



**County Council Meeting – Regular Meeting
November 21, 2012 – 9:00 a.m.
The Frontenac Room, 2069 Battersea Road, Glenburnie, On**

AGENDA

Page

- 1. CALL TO ORDER**
- 2. ADOPTION OF THE AGENDA**
- 3. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
- 4. DEPUTATIONS AND/OR PRESENTATIONS**
 - a) Recognition of Frontenac Paramedic Service recipients of the EMS Exemplary Service Medal Award for 2012:

Ross A. Brown (20 Years Service)
Jeffrey A. Burgess (20 Years Service)
Luc R. Croteau (40 Years Service)
Joseph G. Ferguson (30 Years Service)
David W. Parkhill (20 Years Service)
John A. Taggart (30 Years Service)
 - 5-19 b) John Whitesell, Founding Partner & COO, OrgCode Consulting Inc.
Re: Kingston and Frontenac Homelessness Plan Project Overview
 - c) Rachael Goodmurphy and Dianne Dowling, Healthy Eating Working Group
Re: KFL&A Food Charter
 - d) Rick Chesebrough, Fire Chief, South Frontenac Township
Re: Tiered Response Agreement
 - 20-76 e) Councillor John McDougall, Sustainability Advisory Committee
Re: Sustainable Actions 2012
- 5. CLOSED MEETING**

As Authorized under Section 239 of The Municipal Act, to consider:
Adoption of Closed Meeting Minutes
- 6. ADOPTION OF MINUTES**

77-88 Adoption of Regular Meeting Minutes - October 17, 2012
- 7. BUSINESS ARISING FROM THE MINUTES**

	7. BUSINESS ARISING FROM THE MINUTES
89-93	a) Fire Tiered Response Agreements
94	b) Heart & Stroke Foundation - CPR, AED Resolution Request
	c) Recommendation from the October 15th, 2012 Finance Committee Meeting (minutes can be found in the October 17, 2012 Council Agenda)
	8. COMMUNICATIONS FOR INFORMATION
95-98	a) Communications of Interest to Council Report - November 21, 2012
99-101	b) Kingston, Frontenac Public Library Board Meeting Minutes - September 26, 2012
102	c) October Frontenac County Bytes
	9. COMMUNICATIONS FOR ACTION
	10. REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER
	10.1. Administrative Services
	10.1.1.Administration
103-104	a) Joint Multi-Year Accessibility Plan
	10.1.2.Sustainability
105-112	a) Five Year Review of the Provincial Policy Statement 2005
113-114	b) Official Plan Project Update 2012 #05
115-117	c) Ontario Municipal Board Appeal – Kennebec Lake Draft Plan of Subdivision, Central Frontenac Township
118-122	d) Kingston, Frontenac, Lennox & Addington Food Charter
	10.1.3.Human Resources
	10.2. Financial Services
123-152	a) 2013 Budget – Social Service Discretionary Benefits
153-155	b) 2013 Frontenac-Howe Islander Ferry Fees and Fares Schedule
156-160	c) 3rd Quarter Financial Summary
161-164	d) South Frontenac Library Funding Shortfall
	10.3. Emergency and Transportation Services
165-166	a) Caution Note Flag (Flagging)
167-168	b) Community Paramedicine Wolfe Island Pilot Project
	10.4. Fairmount Home

10.4. Fairmount Home

- 169-180** a) LAPS (LTC Homes Accountability Planning Submission)
- 181-183** b) Operational Update
- 184-186** c) Levels of Donor Recognition
- d) November Grapevine Gazette

11. ACCOUNTS

- 187-196** Accounts Payable:
Cheque Listing for The Period of: October 10 to November 12, 2012
Payroll Dates for The Period of: September 24 to November 4, 2012

12. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN

13. GIVING NOTICE OF MOTION

14. OTHER BUSINESS

- 197** Star Gazing Pad Initiative - North Frontenac's Eco-tourism project for Federal Gas Tax Funds

14.1. External Boards and Committees

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

14.2. Advisory Committees of County Council

- 198-202** a) Sustainability Advisory Committee
- 203-212** b) Green Energy Task Force
- 213-219** c) 150th Anniversary Planning Advisory Committee
150th Anniversary Committee Meeting Minutes - October 31, 2012
150th Anniversary Logo
- d) Trails Advisory Committee
- e) Joint Accessibility Advisory Committee

14.3. Other Updates

15. PUBLIC QUESTION PERIOD

- | | |
|----------------|---|
| 220-221 | 16. BY-LAWS – GENERAL BY-LAWS AND CONFIRMATORY BY-LAW |
| | a) By-law No. 2012-0029 - To Establish the Frontenac-Howe Islander Ferry Fees and Fares Schedule for 2013 |
| 222-223 | c) By-law No. 2012-0030 - Confirmation of Proceedings |
| | 17. ADJOURNMENT |
| | Confirmation of time, date and location for upcoming County Council Meetings: |

FRONTENAC COUNTY COUNCIL — UPDATE

Long-Term Homelessness Plan

Presented by

OrgCode Consulting, Inc.

November 21, 2012



Wednesday, November 21

John Whitesell, PhD

- OrgCode Consulting, Inc.
- Homelessness Plan Project Overview
- Approach, Timelines & Final Report
- Mission & Vision — Ending Homelessness
- The Cost of Homelessness
- Discussion



OrgCode 2012

- John Whitesell & Iain De Jong — Partners
- *Catalysts for Better Outcomes*
- All Sectors: Public, Private, NPO & NGO
- LGBTTIQQ2SA: Pride Toronto & World Pride 2014
- Ending Homelessness in Alberta — 10 Year Plan
- Red Deer Point in Time Homeless Count — October 16
- National Alliance to End Homelessness (NAEH)
- The City of Kingston & County of Frontenac





Change & Ending Homelessness

“ The metaphor of a caterpillar transforming itself into a butterfly may be romantic but the experience is a highly unpleasant one for the caterpillar. In the process, it goes blind, its legs fall off and its body is torn apart to allow the beautiful wings to emerge.

