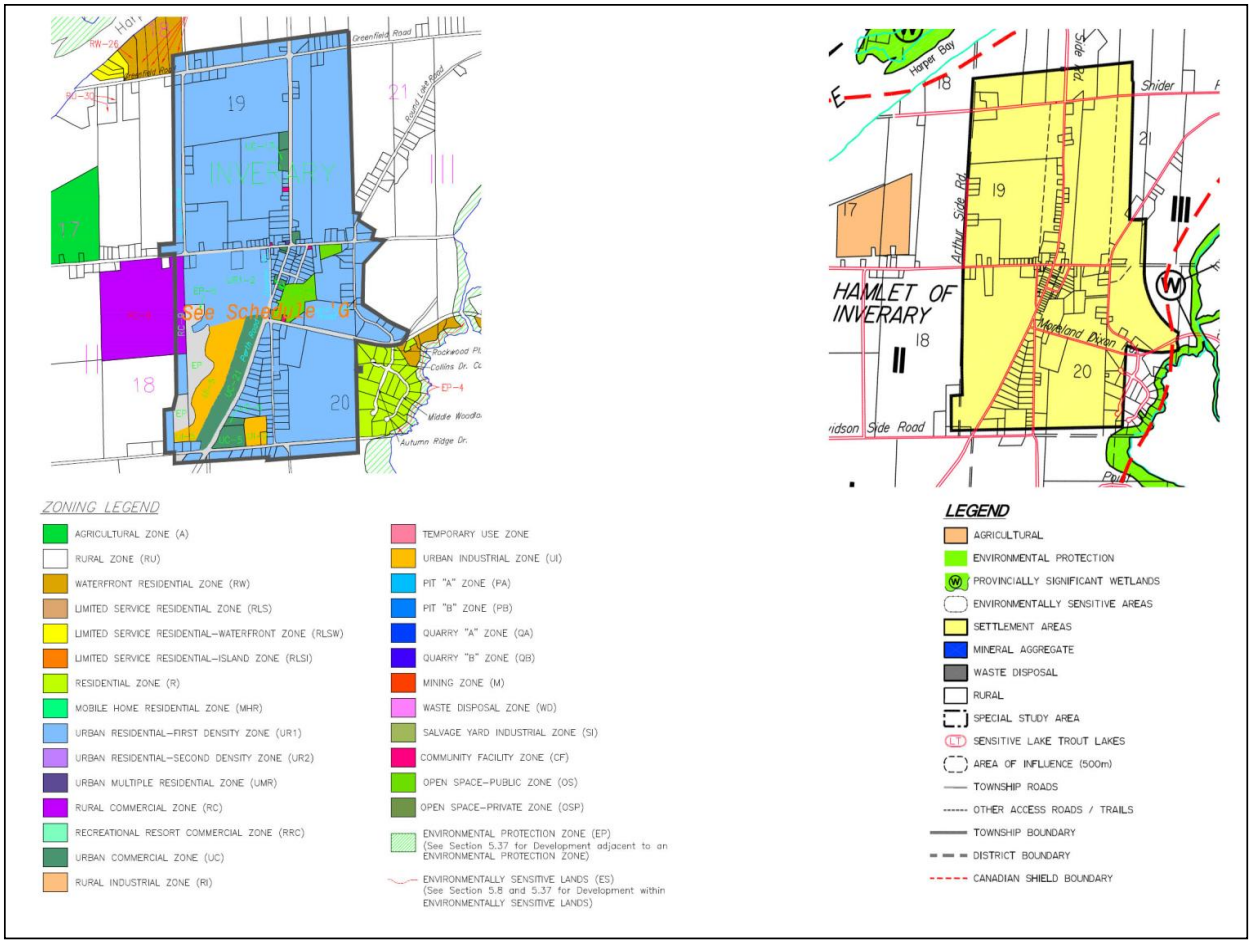
Inverary is a small hamlet at the junction of Perth Road and Latimer Road. The two grocery/convenience stores in the town are a significant asset. A business park proposed on the south end of the hamlet has the potential to attract significant investment. A number of other businesses such as marine sales and service, hardware store, LCBO, and tractor dealership are located on the outskirts of Inverary. There are a number of portable business signs in Inverary, and a CIP could create an opportunity to improve the streetscape. The speed of cars through the village is high, and the sidewalk and parking infrastructure could be improved.

Criteria 1: Policy Framework

Under the approved Community Improvement policy framework an amendment would be necessary to define a community improvement area and to provide detailed enabling policies.

Agendaltem# 10101012•

Criteria 2: Community Form



Official Plan and Zoning By-law excerpts showing community form

Community Form Assets

- Single "Settlement Area" OP designation provides for a broad range of uses. Permits changes in use to be dealt with at the municipal level through zoning and site specific applications.
- Commercial development concentrated along Perth Road but dispersed throughout the community
- New business park approved with construction expected in 2011.

Challenges

- On the smaller side of the larger settlement areas in South Frontenac with limited commercial activity.

Criteria 3: Size

MPAC Property Analysis

Settlement Area	Land	Farm	Residential	Commercial	Industrial	Institutional	Special Purpose	Government
Inverary	22	21	194	9	0	0	5	0

Source: Frontenac GIS System

In terms of overall size, Inverary is very similar to Harrowsmith and is tied as the 4th largest of the 11 communities that were examined based on property counts. In terms of the commercial/business viability of the settlement area Inverary contains areas of commercial activity. One at the core of the village containing two convenience stores and a garage while the southern limits of the town contain the other business complex across the street from where the new business park is proposed. Similar to Harrowsmith and Marysville, there are only about one third of the businesses that are available in the larger communities of Sharbot Lake, Verona and Sydenham.

Criteria 4: Public land/Amenities

Assets related to Public Land/Amenities

- Community Park/Ball Diamonds
- Post Office

Criteria 5: Business Support

Few businesses to take up the program.

Agendaltem# 10101012•

Sydenham

Community Snapshot

Sydenham is a village located along Rutledge Road. The village core is north of Rutledge Road and has 1-2 storey village main street character. The core has a variety of businesses including several general/ convenience stores, restaurants, a bank, gift shops, a pet store, a pharmacy, a funeral home, LCBO, and offices for social service organizations. There are some good examples of signage in the village, but other buildings lack signage or could use some sprucing up. The narrow streets in the village core help to calm traffic and make the area more pleasant for pedestrians. The intersection of William, George, and Mill Streets could use some pedestrian improvements.

The main South Frontenac Township offices are located at the corner of Sydenham and Mill Street, and a library is currently being constructed adjacent to the Township building. There are commercial uses north of the core such as a Beer Store, hardware store, and grocery store that are set back further from the street, and there are additional commercial uses along Rutledge Road. Schools and recreational areas take up a significant area within the community, and the access to recreational opportunities in Sydenham is one of its most significant assets.

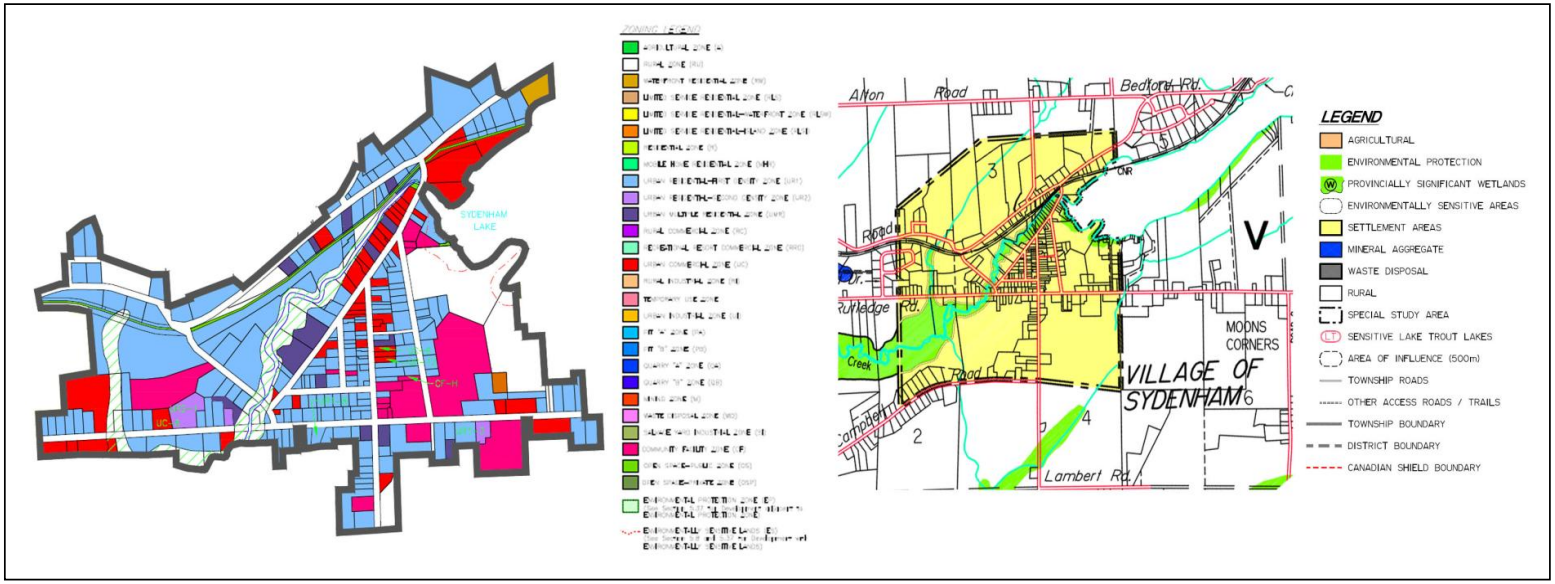
Sydenham is the only settlement area in the County of Frontenac with municipal water services.

Agendaltem# 10101012•

Criteria 1: Policy Framework

Under the approved Community Improvement policy framework an amendment would be necessary to define a community improvement area and to provide detailed enabling policies.

Criteria 2: Community Form



Official Plan and Zoning By-law excerpts showing community form

Community Form Assets

- Single "Settlement Area" OP designation provides for a broad range of uses. Permits changes in use to be dealt with at the municipal level through zoning and site specific applications.
- Historically defined area of commercial activity
- Waterfront Community
- South Frontenac's municipal hub
- Diverse commercial base

Agendaltem# 10101012.

Challenges

- There are few challenges making Sydenham a top contender for the pilot project.

Criteria 3: Size

MPAC Property Analysis

Settlement Area	Land	Farm	Residential	Commercial	Industrial*	Institutional	Special Purpose*	Government
Sydenham	29	13	261	25	1	3	7	1

Source: Frontenac GIS System
**Industrial property is owned and operated by the Township*
*** Special Purpose properties related to uses such as but not limited to community halls, places of worship, libraries and funeral homes*

In terms of overall size, Sydenham is second only to Verona based on the property counts. In terms of the commercial/business viability of the settlement area there is a good mix of uses including both elementary and secondary public education facilities, located within a village core and two outlying nodes.

Criteria 4: Public land/Amenities

Assets related to Public Land/Amenities

- Trail system
- Public waterfront access to Sydenham Lake
- Municipal Office
- Library
- Extensive public recreation lands
- Post office
- Municipal Water Infrastructure
- Public School
- High School

Sydenham's diverse commercial base and extensive public lands are key to the attraction of this community.

Criteria 5: Business Support

Research conducted by the County seems to indicate a very high level of support from the local businesses found in Sydenham.

Agendaltem# 10101012•

Verona

Community Snapshot

Verona is located on Road 38. It is an important commercial centre for the surrounding area, and contains a grocery/liquor store, car dealership, post office, clinic, drug store, auto repair shop, hardware store, and several restaurants among many other businesses in the village. The southern portion of the village has a highway commercial character until the roadway narrows at Sand Road. The core of the village is located north of Sand Road and has a 1-2 storey village main street character, with a mix of commercial and residential properties. The roadway is narrow in the village core with parking only available on one side of the street, but this also has the effect of calming traffic. The north end of Verona has a gas station/convenience store and a number of institutional uses including several places of worship, a municipal fire station, and Prince Charles Public School.

The village could benefit from an improved streetscape and better business signage, as there are several businesses with dated or poor quality signage. There may be opportunities to redevelop residential properties for commercial use to create a consistent commercial streetscape along Road 38. There may also be a future opportunity to tie the CIP into tourism opportunities with the K&P Trail once it is completed to Verona.

Verona is surrounded by large lot residential development and a number of lakes and rivers, providing recreational opportunities for residents. Another important building for the village is the Lions' Club Hall located to the west of Verona, which hosts the Frontenac Farmer's Market and a number of local festivals.

Criteria 1: Policy Framework

Under the approved Community Improvement policy framework an amendment would be necessary to define a community improvement area and to provide detailed enabling policies.

Agendaltem# 10101012•

Criteria 2: Community Form

Official Plan and Zoning By-law excerpts showing community form

Community Form Assets

- Single "Settlement Area" OP designation provides for a broad range of uses. Permits changes in use to be dealt with at the municipal level through zoning and site specific applications.
- Historically defined area of commercial activity
- The most diverse business base
- Access to water

Challenges

- There are few challenges making Verona a top contender for the pilot project.

Criteria 3: Size

MPAC Property Analysis

Settlement Area	Land	Farm	Residential	Commercial	Industrial*	Institutional	Special Purpose**	Government
Verona	22	10	316	30	7	2	5	1

Source: Frontenac GIS System

**Industrial properties are related to rail lines*

*** Special Purpose properties related to uses such as but not limited to community halls, places of worship, libraries and funeral homes*

In terms of overall size, Verona is the largest and most diverse community based on the property counts. In terms of the commercial/business viability of the settlement area there is a good mix of uses spread along the 38 corridor. Verona contains one of the largest employers in the County.

Criteria 4: Public land/Amenities

Assets related to Public Land/Amenities

- Post office
- Developing trail system
- Lion's Club
- Frontenac Farmer's Market

Agendaltem# 10101012•

- Clinic
- Fire Station
- Public School
- Fair amount of Public Recreation Land
- Public access to water and a beach

The Farmer's Market is a unique attribute to the County.

Criteria 5: Business Support

County staff contacted a variety of businesses within Verona along Road 38 to gauge the level of interest in a Community Improvement Plan for the village. They received a very positive response including particular interest in façade improvement programs and the revitalization of derelict buildings. There is strong potential for CIP initiatives to be taken up by businesses within Verona.

Agendaltem# 10101012•

The Township of Central Frontenac

Arden

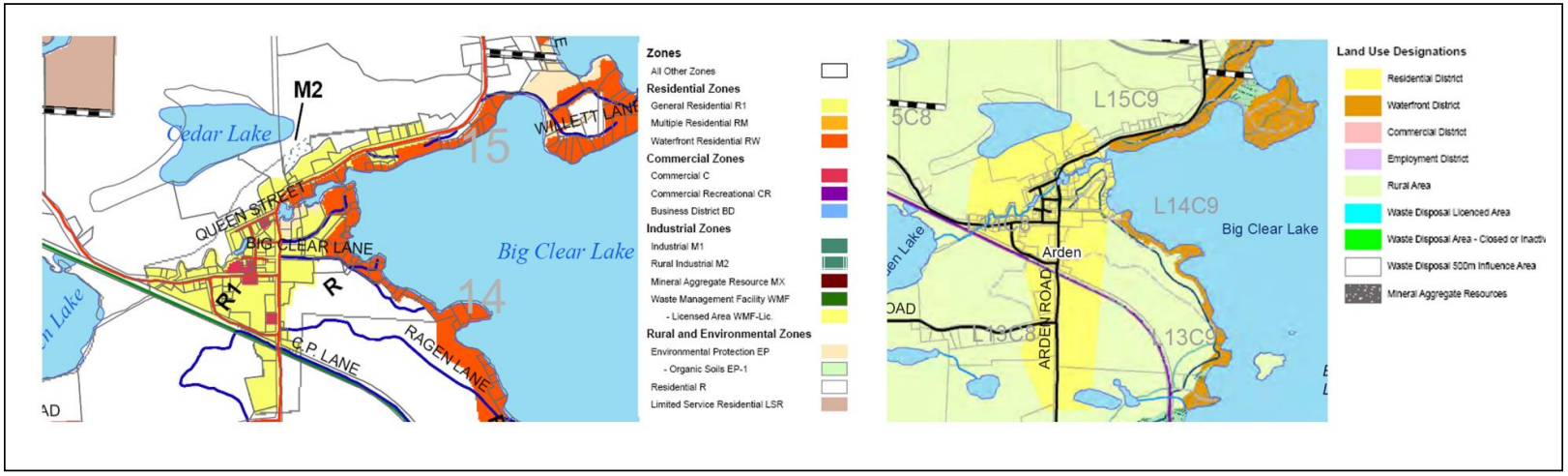
Community Snapshot

Arden is a village located in Central Frontenac along Arden Road near Big Clear Lake, just south of Highway 7. The library is a significant public asset for the village. Arden contains artisan establishments, a post office, a fire hall, several churches, and a number of home-based businesses. A grocery/convenience store in the community recently closed. The village has a lack of retail space, but has shown great potential as a location for artisans. A CIP could be used as a tool to attract potential businesses by helping them redevelop/convert residential properties into studios or workshops for their business. There is support for community initiatives like a CIP in Arden.

Criteria 1: Policy Framework

Under the approved CIP framework an amendment would be necessary to define a CIP area.

Criteria 2: Community Form



Official Plan and Zoning By-law excerpts showing community form

Community Form Assets

- Single "Residential District" OP designation provides for a broad range of residential and local commercial uses.
- Waterfront Community
- Historically defined area of commercial activity

Challenges

- A small community with few existing businesses.

Agendaltem# 10101012•

Criteria 3: Size

MPAC Property Analysis

Settlement Area	Land	Farm	Residential	Commercial	Industrial*	Institutional	Special Purpose**	Government
Arden	27	3	81	4	2	0	4	0

Source: Frontenac GIS System
**Industrial properties are related to rail lines*
*** Special Purpose properties related to uses such as but not limited to community halls, places of worship, libraries and funeral homes*

Arden is one of the smaller communities in this study with few existing businesses.

Criteria 4: Public land/Amenities

Assets related to Public Land/Amenities

- Library
- Post Office
- Fire Hall
- Recreation Park
- Trans Canada Trail

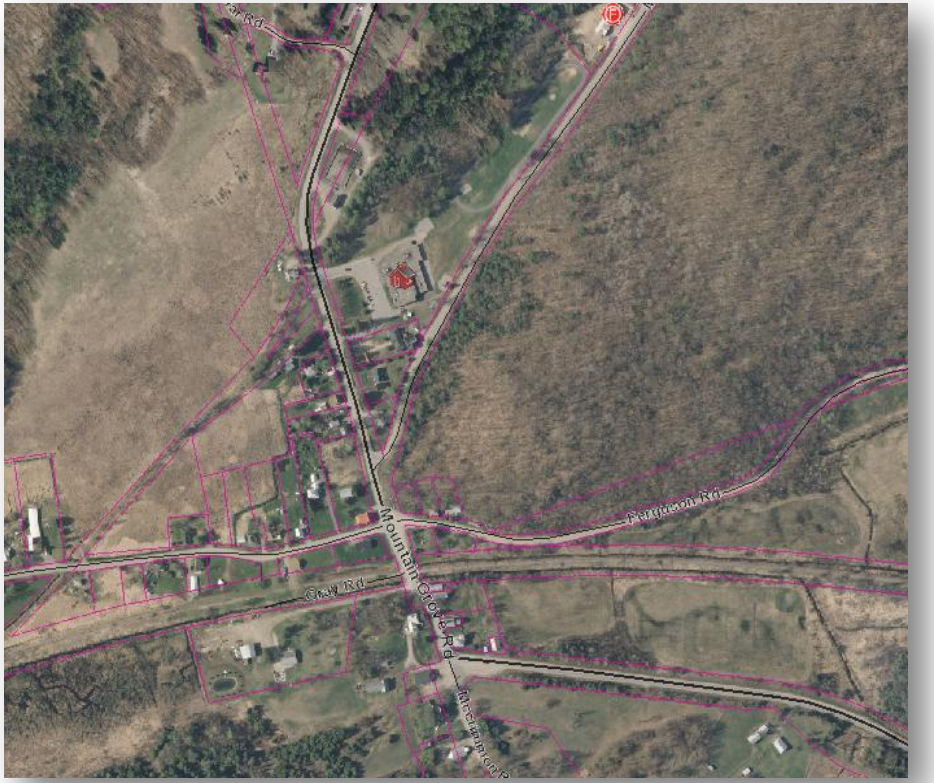
The many artisans who have set up shop in Arden are helping to draw tourists.

Criteria 5: Business Support

Few businesses available to take up the program.