Homelessness Plan

Six Elements of the Project Mandate

1. Integration of housing & homelessness programs and services
2. Define future roles and opportunities for shelters
3. Align services to focus on housing as the solution for homelessness
4. Supportive housing & housing with supports
5. Design prevention and discharge strategies
6. Understand who is being served & the impacts of services provided



Homelessness Plan

Project Overview: Four Phases

1. Research, Interviews & Analysis
August 16 to November 16
2. Community and Stakeholder Engagement
November 7 to December 14
3. System Design and Programming Strategy
December 17 to January 11
4. Draft & Final Plan
January 14 to April 5, 2013



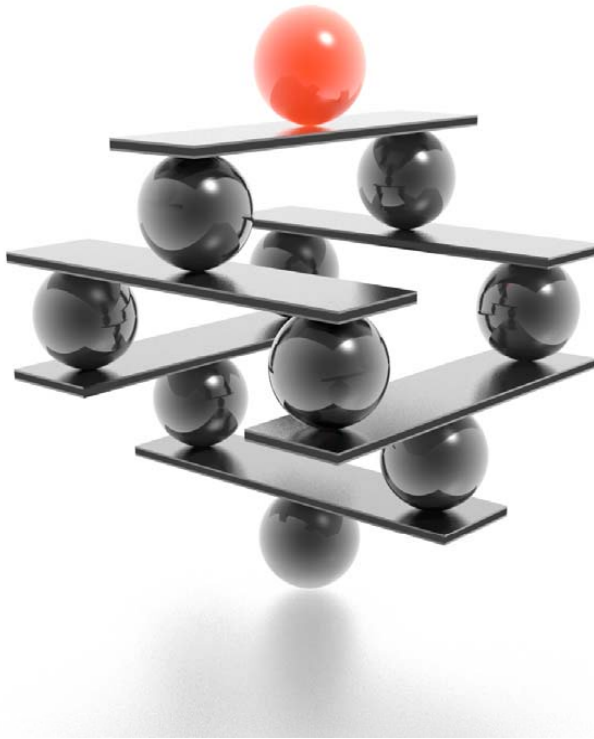
Rear Admiral Grace Hopper (1906-1992)

“

A ship in port is safe
but that's not what
ships are built for.



Adequate, Affordable & Accessible Housing



“...enhance quality of life for all citizens.”

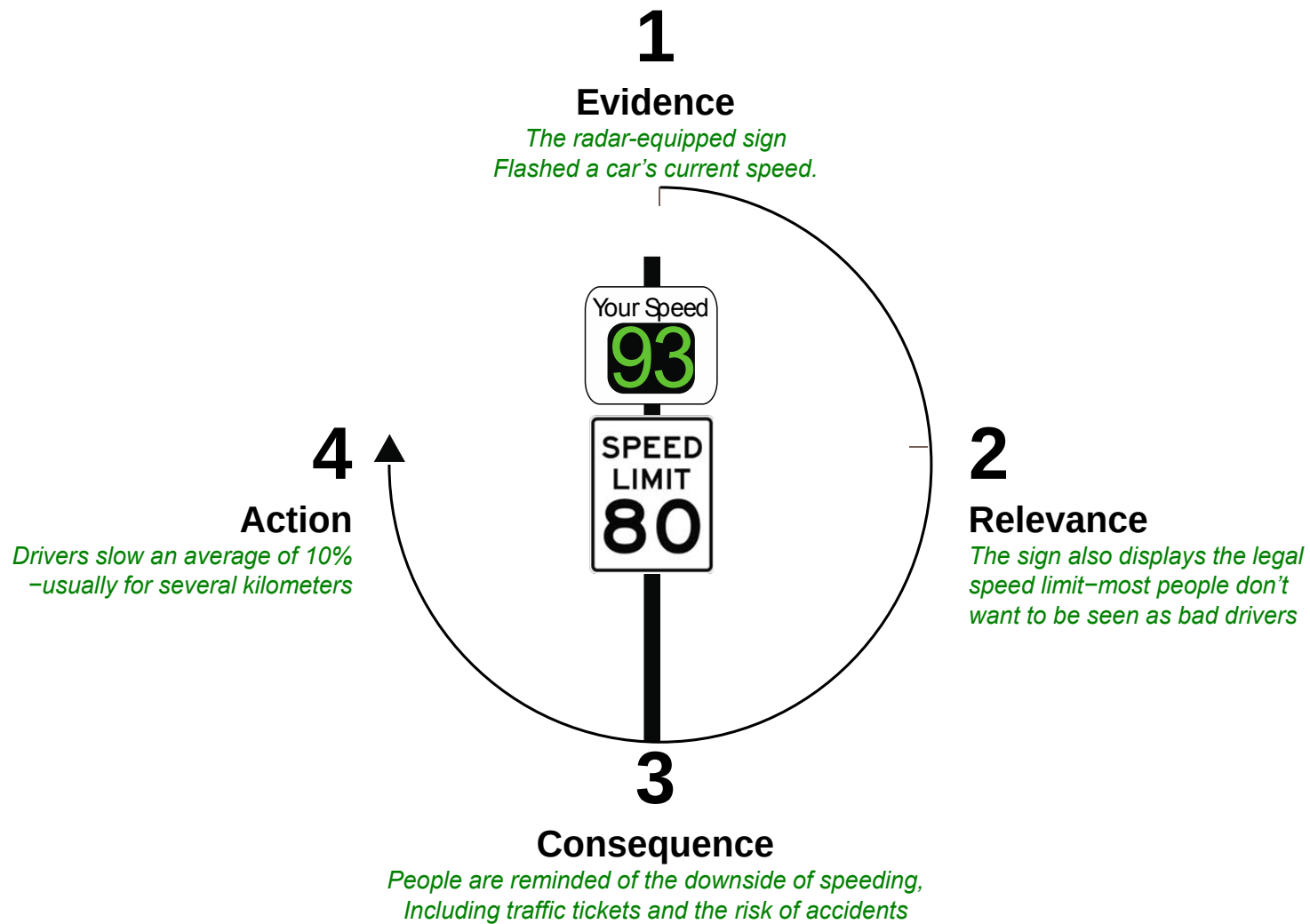
Commitment to Vision

“ The most dangerous strategy is
to jump a chasm in two leaps.

Benjamin Disraeli



Science of Feedback Loops



Chronic & Episodic Homelessness

“ The annual costs of supports (including health care, housing, emergency services) are calculated to be \$72,444 for a person who is episodically homeless while the cost of chronic homelessness is \$134,642 per person.