Agendaltem# 10101012•

Mountain Grove



Community Snapshot

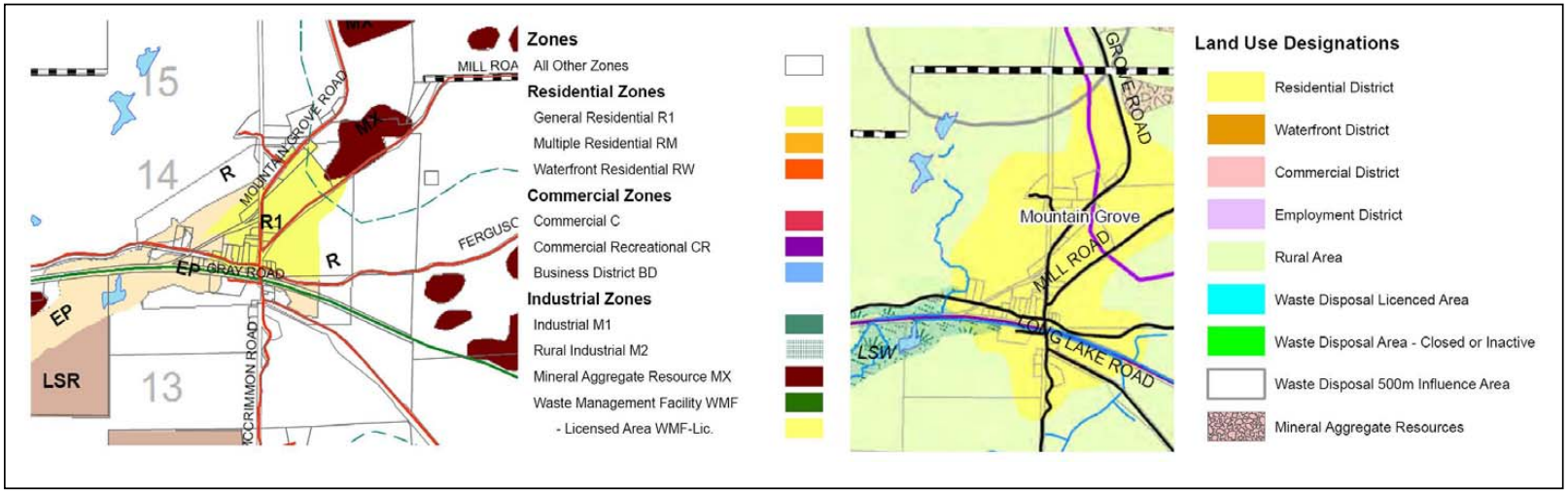
Mountain Grove is a small hamlet located on Mountain Grove Road approximately five minutes south of Highway 7 in Central Frontenac. It contains a number of institutional properties, including the Olden Community Centre, a new fire station, and Land O'Lakes Public School. A new ballpark is proposed for the community. There are some good examples of municipal/community signage in Mountain Grove, but there is a lack of commercial uses in the town. The Trans-Canada Trail goes through the southern part of Mountain Grove.

Criteria 1: Policy Framework

Under the approved CIP framework an amendment would be necessary to define a CIP area.

Agendaltem# 10101012•

Criteria 2: Community Form



Official Plan and Zoning By-law excerpts showing community form

Community Form Assets

- Single "Residential District" OP designation provides for a broad range of residential and local commercial uses.

Challenges

- Mountain Grove is a very small community with little to no commercial activity.

Criteria 3: Size

MPAC Property Analysis

Settlement Area	Land	Farm	Residential	Commercial	Industrial*	Institutional	Special Purpose**	Government
Mountain Grove	11	9	44	0	3	1	6	0

Source: Frontenac GIS System
**industrial properties are related to rail lines*
*** Special Purpose properties related to uses such as but not limited to community halls, places of worship, libraries and funeral homes*

Mountain Grove is one of the smaller communities in this study with no commercial activity.

Criteria 4: Public land/Amenities

Assets related to Public Land/Amenities

- Community Centre
- Trans Canada Trail
- Pioneer Monument
- Public School
- Fire Hall

Criteria 5: Business Support
Little to no commercial activity in Mountain Grove nulls this criteria.

Agendaltem# 10101012•

Parham

Community Snapshot

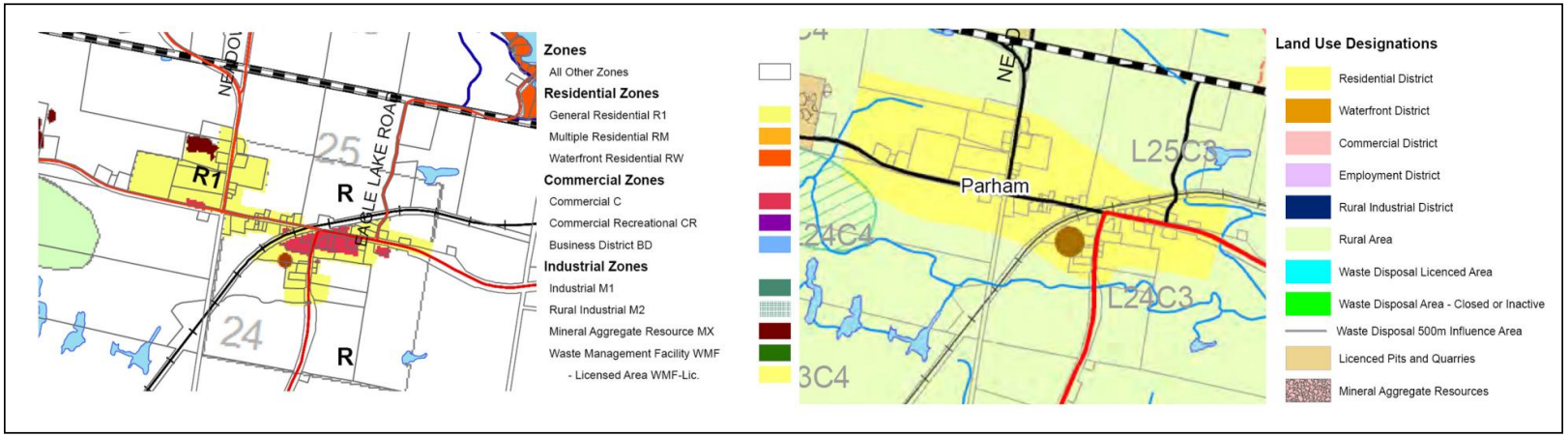
Parham is a small hamlet located in Central Frontenac along Road 38 between Verona and Sharbot Lake. A CIP could be used to improve signage to highlight some of the businesses there, which include two grocery/convenience stores, a post office, and a funeral home. There has been some discussion of the potential for a brownfield dairy building to be redeveloped/reused. A CIP could be a tool to use to help facilitate redevelopment for this type of site. The Parham Fair is a significant community asset in drawing the population to the hamlet each year. Parham also contains a library and a public elementary school, which is scheduled to be closed once the new Sharbot Lake K-12 school is completed.

Criteria 1: Policy Framework

Under the approved CIP framework an amendment would be necessary to define a CIP area.

Agendaltem# 10101012•

Criteria 2: Community Form



Official Plan and Zoning By-law excerpts showing community form

Community Form Assets

- Single "Residential District" OP designation provides for a broad range of residential and local commercial uses.
- Defined commercial activity
- A brownfield posing a development opportunity

Challenges

- A smaller community presenting fewer opportunities for program uptake.

Agendaltem# 10101012•

Criteria 3: Size

MPAC Property Analysis

Settlement Area	Land	Farm	Residential	Commercial	Industrial*	Institutional	Special Purpose**	Government
Parham	9	7	45	4	1	1	6	0

Source: Frontenac GIS System
**Industrial properties are related to rail lines*
*** Special Purpose properties related to uses such as but not limited to community halls, places of worship, libraries and funeral homes*

Parham is one of the smaller communities in this study but contains a small well defined commercial node of activity. Industrial Properties are related to the abandoned rail line.

Criteria 4: Public land/Amenities

Assets related to Public Land/Amenities

- Parham Fair
- Library

Criteria 5: Business Support

Few businesses available to take up the program.

Agendaltem# 10101012•

Sharbot Lake

Community Snapshot

Sharbot Lake is the largest settlement in Central Frontenac, located just south of the intersection of Highway 7 and Road 38. The village has several separate and distinct commercial areas that are somewhat isolated from each other. The village core on Elizabeth Street contains a grocery store, bank, pharmacy, community hall, and a small office building. Parking in the core has been an issue locally. Nearby along Road 38 there are two restaurants, an inn, a public school, a medical clinic and a major local real estate office. To the north of the core there is a public high school, Catholic elementary school, Home Hardware, and some smaller businesses, however these are disconnected physically from the village core.

Near the intersection of Highway 7 and former Highway 38 there are a number of highway commercial uses including two gas stations, an LCBO, Beer Store, a grocery/convenience store, police station, and bakery. There is a lack of visibility/direction to the village core from Highway 7. There may be potential for the CIP to connect these areas through better signage and look to fill in the gaps with infrastructure and/or buildings where possible. Visibility along Highway 7, one of the most travelled roads in Frontenac County, can lead to a number of economic development opportunities for the village.

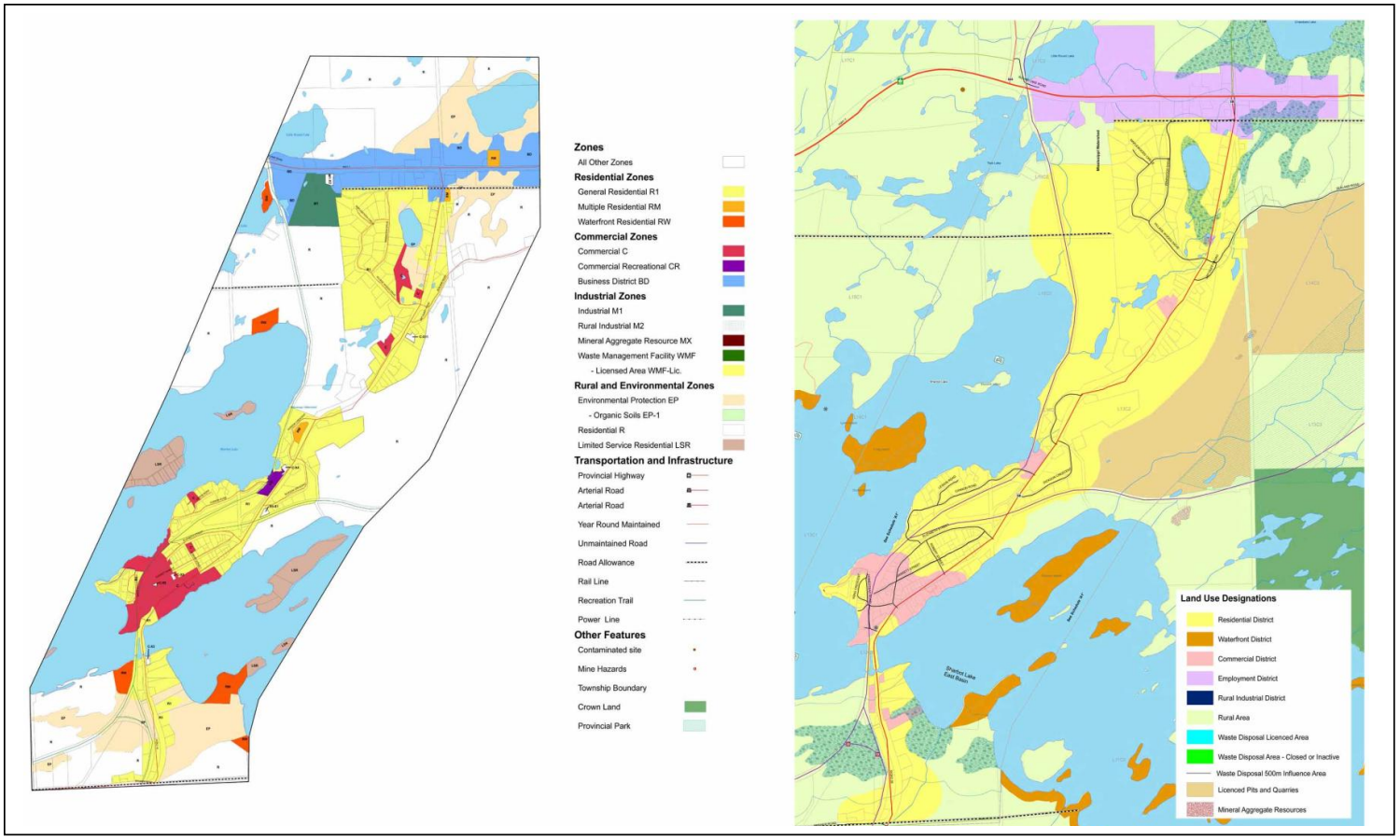
The Township of Central Frontenac's offices are located just north of the village core along Elizabeth Street, with the Central Frontenac Railway Museum also nearby. The Trans Canada Trail currently ends in Sharbot Lake, and there is municipal park space near the medical clinic with a beach and playground. Sharbot Lake Public School will be consolidated with the high school in a new K-12 school building, so there may be opportunities for the CIP at the former school site.

Agendaltem# 10101012•

Criteria 1: Policy Framework

Under the approved CIP framework an amendment would be necessary to define a CIP area.

Criteria 2: Community Form



Official Plan and Zoning By-law excerpts showing community form

Agendaltem# 10101012•

Community Form Assets

- Multiple OP designations provides direction with respect to how the Township would like to see Sharbot Lake develop.
- Waterfront Community
- Central Frontenac's municipal hub
- A brownfield posing a development opportunity

Challenges

- Two separate commercial areas. Highway commercial activity acting separately from the rest of the community with respect to drawing tourists.

Criteria 3: Size

MPAC Property Analysis

Settlement Area	Land	Farm	Residential	Commercial	Industrial*	Institutional	Special Purpose**	Government
Sharbot Lake	55	9	248	34	6	3	8	1

Source: Frontenac GIS System
**5 of the 6 industrial properties are related to rail lines*
*** Special Purpose properties related to uses such as but not limited to community halls, places of worship, libraries and funeral homes*

In terms of overall size, Sharbot Lake is the third largest community based on the property counts and is the largest settlement area in Central Frontenac. Sharbot Lake offers a diverse commercial base and offers both public and catholic education in town. Sharbot Lake offers the best ratio of commercial properties to residential.

Criteria 4: Public land/Amenities

Assets related to Public Land/Amenities

- Public School
- Catholic School
- Recreation Land

Agendaltem# 10101012•

- Beach
- Clinic
- Trans Canada Trail
- Railway Museum

Sharbot Lake's diverse commercial base and public waterfront are key to the attraction of this community.

Criteria 5: Business Support

Sharbot Lake's broad commercial base is generally supportive of CIP projects.

The Township of North Frontenac

Plevna

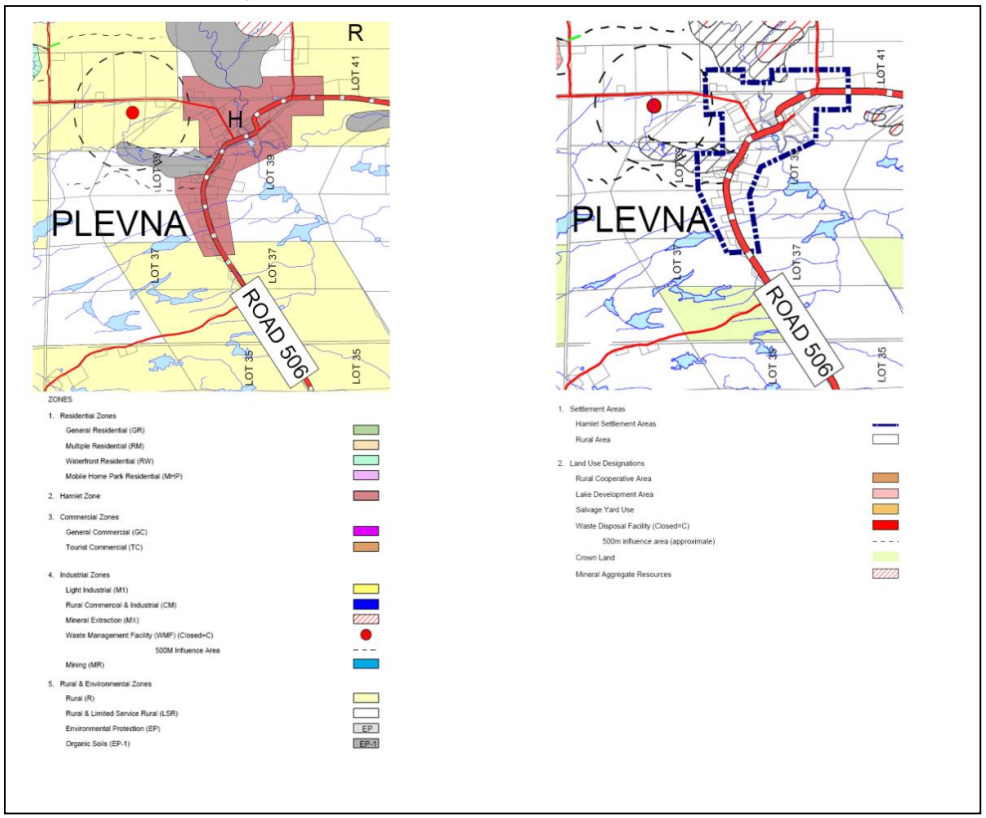
Community Snapshot

Plevna is a village located in North Frontenac along Highway 509, about 50 kilometres northwest of Sharbot Lake. Plevna's hilly scenery contributes significantly to its character, but this also means that its commercial areas are physically separated from each other. The population and business community in Plevna is relatively small compared with other places in Frontenac County, so it may make more sense to have a Township-wide CIP for North Frontenac. Some of the major local businesses include the North of 7 restaurant, Home Hardware, Freshmart, a LCBO, a construction/excavation business, and a gardening operation. Clarendon Central Public School is located in Plevna, while the Township offices are located several kilometres to the south in a more rural setting.

Criteria 1: Policy Framework

Under the approved community Improvement policy framework an amendment would be necessary to define a community improvement area and to provide detailed enabling policies. The draft official plan adds significant detail to the community improvement policies but is not clear on whether an amendment is necessary to define a CIP area.

Criteria 2: Community Form



Official Plan and Zoning By-law excerpts showing community form

Community Form Assets

- Single "Settlement Area" OP designation and "Hamlet" zoning provide the broadest range of uses in the communities that were studied.
- For a small community with a small commercial base, it is quite diverse

Challenges

- One of the smallest communities examined which also lacks a defined commercial hub of activity.

Agendaltem# 10101012•

Criteria 3: Size

MPAC Property Analysis

Settlement Area	Land	Farm	Residential	Commercial	Industrial	Institutional	Special Purpose*	Government
Plevna	**16**	**4**	**47**	**6**	**0**	**1**	**4**	**0**

Source: Frontenac GIS System

** Special Purpose properties related to uses such as but not limited to community halls, places of worship, libraries and funeral homes*

In terms of overall size, Plevna is one of the smaller settlement areas represented in this study. The commercial/business base found in the settlement area serves the community and the surrounding area well.

Criteria 4: Public land/Amenities

Assets related to Public Land/Amenities

- Public School
- Municipal Offices (nearby)
- Library
- Community Hall

Criteria 5: Business Support

Few businesses available to take up the program.

Agendaltem# 10101012•

Conclusions/Recommendations

This project has been structured as a pilot project for future Community Improvement Plans in the County. The CIP will be the vehicle for focusing and stimulating action and investment by public, private and community partners for the chosen community, and will form the basis for future CIPs. Given this, the community selected for this CIP must have both a great potential for success and attributes that will transfer well to other CIPs. The chosen community should have an appropriate form, a diverse land base, many community assets and the support of the business community.

Two distinct types of communities became evident during the review of information: smaller communities with unique attributes but little to no business activity and larger communities with distinct commercial, institutional, public and residential activities. The smaller communities often had community support and interest but their small number of businesses reduce their potential to be a CIP "pilot project" since business development and a diverse property base are needed for the more traditional financial incentive programs to work. These smaller communities can still benefit from a CIP program, but likely one that is focused on municipal improvement projects such as unique signage or other infrastructure improvements.

The larger communities are more appropriate for a pilot project in that they offer a more diverse land base and provide more opportunities for uptake of the programs that will be developed. Marysville, Harrowsmith, Sydenham, Verona and Sharbot Lake all have positive attributes making them plausible communities for the pilot project.

It is recommended that Verona be chosen for this pilot Community Improvement Plan. Verona offers the most diverse and unique commercial base while still being located primarily on a single road. Verona contains the most households and acts as a hub for the surrounding rural area. The Farmer's Market is unique to Verona, drawing people from the greater community and Verona contains one of the largest employer in the County. Verona's community form (single main street) is similar to many other communities in the County making a CIP there more easily transferrable to other communities in the County. Given this is a pilot project, transferability is an important criteria that is weighted heavily.