Calgary Homeless Foundation

Values, Economics & Homelessness

“ Whether it’s the immorality of increasing usage of emergency shelters by children, families and seniors, or the estimated \$4.5 to \$6 billion annual cost of homelessness, most Canadians seem to agree, according to polls, that the status quo is unacceptable.

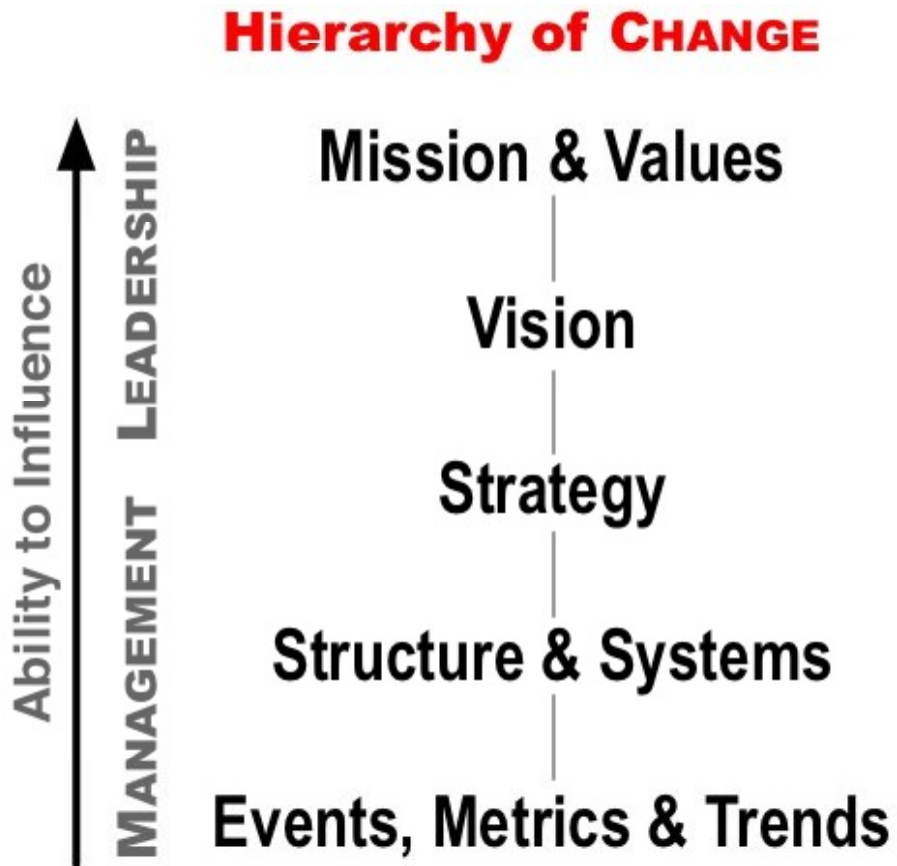
Gordon Laird, 2007



The Justice System & Homelessness

There is a growing body of research that demonstrates that the relationship between homelessness and jail is bi-directional. People who are homeless are much more likely to be arrested and in jail than those who are housed and without adequate discharge planning and supports, people in prison are much more likely to become homeless upon release.

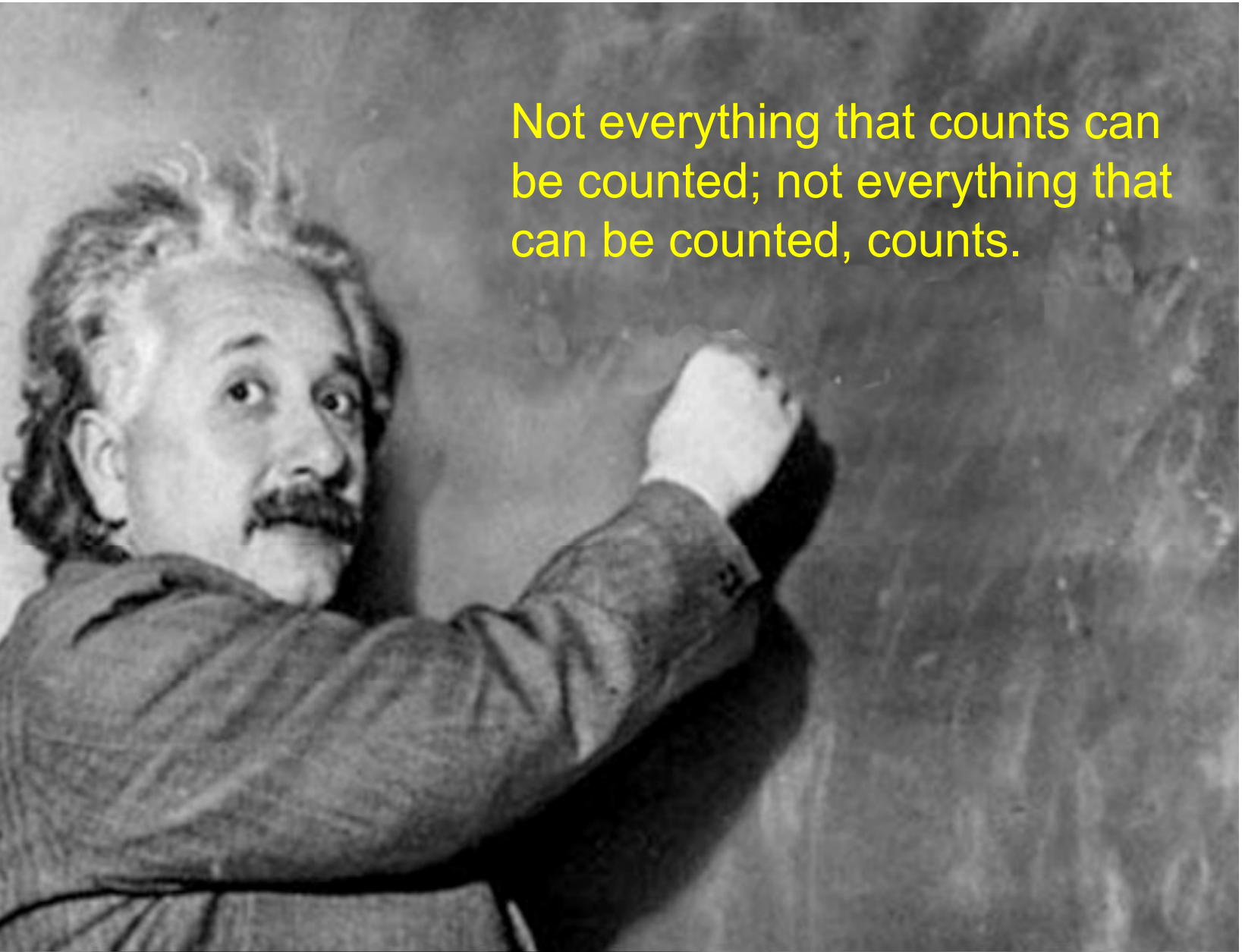
Kellen et.al., 2010, Novac et.al. 2006

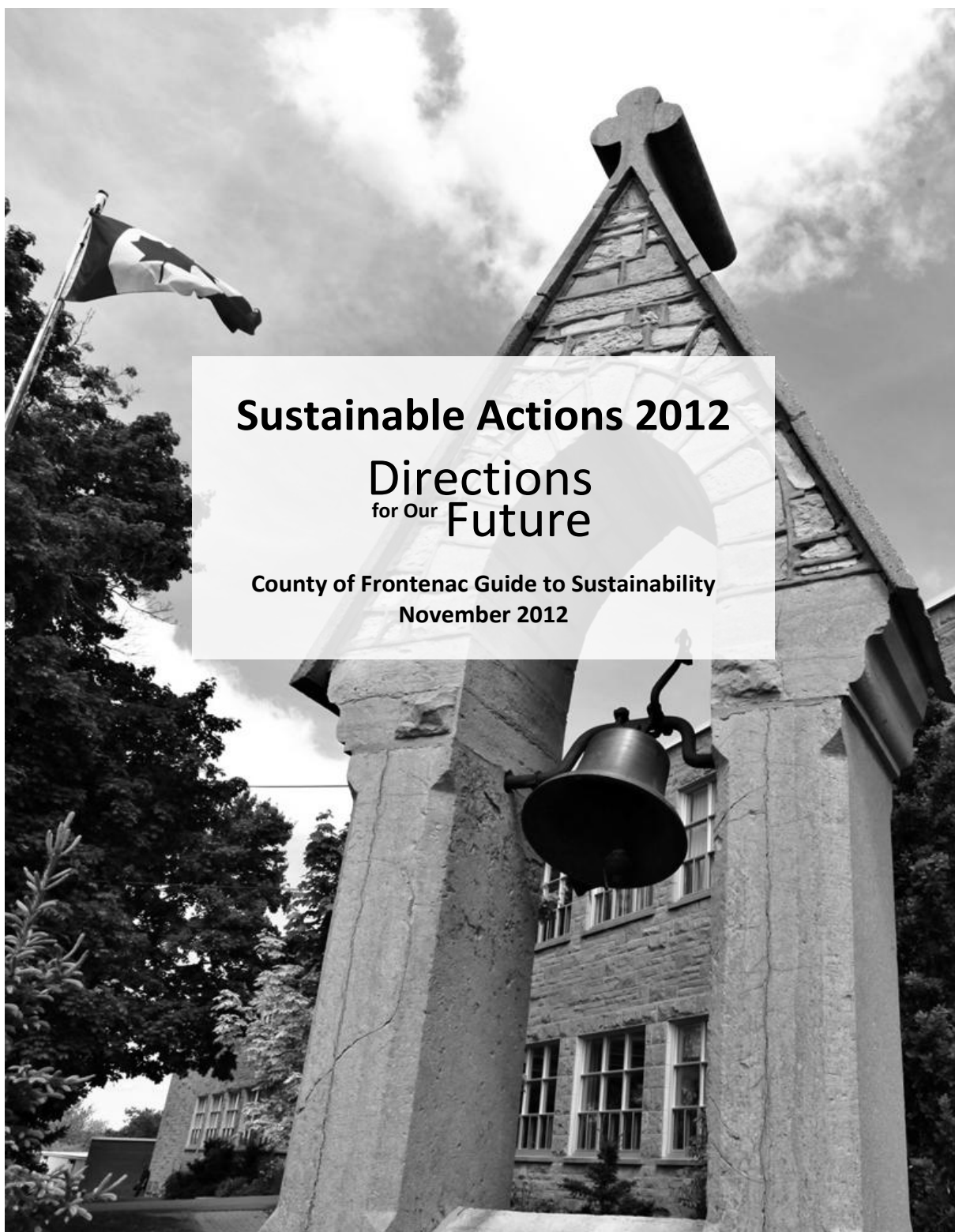


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Not everything that counts can
be counted; not everything that
can be counted, counts.





Sustainable Actions 2012

Directions for Our Future

**County of Frontenac Guide to Sustainability
November 2012**

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Executive Summary

The quest for sustainability touches every aspect of our lives. We, as members of our community, make daily choices whose impacts carry far into the future. These choices are varied, and involve our time, efforts, thoughts and suggestions as well as our money, and each represents actions.

This document, *Sustainable Actions 2012*, represents the latest annual companion document to *Directions for Our Future*, the Integrated Community Sustainability Plan (ICSP). Frontenac's sustainability journey began through a formal process in 2006. A strong commitment was made at that time to a highly participative community approach, a true community sustainability plan. After several years of development, including many community meetings and conversations, the final plan was adopted by the Council of the County of Frontenac in 2009. It is a plan that belongs to the community and it is through the ongoing community input gathered through various conversations, consultations, electronic input opportunities and workshops that it remains relevant. It is a living project that commits to an annual review with its companion document – *Sustainable Actions* – published at the end of each year. This annual update tries to reflect the ideas and priorities expressed by members of our community. This document continues the organic, ongoing effort to listen and compile the thoughts and visions of community members and to reinvigorate our commitment to a vision of sustainability for Frontenac County as a whole.

As the name implies, *Sustainable Actions 2012* celebrates the many ideas and suggested activities that will lead us toward our sustainability vision, shares successful community actions, identifies opportunities for 2013 and suggests directions for 2014. New this year, *Sustainable Actions 2012* also highlights a number of statements that influence all of our endeavors and can guide our future directions in a sustainable manner. In previous annual updates, these statements had been part of the actions list but, through discussion, it was realized that these were, in fact, guiding statements. This report also points the way forward to continuing the momentum for 2013 and beyond.