An Official Plan Amendment should be pursued immediately for South Frontenac. Consideration should be given to including the entire Township as a CIP area to provide the most diverse possibilities for future CIP development.

Agendaltem# 10101012•

ADMINISTRATIVE REPORT

To:	Warden and Council Members of the County of Frontenac
From:	Elizabeth Savill CAO
Prepared by:	Joe Gallivan Manager of Sustainability Planning Peter Young Community Planner
Date prepared:	June 8, 2012
Date of meeting:	June 20, 2012

Re: **Sustainability – Valleyview Estates Plan of Subdivision Final Approval – County File No. 10T-2010/002**

Background

The Valleyview Estates draft approved plan of subdivision is located off Rutledge Road in the village of Sydenham and consists of just over 14 hectares identified as Part of Lots C & D, Block H, Part of Lot H Block E and Part of Block D, Registered Plan No. 50, Village of Sydenham and Part of Lot 3, Concession 4, Geographic Township of Loughborough, Township of South Frontenac, County of Frontenac. The draft plan of subdivision includes 20 lots for single detached dwellings, one multiple dwelling block, one stormwater block, and a public street. A map of the property is attached as Appendix A. The subdivision will be connected to the municipal water system.

Approvals Timeline

April 8, 2009: Mandatory pre-consultation meeting was held with the applicant, Township of South Frontenac and the County of Frontenac.
January 27, 2010: Plan of subdivision application submitted to the County.
February 11, 2010: Application deemed complete and issued County File No. 10T-2010/002.
September 7, 2010: Public meeting held by the Township on behalf of the County as required under the *Planning Act*.
November 17, 2010: County Council approved the issuing of draft approval to the Valleyview Estates plan of subdivision subject to a number of conditions.

As the conditions of draft approval have been cleared, the County has now received a request from the proponent for final approval.

Comment

County staff have reviewed the Final Plan of Subdivision for conformity with the approved draft plan of subdivision and reviewed each condition to ensure the conditions were satisfied.

The conditions of draft subdivision approval have been met to the satisfaction of County Staff through the submission of the final plan and through clearance letters provided by the Township of South Frontenac, KFL&A Public Health, the Cataraqui Region Conservation Authority and other agencies.

Appendix B includes a copy of the clearance letters from these agencies, as well as documentation from the applicant detailing how all of the conditions of draft approval have been satisfied.

Staff is satisfied that the application for final approval:

(i) is consistent with the Provincial Policy Statement;
(ii) meets the tests under Section 51(24) of the *Planning Act*;
(iii) complies with policies of the Township of South Frontenac's Official Plan and conforms to the site specific Zoning By-law; and,
(iv) has fulfilled the conditions of draft approval issued by County Council on November 17, 2010.

Financial Implications

The required fee to process final approval of the plan of subdivision in the amount of $600 has been paid to the County by the proponent and all funds owed have been paid to the Township.

Sustainability Implications

One of the key focus areas of *Directions for Our Future*, the County's Sustainability Plan, is *Land Use Planning and Management*. From a sustainability perspective, this involves an approach that ensures a clean and healthy environment, a strong economy, and long term viability. Final approval of the plan of subdivision will add additional units in the Sydenham settlement area and will enhance the sustainability and long term viability of the village. The nearby wetland will be protected through the measures contained in the conditions of draft approval.

Recommendation

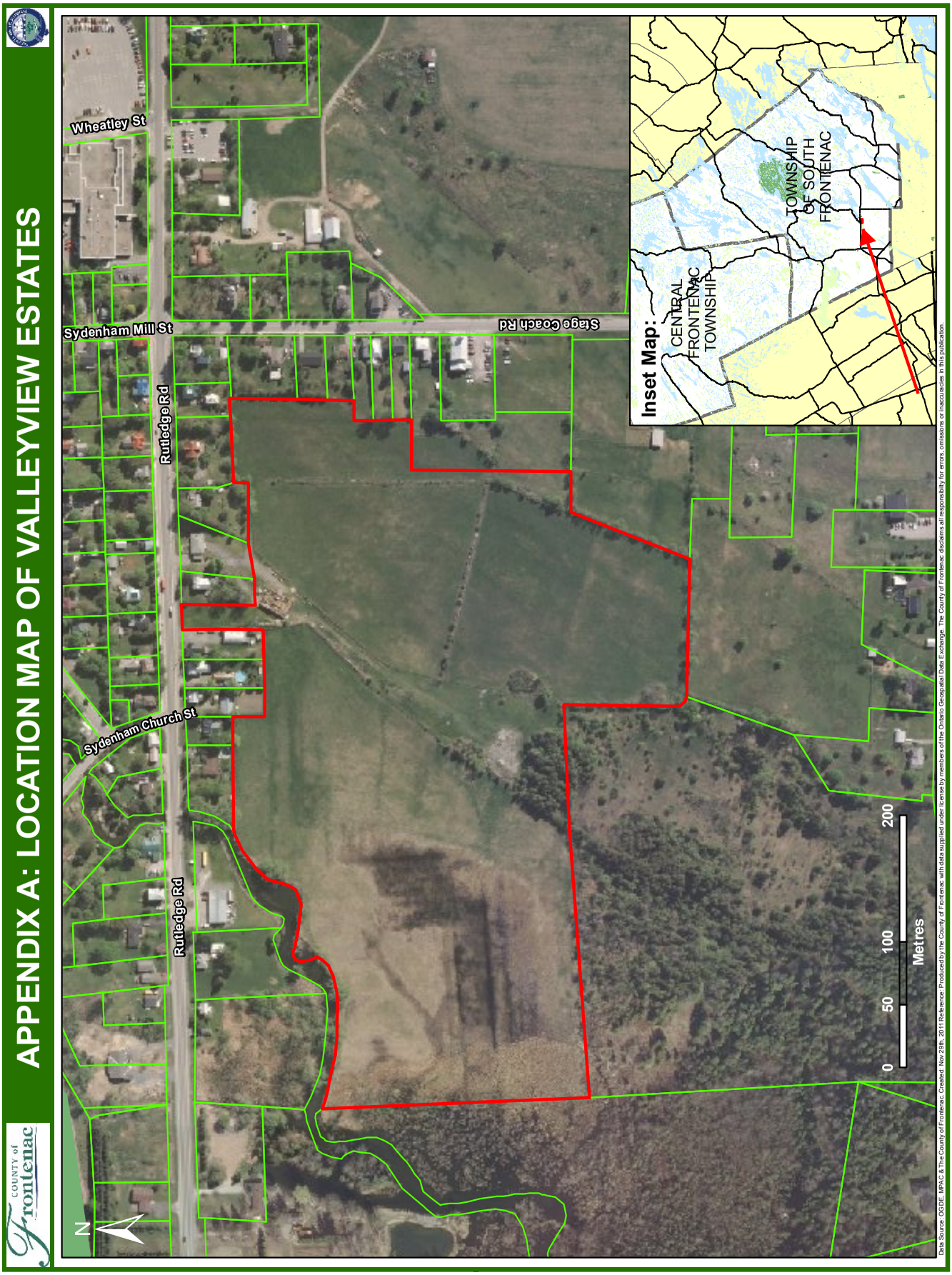
RESOLVED THAT the Council of the County of Frontenac receive the *Sustainability – Valleyview Estates Plan of Subdivision Final Approval – County File No. 10T-2010/002* report;

AND FURTHER the Council of the County of Frontenac grant final approval to the plan of subdivision submitted by AECOM (Owner: RKR Landholdings Corporation) for Part of Lots C & D, Block H, Part of Lot H Block E and Part of Block D Registered Plan No. 50, Village of Sydenham and Part of Lot 3, Concession 4, Geographic Township of Loughborough, Township of South Frontenac, in the County of Frontenac, being County File No. 10T-2010/002

AND FINALLY that the Clerk be authorized to issue this final approval by executing the required documents.

Organizations, Departments and Individuals Consulted and/or Affected

Township of South Frontenac
Commenting Agencies


APPENDIX A: LOCATION MAP OF VALLEYVIEW ESTATES
Wheatley St
Sydenham Mill St
Stage Coach Rd
Rutledge Rd
Rutledge Rd
Sydenham Church St
Inset Map:
CENTRAL FRONTENAC TOWNSHIP
TOWNSHIP OF SOUTH FRONTENAC
N
0
50
100
200
Metres
County of Frontenac
Data Source: OGDE, MPAC & The County of Frontenac, Created: Nov 29th, 2011 Reference: Produced by the County of Frontenac with data supplied under license by members of the Ontario GeoSpatial Data Exchange. The County of Frontenac disclaims all responsibility for errors, omissions or inaccuracies in this publication.

AECOM
654 Norris Court
Kingston, ON, Canada K7P 2R9
www.aecom.com

613 389 3703 tel
613 389 6729 fax

May 30, 2012

Susan Beckel, Deputy Clerk
County of Frontenac
2069 Battersea Road
Glenburnie, Ontario
K0H 1S0

RECEIVED
MAY 31 2012
County of Frontenac

Project No: 60117405

Regarding: File 10T-2010/002
RKR Landholdings
Valleyview Development

Dear Ms. Beckel:

AECOM is applying for final approval of the above subdivision development. Included in this package is:

- Cheque in the amount of $600
- Four (4) copies each of the draft Reference Plan and Subdivision Plan
- Surveyor's Certificate to the effect that the lots and blocks on the Plan conform to the Zoning By-Law with respect to lot area and lot frontage
- Four (4) copies of the signed subdivision agreement
- Digital files of the Plans in AutoCAD and PDF format

The Plan is expected back from the Registry Office (sent in for final checking) within the next day or two after which signatures can be obtained and final copies produced / submitted. Also attached are copies of the conveyance documents for the easements and lands being conveyed to the municipality prepared by the municipal lawyer.

Clearance letters from the following agencies are also attached.

- Township of South Frontenac
- Cataraqui Region Conservation Authority
- KFL & A Public Health
- Bell Canada
- Canada Post
- Hydro One
- Ministry of Culture

Please be advised of the following completion of all conditions.

1. **Approved Draft Plan:**
   That this approval applies to the Draft Plan of Subdivision, prepared by AECOM Canada Ltd., as revised and dated July 13, 2010, certified by the offices of Hopkins, Cormier & Chitty Surveying and which shows the following:
   - *20 single unit detached residential Blocks (1 – 20);*
   - *1 block for multi-unit residential development (Block 21);*
   - *1 Block (Block 22) for stormwater management;*
   - *Street A;*
   - *A temporary turning circle.*

   Acknowledged. Refer to attached Township clearance letter.

2. **Site Plan Agreement:**
   That the subdivision agreement between the Owner and the Township contain a clause advising that prior to development of Block 21, the Owner will be required to enter into a site plan agreement with the Township pursuant to Section 41 of the Planning Act.
   Acknowledged. Addressed in Schedule J, 6A of the Subdivision Agreement. Refer to attached Township clearance letter.

3. **Streets and Civic Addressing:**
   a. *That the road allowances included in this Plan shall be shown and dedicated as public highways.*
   b. *That the street be named to the satisfaction of the Township.*
   c. *That the location and design of the construction access shall be to the satisfaction of the Township and /or other authority having jurisdiction.*
   d. *That the intersection of Street A and Rutledge Road be constructed to the Township's satisfaction, inclusive of sight line safety requirements.*
   e. *That the temporary turning circle on blocks 11 and 12, be shown as parts on a plan of survey with such parts to be held by the municipality until Street A is extended and the temporary turning circle no longer needed.*

   Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township clearance letter.

4. **Reserves and Easements:**
   a. *That any dead ends and open sides of the road allowances created by this Plan shall be terminated in 0.3 metre reserves to be conveyed to, and held in trust, by the Township.*
   b. *That such easements as may be required for utility, drainage or access purposes shall be granted to the appropriate authority free of all charges and encumbrances.*

   Acknowledged. Addressed in the Subdivision Agreement and indicated on Reference Plan. Refer to attached Township clearance letter.

5. **Financial Requirements:**
   a. *That the owner agrees in writing to satisfy all the requirements, financial and otherwise, of the Township concerning the provisions of municipal services including fencing, lighting, landscaping, sidewalks, roads, installation of services, signage, and provision of drainage.*
   b. *That Prior to Final Subdivision Approval, the Owner shall submit for the Township's approval a detailed breakdown of the construction costs for the works associated with the development of this Plan, including any cash surcharges or special levies. The construction costs shall be prepared and stamped by a professional engineer. The cost estimate shall be submitted in the Township's standard format for incorporation into the Subdivision Agreement.*
   c. *That the Owner agrees to reimburse the Township and County for the cost of any Peer Reviews of the Studies/Reports submitted in support of the proposed Plan of Subdivision.*
   d. *That the Owner shall bear the expense of all off site work attributable to the subdivision resulting from the approved public works design where such works are not subsidized under the Policies and/or By-Laws of the Township.*

   Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township clearance letter.

6. **Subdivision Agreement:**
   a. *That the Owner shall enter into the Township's standard Subdivision Agreement which shall list all approved plans and conditions as required by the Township, Health Unit, Conservation Authority, and so on for the development of this Plan.*
   b. *That Provision is made for the Subdivision Agreement between the Owner and the Township to be registered against the lands to which it applies once the Plan of Subdivision has been registered.*
   c. *That the Subdivision Agreement shall contain all necessary warning clauses and notices to purchasers resulting from, but not necessarily restricted to, the design and provision of services, including the requirement to provide and maintain private site specific works where necessary, and easements.*

   Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township clearance letter.

7. **Engineering Drawings:**
   a. *That Prior to Final Subdivision Approval, the Owner shall submit for approval, subdivision design drawings, including design plans of all public works and services, prepared and certified by a Professional Engineer and designed pursuant to the Township's, Health Unit's and Conservation Authority's satisfaction. Such plans are to form part of the Subdivision Agreement.*
   b. *That a 1.5 metre sidewalk be constructed, to the satisfaction of the Township, along the west side of the road allowance for Street A.*
   c. *That Prior to Final Subdivision Approval, the Owner shall submit, if required, a digital file of the approved subdivision design drawings in the Township's standard format.*

   Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township and CRCA clearance letters. Refer to attached Township, Hydro One, and KFL&A Public Health clearance letters.

8. **Revisions to Draft Plan:**
   a. *That Prior to Final Subdivision Approval of any part of the Plan, the Owner shall submit a revised Block Plan, if required, to reflect any significant alterations caused from this Draft Plan Approval.*
   b. *That where final engineering design(s) result in minor variations to the Plan (e.g., in the configuration of road allowances and lots, number of lots, etc.,), these may be reflected in the Final Plan to the satisfaction of the Township and the County.*

   Acknowledged. Refer to attached Township clearance letter.
9. **Phasing**
   a. *That Final Plan Approval for registration may be issued in phases to the satisfaction of the Township, subject to all applicable fees.*
   b. *That the phasing of the development shall be reflected in the Subdivision Agreement and on the approved subdivision design drawings to the satisfaction of the Township, taking into account timing of road improvements, construction of public works, the temporary termination of services, operations and maintenance vehicles access, access for emergency vehicles, and safety such as fire protection.*
   c. *That all agencies agree to registration by phases and provide clearances, as required, for each phase proposed for registration.*

   Acknowledged. Single phase proposed. Addressed in the Subdivision Agreement. Refer to attached Township clearance letter.

10. **Zoning By-Law Compliance:**
    a. *That the lands within this Draft Plan shall be appropriately zoned by a Zoning By-Law which has come into effect in accordance with the provisions of the Planning Act.*
    b. *That the lands within 30 metres of the Millhaven Creek Provincially Significant Wetland (PSW) boundary on blocks 13 – 21, and lands within the 1:100 year flood elevation (shown as regional floodline) inclusive be zoned as Environmental Protection (EP). A continuous fence shall be located at the zone boundary of the EP zone and the residential zone(s) to the east and north.*
    c. *That Prior to Final Subdivision Approval, the Owner shall submit a Surveyor's Certificate which confirms that the blocks within this Plan conform to the minimum lot frontage and lot area requirements of the Zoning By-Law.*

    Acknowledged. Addressed in the Subdivision Agreement. Surveyor's Certificate attached. Refer to attached Township and CRCA clearance letter.

11. **Required Studies:**
    That Prior to Final Subdivision Approval, the Owner shall submit such studies as required by the Township and agencies. This may include:

    - *a Geotechnical Study, certified by a Professional Engineer, to the satisfaction of the Township. The Subdivision Agreement shall contain provisions whereby the Owner agrees to implement the Study recommendations to the satisfaction of the Township.*
    - *An Environmental Impact Assessment demonstrating that soil and groundwater quality of the property is compatible with a residential land use as defined by the generic criteria listed within the Guideline for Use at Contaminated Sites in Ontario (MOE, re. 1997). The acceptable method for this demonstration would be a Phase I Environmental Site Assessment (ESA) and any required follow up investigations (Phase II ESA) or remediation. The recommendations of the Study shall be incorporated into the*

Subdivision Agreement.

- *The Owner shall provide a certificate by a qualified professional that all lands with the Plan and any lands and easements external to the Plan to be dedicated to the Township by the owner, meet the applicable soil and ground water criteria noted above. Should site remediation be required to meet the applicable soil and ground water criteria set out in the above Guidelines, the Owner shall submit to the Municipality Prior to Final Subdivision Approval, a copy of the Record of Site Condition acknowledged by a Provincial Officer of the Ministry of the Environment.*

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township clearance letter.

12. **Archaeological Assessment:**
    a. *That the Owner shall carry out an archaeological assessment of the subject property and mitigate, through preservation or resource removal and documentation, adverse impacts to any significant archaeological resources found. No grading or other soil disturbances shall take place on the subject property prior to the approval authority and the Ministry of Culture confirming that all archaeological resource concerns have met licensing and resource requirements.*
    b. *That Prior to Final Subdivision Approval and Prior to Commencement of any Works on any site identified as being archaeologically significant, the Owner shall carry out archaeological excavations of such sites to the satisfaction of the Ministry of Culture (Archaeological Unit) and the Township; the Owner shall agree to take protective measures required by the Township for such site.*
    c. *That should deeply buried archaeological remains be found on the property during construction activities, the Ministry of Culture shall be notified immediately.*
    d. *That in the event that human remains are encountered during construction, the proponent shall immediately contact the Police Department and the Ministry of Culture and the Registrar or Deputy Registrar of the Cemeteries Regulation Unit of the Ministry of Consumer and Commercial Relations, (416) 326-8404.*

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township and Ministry of Culture clearance letters.

13. **Stormwater Management:**
    a. *That Prior to Final Subdivision Approval, a Stormwater Management Plan /Report shall be prepared by a qualified Professional Engineer, in accordance with the recommendations of the Collins Watershed Study (Dillon 1993) and in accordance with the CRCA Storm Water Management Guidelines to the satisfaction of the Township and Cataraqui Region Conservation Authority (CRCA). Appropriate text to implement the findings is to be included in the subdivision agreement. The Owner shall carry out the recommendations of the report, at the owner's expense, to the satisfaction of the Township and the CRCA.*
    b. *That Prior to Final Plan Approval, the Owner shall submit lot grading and drainage plans, and erosion and sediment control plans which shall be prepared by a qualified Professional Engineer on behalf of the Owner, to the satisfaction of the Township and the Cataraqui Region Conservation Authority, and shall be included in the Subdivision Agreement between the Owner and the Township.*
    c. *That Prior to Final Plan Approval and Prior to any Works Commencing on the Site, the Owner shall submit for approval by the Township and the Cataraqui Region Conservation Authority, a detailed engineering report(s) that describes the storm*

drainage system for the proposed development.

d. *That the Owner shall agree to maintain all storm water management and erosion and sedimentation control structures operating and in good repair for the period required by the Township.*

e. *That blocks and/or easements required for the stormwater management system, and required for access and maintenance be dedicated to the Township, to the Township's satisfaction.*

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township and CRCA clearance letters.

14. Notices:

a. *That Prior to Final Subdivision Approval, text shall be included in the Subdivision Agreement between the Owner and the Township, to the satisfaction of Cataraqui Region Conservation Authority, to advise the Owner that permission will be required in accordance with Ontario Regulation 148/06: Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses prior to any development and site alterations within 120 metres of the Millhaven Creek PSW, and/or within 15 metres of the floodplain of Millhaven Creek, and/or 15 metres of the meander belt of Millhaven Creek.*

b. *That the Subdivision Agreement include text, to the satisfaction of the CRCA and Township, to provide notice to purchasers of blocks 13 to 21 inclusive that development, and/or site alterations (including but not limited to building, structures, filling and grading) are subject to the same requirements as in condition 14 (a) immediately above.*

c. *That the EP boundary as approved by the Cataraqui Region Conservation Authority, be surveyed as a part or parts on a reference plan so that zone boundaries and fence location can be accurately determined.*

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township and CRCA clearance letters.