At the end of this document, there are Appendices, one of which outlines priority actions that are included in plans to be deliberated by Council of the County of Frontenac. These actions will inspire and motivate further community engagement and action in the upcoming year. Frontenac County, encompassing our communities, belongs to all of us and it is up to each one of us to participate in ensuring that our current visions develop into tomorrow's realities.

This report must acknowledge the hard work and tremendous efforts expended in 2012 and invite you to further explore the opportunities to develop partnerships and take action on projects that interest you. More detail on ongoing initiatives, and those in need of a champion, can be found at www.directionsforourfuture.ca

Introduction

Sustainable Actions 2012 is this year's companion document to *Directions for Our Future*, our shared Integrated Community Sustainability Plan (ISCP) for the area encompassed by the County of Frontenac. It is a living, community document, and its content draws from and incorporates the suggestions made by numerous participants at specific sustainability events like the Annual Breakfast and Sustainability Workshop held this year in May and September respectively, and at the many other meeting opportunities and conversations had throughout the year.

Sustainability, as embraced by our community, focuses on the four areas of culture, social, economic and the environment. These areas are referred to as pillars: a balance is required within all four pillars to have a truly sustainable community. To better recognize the pillars in this year's *Sustainable Actions 2012*, effort has been made to nest previously identified "focus areas" within their most relevant pillar of sustainability. It has been an interpretive process and we hope that it provides a stronger framework within which we construe sustainability.

This year's document is divided into six sections with several appendices attached.

Section One:

The first section of this document discusses opportunities that were raised, discussed and prioritized by stakeholders for advancement in 2013. This year, brief background information is offered including what's been happening to date and where things are heading in 2013. Many of the actions prioritized for 2013 will continue on in future years and some flexibility will be inevitable regarding timelines.

Section Two:

This section discusses opportunities that the community deemed important but ones that may not come forward until 2014. These opportunities will play a role in creating a more sustainable Frontenac, however practical considerations limit their execution in 2013.

Section Three:

This is a new section this year. Community conversations in 2012 has highlighted a difference between identifiable projects, namely those with a timeline, budget, and lead individual or organization, and general guiding statements that expound key elements of sustainable development. We look to these statements as guides for daily decision-making and hope that this section will highlight and explain their significance in relation to sustainability as a whole.

Section Four: The final section provides information on ongoing opportunities, their general focus area, as well as who is behind the initiative. At the end of this list, you will find new actions that have been shared this year. There is also a focus on the importance of developing formal partnerships amongst community members, reflecting the recognition that the

sustainable vision outlined in *Directions for our Future* cannot be achieved singularly by any one organization. It outlines and provides copies of a partnership agreement, as well as a sample Memorandum of Understanding. Finally, it references the key indicators used to measure progress, as well as a number of unofficial indicators that also illustrate multiple successes from 2012.

The Appendices offer additional information including the projects that are being brought forward to County Council for consideration as part of its 2013 budget deliberations. These projects have been supported by the County's Sustainability and Trails Advisory Committees to date. Also included as an appendix is information about the Federal Gas Tax Program from which the County and the Townships of Frontenac all benefit. A number of sustainability projects are supported through this federal funding program which is aimed at helping all municipalities across Canada achieve significant sustainability improvements on an annual basis. The final appendices provide us all with a reminder of past years' priorities and accomplishments as well as how we began our journey to reach sustainability.

Priority Opportunities for 2013

The following provides a brief description of the success achieved in 2012 and the priority directions for 2013, as identified by stakeholders during the 2012 Sustainability Workshop and through the many other conversations had throughout the year. Previously identified focus areas have been grouped together under the pillars of sustainability.

Environmental Pillar of Sustainability

Increasing awareness of the negative impact of many human activities on the natural environment began many decades ago. This environmental movement developed in sophistication and scope and eventually aspects of it became incorporated as one pillar within the much younger notion of sustainable development. The following discussion presents ongoing environmental sustainability concerns and opportunities for our land, and water. Although our air is not discussed, the rural nature of Frontenac County has endowed us with excellent overall air quality. The importance of clean, fresh air is acknowledged and while there are no current initiatives underway, future efforts to maintain air quality will be an integral part of sustainable development.

Protection of Natural Areas

Protection of our natural areas must involve stewardship of the environment. It is the responsibility of every individual through a personal commitment to ensure environmental sustainability, not only for those currently here but also for the generations to come.

County-wide Stewardship Plan

In order to provide effective conservation of our natural heritage, we need a clear vision of what we aim to achieve. A county-wide stewardship plan is a progressive document that provides information and guidance for citizens and local governments who wish to protect natural sites. This stewardship document goes beyond planning legislation to actively outline areas, as identified in the Natural Heritage Study, which the community wants to preserve, and potentially expand, by detailing short and long-term stewardship measures.

Farmers have a very direct interdependence with their land and as a result, have long acted as stewards of the environment. This means the agricultural sector is uniquely suited to protect the natural environment in Frontenac County. A stewardship plan will seek the balance between the development of our land for housing, maintenance of productive farmland, and

the preservation of natural areas. Future planning considerations can include measures to protect historical agricultural lands.

Natural Heritage Study

Sustainable, environmentally conscious planning decisions require solid data, and collecting that data has been an integral part of the County's Natural Heritage Study. 2012 has been a busy year for the Natural Heritage Study team and the Study is nearing completion. This study will be an important source of information and data for the Stewardship Plan.

Resource Assessments and Rejuvenation

There are a number of sustainability issues concerned with how we use the land around us. One new priority that arose from this year's Sustainability Workshop was to support the Ministry of Natural Resources' Regional Forestry Inventory. This inventory will provide useful information including potential areas of feedstock for future bio-energy applications. Another project underway by the Frontenac Stewardship Council on Wolfe Island involves the planting tall prairie grasses to help re-establish the song bird population on the island.

Waste

A serious issue regarding available land concerns our landfill sites. As a number of our rural landfill sites reach capacity and face closure, the need for current Waste Management Strategies has been highlighted. Townships' staffs have been discussing this concern collaboratively during 2012.

Solid Waste Management Plan

A desire for a community-wide solid waste management plan has been voiced; however this activity will be contingent on the outcome of the work being done by the Townships' staff. Some preliminary work in Central Frontenac is showing impressive results from its efforts to increase recycling, diverting material from the waste stream. However, the same effort has increased the level of contaminants in the recycling bins which is necessitating interventions by Township staff and the implementation of additional educational programming. This area continues to be studied.

Diversion Planning and Education

Current efforts to delay landfill closures have included diversion planning and education. Recent efforts by the Limestone District School Board have focused on encouraging students to divert recyclables from landfill sites through in-house education and awareness programs. Waste diversion initiatives have also been undertaken by the Township of Central Frontenac through the implementation of a new 'clear bags' program at all of its waste sites. One new idea voiced at this year's sustainability workshop was to implement a complementary incentive

program where a certain number of bags of recycling qualified for a free bag of waste. Such a scheme is already in place in North Frontenac.

Lake Management Planning

Many of our community residents living and enjoying the larger lakes have organized into lake or community associations. They are actively involved in efforts to preserve, and restore where needed, the ecological resilience of their lakes. On a lake by lake basis, people have interest in invasive species, shoreline development, lake-carrying capacity as well as a number of other issues. Previously, the County of Frontenac assisted the Eagle Lake Property Owners Association with the creation of its lake management plan and this year provided support to the Buck Lake Association as well. These smaller, lake by lake projects have a great impact over the long term.

Septic System Alternatives

A leading issue affecting overall lake health has been the effects of septic systems close to the water. Exploring septic system alternatives has become important as the community struggles to address the regulatory requirements. Within our settlement areas, very small lots can become an impediment to replacing old septic systems. In our rural areas, interest is growing in finding new and greener ways to address waste water concerns in both domestic and more commercial settings. Support was offered in 2011 to the Sharbot Lake Legion resulting in the installation of a Bio-Nest System. Also, the Township of Central Frontenac initiated a voluntary septic evaluation for homeowners. In 2012, County staff spoke at the West Devil Lake Property Owners Association to review some of the options available. This continues to be an area with community support.

Water Conservation

Water conservation initiatives have been proposed by the community and this may become increasingly important in scenarios of future climate unpredictability. Local conservation efforts from the four Conservation Authorities active in Frontenac County include a water level warning advisory, which Central Frontenac has included on its website.

Economic Pillar of Sustainability

As one of the pillars of sustainability, the continued economic vitality of the Frontenacs is a key determinant in maintaining a high quality of life for residents and visitors alike. Studies have shown that greater stages of economic development often allow for further efforts to support environmentally and socially responsible actions. Going forward in Frontenac County, this will

manifest itself through continued support of local businesses, trail development, and ongoing support for local food initiatives.

Sustainable Tourism Strategy

Throughout the stakeholder consultation process, a desire has arisen for a comprehensive sustainable tourism strategy. Notable tourism developments have been undertaken with the Township of Frontenac Islands' trail development on Howe Island, as well as the Township of North Frontenac's Dark Skies project.

Employability Service Training Plan

The potential for improved economic performance through improved customer service staff is acknowledged, and an employability service training plan has been suggested. Multiple agencies are actively involved in this type of effort, including The 1000 Islands Region Workforce Development Board, Algonquin College and St. Lawrence College. Recent training initiatives with St. Lawrence College in Sharbot Lake have been successful in preparing individuals for trades work and this sort of program could be modeled for application in other sectors, such as tourism.

Trails Network

The vast area encompassed within Frontenac County is endowed with substantial natural beauty. As a community, we benefit from the connections and access to nature that is provided by a trails network. The County's Trails Advisory Committee has been very active over the past year and looks forward to expanding on recent successes. The Frontenac K&P Trail is now open from Kingston to Hartington and in 2013 the focus will shift northwards from Hartington to Verona. There has also been an expression of interest from the community for the development of a couple of trailhead buildings that could serve multiple purposes within the communities. As more and more of the trail is completed, regional branding and marketing will aid in developing the economic benefits of this asset.

Local Food

Frontenac County has a rich agricultural heritage and numerous opportunities within its vibrant local food industry. There are an increasing number of independently-led initiatives in the County. The Farmers' Markets in Verona and Sharbot Lake have both had another successful year and are set to reopen again in 2013. The National Farmers Union has wrapped up its projects with Heifer International but continues to support farmers and provide education through its Food Down the Road project. The Kingston Frontenac Lennox and Addington Health Unit has formed a healthy eating working group to promote their food charter which will soon be seeking municipal support. All of these initiatives, and more, can be further supported with regional branding and marketing. In a large stakeholder survey, conducted as part of the

County local foods business retention and expansion program, stakeholders identified the need for more local abattoirs and noted that the regulation surrounding meat production and sale remains a challenge. A new priority opportunity that arose from this year's sustainability discussions was to allow zoning for backyard, small-scale agriculture. Increasing fuel prices may have an increasing effect on the price of food and local small-scale production will help to ease some of these costs for many families.

Cellular Service

In an increasingly electronic world, the deficiencies in cellular service coverage have been identified by stakeholders as a challenge to economic growth. However, direct development of such services remains with the private sector. In future, public-private initiatives in this sector may provide some relief.

Green Energy

How we power our homes and workplaces is a key component of sustainability. Newer, green energy alternatives are being developed every day to assist in the transition away from more traditional fossil fuel sources. While many of the developments of the past year have been driven by the Provincial *Green Energy Act*, funding and political changes at this level currently pose a challenge for many in this sector. Potential synergies exist for exciting partnerships between multiple organizations such as the County of Frontenac, Queen's University, SWITCH and St. Lawrence College, to name a few. St. Lawrence College is a post-secondary leader in green energy and has the potential to assist with both technical experiences through its own solar retrofits, as well as through teaching and co-operative learning. Frontenac community stakeholders have identified a need for, and opportunity to, further educate homeowners on energy saving retrofits. Education on energy conservation by everyone will also contribute to a more sustainable use of existing resources. Going forward into 2013, the County's Green Energy Task Force (GETF) Advisory Committee is initiating discussion on a County-wide Rural Community Energy Plan. Municipally, successful installations of solar panels have been achieved on the Sharbot Lake fire station and on two ambulance bases, one in the City of Kingston and one in Sydenham which are fully operational and generating a return.