15. Subsurface Sewage Disposal Systems:

That the following requirements with respect to the location and construction of Class 4 conventional sewage systems are to be carried out to the satisfaction of the Township and the KFL & A Public Health:

a. *That all leaching beds on Blocks 1-20 and Block 21 will be either partially or fully raised dependant on soil conditions on each individual block. Elevations will be determined at the sewage system installation application stage.*

b. *That the sites shown on the site servicing plan for the proposed sewage systems are to be reserved solely for that purpose. The housing envelopes as shown are to be maintained in order to provide the primary and alternate areas for sewage systems.*

c. *That all blocks will require a mantle in combination with the leaching bed that extends 15 metres in the direction in which the sewage effluent will travel.*

d. *That sewage effluent pumps may be required on blocks where the dwelling elevation does not provide gravity flow.*

e. *That block 14 will require the importation of clay/loam fill to cover all exposed limestone in the primary area designated for the sewage system.*

f. *That stepped beds or tertiary treatment systems may be an option for blocks 1*

through 12 as they will offer a lower profile for the leaching beds.

g. *That the travelled portions of all proposed driveways are to be a minimum 6 metres (20 feet) from the closest distribution pipe in the proposed leaching bed.*

h. *That the subdivision agreement contain a warning clause indicating that:*

- *Any changes to the building envelope or primary and alternate area for sewage systems may require a sewage system design from a qualified sewage system designer,*
- *The site servicing plan showing the building envelopes and sewage systems is to be made available to all persons having an interest in the development,*
- *A copy of the final plan showing the primary and alternate locations for the sewage systems and the storm water management plan be forwarded to KFL & A Public Health.*

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township and KFL&A Public Health clearance letters.

16. Wells:

That the two wells on Block 21 be abandoned as per Ministry of Environment (MOE) guidelines for well abandonment prior to development. A written report indicating that wells have been properly abandoned by a qualified person is to be provided to KFL & A Public Health.

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township and KFL&A Public Health clearance letters.

17. Parkland Conveyance/Open Space:

That the Owner conveys up to 5% of the land included in the Plan of Subdivision to the Township for park purposes. Alternatively, the Township may require cash-in-lieu for all or a portion of the conveyances. Cash-in-Lieu of parkland dedicated pursuant to the Planning Act shall be based on an appraisal of the lands by a qualified appraiser, unless otherwise agreed to by the municipality.

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township and CRCA clearance letters.

18. Trees and Landscaping Plan:

a. *That Prior to Final Subdivision Approval, the Owner shall submit a tree preservation plan, prepared by a person qualified in that field, outlining trees to be preserved, the methods for doing so, and the restriction and/or warning to be placed within the subdivision agreement.*

b. *That the subdivision agreement include a requirement that one tree be planted in the front yard of proposed blocks 1 – 20 inclusive. Such trees are to be of a size, type, and at a location approved by the Township.*

c. *That screening be provided, to the satisfaction of the Township, along the east and west sides of the new road allowance where it abuts the existing neighbouring properties at Rutledge Road.*

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township clearance letter.

19. Community Mailboxes:

a. *That Prior to Final Plan Approval, the Owner shall, in consultation with and to the satisfaction of Canada Post, identify the method of mail delivery. If community mailboxes are required, the location of the community mailboxes within the Plan shall be identified on drawings for approval by the Township. The locations of these community mailboxes shall be identified in the notice to future purchasers of the lots within the Subdivision.*

b. *The Owner shall, if required, provide detailed design plans for the community mailboxes including a landscape plan.*

c. *If required, the Owner shall provide a suitable temporary community mailbox location to the satisfaction of the Township.*

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township and Canada Post clearance letters.

20. Bell Canada Requirements:

a. *The Developer is hereby advised that prior to commencing any work within the Plan, the Developer must confirm that sufficient wire line communication/telecommunication infrastructure is currently available within the proposed development to provide communication/telecommunication service to the proposed development. In the event that such infrastructure is not available, the Developer is hereby advised that the Developer may be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure. If the Developer elects not to pay for such connection to and/or extension of the existing communication/telecommunication infrastructure, the Developer shall be required to demonstrate to the Municipality that sufficient alternative communication/telecommunication facilities are available within the proposed development to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e., 911 Emergency Services).*

b. *The Owner shall agree in the Agreement, in words satisfactory to Bell Canada, to grant to Bell Canada any easements that may be required for telecommunication services. Easements may be required subject to final servicing decisions. In the event of any conflict with existing Bell Canada facilities or easements, the owner/developer shall be responsible for the relocation of such facilities or easements.*

c. *The Owner shall be required to enter into an agreement (Letter of Understanding) with Bell Canada complying with any underground servicing conditions imposed by the Municipality, and if no such conditions are imposed the owner shall advise the municipality of the arrangement made for such servicing.*

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township and Bell Canada clearance letters.

21. General Conditions:

a. *That the Owner shall pay any and all outstanding application fee to the Township, in accordance with the Municipality's Tariff of Fees By-Law.*

b. *That when requesting final Approval from the Township, the Owner shall accompany such request with the required number of originals and copies of the Final Plan, together with a surveyor's certificate stating that the lots/blocks thereon conform to the frontage and area requirements of the Zoning By-Law.*

c. *The Owner agrees to remove any driveways and buildings on site, which are not approved to be maintained as part of the Plan. Any modification to off-site driveways required to accommodate this Plan shall be coordinated and completed at the cost of the Owner.*

d. *That the Owner shall agree that all lots or blocks to be left vacant shall be graded, seeded, maintained and signed to prohibit dumping.*

e. *The Owner shall agree that no building permits will be granted until the Township is satisfied that adequate access and services are available.*

f. *That any existing wells and or septic systems that may be present on the site and are not to be used as part of the plan of subdivision be decommissioned as per applicable regulations.*

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached Township clearance letter.

22. Clearance Letters:

a. *That Prior to Final Subdivision Approval, the County shall be advised that all Conditions of Draft Plan Approval have been satisfied; the clearance memorandum shall include a brief statement detailing how each Condition has been met.*

b. *That Prior to Final Subdivision Approval, the County is to be advised in writing by Cataraqui Region Conservation Authority the methods by which conditions 7, 10, 13, 14 and 18 have been satisfied.*

c. *That Prior to Final Subdivision Approval, the County is to be advised in writing by Hydro One the method by which condition 7 has been satisfied.*

d. *That Prior to Final Subdivision Approval, the County is to be advised in writing by Bell Canada the method by which condition 20 has been satisfied.*

e. *That Prior to Final Subdivision Approval, the County is to be advised in writing by Canada Post the method by which condition 19 has been satisfied.*

f. *That Prior to Final Subdivision Approval, the County is to be advised in writing by KFL & A Public Health the method by which conditions 7, 15 and 16 have been satisfied.*

g. *That Prior to Final Subdivision Approval, the County is to be advised in writing by the Township of South Frontenac the method by which condition 1 to 21 have been satisfied.*

Acknowledged. Addressed in the Subdivision Agreement. Refer to attached clearance letters.

23. Lapsing Provisions:

a. *That pursuant to Section 51(32) of the Planning Act, this Draft Plan Approval shall lapse at the expiration of three (3) years from the date of issuance of Draft Plan Approval if final approval has not been given, unless an extension is requested by the Owner and, subject to review, granted by the approval authority.*

b. *That pursuant to Section 51(33) of the Planning Act, the Owner may submit a request to the approval authority for an extension of the Draft Plan Approval. The extension period shall be for a maximum of three (3) years and must be submitted prior to the lapsing of Draft Plan Approval. Further extensions may be considered at the discretion of the Township and the County.*

Acknowledged.

AECOM

Please contact this office if you require any additional information.

Sincerely,
AECOM Canada Ltd.

Doug Prinsen, P.Eng
Senior Civil Engineer
doug.prinsen@aecom.com

DP:ms
Encl.
cc: Lindsay Mills, Township of South Frontenac
Rob Morgan, RKR landholdings Corporation

TOWNSHIP OF SOUTH FRONTENAC
Planning Department
P. O. Box 100, 4432 George Street
Sydenham, Ontario, K0H 2T0
Telephone (613)376-3027 or 1-800-559-5862 Fax: (613) 376-6657

May 25, 2012

Susan M. Beckel, Deputy Clerk
County of Frontenac
2069 Battersea Road
Glenburnie, Ontario
K0H 1S0

RECEIVED
MAY 31 2012
County of Frontenac

Re: Clearance Letter for Valleyview Estates Subdivision: RKR Landholdings Corporation: File 10T-2010/002: Part Lots C & D, Block H, Part Lot H, Block E and Part of Block D of Registered Plan #50, Village of Sydenham: Part of Lot 3 Concession IV; Loughborough District; Township of South Frontenac

Dear Susan Beckel;
The Township of South Frontenac is in receipt of a completed and signed Subdivision Agreement and all supporting documents and drawings for the above-noted proposed subdivision. The County of Frontenac's "Notice of Decision" dated November 19, 2010 condition number 22 'Clearance Letters', requires that prior to final subdivision approval, the County is to be advised in writing by the Township of South Frontenac on the method by which conditions 1 to 21 have been satisfied. Accordingly, please be advised of the following:

Condition #1 Approved Draft Plan

The Plan of Subdivision dated May 16, 2012, prepared and certified by Hopkins, Cormier & Chitty Surveying Ltd., shows 20 single unit detached lots (1–20); 1 block for multi-unit residential development (Block 21); 1 block for stormwater management (Block 22); a Street 'A'; and a temporary turning circle.
This is to the Township's satisfaction.

Condition #2 Site Plan Agreement

Schedule "J" of the Subdivision Agreement (number 6a.) specifies that, prior to developing Block 21, the owner will be required to to enter into a site plan agreement with the Municipality pursuant to section 41 of the Planning Act.
This is to the Township's satisfaction.

Condition #3 Streets and Civic Addressing

Condition #3 is satisfied as follows:

a) The plan prepared and certified by Hopkins and Cormier Surveying Ltd., dated May 16, 2012, shows the road allowance within the development.

TOWNSHIP OF SOUTH FRONTENAC
Planning Department
P. O. Box 100, 4432 George Street
Sydenham, Ontario, KOH 2TO
Telephone (613)376-3027 or 1-800-559-5862 Fax: (613) 376-6657

b) The Subdivision Agreement contains a requirement (number 27) that the name of the street in the Plan be shown on the registered Plan of Subdivision. The Plan of Subdivision dated May 16, 2012 shows the name of the street.

c) The location, design and construction accesses are shown on the plans contained in Schedule "E" of the Subdivision Agreement. These Plans have been approved by the municipality.

d) The intersection of Street A and Rutledge Road is shown on the plans contained in Schedule "E" of the Subdivision Agreement which have been approved by the municipality. The subdivision Agreement contains a requirement (number 13) to reinstate all existing roads outside the subdivision to their original condition as determined by the municipal engineer.

e) Schedule "H" of the Subdivision Agreement contains a requirement for the Owner to convey to the municipality an easement over part of Lot 12 for purposes of a temporary turning circle.

All of the above provisions are to the Township's satisfaction.

Condition #4 Reserves and Easements

Condition #4 is satisfied as follows:

a) The dead ends and open sides of the roal allowance created by this Plan are terminated in 0.3 metre reserves to be conveyed to the municipality and held in trust as specified on Schedule "H" of the Subdivision Agreement. The Subdivision Agreement contains a requirement (number 12) that all dead ends and open sides of road allowances be terminated in 0.3 metre reserves to be conveyed to the municipality and held in trust.

b) Easements for utility, drainage and access are specified in Schedule "H" of the Subdivision Agreement to be conveyed to the municipality free and clear of all encumbrances. Easements for stormwater management, watermains, service connections, water meters, sidewalks and fences are required in the Subdivision Agreement (numbers 15 to 22) and are specified in the approved drawings on Schedule "E".

These are to the Township's satisfaction.

Condition #5 Financial Requirements

Condition number 5 is met as indicated below:

a) Item number 91 of the Subdivision Agreement requires the Owner to deposit securities for the performance of the Owner's responsibilities under the Agreement.

b) Schedule "B" of the Agreement is an engineer's estimate of the cost to complete the subdivision.

TOWNSHIP OF SOUTH FRONTENAC
Planning Department
P. O. Box 100, 4432 George Street
Sydenham, Ontario, KOH 2TO
Telephone (613)376-3027 or 1-800-559-5862 Fax: (613) 376-6657

c) All studies and reports submitted in support of the Plan of Subdivision have been completed and reviewed.

d) The Subdivision Agreement contains a requirement (number 13) to reinstate all existing roads outside the subdivision to their original condition as determined by the municipal engineer.

The above satisfies the Township.

Condition #6 Subdivision Agreement

The Owner has entered into a standard Subdivision Agreement with the Township covering all approved plans and conditions of the Township and relevant agencies including provisions for the agreement to be registered against the lands to which it applies. Items numbered 104 and 105 require notices to subsequent owners and purchasers regarding all the terms and conditions of the Subdivision Agreement and Schedule "K" of the Agreement lists the clauses to be registered against the title of each lot and block in the subdivision.

This is to the Township's satisfaction.

Condition #7 Engineering Drawings

The Township has now received from the Owner four complete sets of subdivision design drawings including design plans of all public works and services, prepared and certified by a professional engineer. The plans include provisions for a 1.5 metre wide sidewalk.

This is to the Township's satisfaction.

Condition #8 Revisions to Draft Plan

The configuration of Lots 11 and 12 in the Plan has been recently revised to reflect the requirements of the Township. The final engineering drawings have not resulted in any other variations to the Plan. A letter, dated May 16, 2012 from Hopkins, Cormier & Chitty Surveyors, confirms that all Lots and Blocks are in comlpiance with our minimum standards for size and frontage.

The Township is satisfied that this condition is met.

Condition #9 Phasing:

The Plan of Subdivision is to be developed in one phase as specified on Schedule "C" of the Subdivision Agreement.

This is to the Township's satisfaction.

Condition #10 Zoning By-law Compliance:

Zoning compliance in the draft plan has been met as follows:

a) the lands in the draft plan have been zoned to appropriate zoning categories by Zoning By-law No. 2011-18 approved by the Council of the Township on March 15, 2011.

TOWNSHIP OF SOUTH FRONTENAC
Planning Department
P. O. Box 100, 4432 George Street
Sydenham, Ontario, KOH 2TO
Telephone (613)376-3027 or 1-800-559-5862 Fax: (613) 376-6657

b) the amending by-law places Millhaven Creek and the 1:100 year flood plain in an Environmental Protection zone and portions of lots 13 to 20 and Block 21are also included in this restrictive zone. In addition, these lots are required to have a continuous fence located at the EP zone boundary.

c) the Township is in posession of a Surveyor's Certificate dated May 16, 2012, from Hopkins, Cormier & Chitty Ontario Land Surveyors, confirming that all lots and blocks within the Plan conform to the minimum lot frontage and lot area requirements of the Zoning by-law.

This is to the Township's satisfaction.

Condition #11 Required Studies:

An Environmental Impact Assessment was carried out by Ontario Lake Assessments. The study and report, dated October 2009, assessed on-site soils and the effect of the proposed development on the environmental feature on the property. It also evaluated the effects on fish habitats and other shallow water species of plants and animals. All recommendations of the report have been incorporated into the design of the subdivision and into the text of the Subdivision Agreement.

A letter dated April 27, 2010 from Paul N. Johnston of AME Environmental confirms that, based on proposed septic bed construction, background nitrate concentrations, encountered soil thickness in the western portion of the property and the 30 metre protective buffer zones, he is of the opinion that Millhaven Creek will be protected from potential phosphorus accumulation from septic systems. Also,no deleterious materials were identified and, accordingly the Township is satisfied that soil and groundwater quality on lands to be dedicated to the municipality is compatible with residential land use applications. As a result, there is no need for further special provisions to be incorporated into the subdivision agreement in this regard.

This is to the Township's satisfaction.

Condition #12 Archaeological Assessment:

As indicated below all conditions for an archeaological assessment have been met:

a) An Archaeological Assessment dated June 29, 2009, Stages 1 and 2 was submitted.

b) The archaeological assessment gives full clearance of any conditions relating to archaeology and a letter dated December 3, 2009, from the Ministry of Culture confirms that they are satisfied with the report and that their concerns for archaeological sites have been met.

c) Schedule "J" of the Subdivision Agreement (numbers 15 and 16) contains clauses relating to all conditions required by the archaeological assessment.

This is to the Township's satisfaction.

TOWNSHIP OF SOUTH FRONTENAC
Planning Department
P. O. Box 100, 4432 George Street
Sydenham, Ontario, KOH 2TO
Telephone (613)376-3027 or 1-800-559-5862 Fax: (613) 376-6657

Condition #13 Stormwater Management:

Matters relating to stormwater management have been met as follows:

a) A Stormwater Management Report dated May 2011 and Plans prepared by AECOM Canada Ltd. have been submitted and certified by a professional engineer in accordance with Townhip Standards. And appropriate text has been included in number 15 of the Subdivision Agreement.

b) Number 15 of the Subdivision Agreement requires the Owner to construct a stormwater management system and Schedules "E" and "F" of the Agreement contain lot grading and drainage plans and erosion and sediment control plans prepared by a qualified professional to the satisfaction of the Township and the Cataraqui Region Conservation Authority.

c) Item numbers 42 to 47 of the Subdivision Agreement require the Owner to construct the stormwater works. A stormwater engineering report has been submitted and Schedules "E" and "F" of the Subdivision Agreement incorporate all requirements of the report regarding the storm drainage system including provisions for drainage of surface water and lot grading and drainage plans for each indivisdual lot. Schedule "E" of the Plan contains all approved drawings dealing with sediment and erosion control, stormwater management pond, storm drainage and lot grading and landscaping to implement the recommendations of the AECOM report.

d) Schedule "J" of the plan includes provisions for maintenance of the stormwater structures for the period prior to dedication to the Township.

e) Schedule "J" provides that Block 21 is subject to easements in favour of the Township for purposes of providing access for maintenace of the stormwater management pond. Furthermore, Schedule "J" includes a prohibition on any site alteration or construction on lots 13 to 20 and Block 21 prior to obtaining permission from the Cataraqui Region Conservation Authority under Ontario regulation 148/06.

These provisions are to the Township's satisfaction.

Condition #14 Notices: Lots 13 to 20 and Block 21:

The requiements of condition #14 are addressed as follows:

a) Item number 6 of the Subdivision Agreement specifies that any future owners of the lands be bound by the requirement that, prior to any development within 120 metres of the Millhaven Creek PSW and/or within 15 metres of the floodplain of the creek and/or within 15 metres of the meander belt of the creek, the owner must obtain permission from the CRCA in accordancce with Ontario Regulation 148/06.

b) Number 6 of the Subdivision Agreement includes text requiring that the above wording be included in an agreement of purchase and sale of the subject lots.

TOWNSHIP OF SOUTH FRONTENAC
Planning Department
P. O. Box 100, 4432 George Street
Sydenham, Ontario, KOH 2TO
Telephone (613)376-3027 or 1-800-559-5862 Fax: (613) 376-6657

c) The EP boundary as approved by the CRCA has been surveyed and has been identified as parts on a Reference Plan dated May 16, 2012 prepared by Hopkins, Cormier & Chitty Surveying Consultants Inc.

These provisions are to the Township's satisfaction.

Condition #15 Subsurface Sewage Disposal Systems:

Schedule "J" of the Subdivision Agreement (numbers 7 through 14) contains provisions for the installation of subsurface sewage disposal systems to the satisfaction of the Township addressing all of the requirements of KFL&A Public Health regarding placement of building and locations of septic systems.

These provisions are to the satisfaction of the Township.

Condition #16 Wells:

Schedule "J" of the Agreement (number 17) requires the two wells on Block 21 to be abandoned as per Ministry of the Environment guidelines and requies that a written report from a qualified professional be submitted to KFL&A Public Health indicating that they have been properly abandoned.

These provisions are to the Township's satisfaction.

Condition #17 Parkland Conveyance/Open Space:

The Subdivision Agreement specifies the amount of cash–in-lieu of parkland dedication that is to be provided to the Township of South Frontenac under the provisions of the Planning Act.

The Township is satisfied in this regard.

Condition #18 Trees and Landscaping Plan :

A Tree Inventory and Assessment report dated May, 2011 prepared by AECOM has been submitted using accepted standard arboriculture techniques. From this report Schedule "I" of the Subdivision Agreement specifies the requirements for tree preservation and landscaping and Schedule "E" includes the Plan Drawing L1 which is a Landscape Plan that includes provisions for landscaping and tree preservation and protection including a provision requiring screening along the new road allowance near its intersection with Rutledge Road.

These provisions are to the satisfaction of the Township.