Transportation Management Plan

The sheer size and rural nature of Frontenac County imposes certain transportation demands on its residents. Daily tasks such as going to work, buying groceries and attending doctor's appointments can pose a serious challenge for those who do not have a personal vehicle and impose associated costs on those who do. County residents have identified a need for a Transportation Management Plan and the County of Frontenac has offered administrative assistance to the Townships-led effort. The Townships are undergoing a process to evaluate the benefits of identifying a regional road network. Another suggestion arising during stakeholder consultation included the desire to develop a carpool network.

Smaller Scale Community-Led Sustainability Initiatives

This County-supported application-based program has supported a number of successful smaller scale community-led sustainability initiatives this year. The Friends of Arden group received support to complete its Arden Revitalization project which has aided local tourism and enhanced community pride. In Sharbot Lake, the Farmer's Market was assisted in implementing its development plan, while the Central Frontenac Housing Corporation received help with further developing inclusive social housing delivery. Various lake management plans, discussed previously, also received their assistance under this program.

Cultural Pillar of Sustainability

Culture provides context for human communities and, as such, acts as a pillar for sustainability. Frontenac County has helped shaped the people who live here and those who spend time in this area contribute to our rich and colorful history. We develop a deep sense of connection as we learn about and identify with those who have gone before us and there is a strong interest in the cultural heritage of the County. Building the capacity of our residents, businesses, associations and other community organizations and fostering strong local government all contribute to the richness of the culture of our community.

Festivals and Events

There is a full calendar of festivals and events in Frontenac County. This year saw a number of events including, but not limited to, another successful Cattail Festival and Jamboree in Verona, a winter Heritage Festival at both Crow and Sharbot Lakes, and the ever-popular Wolfe Island Music Festival. A number of these events benefitted from a small funding contribution from the County of Frontenac. Alongside these annual events, there are a vast number of year-round clubs and associations covering a variety of interests, from ATV clubs to YAPS (Youth Active Program for Students). Additionally, for the musically inclined, the area boasts a number of jam sessions and various music nights throughout the year. In the more northern half of the County, many of these events were advertised in the publication, *'North and Central Frontenac Recreation Guide'* which was distributed to local premises inside copies of the Frontenac News.

Youth Retention

Decreasing and aging populations pose a number of challenges in rural regions everywhere and specific concerns have been raised in the Frontenac community regarding youth retention. At the County level, a Youth Committee is being formed to focus on this issue. Increasing the number of young adult residents will have a positive impact on a number of areas, including volunteerism. This will be an ongoing area of effort in 2013 and beyond.

Volunteerism

A great number of the exciting annual events that happen in the County are run by dedicated teams of volunteers, without whom, such events would not be possible. Volunteer groups around the County have identified a decline in volunteerism and expressed a pressing need for new members to join and take on leadership roles. This would provide a respite for long-term volunteers, with the hopes that such renewal and rejuvenation will allow everyone to get more out of their volunteer experience. Looking forward, there is room for increased use of social and electronic media to develop a system where volunteers can connect with each other, as well as find organizations that match their particular interests. This could also become a portal through which local high school students could research and obtain opportunities to fulfill their graduation requirement of 40 volunteer hours.

County Official Plan, Growth Management, Strategic Planning

In order to ensure a cohesive approach to sustainable development within the County, an overarching County Official Plan is in development. This important document will provide particular guidance and direction on cross boundary issues not covered in Township Official Plans. Initial background research has been completed (Phase one), as well as public information and consultation sessions (Phase two). An initial draft is set to be completed in early 2013 to be followed by further public consultation opportunities. A Growth Management Strategy will be encompassed within the Official Plan, and will ensure that future development in the Frontenacs adheres to the vision of sustainability outlined in *Directions for Our Future*. County Council continues its ongoing strategic planning process of liaising with Senior Staff to assess and map a forward-thinking plan to provide direction for County efforts.

Infrastructure and Municipal Asset Management

Significant investments are made locally in infrastructure, including roads and bridges, buildings (offices, libraries, emergency and transportation service garages, etc.) and in vehicles, equipment, etc. Sustainable infrastructure and municipal asset management has been prioritized to ensure good stewardship of these community resources.

Comprehensive Asset Mapping

The ongoing comprehensive asset mapping at the County of Frontenac continues and new layers are being added to the existing Frontenac Maps application (www.frontenacmaps.ca) at the request of the Townships. One new addition this year included cemetery mapping in North Frontenac and some of Central Frontenac. Ongoing efforts are being made to incorporate as much data as possible from an extensive list of data sources.

Community Improvement Plans

There has been great interest in the work currently underway in a number of communities as a result of Community Improvement Plans (CIP). This project, jointly funded by the County of Frontenac and the Townships, has been started in a number of areas: in South Frontenac, the village of Verona has taken the initiative and is currently implementing their CIP; in Central Frontenac, Sharbot Lake is finalizing its plan. Recent public meetings held by County staff have also taken place in Marysville on Wolfe Island to assess the program's suitability for that community. Each of these places is at varying stages of the program and work will continue in the upcoming year.

Sustainable Spending Policies and Best Practices Review

Directions for Our Future provides for ongoing efforts to assess sustainable spending policies and best practices review. This creates a solid foundation upon which to review and incorporate best practices and ensure a sustainability-driven municipality which realizes the triple bottom line.

Sustainability Training and Education Programs for Public Representatives

Training initiatives have been discussed in the previous economic development section; however, it is also important to incorporate sustainability training and education programs for public representatives. This could develop as an umbrella initiative, tied in with local post-secondary partners, to promote training and education about sustainability planning and projects. Specific partnerships with St. Lawrence College in the Sharbot Lake area are under investigation.

Social Pillar of Sustainability

Much like a house, sustainability will collapse without dedicated efforts to each of its sustainability pillars. The social element is the final pillar of sustainability addressed here and plays a key role in developing a cohesive, yet diverse society.

Healthcare and Social Services

Healthy individuals make healthy communities and healthcare and social services have been put forth as an ongoing priority for all stakeholders in Frontenac County. An aging population demographic presents increasingly complex healthcare concerns that pose unique challenges in a rural setting. Additionally, rural communities have always benefitted from close social networks and maintaining and developing these has, and will continue to be, a priority. The County of Frontenac strives to promote inclusive communities and supports charitable organizations such as New Leaf Link.