Condition #19 Community Mailboxes:

Number 21 of Schedule "J" of the Subdivision Agreement specifies that the Owner herby agrees to accommodate community mailboxes within the plan of subdivision. Schedule 'E' of the Agreement specifies the location of the mailboxes ie., on the municipal road allowance at Block 21. The requirement to notify future purchasers of the lots of the location of the community mailboxes is included in Schedule "J" number 6e and that they are to be located to the

TOWNSHIP OF SOUTH FRONTENAC
Planning Department
P. O. Box 100, 4432 George Street
Sydenham, Ontario, KOH 2TO
Telephone (613)376-3027 or 1-800-559-5862 Fax: (613) 376-6657

satisfaction of the municipality and Canada Post as specified in Schedule "J" number 21 of the Agreement.
This is to the satisfaction of the Township.

Condition #20 Bell Canada Requirements:

Number 19 of Schedule "J" of the Subdivision Agreement specifies that the Owner herby agrees to grant to Bell Canada any easements that may be required for telecommunication services. These services have now been installed underground to the Township's satisfaction.
A letter, dated December 21, 2011, from Bell Canada confirms that there is sufficient wire line telecommunication infrastructure available to the developnment to provide their service and that the developer has provided all of the required easements necessary for the telecommunication service.
The Township is satisfied in this regard.

Condition #21 General Conditions:

All outstanding application fees have been paid by the Owner and the Owner has supplied the required number of completed copies of the final plan and letter confirming compliance with the zoning by-law. Also, number 23 of Schedule 'J' of the Agreement requires the Owner to remove all existing driveways and buildings from the site and the Owner has now done so. Furthermore number 24 of the Agreement requires the owner to grade, seed and sign any undeveloped lots or blocks in the subdivision to prevent dumping.
The Township is satisfied in this regard.

In consideration of the above, the Township has no objection to final approval of the Plan of Subdivision by RKR Landholdings Corporation.

Yours truly,

Lindsay Mills
Planner/Deputy Clerk

cc. Wayne Orr, CAO
Mark Segsworth
Doug Prinsen

CATARAQUI REGION CONSERVATION AUTHORITY
1641 Perth Road, P.O. Box 160 Glenburnie, Ontario K0H 1S0
Phone: (613) 546-4228 Fax: (613) 547-6474
E-mail: crca@cataraquiregion.on.ca Website: www.cataraquiregion.on.ca

May 7, 2012 File: SUB/FRS/2010

Sent by Email

RECEIVED
MAY 31 2012
County of Frontenac

Mr. Lindsay Mills, Planning Coordinator
Township of South Frontenac
P.O. Box 100
Sydenham, Ontario K0H 2T0

Dear Mr. Mills:

Re: Draft Subdivision Agreement (second submission)
Application for Final Plan of Subdivision Approval 10T-2010/002
Valleyview Estates
Part of Lots C and D, Block H, Part of Lot H, Block E and Part of Block D, Registered Plan No. 50. Village of Sydenham and Part of Lot 3 Con. 4., Geographic Township of Loughborough
Millhaven Creek and its associated PSW

Further to our letter dated April 16, 2012, staff of the Cataraqui Region Conservation Authority (CRCA) have reviewed the revised Subdivision Agreement for the above noted application.

Our comments regarding requirements related to Ontario Regulation 148/06 have been incorporated in Schedule "J", Special Conditions, under Section 6 b), 26 and 27.

CRCA staff previously cleared conditions 7 a), 10 b), 13 a), 13 b), 13 c), 14c) and 18. Staff can advise that conditions 14 a), 14 b) and 18 a) associated with the Subdivision Agreement have been met by the applicant.

Please inform this office in writing of any decisions made by the Township regarding this application. If you have any general questions, please contact the undersigned at (613) 546-4228 extension 258, or via e-mail at sagarwal@cataraquiregion.on.ca.

Yours truly,

Sukriti Agarwal

Sukriti Agarwal, AICP
Environmental Planner

cc: Ms. Susan M. Beckel, Deputy Clerk, County of South Frontenac, via email
Mr. Doug Prinsen, Senior Civil Engineer, AECOM Canada Ltd., via email

KFL&A Public Health

An accredited local public health agency affiliated with Queen's University
I.M. Gemmill MD, CCFP, FRCP(C) Medical Officer of Health

December 12, 2011

RECEIVED
DEC 15 2011

Susan Beckel, Deputy Clerk
County of Frontenac
2069 Battersea Road
RR#1 Glenburnie, ON
K0H 1S0

RE: Draft Plan of Subdivision, Part Lots C &D
Block H, Part of Lot H, Block E and Parts of Block D, R.P. 5
Village of Sydenham and Part of Lot 3, Concession 4
Municipality of South Frontenac
District of Loughborough
Owner: RKR Landholdings
Corporation "Valleyview Estates"

RECEIVED
MAY 31 2012
County of Frontenac

Dear Ms. Beckel

Our office has received and reviewed a set of final engineered drawings for the above noted subdivision proposal. The conditions with respect to sewage systems and wells are satisfactory.

As a result, KFL&A Public Health has no objections to the conditions to approval for items 7, 15 and 16.

If you have any questions or require further clarification please contact this office.

Yours truly

D. Cooke

David Cooke, CPHI(C) CBO
Public Health Inspector/Chief Building Official

DC/ls

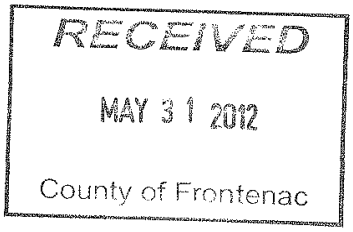
cc: Doug Prinsen, P. Eng. Aecom Canada Ltd.
Rob Morgan, RKR Landholdings Corp.

KINGSTON, FRONTENAC AND LENNOX & ADDINGTON PUBLIC HEALTH

Main Office
221 Portsmouth Avenue, Kingston, Ontario K7M 1V5
Tel: 613-549-1232 **1-800-267-7875**
Fax: 613-549-7896 **www.kflapublichealth.ca**

Branch Offices
Cloyne Tel: 613-336-8989 Fax: 613-336-0522
Sharbot Lake Tel: 613-279-2151 Fax: 613-279-3997
Napanee Tel: 613-354-3357 Fax: 613-354-6267

Bell Canada
Floor 2
75 Bridge Street East
Belleville, Ontario, K8N 5K1
Telephone 613-966-1855
Facsimile 613-968-5286
glenn.pattinson@bell.ca



Wednesday December 21st 2011

AECOM
654 Norris Court
Kingston, Ont
K7P 2R9

Re: Letter of Understand

Please be advised that Bell can confirm that Condition 20 of the Draft Conditions has been satisfied. There is sufficient wire line telecommunication infrastructure available to the development to provide telecommunication service. The developer has granted Bell all of the required easements that are necessary for telecommunication services. The developer is entering into an agreement (Letter of Understanding) with Bell that complies with any underground servicing conditions imposed by the Municipality.

The attached Letter of Understanding (LOU) requires your concurrence in order to have Bell provide telecommunications facilities in your development. This LOU has been developed in conjunction with and supported by the Building Industry and Land Development Association (BILD) formerly known as the Urban Development Institute (UDI)

When a development design requires underground facilities (whether due to a municipal requirement or not) Bell is willing to partner with other utilities in the using of joint use trenching.

In order that Bell may proceed expeditiously, please sign and return both copies of the attached Letter of Understanding and an underground design will be completed.

For your records, we will return one copy of the Letter of Understanding signed by Bell.

Please return the signed copies of the Letter of Understanding as soon as possible.

Glenn A Pattinson
Co Coordinator – Access Network Facilities
613-966-1855
glenn.pattinson@bell.ca

CANADA POSTES
POST CANADA
From anywhere... De partout...
to anyone jusqu'à vous

Delivery Planning
90 Madawaska Street, Suite 1
Arnprior ON. K7S 1S0

RECEIVED
MAY 31 2012
County of Frontenac

April 19, 2012

Ms. Susan Beckel / Deputy Clerk
County of Frontenac
2069 Battersea Road
Glenburnie ON. K0H 1S0

RE: CLEARANCE LETTER
VALLEYVIEW ESTATES
VILLAGE OF SYDENHAM / TOWNSHIP OF SOUTH FRONTENAC
File: 10T-2010/002

We have reviewed the proposed location for the Community Mailboxes for the above and we are satisfied the developer has met our **Conditions # 19 a,b,c,**

Please accept this as a **"Clearance Letter"** for the above-mentioned project.

If you have any further questions, please to not hesitate to contact the undersigned.

Yours truly,

Bob Lachance
Delivery Planner
Tel: 613-203-3097
Fax: 613-623-0853
EMAIL: bob.lachance@canadapost.ca

cc. Doug Prinsen/ AECOM

Hydro One Networks Inc.
420 Welham Road
Barrie Ontario L4N 8Z2
www.HydroOne.com

Tel: 866 272 3330
Fax: (705) 719 0716
subdivision@HydroOne.com

Lines Engineering Services - Subdivisions

hydro one

April 17, 2012

RECEIVED
MAY 31 2012
County of Frontenac

The County of Frontenac
2069 Battersea Road
R.R. 1
Glenburnie ON
K0H 1S0

Re: **Valleyview Estates (29 Lots)**
Lot C & D Part Lot 3 Concession 4 Loughborough Twp South Frontenac
Hydro One Drawing number: 00324-11-009

County of Frontenac File No.: 10T-2010/002

Please accept this letter as our confirmation that the developer, RKR Landholdings Corporation has complied with Conditions 7. a) from the Conditions for Approval of draft plan of Subdivision County of Frontenac File No. **10T-2010/002** (Valleyview Estates – 29 Lots). As well, the Developer has agreed to accept the cost for all Hydro One installations, relocates and revisions necessary to accommodate this Subdivision.

Should you have any questions regarding this invoice, please do not hesitate to contact this office.

Sincerely,

Gord Messervey
Supervisor, Planning & Design
Hydro One Network Services

cc. AECOM Canada Ltd. Attention: Doug Prinsen (Doug.Prinsen@aecom.com)

Ministry of Culture

Culture Programs Unit
Programs and Services Branch
400 University Avenue, 4th floor
Toronto, ON, M7A 2R9
Telephone: 416/314-7132
Facsimile: 416/314-7175
Email : Jim.Sherratt@ontario.ca

Ministère de la Culture

Unité des programmes culturels
Direction des programmes et des services
400, avenue University, 4e étage
Toronto, ON, M7A 2R9
Téléphone: 416/314-7132
Télécopieur: 416/314-7175
Email : Jim.Sherratt@ontario.ca

Ontario

December 3, 2009

RECEIVED
MAY 31 2012
County of Frontenac

Dr. Lawrence Jackson
Northeastern Archaeological Associates
P.O. Box 493
Port hope, Ontario
L1A 3Z4
Facsimile: 905/342-3250

RE: Review and Acceptance into the Provincial Register of Reports: Archaeological Assessment Report Entitled, *"Stage 1 and 2 Archaeological Assessment of Sydenham Subdivision, Part Blocks C,D,E and H Plan 50 and Part Lot 3, Concession 4, Loughborough Township, Frontenac County, Ontario,"* Report Dated June 29, 2009 and Received June 30, 2009, Revised Report received October 21, 2009. MCL Project Information Form Number P025-159-2009, MCL RIMS Number 10SB137.

Dear Dr. Jackson:

This office has reviewed the above-mentioned report, which has been submitted to this Ministry as a condition of licensing in accordance with Part VI of the Ontario Heritage Act, R.S.O. 1990, c 0.18. This review is to ensure that the licensed professional consultant archaeologist has met the terms and conditions of their archaeological licence, that archaeological sites have been identified and documented according to the 1993 technical guidelines set by the Ministry and that the archaeological fieldwork and report recommendations ensure the conservation, protection and preservation of the cultural heritage of Ontario.

As the result of our review, this Ministry accepts the above titled report into the Provincial register of archaeological reports. No archaeological sites were documented. It is recommended that there are no further concerns for alterations to archaeological sites for the area that has undergone archaeological assessment. This Ministry concurs with this recommendation.

Given the above, this Ministry is satisfied that concerns for archaeological sites have been met for the area of this development project as depicted by Figures 2 and 4 of the above titled report.

Should you require any further information regarding this matter, please feel free to contact me.

Sincerely,

Jim Sherratt
Archaeology Review Officer
Eastern Region
cc. Archaeological Licensing Office
Rob Morgan, RKR Landholdings Corporation

COUNTY of Frontenac

ADMINISTRATIVE REPORT

To:	Warden and Council Members of the County of Frontenac
From:	Elizabeth Savill CAO
Prepared by:	Marian VanBruinessen Treasurer
Date prepared:	June 4, 2012
Date of meeting:	June 20, 2012

Re: Financial Services – Long Term Financial Plan

Background

The Council of the County of Frontenac has adopted a long range, strategic and sustainable planning approach to its decision-making over the last number of years. *Directions for Our Future* has received wide acclaim and broad support from the community. It sets the vision for the next 50 years, identifying key values and principles in four pillars of sustainability. From this exercise the County vision is as follows:

> *Fifty years in to the future, the County of Frontenac is one of the most progressive municipalities in terms of community-based sustainability planning because priorities and beliefs are determined through community consultation and County-wide considerations are well thought through and incorporate the four pillars of sustainability. The vision, developed to ensure the ongoing appreciation and continued improvements to our social, cultural, economic and environmental systems, strongly defines the region.*

Community consultation has continued to keep this vision and document current. Annual *Sustainable Actions* reports document lists of projects – ongoing, currently planned or envisioned for the future – that are supported by the community. Following the annual review, specific projects are recommended to Council for implementation as part of the next budget cycle.

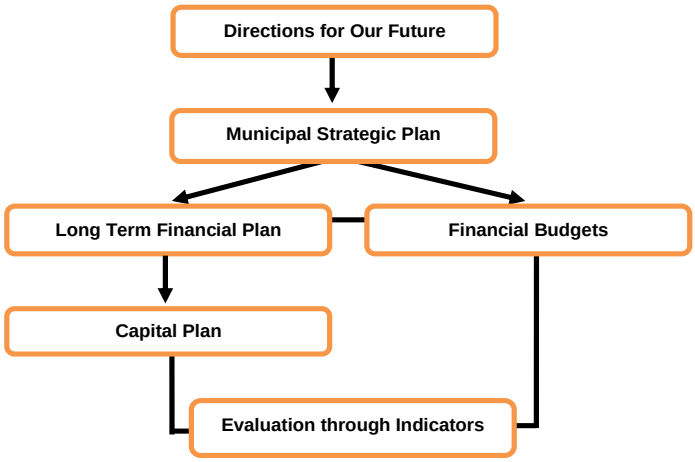
In February 2011, Council undertook a one day strategic visioning session, out of which came a number of strategic priorities which were endorsed by Council.

Comment

A long term financial plan provides the opportunity for strategic development based on a collaborative and visionary process. It is part of a complete planning portfolio which starts with a municipal strategic plan.

A long term financial plan should reflect the long-term strategic approach to issues assumed through a municipal strategic plan. It can also minimize volatility created by external influences that impact municipal budgets and can ensure resources are appropriately managed to meet the longer term goals of the County.

The first step in the process is to undertake a municipal strategic plan.



Council has also expressed its interest in assessing the adequacy of financial reserves for the County. This process is a component of the overall assessment of the financial capacity of the County in the context of strategic direction and the short and long terms goals of County Council. To appropriately align resources with current and anticipated future requirements a clear municipal "roadmap" is required for the next 5-10 years.

It is recommended that Council initiate a strategic planning process that can culminate with a long-term financial plan which includes an assessment of the County's financial reserve requirements.

Recommendation

RESOLVED that the Council of the County of Frontenac receive this *Financial Services – Long Term Financial Plan* report;

AND FURTHER that Council instruct the CAO to arrange a convenient date in the fall of 2012 for Council to undertake a strategic planning exercise with appropriate resources to ensure its success.

Organizations, Departments and Individuals Consulted and/or Affected

COUNTY of Frontenac

ADMINISTRATIVE REPORT

To:	Warden and Council Members of the County of Frontenac
From:	Elizabeth Savill CAO
Prepared by:	Marian VanBruinessen Treasurer
Date prepared:	June 13, 2012
Date of meeting:	June 20, 2012

Re: Financial Services – Proposed Budget Format

Background

On an annual basis, Senior Management convenes to review the budget cycle from its inception and various stages of development through to Council's final approval. A calendar is established in February for the following year's budget document at which time key milestones are identified. Work plans for the upcoming year, which guide the budget discussions, are under development and should be reaching completion before the end of June. The intention is to have a preliminary budget before Council by October or November. Some years this target shifts: in the fall of 2010 (an election year), the budget was held back until the new Council was in place; and in 2011, a critical staff vacancy delayed its presentation until December. Following the initial SM budget session, work commences with the various management and supervisory staff to discuss any anticipated legislated changes or expectations and any change in service requirements. At the same time, the internal service groups (Human Resources, Occupational Health, Information Systems, Administration and Finance) undertake similar reviews. At this point, global, national, provincial, regional and local economic indicators are reviewed and various surveys of different parameters are undertaken to ensure the budget will anticipate any external impacts and our presentations reflect reasonable assumptions. In addition, Council approved directions bear significant weight from Council's Priorities established in February 2011 to *Directions for Our Future*. By the end of the summer, all of this data and work culminates in draft documents and the first full draft of the budget is pulled together by September.

Particular focus is given to the budget presentation with the intent of making the document as clear and transparent as possible. After over 10 years of using the same format, small modifications were made for 2012 and a full scale review has begun for 2013. This review takes into account the numerous comments raised by council members during the 2012 discussions.

Comment

Some of the concerns raised by Council prompted further research into budget practices and presentations in other Eastern Ontario Counties. What was found was a wide variance of approaches from a line-by-line approach to different levels of detail. Staff's explanations reflected a common objective was consistent: to provide the appropriate information for meaningful discussion at the Council level. However in most instances the level of detail and the presentation context (through committee or directly to Council) were dictated by Council.

At this point in the budget cycle, SM has reached consensus to the attached preliminary proposal. It was developed through a collaborative process and reflects the first option for discussion. SM will be reviewing all expense lines to ensure that their presentations will be accurate.

In the proposed format, budget pages will provide the revenue and expense for each department/work unit. Summary pages will provide the net impact of each department/work unit and any other external agency data.

The budget presentation should also include narrative by department which would include:

- General discussion of the department/service
- General legislative framework
- Funding and revenue streams
- Overview and evaluation of staffing – with rationale for current and any increased complement
- Plans for the coming year(s) – once Council completes a comprehensive Strategic Plan, it too can be addressed
- Risks inherent in the budget numbers
- Analysis of year over year trends – projections, etc.

From staff's point of view, the draft budget must be completed by September so that reasonable analysis can be undertaken before it is presented to Council in October/November.

Recommendation

RESOLVED that the Council of the County of Frontenac receive this *Financial Services – Proposed Budget Format* report;

AND FURTHER that Council direct staff to present the 2013/2014 budget in the format proposed.

Organizations, Departments and Individuals Consulted and/or Affected

COUNTY OF FRONTENAC
Proposed template

REVENUE
Municipal Requisition
Provincial/Federal Funding
Municipal Transfers
Investment Income
User Fees
Other Revenue
Recoveries
TOTAL REVENUE
Transfers
TOTAL REVENUE AND RESERVE TRANSFERS
EXPENSE
Salaries
Benefits
General Supplies and Repair
Medical Supplies and Repair
Equipment Supplies and Repair
Public Relations
Travel, training, conference fees
Professional Fees and Contracted Service
Insurance
Building Maintenance
Communications Supplies and Equipment
Vehicle Supplies
Rental and Leases, Penalties and Interest
Utility costs - Heat Hydro
External Transfers
Funded Projects
Sustainability Projects
Other
Internal Transfers - Reserve -Debt
Capital Expensed
Depreciation
TOTAL EXPENSE

COUNTY of Frontenac

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:	June 6, 2012
Date of meeting:	June 20, 2012
Re:	**Emergency and Transportation Services – North Frontenac Joint Land Ambulance/Fire Station Development Update 2012-02**

Construction Update

The report prepared by our Project Manager, Patrick Thompson, TCMS, for the period is attached.

Change Orders – No change orders are being brought forward.

Other Matters – See attached.

Recommendation

That the Council of the County of Frontenac accept this *Emergency and Transportation Services – North Frontenac Joint Land Ambulance/Fire Station Development Update 2012-02* report for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Patrick Thompson, Project Manager, TCMS
Township of North Frontenac Staff
Marian VanBruinessen, County Treasurer

CONSTRUCTION OF A NEW NORTH FRONTENAC JOINT LAND AMBULANCE / FIRE STATION

THE COUNTY OF FRONTENAC / THE TOWNSHIP OF NORTH FRONTENAC

PROGRESS REPORT NO. 2

Prepared by TCMS

June 8, 2012

NEW NORTH FRONTENAC JOINT LAND AMBULANCE / FIRE STATION PROGRESS REPORT NO. 1

INDEX

PROGRESS SUMMARY……1

CONTRACT CHANGE SUMMARY……..2

PROPOSED AND ACTUAL CASHFLOW – CONSTRUCTION ONLY……...3,4

PROPOSED AND ACTUAL CASHFLOW – TOTAL PROJECT……...4,5

NEW NORTH FRONTENAC
JOINT LAND AMBULANCE / FIRE STATION
PROGRESS SUMMARY

The following activities have been completed during the current report period.

- Preparation and issuance of RFP addenda.
- Request for Proposal (RFP) submissions closed on May 10, 2102.
- All four (4) pre-qualified design-build contractors submitted proposals.
- The Proposal Review Committee met on May 15, 2012 to evaluate technical proposals.
- Letters were issued to all four (4) proponents to clarify various technical details.
- With all four (4) proposals technically level, Cost Factors were opened June 4, 2012.
- A summary of the RFP evaluation scoring, with additional details, is provided below.

RFP Evaluation Summary

Proposals for the Construction of a New North Frontenac Joint Land Ambulance Base / Fire Station – from the shortlist of design–build contractors whom prequalified at the Expression of Interest stage, were received by the County of Frontenac on Thursday, May 10, 2012. Details of the RFP process are provided below;

- The deadline for submitting a response to the RFP was May 10, 2012, 3:00 PM. There were no late submissions.
- Several inquiries were received during the RFP response period resulting in the issuance of four (4) additional contract documents – Addenda No. 1 – 4.
- A total of four (4) firms submitted a response to the RFP document. Technical details of each firm's proposal were submitted, along with a separate sealed envelope summarizing costs associated with delivering the proposal. Cost envelopes were retained by the County Treasurer Marian VanBruinessen and opened only following completion of the technical review process.
- A Proposal Review Committee was formed for the technical review and evaluation. The members are Patrick Thompson – project manager, TCMS, David Gemmill – Frontenac Paramedic Service, Steve Riddell – North Frontenac Township Fire Chief and George Gorrie – North Frontenac Township Chief Building Official. A detailed evaluation matrix was completed for each firm, by all evaluators. The evaluation notes will be retained on the project file. A summary of the evaluation results is attached to this report.
- The Evaluation Summary table follows.

North Frontenac Joint Land Ambulance / Fire Station
Evaluation Summary
07-Jun-12

	Bel-Con	Lundy	TaskForce	Wemp & Smith
Management Plan /5	4	5	5	4
Project Schedule /5	5	3.5	3.5	3
Building Design/Spec /40	20	37	34	24
Unique Features /5	3.5	4	5	3.5
Quality of Proposal /5	4	5	5	2.5
Cost Factor /40	40	19.8	37.6	30.1
Total	**76.5**	**74.3**	**90.1**	**67.1**
Rank	**2**	**3**	**1**	**4**

Cost Factor Bid Price	$918,880	$1,291,000	$963,600	$1,100,000
Bid difference from lowest	$0	$372,120	$44,720	$181,120
Points deducted from 40	0	20.2	2.4	9.9

ADMINISTRATIVE REPORT

To:	WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC
From:	Elizabeth Savill CAO
Prepared By:	Julie Shillington Administrator of Fairmount
Date Prepared:	June 4, 2012
Date of Meeting:	June 20, 2012

Re: Fairmount Home – Auditorium Fundraising Campaign Update

Background

At its meeting on October 19, 2011 County Council passed the following resolution:

> *That Council of the County of Frontenac receive this Fairmount Home – Auditorium Redevelopment report for information,*
>
> *AND FURTHER THAT Council support the establishment of a committee to launch a fundraising campaign for the redevelopment of the Fairmount Auditorium.*

This report will provide Council with an update on the activities that have taken place since this approval was received.

Comment

An enthusiastic committee has been established which includes representation from staff, residents, volunteers, County Council and our community. The committee first met in April and has had several subsequent meetings.

The first item of business was to establish the terms of reference for the committee which include the expectation of a two-year commitment from committee members. Next, the case for support was completed. We then reached consensus on the following campaign name to be brought forward to Council for approval:

Building Change Together
The Fairmount Home Auditorium Fundraising Campaign

A campaign brochure has been drafted and will be distributed at the meeting as it is still being edited at the time of writing this report.

The committee is currently discussing a variety of topics which include:

a) Major & individual gifts
b) Third party events
c) Marketing & communications
d) Corporate donations & sponsorship
e) Special events
f) Foundation & grant applications
g) Donor recognition

The formal campaign kick-off is tentatively scheduled for the afternoon of the third Wednesday in September. The e-Waste fundraising event, sponsored by Sodexo and Scott's Environmental, is scheduled for June 23rd (flyer attached as Appendix A). The Shop and Support program is also being rolled out. Through this program you can purchase shopping/gift cards for your favourite retailers and use them for your every day shopping. Each time you purchase a card, a percentage of the sale is donated back to the auditorium campaign. Information sheets will be distributed at the meeting and additional information can be received by calling the home's Administration department or the Coordinator of Volunteers and Special Events.

There is much work to do before the kick-off and Council will be kept apprised of the committee's activities.

Sustainability Implications

Directions for Our Future states the following:

> *Long lasting, efficiently designed and properly maintained infrastructure contributes towards the Frontenac's vision of sustainability.*

Raising funds to support a new auditorium will help to ensure that Frontenac achieves its' vision.

Financial Implications

Fundraising will help to offset the municipal cost of renovating the auditorium.

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Fairmount Home – Auditorium Fundraising Campaign Update* for information;

AND FURTHER that Council of the County of Frontenac approve the Fairmount Home Auditorium Fundraising campaign name to be "Building Change Together".

Organizations, Departments and Individuals Consulted and/or Affected

Fairmount Auditorium Fundraising Committee
Fairmount Residents, Staff and Volunteers
Frontenac Community

Saturday June 23, 2012

11:00 AM - 3:00PM

Come and support us!

One person's trash is another's treasure and this is your chance to put your electronic waste to work for us while supporting a greener planet and a good cause.

Between the hours of 11:00 am and 3:00 pm on June 23 bring your old electronic waste to the back parking lot at 2069 Battersea Rd. for free disposal and to support Fairmount's auditorium renovation project!

BBQ hotdog or hamburger and a cold drink also available!

You can bring……

- **Computer accessories**
- **Printers**
- **Typewriter**
- **Telephones**
- **Answering machines**
- **Cell phones**
- **Audio & Video players**
- **Cameras**
- **Radios**
- **Speakers**
- **Computers & Monitors**
- **TV's**
- **And more! Complete list available at reception**

Fairmount HOME & sodexo HEALTH CARE

E-Waste Collection & BBQ

Did you know that old electronics are mined for their precious metals?

Did you know that besides precious metals e-waste also contains hazardous materials like lead and mercury and that up to 60 elements can be found in complex electronics?

In the United States, an estimated 70% of heavy metals in landfills comes from discarded electronics! What may be worse than the environmental impact is the human one. Many of these improperly discarded e-waste products end up in developing countries where thanks to lax or non-existent safety regulations their precious metals are mined with no regard for the safety of the workers (who are often children).

Fairmount and Sodexo have teamed up with Scott Environmental Group to collect and responsibly recycle e-waste in our community. For each kilogram of waste collected Scott's will donate $0.05 to the fundraising campaign for Fairmount's auditorium project. On June 23 bring us your electronic junk; enjoy some BBQ and help to make a difference!

Questions? Please contact Tom Mercer, Director of Support Services—Sodexo at 613-546-4264 x 601 or email thomas.mercer@sodexo.com.

COUNTY of Frontenac

POSTED CHEQUE LISTING

COUNTY OF FRONTENAC

(Great Plains)

FOR THE PERIOD OF: May 8, 2012 - June 11, 2012 (inclusive)

CHEQUE TOTAL:	1,812,144.68
TOTAL:	$1,812,144.68

County of Frontenac
Transaction Register Report
May 8, 2012 - June 11, 2012

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
73	FULT0004	SAVILL, ELIZABETH - IN TRUS	5/24/2012	665.00
5172012	TDFU0001	TD FUTURE BUILDER	5/15/2012	150.00
5312012	TDFU0001	TD FUTURE BUILDER	5/31/2012	150.00
11876	TDFU0001	TD FUTURE BUILDER	5/8/2012	1,170.00
12374	TDFU0001	TD FUTURE BUILDER	5/15/2012	425.00
12737	TDFU0001	TD FUTURE BUILDER	5/24/2012	1,170.00
13193	TDFU0001	TD FUTURE BUILDER	5/31/2012	425.00
1887	COUN0016	COUNTY OF FRONTENAC	5/10/2012	586.00
1888	PARA0001	PARAMEDIC ASSOCIATION	5/10/2012	175.00
1896	PARA0001	PARAMEDIC ASSOCIATION	5/24/2012	175.00
1897	COUN0016	COUNTY OF FRONTENAC	5/22/2012	572.50
1901	SODE0001	SODEXO SERVICES CANADA	5/30/2012	36.16
1903	REVE0005	REVEREND LEWIS BRYANT	5/30/2012	975.00
2110692	RECE0002	RECEIVER GENERAL	5/10/2012	282.49
2628954	RECE0002	RECEIVER GENERAL	5/17/2012	107,504.59
2629397	RECE0002	RECEIVER GENERAL	5/17/2012	25,387.19
36641	ADVA0004	ADVANCED PATIENT N.E.T.	5/9/2012	513.02
36642	BAGO0001	BAGOT MEDICAL CENTRE	5/9/2012	1,066.67
36643	BENS0001	BENSON TRUCK & TRAILER	5/9/2012	10,855.89
36644	BENS0002	BENSON COMMERCIAL TIRE	5/9/2012	1,021.89
36645	BROW0002	BROWNS FIRE PROTECTION	5/9/2012	1,349.12
36646	CAMP0002	JODY CAMPBELL'S SEPTIC SE	5/9/2012	141.25
36647	CANP0001	CANPAR TRANSPORT L.P.	5/9/2012	63.19
36648	CARL0001	CARLETON UNIFORMS INC.	5/9/2012	7,433.09
36649	CBCI0001	WORLDLYNX WIRELESS	5/9/2012	163.79
36650	CROW0001	CROWN COLLISION SERVICE	5/9/2012	247.74
36651	DIRE0003	DIRECT ENERGY BUSINESS S	5/9/2012	583.08
36652	DOOR0001	DOOR DOCTOR	5/9/2012	3,024.27
36653	ETR00001	407 ETR	5/9/2012	14.75
36654	FIEN0001	MATT FIENE	5/9/2012	14.40
36656	GLEN0001	GLENBURNIE GROCERY	5/9/2012	60.30
36657	KAPS0001	KAPS KINGSTN AREA PATIEN	5/9/2012	167.00
36658	KING0019	KINGSTON ACCESS BUS	5/9/2012	90.00
36659	KING0024	KINGSTON TOYOTA	5/9/2012	227.62
36660	LEON0002	BRAD LEONARD	5/9/2012	4.80
36661	NORM0001	DON NORMAN	5/9/2012	180.00
36662	PERR0002	PERRY, CHRISTINE	5/9/2012	439.97
36663	PHYS0001	PHYSIO-CONTROL CA SAL LT	5/9/2012	9,995.08
36664	RECE0003	RECEIVER GENERAL	5/9/2012	804.65
36665	REVE0001	REVELL FORD LINCOLN	5/9/2012	41,014.27
36666	STER0001	STERICYCLE INC.	5/9/2012	234.66
36667	THES0002	THE SHERIFF OF THE COUNT	5/9/2012	249.18
36668	VERA0001	VERATHON MEDICAL	5/9/2012	847.50
36669	WATS0001	LINDA SILVER	5/9/2012	185.00
36670	WEST0002	WESTBURNE/RUDDY ELECTR	5/9/2012	329.51

County of Frontenac
Transaction Register Report
May 8, 2012 - June 11, 2012

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
36671	WORD0001	REBECCA WORDEN	5/9/2012	480.00
36672	GRAP0001	PRINTFUSION INC.	5/9/2012	2,717.76
36673	MANP0001	MANPOWER	5/9/2012	1,459.97
36675	FULT0003	SAVILL ELIZABETH -IN TRST	5/14/2012	843.38
36676	CIBC0001	CIBC on account of	5/15/2012	15,329.76
36678	STEW0001	HELEN STEWART	5/24/2012	135.00
36679	APAR0001	A PARTY CENTRE	5/24/2012	180.80
36680	ATTE0001	ATTENTION GETTERS	5/24/2012	113.00
36681	BENS0001	BENSON TRUCK & TRAILER	5/24/2012	6,318.63
36682	CANA0017	CANADIAN CANCER SOCIETY	5/24/2012	77.03
36683	CANP0001	CANPAR TRANSPORT L.P.	5/24/2012	31.72
36684	CARL0001	CARLETON UNIFORMS INC.	5/24/2012	8,051.42
36685	CFPE0001	CF PETRO PRO	5/24/2012	20.00
36686	CONS0002	CONSTRUCT IT LTD.	5/24/2012	1,940.21
36687	CUNN0001	CUNNINGHAM SWAN CARTY L	5/24/2012	712.75
36688	DBAE0001	DBA ENGINEERING LTD	5/24/2012	5,587.85
36689	DIGI0001	DELTA PRINTING	5/24/2012	273.74
36690	DOOR0001	DOOR DOCTOR	5/24/2012	1,784.04
36691	EXCA0001	EXCALIBUR	5/24/2012	4,237.50
36692	FULT0004	SAVILL, ELIZABETH - IN TRUS	5/24/2012	35.85
36693	GENI0001	GENIVAR CONSULTANTS LIMI	5/24/2012	1,130.00
36694	GERR0001	1474169 ONTARIO LIMITED	5/24/2012	3,294.80
36695	GLID0001	GLIDDEN PAINTS	5/24/2012	1,256.37
36696	HOPK0002	HOPKINS & CORMIER SURVE	5/24/2012	2,147.00
36697	INTE0004	INTERNATIONAL COAT OF AR	5/24/2012	650.74
36698	JJEX0001	JJ EXPRESS	5/24/2012	105.26
36699	LOND0002	LONDRY ALARMS	5/24/2012	501.72
36700	MARK0002	MARK'S WORK WEARHOUSE	5/24/2012	193.22
36701	MINO0001	MINOS VILLAGE LIMITED	5/24/2012	463.30
36702	MOSI0001	MOSIER SERVICE CENTRE	5/24/2012	143.00
36703	MUNI0003	MUNICIPAL WORLD INC	5/24/2012	7.15
36704	ONTA0001	ONTARIO EAST ECONOMIC DI	5/24/2012	250.00
36705	ONTA0027	ONTARIO MUNICIPAL ADMINIS	5/24/2012	389.85
36706	PHYS0001	PHYSIO-CONTROL CA SAL LT	5/24/2012	1,008.53
36707	POSI0001	POSITIVE PROMOTIONS	5/24/2012	518.45
36708	RECE0003	RECEIVER GENERAL	5/24/2012	185.65
36709	REGI0001	REGIONAL MAPLE LEAF COMI	5/24/2012	280.24
36710	REVE0001	REVELL FORD LINCOLN	5/24/2012	1,814.77
36711	SAMM0001	SAMMONS PRESTON ROLYAN	5/24/2012	108.14
36712	SHAR0001	SHARBOT LAKE LAWN SERVI	5/24/2012	1,169.55
36713	SIEM0001	SIEMENS BUILDING TECHNOL	5/24/2012	4,133.54
36714	STER0001	STERICYCLE INC.	5/24/2012	70.66
36715	THES0002	THE SHERIFF OF THE COUNT	5/24/2012	198.37
36716	TILL0001	TILLEY ENDURABLES	5/24/2012	1,215.65
36717	TROP0001	TROPHY HOUSE	5/24/2012	11.30

County of Frontenac
Transaction Register Report
May 8, 2012 - June 11, 2012

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
36718	WALM0001	WALMART CREDIT DEPT.	5/24/2012	445.02
36719	WEST0002	WESTBURNE/RUDDY ELECTR	5/24/2012	628.74
36720	WOLF0003	WOLFE ISLAND COMMUNITY I	5/24/2012	405.69
36721	WOLF0004	WOLFE ISLAND BUSINESS & T	5/24/2012	500.00
36722	BATE0001	LINDA BATES	5/24/2012	1,150.54
36723	THEK0004	THE KINGSTON WHIG STAND/	5/24/2012	811.85
36724	ADVA0004	ADVANCED PATIENT N.E.T.	6/6/2012	158.20
36725	ALLE0002	NEIL ALLEN	6/6/2012	180.72
36726	BREW0001	DANKA BREWER	6/6/2012	113.40
36727	CANA0032	CANADIAN RED CROSS	6/6/2012	483.69
36728	CANP0001	CANPAR TRANSPORT L.P.	6/6/2012	31.84
36729	CARL0001	CARLETON UNIFORMS INC.	6/6/2012	5,467.33
36730	CARS0001	CARSWELL	6/6/2012	177.45
36731	CHIR0001	DONALD CHIRO	6/6/2012	2,825.00
36732	CRIN0002	CRINTEC LTD.	6/6/2012	5,621.52
36733	DIAM0002	DIAMOND MUNICIPAL SOLUTI	6/6/2012	494.38
36734	DIGI0002	DIGITAL OFFICE SYSTEMS	6/6/2012	150.70
36735	DILL0001	DILLON CONSULTING	6/6/2012	3,291.13
36736	DOOR0001	DOOR DOCTOR	6/6/2012	406.74
36737	ESRI0001	ESRI CANADA	6/6/2012	22,097.15
36738	FRON0006	FRONTENAC ARCH BIOSPHEF	6/6/2012	1,500.00
36739	GLID0001	GLIDDEN PAINTS	6/6/2012	196.49
36740	GLOC0001	GLOCCA MORRA FARMS	6/6/2012	103.70
36741	HOLW0001	HOLWAY & HUTCHINSON	6/6/2012	3,799.44
36742	KING0019	KINGSTON ACCESS BUS	6/6/2012	474.00
36743	LOND0002	LONDRY ALARMS	6/6/2012	135.60
36744	NORT0008	NORTHWAY HARDWARE	6/6/2012	225.78
36745	ONTA0006	ONTARIO MUNICIPAL HEALTH	6/6/2012	55.00
36746	PAUL0005	PAUL'S SIGN SERVICE LIMITE	6/6/2012	175.15
36747	RECE0003	RECEIVER GENERAL	6/6/2012	185.65
36748	REVE0001	REVELL FORD LINCOLN	6/6/2012	2,301.71
36749	SIEM0001	SIEMENS BUILDING TECHNOL	6/6/2012	8,175.55
36750	STER0001	STERICYCLE INC.	6/6/2012	30.37
36751	TAYL0002	TAYLOR STUDIOS	6/6/2012	90.34
36752	THEK0001	THE KINGSTON WHIG STAND/	6/6/2012	68.59
36753	THES0002	THE SHERIFF OF THE COUNT	6/6/2012	221.16
36754	THOM0002	THOMPSON CONSTRUCTION	6/6/2012	7,641.06
36755	TOWN0001	TOWNSHIP OF CENTRAL FRO	6/6/2012	1,336.88
36756	VERO0001	VERONA LIONS CLUB	6/6/2012	125.00
36757	VIVA0001	VIVA PRODUCTIONS INC	6/6/2012	1,771.28
36758	BENS0001	BENSON TRUCK & TRAILER	6/6/2012	3,994.58
36759	CANA0009	CANADIAN TIRE STORE 195	6/6/2012	317.47
492778	OMER0001	OMERS	5/23/2012	184,615.84
4991216	MINI0001	MINISTER OF FINANCE	5/15/2012	25,836.41
6459655	RECE0002	RECEIVER GENERAL	5/10/2012	45,855.21

County of Frontenac
Transaction Register Report
May 8, 2012 - June 11, 2012

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
6460083	RECE0002	RECEIVER GENERAL	5/10/2012	15,663.40
7782371	RECE0002	RECEIVER GENERAL	5/24/2012	1,271.86
7783504	RECE0002	RECEIVER GENERAL	5/24/2012	634.27
8620005	RECE0002	RECEIVER GENERAL	5/24/2012	43,515.22
8620329	RECE0002	RECEIVER GENERAL	5/24/2012	16,639.83
A6Y8L4	RONA0001	RONA HOME & GARDEN	5/23/2012	240.63
AR73	ROCH0001	ROCHON, SUE	5/15/2012	625.10
EFT0000946	ALEX0001	ALEX MCCOY PLUMBING AND	5/10/2012	343.55
EFT0000947	BARD0002	BARDON SUPPLIES LTD	5/10/2012	3.86
EFT0000948	BLUE0001	BLUE CROSS	5/10/2012	81,365.51
EFT0000949	CADU0001	CADUCEON ENVIRONMENTAL	5/10/2012	203.13
EFT0000950	CHOQ0001	CHOQUETTE CKS	5/10/2012	178.54
EFT0000951	CITY0002	CITY OF KINGSTON	5/10/2012	131,985.02
EFT0000952	CUPE0001	CUPE LOCAL 109	5/10/2012	572.00
EFT0000953	GRAN0002	GRAND & TOY (CTY)	5/10/2012	165.55
EFT0000954	GRAN0003	GRAND & TOY LTD	5/10/2012	708.66
EFT0000955	GREE0003	GREENSHIELD PEST CONTRC	5/10/2012	110.18
EFT0000956	HAHN0001	DAVID HAHN	5/10/2012	67.20
EFT0000957	INTE0001	INTEGRATED COMMUNICATIC	5/10/2012	66.67
EFT0000958	JONE0003	ROSEMARIE JONES	5/10/2012	98.26
EFT0000959	K3CC0001	K3C COMMUNITY COUNSELLI	5/10/2012	1,860.00
EFT0000960	KING0005	KINGSTON GENERAL HOSPIT.	5/10/2012	10,950.17
EFT0000961	KFLA0001	KFL&A HEALTH UNIT	5/10/2012	56,471.50
EFT0000962	KING0047	KINGSTON INJURY MANAGEM	5/10/2012	2,725.00
EFT0000963	OPSE0001	OPSEU LOCAL 462	5/10/2012	7,686.12
EFT0000964	SECR0001	CUPE NATIONAL	5/10/2012	6,781.81
EFT0000965	ACKL0001	ACKLANDS GRAINGER INC.	5/15/2012	810.23
EFT0000966	ALLI0002	ALLIED MEDICAL	5/15/2012	10,644.44
EFT0000967	ANDE0001	KYLE ANDREWS	5/15/2012	994.40
EFT0000968	BELL0007	BELL CONFERENCING INC.	5/15/2012	7.02
EFT0000969	BOCC0001	LINDE CANADA	5/15/2012	1,793.17
EFT0000970	CANA0008	CANADIAN TIRE	5/15/2012	549.78
EFT0000971	CHRI0002	CHRISTIE WALTHER	5/15/2012	166.36
EFT0000972	COLL0001	COLLINS	5/15/2012	738.62
EFT0000973	FERN0001	FERNO	5/15/2012	2,431.51
EFT0000974	GRAN0001	GRAND & TOY	5/15/2012	58.86
EFT0000975	HOLL0002	HOLLINGSWORTH SUPPLY SE	5/15/2012	280.78
EFT0000976	INTE0006	INTERFLEET INC.	5/15/2012	1,229.44
EFT0000977	KENS0002	1557145 ONTARIO LTD.	5/15/2012	265.55
EFT0000978	KING0005	KINGSTON GENERAL HOSPIT.	5/15/2012	4,061.54
EFT0000979	KING0009	KINGSTON REGIONAL HOSPI1	5/15/2012	935.03
EFT0000980	LEVA0002	LEVAC PROPANE INC.	5/15/2012	110.65
EFT0000981	MALR0001	MALROZ	5/15/2012	450.59
EFT0000982	MARI0001	MARILYN'S CLEANING SERVIC	5/15/2012	150.00
EFT0000983	MDSL0001	LIFELABS LP	5/15/2012	620.00

County of Frontenac
Transaction Register Report
May 8, 2012 - June 11, 2012

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0000984	MEDI0001	MEDICAL MART	5/15/2012	1,299.86
EFT0000985	MEDI0006	MEDIGAS - DIV OF PRAXAIR C	5/15/2012	211.68
EFT0000986	MOTI0001	MOTION SPECIALTIES	5/15/2012	514.95
EFT0000988	QUAL0001	QUALITY LIFE SERVICES INC.	5/15/2012	8,072.97
EFT0000989	RNAW0001	WIRELESS RNA TECHNOLOG'	5/15/2012	717.55
EFT0000990	ROWL0002	ROWLAND EMERGENCY VEHI	5/15/2012	325.16
EFT0000992	SHOP0002	SHOPPERS DRUG MART	5/15/2012	5,123.86
EFT0000994	SWIS0001	SWISH MAINTENANCE LTD	5/15/2012	1,023.95
EFT0000995	THOM0005	THOMAS LEMMON & SONS (1	5/15/2012	123.17
EFT0000996	THOM0006	THOMPSON ELECTRIC	5/15/2012	561.44
EFT0000997	TOWN0004	TOWNSHIP OF SOUTH FRONT	5/15/2012	234,000.00
EFT0000999	WECA0001	WE CARE HEALTH SERVICES	5/15/2012	456.00
EFT0001000	WRBR0001	W.R. BRIGHTMAN & SON LTD	5/15/2012	96.05
EFT0001002	MACL0002	MACLELLAN WATER TECHNO	5/15/2012	94.92
EFT0001003	MALL0002	MALLORY'S FIRE SYSTEMS LT	5/15/2012	1,323.80
EFT0001004	GEMM0001	GEMMILL,DAVE	6/1/2012	2,636.66
EFT0001005	DACO0001	DACON CORPORATION LTD.	6/1/2012	4,279.88
EFT0001006	HOTE0001	HOTEL DIEU HOSPITAL	6/1/2012	2,460.16
EFT0001007	ACCA0001	ACCARA INC.	5/31/2012	5,534.74
EFT0001008	AIGC0001	CHARTIS INSURANCE COMPA	5/31/2012	808.87
EFT0001009	AIRL0001	AIR LIQUIDE CANADA INC.	5/31/2012	24.41
EFT0001010	ALLA0001	ALLAN CHARTERED ACCOUN'	5/31/2012	9,040.00
EFT0001011	ALLI0002	ALLIED MEDICAL	5/31/2012	11,198.73
EFT0001012	ANDE0001	KYLE ANDREWS	5/31/2012	497.20
EFT0001013	ARJO0001	ARJO	5/31/2012	184.01
EFT0001014	BARD0002	BARDON SUPPLIES LTD	5/31/2012	24.41
EFT0001015	BELL0007	BELL CONFERENCING INC.	5/31/2012	51.87
EFT0001016	BOCC0001	LINDE CANADA	5/31/2012	2,114.39
EFT0001017	CADU0001	CADUCEON ENVIRONMENTAL	5/31/2012	101.56
EFT0001018	CANA0008	CANADIAN TIRE	5/31/2012	1,453.32
EFT0001019	CANA0037	WASTE MANAGEMENT	5/31/2012	3,648.34
EFT0001020	CANA0041	CANADIAN LINEN AND UNIFOI	5/31/2012	709.49
EFT0001021	CARE0002	CARE STREAM MEDICAL LTD.	5/31/2012	4,481.21
EFT0001022	CHOQ0001	CHOQUETTE CKS	5/31/2012	374.36
EFT0001023	COLL0001	COLLINS	5/31/2012	431.16
EFT0001024	CRES0001	CRESTLINE COACH LTD.	5/31/2012	1,472.71
EFT0001025	ECOL0001	ECOLAB	5/31/2012	360.34
EFT0001026	ESFO0002	E.S.FOX LIMITED	5/31/2012	1,352.55
EFT0001027	FERN0001	FERNO	5/31/2012	358.21
EFT0001028	FOUR0001	FOUR POINTS BY SHERATON	5/31/2012	2,807.51
EFT0001029	FUTU0001	FUTUREMED	5/31/2012	1,586.07
EFT0001030	GORW0001	GORWAY GROUP INCORPOR/	5/31/2012	43.32
EFT0001031	GRAN0001	GRAND & TOY	5/31/2012	107.72
EFT0001032	GRAN0002	GRAND & TOY (CTY)	5/31/2012	668.62
EFT0001033	GRAN0003	GRAND & TOY LTD	5/31/2012	203.26

County of Frontenac
Transaction Register Report
May 8, 2012 - June 11, 2012

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0001034	GREE0003	GREENSHIELD PEST CONTRC	5/31/2012	110.18
EFT0001035	HEAL0003	HEALTH SUPPORTS & FITTINC	5/31/2012	25.95
EFT0001036	INTE0001	INTEGRATED COMMUNICATIC	5/31/2012	454.83
EFT0001037	KING0005	KINGSTON GENERAL HOSPIT.	5/31/2012	3,628.32
EFT0001038	KING0009	KINGSTON REGIONAL HOSPI1	5/31/2012	747.99
EFT0001039	KING0014	KINGSTON AND AMHERST TA	5/31/2012	44.05
EFT0001040	KING0028	KINGS TOWN CLEANERS	5/31/2012	1,536.80
EFT0001041	KING0034	KINGSTON SELF STORAGE S'	5/31/2012	209.05
EFT0001042	KROW0001	KROWN BODY MAINTENANCE	5/31/2012	169.50
EFT0001043	LEVA0002	LEVAC PROPANE INC.	5/31/2012	400.54
EFT0001044	MAGN0001	AQUALIBRIUM WATER TECHN	5/31/2012	437.52
EFT0001045	MALR0001	MALROZ	5/31/2012	2,147.00
EFT0001046	MANP0001	MANPOWER	5/31/2012	1,626.36
EFT0001047	MANR0001	MANREX LTD. MEDICATION	5/31/2012	1,875.35
EFT0001048	MDSL0001	LIFELABS LP	5/31/2012	660.00
EFT0001049	MEDI0001	MEDICAL MART	5/31/2012	2,184.75
EFT0001050	MEDI0006	MEDIGAS - DIV OF PRAXAIR C	5/31/2012	299.45
EFT0001051	MICR0001	MICROAGE KINGSTON	5/31/2012	5,783.09
EFT0001052	MOTI0001	MOTION SPECIALTIES	5/31/2012	773.32
EFT0001053	NOVA0001	NOVACK'S UNIFORM GROUP	5/31/2012	519.24
EFT0001054	ONTA0007	ONTARIO LAUNDRY SYSTEMS	5/31/2012	164.70
EFT0001055	QUAL0001	QUALITY LIFE SERVICES INC.	5/31/2012	3,854.79
EFT0001056	RENT0001	RENTOKIL PEST CONTROL CA	5/31/2012	318.66
EFT0001057	RNAW0001	WIRELESS RNA TECHNOLOG'	5/31/2012	491.55
EFT0001058	SAND0001	SANDS CANADA INC/ANGUS	5/31/2012	813.86
EFT0001059	SHOP0002	SHOPPERS DRUG MART	5/31/2012	4,749.82
EFT0001060	SUNL0001	SUN LIFE ASSURANCE COMP/	5/31/2012	41,282.49
EFT0001061	SWIS0001	SWISH MAINTENANCE LTD	5/31/2012	293.57
EFT0001062	TERA0001	TERANET ENTERPRISES INC.	5/31/2012	8,168.77
EFT0001063	THEG0002	THE GREER GALLOWAY GRO	5/31/2012	386.79
EFT0001064	THOM0005	THOMAS LEMMON & SONS (19	5/31/2012	175.15
EFT0001065	THOM0006	THOMPSON ELECTRIC	5/31/2012	434.99
EFT0001066	THYE0001	THYESSEN KRUPP ELEVATOF	5/31/2012	4,068.00
EFT0001067	TREV0001	TREVOR OWEN LTD.	5/31/2012	3,865.73
EFT0001068	TRIM0001	TRIM-LINE OF SOUTH EASTEF	5/31/2012	107.35
EFT0001069	VERS0001	VERSUS BUSINESS FORMS AI	5/31/2012	900.20
EFT0001070	WALL0001	WALLACK'S ART SUPPLY	5/31/2012	159.19
EFT0001071	WECA0001	WE CARE HEALTH SERVICES	5/31/2012	837.00
EFT0001072	WIVI0001	W.I. VILLAGER LTD.	5/31/2012	583.70
EFT0001073	WRBR0001	W.R. BRIGHTMAN & SON LTD	5/31/2012	187.86
EFT0001074	NEOP0001	NEOPOST LEASING SERVICES	5/31/2012	333.29
EFT0001075	TOWN0002	TOWNSHIP OF FRONTENAC IS	5/31/2012	66,000.00
EFT0001076	MUNI0002	MUNICIPAL PROPERTY ASSES	6/5/2012	185,094.72
EIPP05082012	IMPE0001	IMPERIAL OIL	5/8/2012	11,174.20
J5R2L5	MINI0024	MINISTRY OF THE ATTORNEY	5/22/2012	202.50

County of Frontenac
Transaction Register Report
May 8, 2012 - June 11, 2012

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
J5R2L6	MINI0024	MINISTRY OF THE ATTORNEY	5/22/2012	505.50
J8K7W9	WORK0002	WORKPLACE SAFETY AND IN:	5/23/2012	50,000.00
J8K7X6	WORK0002	WORKPLACE SAFETY AND IN:	5/23/2012	12,733.95
K2Z5K5	UTIL0001	UTILITIES KINGSTON	5/28/2012	145.46
K2Z5K6	UNIO0001	UNION GAS	5/24/2012	192.23
K2Z5K7	HYDR0002	HYDRO ONE	5/24/2012	15,902.80
K2Z5K8	BELL0001	BELL CANADA	5/29/2012	360.20
K2Z5K9	BELL0001	BELL CANADA	5/29/2012	166.63
K2Z5L2	BELL0001	BELL CANADA	5/29/2012	186.60
K2Z5L3	BELL0001	BELL CANADA	5/24/2012	180.75
K2Z5L4	BELL0001	BELL CANADA	5/24/2012	11.91
K2Z5L5	TELU0001	TELUS MOBILITY	5/24/2012	111.76
K2Z5L6	STAR0001	SHAW DIRECT	5/24/2012	277.37
K2Z5L7	NORT0004	NORTH FRONTENAC TELEPH(	5/24/2012	318.08
K2Z5L8	WTCC0001	WTC COMMUNICATIONS	5/24/2012	787.61
K2Z5L9	STAP0001	DESJARDINS CARD SERVICE:	5/31/2012	125.22
K2Z5W4	UTIL0001	UTILITIES KINGSTON	5/24/2012	1,035.94
K2Z5W5	HYDR0001	HYDRO ONE	5/30/2012	525.51
K2Z5W6	HYDR0001	HYDRO ONE	5/30/2012	196.79
K2Z5W7	HYDR0001	HYDRO ONE	5/30/2012	5.93
K2Z5W8	WTCC0001	WTC COMMUNICATIONS	5/24/2012	594.21
K3H5H4	TDVI0006	TD VISA (6081) DAVE GEMMIL	5/24/2012	174.77
K3H5H5	TDVI0003	TD VISA - ROB WRIGHT (6149)	5/24/2012	410.44
K3H5H6	TDVI0002	TD VISA (6040) MARIAN VABR(	5/24/2012	1,393.00
K3H5H9	TDVI0007	TD VISA (6198) GALE CHEVAL	5/24/2012	2,529.55
L3U9R8	CULL0002	CULLIGAN WATER CONDITIOI	5/28/2012	75.50
L3U9R9	CULL0002	CULLIGAN WATER CONDITIOI	5/28/2012	248.00
L3U9U2	CULL0002	CULLIGAN WATER CONDITIOI	5/28/2012	612.68
L3U9U3	CULL0002	CULLIGAN WATER CONDITIOI	5/28/2012	53.50
L3U9U4	CULL0002	CULLIGAN WATER CONDITIOI	5/28/2012	26.00
L3U9U5	CULL0002	CULLIGAN WATER CONDITIOI	5/28/2012	21.50
L3U9U6	CULL0002	CULLIGAN WATER CONDITIOI	5/28/2012	52.50
L3Y2J5	INFO0001	INFOSAT TELECOMMUNICATI(	5/28/2012	130.40
L3Y2J7	BELL0002	BELL MOBILITY	5/28/2012	3,168.46
PAP06042012	UNIO0001	UNION GAS	6/4/2012	2,771.21
U9K8K3	BELL0001	BELL CANADA	5/10/2012	253.59
Y5Q7H5	MINI0024	MINISTRY OF THE ATTORNEY	5/8/2012	202.50
Y5Q7H6	MINI0024	MINISTRY OF THE ATTORNEY	5/8/2012	505.50
Y5Q7K5	TDVI0012	TD VISA (6032) ELIZABETH SA	5/8/2012	5,740.87
Y8H8L4	UTIL0001	UTILITIES KINGSTON	5/9/2012	226.92
Y8H8L5	HYDR0001	HYDRO ONE	5/10/2012	800.19
Y8H8L6	HYDR0001	HYDRO ONE	5/11/2012	317.76
Y8H8L7	BELL0001	BELL CANADA	5/22/2012	766.98
Y8H8L8	BELL0001	BELL CANADA	5/15/2012	121.17
Y8H8L9	BELL0001	BELL CANADA	5/22/2012	384.72

County of Frontenac
Transaction Register Report
May 8, 2012 - June 11, 2012

Y8H8Q2	BELL0001	BELL CANADA	5/16/2012	170.71
Y8H8Q3	KING0008	KINGSTON ONLINE SERVICES	5/9/2012	84.69
Y8H8Q4	KING0008	KINGSTON ONLINE SERVICES	5/9/2012	98.25
Z5Y8X5	HYDR0002	HYDRO ONE	5/17/2012	220.69
Z5Y8X6	UNIO0002	RELIANCE HOME COMFORT	5/14/2012	20.23
Z5Y8X7	WTCC0001	WTC COMMUNICATIONS	5/22/2012	302.69
Total Transactions:	**329**	**Total Amount of Transactions:**		**1,812,144.68**
Void Transactions:	**Cheques 36655, 36674, 36677, EFT's 987. 991, 993, 998, 1001**			

COUNTY of Frontenac

POSTED CHEQUE LISTING

PAYROLL

FOR THE PERIOD OF: May 8, 2012 - June 11, 2012(inclusive)

PAYROLL DATE

SP	Special Pay May 9, 2012	Canadian Payroll	$ 15,329.76
PP#10	April 23, 2012 - May 6, 2012	Canadian Payroll	$ 264,938.13
SP	Special Pay May 16, 2012	Canadian Payroll	$ 5,000.00
PP#10	April 30, 2012 - May 13, 2012	Canadian Payroll	$ 159,625.80
PP#11	May 7, 2012 - May 20, 2012	Canadian Payroll	$ 263,671.98
PP#11	May 14, 2012 - May 27, 2012	Canadian Payroll	$ 170,400.50
PP#12	May 21, 2012 - June 3, 2012	Canadian Payroll	$ 283,217.58
SP	Special Pay June 8, 2012	Canadian Payroll	$ 680.59

PAYROLL TOTAL: $ 1,162,864.34

TOTAL: $ 1,162,864.34

Minutes of the Sustainability Advisory Committee Meeting

April 4, 2012

A meeting of the Sustainability Advisory Committee was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie, on Wednesday, April 4, 2012 at 1:30 p.m.

In attendance:

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

Regrets:

- John Kittle

Staff: Elizabeth Savill, CAO/Clerk; Alison Vandervelde, Communications Officer; Jenny Liu, Municipal Intern; Lisa Goodberry, Executive Assistant Temp (Recording Secretary)

1. Call to order

The Chair called the meeting to order at 1:38 p.m.

2. Adoption of the agenda

The agenda was amended to include Greenhouse Gas Workshop under #9 Reports/Topics for Discussion.

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. Closed meeting – nil

5. Adoption of minutes

Committee Recommendation:

THAT the minutes of the meeting of March 1, 2012 be adopted as presented.

CARRIED

6. Business arising from the minutes

Chair's Meeting with Deputy Warden Doyle

Geoff shared details of his meeting with the Deputy Warden. A number of project ideas were discussed:

- Opening the old canal: This significant project could provide a link to the Frontenac K&P Trail
- Big Sandy Bay area: 200 feet of boardwalk is required to connect two areas and it is anticipated this addition would create more attraction
- Bike lanes: All agreed the development of a bike plan should be promoted (Janet suggested purchasing bikes or implementing a bike rental program for the Townships)
- Solar hot water project: Halifax´s program involves the installation of rooftop solar panels with the costs are added to the property owners´ taxes. The payback is between 3-5 years with the costs offset by savings. Kingston is offering a similar program.

Liz asked if all Townships would be included in these discussions. Geoff advised he would touch base with all. He is looking for ways to engage the entire County in initiatives. He reiterated that Marysville is set to be the next community to start a CIP.

There was some discussion around the possibility of adding another councillor to the committee, but John M advised that perhaps there should be more community members rather than councillors on this committee and all agreed.

Geoff is planning to meet with the Deputy Warden for a tour around Wolfe Island. The suggestion was made that a future SAC meeting could be held on the Island.

Action Items:

- Liz will share the Big Sandy Bay discussion with Anne Marie Young, Manager of Economic Sustainability
- Geoff will follow up with the Deputy Warden informally and express the committee's interest in continuing the conservation around Frontenac Islands' increased involvement in sustainability.

Indicators Review Update

Ron read through his Sustainability Pillars document that was circulated with the agenda. Janet expressed appreciation of the work completed by Ron. Liz reminded the committee that indicators are identified in *Directions for Our Future.* Rather than move to amend that document at this time, the committee might consider establishing a list of priority indicators for this year. All will look over Ron's document and discuss further.

In the discussion forum, Don posted a link to work done by Queen's University students. By reviewing those projects, committee members will get a good understanding of the type of work the students can do.

Alison, John M John K have had some discussion on the presentation of projects – perhaps projects could be linked more directly to the pillars of sustainability, allowing County Council to better understand how projects support the big picture. A sophisticated communications tool

may be required. All agreed we need to start at a Township level. Janet advised we need to be visible in communities with projects from start to finish. Communities need to be a part of the accomplishments.

Action Item:

- John K, John M and Alison will work on indicator reorganization by pillar/communication vehicle for easy presentation of priority projects.

New Leaf Link Update

Members discussed the Alison's draft response to the correspondence received. Liz advised that the delivery of social programs within the County's is provided by Kingston.

Action Items:

- Geoff and Janet will arrange a meeting with Howard Smith, President of New Leaf Link, to discuss collaboration opportunities in lieu of a response to his letter
- Liz will contact the City of Kingston on possible connections for New Leaf Link
- Alison will connect Frontenac Transportation Services with New Leaf Link

Partners for Climate Protection Update/Greenhouse Gas Workshop

Don and Ron attended Dr. Adam Fenech's Greenhouse Gas Workshop on March 29, 2012 at Queen's University. The group at the workshop discussed a framework for the project that will involve the Brockville, Gananoque, Perth, Kingston, and the Counties of Frontenac and Lennox & Addington, the universities of PEI and Queen's, and St. Lawrence College. The goal of the project is to quantify greenhouse gas productions from every source, create a baseline of information and then a model for remediation. This is a huge opportunity for the County because: (1) it is one of the first of its kind in Canada; (2) the County will incur very minimal cost for the completion of the project, which would normally cost hundreds of thousands of dollars; and (3) once carbon trading comes on the market, this could become an income stream for the County. Funding opportunities continue to be explored.

Don discussed preliminary expectations for the County's involvement – i.e. covering the cost of a vehicle rental and providing students with access to data they require. Liz advised we need to share this with Council.

Action Items:

- Staff will schedule a presentation on the GHG Workshop at a future County Council meeting (May will be attempted). Don will organize, Ron will attend also and a Queen's University representative will be invited.

2012 Sustainability Advisory Committee Work Plan

Action Items:

- Lisa will post the work plan to the agenda's web page
- Staff will put together a working calendar of community events and post to the forum and members will be asked to sign up for events they are able to attend

2012 Sustainability Budget Update

Liz confirmed that the 2012 County Budget was passed this morning. Opportunities will continue to be explored to address strategic issues.

7. Deputations and/or presentations: nil

8. Communications: nil

9. Reports/Topics for Discussion

Discussion Forum Tool

Alison opened the floor for discussion on the forum and asked members if they had encountered any problems or concerns.

Action Items:

- Alison will:
  - Adjust the settings in the forum to highlight new posts and send email alerts of new posts
  - Explore options for organizing attachments in a single location
  - Upload the following documents:
    - Ron's indicators document
    - New Leaf Link letter
    - Committee's work plan
    - Townships' strategic plans
    - AMO award application forms

ICSP Breakfast

The Committee agreed to the following:

- Date – May 11, 2012
- Food – "local food"
- Format – Basic format of previous years
- Focus – Smaller Scale Sustainability Projects
- Suggested projects – A short presentation on the Verona CIP with comment an applicant's viewpoint; Seniors Housing project; Natural Heritage project; EORN

Action Items:

- Liz will send out an email to all County Councillors for suggestions for the invitee list with last year's invitee list provided for reference
- Lisa will book caterers

Township Strategic Plans

Action Item:

- Alison will post these to the forum.

AMO Gas Tax Award Opportunity

DRAFT

AMO provides 3 awards annually for infrastructure projects and 1 for capacity building. Staff will explore a submission based on the Sydenham Land Ambulance Base.

10. Other business

- Alison shared a brief update on online communications efforts: Twitter account has 89 followers; e-newsletter distribution lists reach (to date) 433; Facebook page liked by 19
- A summary of the Regional Trails Strategy will be given on the morning of May 3, 2012 at the Elgin Community Hall
- Monieson Centre's Economic Revitalization Conference is being held on April 11, 2012 at the Radisson Hotel Kingston Harbourfront

11. Next meeting date

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

12. Adjournment

Committee Recommendation:

THAT the meeting be adjourned at 3:41 p.m.

CARRIED

DRAFT

MINUTES OF THE TRAILS ADVISORY COMMITTEE

April 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 Thursday, April 5, 2012 at 10:00 a.m.

In attendance:

- Alan McPhail, Chair
- Deputy Warden Denis Doyle
- Councillor John Inglis
- Dieter Eberhardt
- Derrick Spafford

Regrets:

- Joan Hollywood
- Marc Moeys

Staff: Anne Marie Young, Manager of Economic Sustainability; Jenny Liu, Municipal Intern; Lisa Goodberry, Executive Assistant Temp (Recording Secretary)

1. Call to order

Alan called the meeting to order at 10:06 a.m.

2. Adoption of the agenda

The agenda was received.

3. Disclosure of pecuniary interest and general nature thereof

Alan requested that it be noted that, in accordance with the Municipal Conflict of Interest Act, no member of the Committee declared a pecuniary interest in any item on the agenda.

4. Deputations and/or presentations

Friends of Arden

David Daski spoke of the initiatives spearheaded by the Friends of Arden community group and its thoughts of bringing tourism to the area.

David's role with the group is to encourage the use of trails and investigate funding opportunities for signage. There are walking and hiking trails near Arden as well as canoeing. He has taken this project to the Economic Development Committee of Central Frontenac as well as Township Council. He would like to know how this Committee will embrace trails other than the Frontenac K & P. He posed a question with regard to insurance and who is responsible to carry the policy. He advised the trails in question are located on Township land. Alan advised if it was on Township land ultimately the Township insurance would be responsible as long as both the Township and the Insurer are aware. Anne Marie advised the Frontenac K&P is insured by the County and Trans Canada Trail is carried as a third party. Alan advised a concept would be to have a sub-committee be responsible. Another issue David had was with running trails on private land. Alan advised that he should speak to snowmobile clubs and other management groups for public trails as they would have experience in dealing with these issues. We have not yet got to the point of insurance coverage on private land. David advised that they need a little money and promotional support. Dieter advised that proper maps could be made here and added to websites and we could perhaps assist the budget for signage. Dieter spoke of land use permission forms and the user groups could be added to the policy. Alan advised that there is a Master Plan trails in the County and he suspected other trail developers should create similar standards for associated trails. Anne Marie advised information and directional signage as well as kilometre markers are being done for the Frontenac K&P Trail. John advised that we should have different signage for walking trails. David spoke of the standards needed for canoeing. Alan advised we have not dealt with this issue and suggested David speak to the Frontenac Arch Biosphere, the Quinte Conservation Authority or the Townships themselves as they may have examples.

Anne Marie will send a link to *Directions to our Future* to David.

5. Closed meeting – nil

6. Adoption of minutes

Committee Recommendation

THAT the minutes of the meeting of February 3, 2012 be adopted as circulated.

CARRIED

7. Business arising from the minutes

Letter to Landowners

Anne Marie provided a draft Communication Plan to the Committee. Web site updates are planned to reflect the Committee's mandate and to reflect progress of the trail activities. Alison Vandervelde will be assuming the position of County of Frontenac Communications Officer next week and will be working on this project.

Open house meetings were discussed and all agreed that holding two would be adequate. Alan suggested that the meetings could be scheduled and located to coincide with the work schedule. Dieter commented that if we held one in Verona then it would

be wind up being more of an information session as the plan has already been determined for the part of the trail.

Dieter has visited the Snow Trails Association to give them information on the development of the K&P and that it is designated as part of the Trans Canada Trail.

The Committee felt that there needs to be further discussion on the communications to adjacent landowners and form agreements with private owners. We will need to do public announcements and mailings to those who have private ownership of the trail and adjacent landowners. All agreed that a letter be sent prior to any public meetings. Denis would like to see some dates to the Communication Plan prior to presenting to Council. Anne Marie will be more specific as to where the public meetings will be held.

Anne Marie asked the Committee to approve the Communication Plan and then it would be submitted to Council.

Committee Recommendation

THAT the Committee accept the Communication Plan and focus on gaps in the North and to present to Council on April 18, 2012.

CARRIED

8. Communications

Anne Marie spoke of a letter from a landowner from Fish Creek who has hunting and trapping on the Frontenac K&P Trail. Local bylaws along with trails policies will be reviewed.

9. Reports/ Topics for Discussion: nil

10. Other business

Update on County Budget

The 2012 County budget has been passed by Council. The approved budget line for the Frontenac K&P Trail is $260,000.

Update on Trails Activities

Anne Marie advised that Hardwood Creek Bridge will require a Federal environmental assessment. Anne Marie has also contacted a military unit based out of Ottawa to see if they would be interested in assisting on the build of the Hardwood Creek Bridge. Anne Marie was unsure of the amount of interest at this time.

Hardware for signage has been made and is ready and stored in a warehouse. Printing of the signage is slated for this year. The lower part of the K&P will be opened to Harrowsmith or perhaps even to Hartington. There will be an Official Opening; no date has been set. Anne Marie will get back to the Committee with a date. Allan advised that we ensure that the Rideau Trail Group and Snowmobile Clubs should be invited.

A tender for brushing and surfacing will be advertised for the part of the K&P from Orser Road to the Cataraqui Trail and another from Orser Road to Harrowsmith/ Hartington.

Denis asked for an update on what has been completed in accordance to the Implementation Plan.

Update on Funding

Anne Marie advised that TransCanada Trails is being accommodating with its funding.

Anne Marie needs direction from Denis and John as to how involved this committee would be with regard to the Eco-tourism funding allocated in the budget. John advised each township should create its own plan.

Denis asked for an update on what we have spent on the Frontenac K&P Trail in comparison to the Implementation Plan.

11. Next meeting date

Friday, June 1, 2012 at 10:00 a.m.

12. Adjournment

Committee Recommendation

That the meeting be adjourned at 11:30 a.m.

CARRIED

Alan McPhail, Chair

Anne Marie Young, Acting Clerk

DRAFT

JOINT ACCESSIBILITY ADVISORY COMMITTEE MEETING MINUTES

February 17, 2012

A meeting of the Frontenac Joint Accessibility Advisory Committee (FAAC) was held at the Sydenham Library on Friday, February 17, 2012 at 1:00 p.m.

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

1. CALL TO ORDER

Neil Allen called the meeting to order at 1:05 p.m.

2. ADOPTION OF THE AGENDA

Committee Recommendation: Moved by: Gary Davison
Seconded by: Francine Arsenault

RESOLVED THAT the Agenda for the February 17, 2012 meeting be hereby adopted as amended to include:
Under Other Business:

- Draft Customer Service Booklet for Contractors

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

The Chair requested the Recording Secretary to note in the minutes that no members of the committee declared any disclosures of pecuniary interest.

4. APPROVAL OF THE MINUTES

Committee Recommendation Moved by: John McDougall
Seconded by: Danka Brewer

RESOLVED THAT the minutes from the December 9, 2011 meeting be hereby adopted as circulated.

CARRIED

5. DEPUTATIONS AND PRESENTATIONS – Nil

6. BUSINESS ARISING FROM THE MINUTES - Nil

7. CORRESPONDENCE/INFORMATION ITEMS

a) 11-12-15 Accessibility Directorate of Ontario (ADO) Memo
Re: Broader Public Sector Accessibility Planning Requirements

Memo providing information of the developments with the AODA. The *Ontarians with Disabilities Act* (ODA) remains in force until repealed, and legal obligations under it, including those related to annual accessibility plans, continue. Under the Integrated Accessibility Standards Regulation (IASR), the broader public sector must develop multi-year accessibility plans starting in 2013, or in 2014 for those with fewer than 50 employees. The ADO is developing resources to help meet the requirements of the IASR,

b) 12-01-13 Accessibility Directorate of Ontario Memo
Re: Accessibility and the Broader Public Sector

Memo advising of two of the early requirements under the Integrated Accessibility Standards Regulation (IASR): (i) emergency procedures, plans or public safety information available to the public must be provided in an accessible format or with appropriate communications supports, upon request; and (ii) provide individualized emergency response information for employees with disabilities.

c) Draft letter to the Townships
Re: Accessibility Advisory Committee

The committee reviewed a draft letter to the Townships providing an update from the Frontenac Accessibility Advisory Committee.

Committee Recommendation — Moved by: Danka Brewer
Seconded by: Francine Arsenault

RESOLVED THAT the draft letter to the Townships be approved with the addition of AODA information for businesses and contact information for the committee members.

CARRIED

8. ACCESSIBILITY PLAN FOR 2012

a) Accessibility Advisory Committee Work Plan for 2012

The committee reviewed the 2012 Work Plan in detail.

Committee Recommendation — Moved by: Francine Arsenault
Seconded by: John McDougall

RESOLVED THAT the 2012 Accessibility Advisory Committee Work Plan be recommended to County Council for approval.

CARRIED

- **Recruitment of New Members:** The committee discussed placing a notice in The Frontenac News and Frontenac EMC.

  Action Item: Francine advised that she has connections with people on Wolfe Island and will make some inquiries. Danka will contact Debbie Kiss to inquire if she has any connections in the Township of North Frontenac.

- **New School in Sharbot Lake:** The committee discussed their desire to be involved with this building project, similar to the Sydenham Library project.

  Action Item: Susan will contact Mayor Janet Gutowski to request information on the status on the project and relay the committee's desire to be involved.

- **Accessible Picnic Tables:** The committee discussed working with the high schools to have the students build the tables.

  Action Item: Susan will contact Anne Marie Young, Manager of Economic Sustainability at the County to determine if the AAC could apply for project funding through the Smaller Scale Initiatives program and contact the high schools to see if it would be a project of interest for the students.

Gary Davison left the meeting at 1:40 p.m.

9. OTHER BUSINESS

a) Businesses Compliance with AODA Customer Service Standard

The committee discussed options for circulating information to County businesses regarding their compliance obligations under the AODA Customer Service Standard, including inserts with township tax bills, advertisements in local newspapers, posting information on the municipal websites, displays at Township and County open houses, public meetings, community events or in the municipal offices.

Action Item: As requested by the members, Susan will provide copies of the *Accessibility for Ontarians with Disabilities, 2005* legislation to the committee members.

Action Item: Susan will contact Wayne Orr, CAO – Township of South Frontenac to schedule a meeting with the committee to review the office renovation plans.

b) Next Meeting Date

The next meeting will be held on April 27, 2012 at 10:00 a.m. at the Sydenham Library.

Future meeting dates were scheduled as follows:

- June 22, 2012 at 10:00 a.m.
- September 7, 2012 at 10:00 a.m.

c) Frontenac Heritage Festival

Danka reminded the committee that the Frontenac Heritage Festival is being held from February 24 – 26 in Sharbot Lake.

10. ADJOURNMENT

Committee Recommendation — Moved by: Danka Brewer; Seconded by: John McDougall

RESOLVED THAT the meeting hereby adjourn at 2:25 p.m.

CARRIED

Neil Allen, Chair

Susan Beckel, Recording Secretary

COUNTY of Frontenac

Minutes of the Working Group Meeting Re: Finance Committee

June 13, 2012 at 10:00 a.m.

Council Present: Warden Janet Gutowski, Councillors Bud Clayton and David Jones
Staff Present: Liz Savill, CAO/Clerk; Marian VanBruinessen, Treasurer; and Susan Beckel, Deputy Clerk (Recording Secretary)

The purpose of the meeting was as directed by the following resolution from March 13, 2012:

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

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

AND FURTHER THAT in order to determine the scope and guidelines for this committee, and to recommend how many and who the members should be, it is further recommended that Councillors Bud Clayton and David Jones be appointed to draft such guidelines, working with staff and others as necessary;

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

a) Staff Memo Re: Proposed Budget Format

Staff provided a memo to the Working Group which outlined:
(i) the current annual budget preparation cycle undertaken by staff prior to the first draft of the budget being presented to County Council; and
(ii) a proposed budget format that provides more detail.

Marian VanBruinessen and Liz Savill spoke to the report.

Consensus was reached that the information in the staff memo be presented to Council in the form of an Administrative Report for consideration at the June 20th County Council meeting.

b) Draft Finance Committee Terms of Reference

Councillor Clayton circulated via email on June 12, 2012 a proposed finance standing committee terms of reference that he and Councillor Jones had drafted for consideration.

The working group reviewed the draft terms of reference and provided some amendments.

Consensus was reached that the amended draft terms of reference for a finance advisory committee be presented to Council for consideration at the June 20th County Council meeting.

The meeting adjourned at 12:00 p.m.

Finance Committee Draft Terms of Reference

March 13, 2012 Resolution of Council

RESOLVED THAT *given the complications and time spent on budget deliberations each year it is recommended that the Council of the County of Frontenac establish a Finance Committee to improve the process;*
AND FURTHER THAT *in order to determine the scope and guidelines for this committee, and to recommend how many and who the members should be, it is further recommended that Councillors Bud Clayton and David Jones be appointed to draft such guidelines, working with staff and others as necessary;*
AND FURTHER THAT *their report is to be presented at the regular County Council meeting in May for County Council review and decision."* *CARRIED*

Composition:

The Committee shall be made up of three members of County Council

Mandate:

1. Provide pre-budget input for consideration during the budget process (core services and capital projects).

2. Review and provide input into County's annual budget prior to presentation to Council for adoption.

3. Review the quarterly budget to actual financial statements.

4. Other duties as directed or delegated by County Council.

The Committee shall meet as required.

Note: The Finance Committee shall adhere to the County's Procedural By-law No. 2010-0028 and any amendments thereto, specifically Section 25 – *Committees* for the conduct of all meetings.

BY-LAW NO. 2012-0019

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

A By-Law to Authorize an Application to Approve the Expropriation of Land

WHEREAS the Governments of Canada and Province of Ontario support and promote the establishment and maintenance of public trails for the purpose of providing important recreational, cultural, health, economic and transportation opportunities and linkages within and between communities;

AND WHEREAS The Corporation of the County of Frontenac (the “County”) acquired a substantial portion of the former Kingston & Pembroke Railway bed lying within the County of Frontenac for the purpose of operating it as a public trail system (the "Frontenac K&P Trail");

AND WHEREAS the Frontenac K&P Trail is part of a larger network of public trails throughout Ontario and across Canada;

AND WHEREAS the County and its constituent municipalities adopted the County of Frontenac Master Trails Plan in 2009 for the purpose of articulating a shared vision among the various stakeholders and making recommendations for the management and design of trails within the County of Frontenac;

AND WHEREAS the County has undertaken a program of upgrading and improving the Frontenac K&P Trail for the purpose of promoting sustainable and healthy communities by encouraging residents and visitors to get active while appreciating the natural beauty and rich heritage of Frontenac County;

AND WHEREAS two sections of the Frontenac K&P Trail are bifurcated by a small parcel of privately owned land that was previously a municipal road allowance crossing the former Kingston & Pembroke Railway line;

AND WHEREAS the County's efforts to purchase these privately owned lands at a reasonable price for the purpose of connecting the Frontenac K&P Trail have been unsuccessful;

AND WHEREAS the County has determined that it is now necessary and in the public interest to apply for approval to expropriate these private lands for the purpose of linking the two sections of the Frontenac K&P Trail and thereby ensuring its continued long-term viability as a public trail within the Frontenac County Trail System in accordance with the County of Frontenac Trails Master Plan.

NOW THEREFORE BE IT RESOLVED THAT:

1. The Corporation of the County of Frontenac be and is hereby authorized to apply for approval to expropriate the following lands:

   a. Part of Lot 10, Concession 9, being Part 3, 13R-19867 in the geographic Township of Portland, now the Township of South Frontenac, County of Frontenac, being part of PIN 36143-0053 (R)- (Registered Owner: Robert Rodney Leonard);

2. The purpose of the application to expropriate the lands described in Section 1 shall be to link two sections of the Frontenac K&P Trail and thereby ensure its continued long-term viability as a public trail within the Frontenac County Trail System in accordance with the County of Frontenac Trails Master Plan

3. The Chief Administrative Officer be and is hereby authorized to submit the application for approval to expropriate to the approving authority and to take all other actions necessary to complete the expropriation of the foregoing lands in accordance with the requirements of the Expropriations Act.

4. This By-Law shall come into force and take effect on the day it is passed.

Read a First and Second Time this 20th day of June, 2012.

Read a Third Time, Signed, Sealed and Finally Passed this 20th day of June, 2012.

_____
Janet Gutowski, Warden

_____
K. Elizabeth Savill, CAO/Clerk

BY-LAW NO. 2012-0020

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to confirm all actions and proceedings of County Council
on June 20, 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 June 20, 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 June 20, 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 June 20, 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 20th day of June, 2012.

Read a Third Time and Finally Passed, Signed and Sealed this 20th day of June, 2012.

The Corporation of the County of Frontenac

_____
Janet Gutowski, Warden

_____
K. Elizabeth Savill, Clerk