Frontenac Transportation Collaborative

The Frontenac Transportation Collaborative Initiative is an ongoing initiative that partners Northern and Southern Frontenac Community Services, with some assistance from the County of Frontenac. The service aims to provide transportation for medical appointments, shopping excursions and other necessary trips for those who would otherwise be unable to arrange travel. This program looks to continue their work in the future.

Re-Use Stores

Another project undertaken by local social services has been the development and operation of Re-use stores. The Treasure Trunk in Sharbot Lake and the Northbrook Clothing Depot have both had a successful year.

Community Paramedicine

One of the sustainability opportunities voiced again during 2012 was the concept of greater paramedic delivery of basic community healthcare services. Community paramedicine is premised on a preventive approach, aiming to assist County residents. Forward planning has projected a significant increase in call volume as the 'baby-boomer' generation enters its senior years, as well as a subsequent increase in associated healthcare costs. This more patient-focused level of care will relieve some of the pressures and costs of the emergency system by diverting non-emergency medical issues. This progressive idea has further developed with research conducted into various models currently in use in Ontario. A County pilot project is currently in development and the data obtained will provide the basis for future endeavors. It is also hoped that this initiative may also become a platform for connecting residents with other community services that may already be in place to further meet their needs.

Seniors Housing Study

Our aging population will also have changing housing needs. An extensive study undertaken through 2012 included eight public meetings and several stakeholder meetings before the County of Frontenac Seniors Housing Study was completed and submitted to County Council. Moving into 2013, ongoing discussions are planned to assess implementation of the recommendations made through the study.

Priority Opportunities for 2014

An integral part of sustainable development is having a vision for the future. A vast number of good ideas have been generated by stakeholders and County Staff; however, not all of these opportunities can be developed simultaneously. The recent sustainability workshop focused on identifying which projects should be addressed in 2013 and those that could be undertaken in 2014. This chapter describes a number of identified opportunities that stakeholders prioritized for 2014.

Environmental Pillar of Sustainability

We all have a responsibility to protect the large volume of freshwater in the Frontenacs over the long-term. Our varied uses of water have resulted in an organic division of efforts aimed at protecting large natural bodies of water such as our lakes, as well as ensuring safe sources and processing of water for domestic use.

Regional Salt Management Plan

Efforts to protect our natural environment will be ongoing and, looking forward to 2014, opportunities have been suggested for our waterways, farms and landfills. A specific desire to formulate a Regional Salt Management Plan for the various public works departments in Frontenac County has also been suggested, to reduce the environmental impacts on our land and groundwater.

Vessel Restrictions

Efforts on the development of lake management plans are set to continue into 2014 and may begin to incorporate vessel restrictions on small and/or ecologically sensitive waterways. Bow wakes from large and fast vessels can cause significant shoreline erosion and disturbance of wild fowl and animals.

Groundwater and Aquifer Study

There has also been growing awareness and concern regarding the impacts of various forms of mining on water quality. Community stakeholders identified a desire for a groundwater and aquifer study to better understand potential impacts of future mining efforts. This would be a large project, likely needing the involvement of the Ministry of Natural Resources, as well as other partners.

Septic Inspections/Re-inspections

As a continuation to the efforts occurring in 2013, further work on septic systems may involve the introduction of mandatory septic inspections/re-inspections especially in areas close to water. Beyond this, future efforts in many communities may move away from independent septic systems as the desire for municipal water systems increases. The growth and development of such systems would be assessed in a Long-term Integrated Management and Investment Plan.

Centre of Excellence in Water Management

A number of suggestions have been made for the development of various multi-function community buildings and one such suggestion is for a centre of excellence in water management. Perhaps such an idea will be able to share space with some of the suggested uses outlined in the following section on Capacity Building and Governance.

Packaging Reduction

Locally, packaging reduction became part of our sustainability planning several years ago when three students led a school project to ban plastic bags from local retail stores and they brought their campaign to County Council. World-wide, many different projects to reduce packaging, from reducing product packaging to eliminating the plastic bags our purchases often get tucked into, have achieved success. Community members in Frontenac County have supported the idea of further initiatives locally and setting targets to zero are encouraged. One example is the Government of Manitoba's program which sets targets for reductions on plastic carrier bags and all retailers who supply such bags are required to participate. A reduction on non-degradable waste entering our landfills will continue to be important and this links with the development of a solid waste strategy.

Economic Pillar of Sustainability

A number of potential opportunities have been suggested that could encourage sustainable economic development in the County, from food and infrastructure to energy opportunities.

Feasibility Study for a Frontenac Agricultural Centre

As our local food industry grows and benefits from actions in 2013, further developments could include a feasibility study for a Frontenac Agricultural Centre. This might form one of the multiple activities that could occur in a multi-use public facility.

Feasibility of Establishing Food Processing Facilities

Another avenue for investigation in the food sector would be to continue to assess the establishment of food processing facilities. The difficulties associated with distance to processing and the regulation associated with farm-gate sales have continually been raised as a cause for concern.

e-Commerce

As time moves on, the efforts currently being made by the Eastern Ontario Regional Network (EORN) will have increasingly positive impacts on future business development. As internet communications improve, more opportunities for e-commerce will arise, including Township and County bill and permit payments.

Sustainability-minded Business Attraction

The modernization of existing electronic infrastructure, including increased access to smart metering, will also assist in attracting sustainability-minded businesses to the region, which is, and will remain, a priority for economic development in the County.

Green Business Park

The possibility of developing a green business park would be very beneficial in overcoming any infrastructure concerns held by businesses considering relocation and it would also offer tremendous synergy benefits by grouping such businesses in a central hub. Such a development could also incorporate shared green energy, thereby lowering the cost of business and increasing the appeal of this region.

Services: Hydro Transmission Capacity; Natural Gas Service Expansion

Additional infrastructure developments have been suggested that will benefit economic development in the area. Many industries would require increases in Hydro transmission capacity and expansion of natural gas service before they could open in Frontenac County. However, these amenities are controlled by Hydro One and other companies such as Union Gas and opportunities for partnerships between these businesses and various levels of government would need to be explored. Additional stakeholder assessment and discussion may also need to occur regarding the type of industries that will align with our vision of sustainability.

Regional Signage

For the tourism industry in particular, uniformity of regional signage infrastructure will provide a more consistent branded message for tourists and will help them navigate more successfully.

Renewable Energy Training

As provincial funding for green energy changes, it may become necessary to seek training partnerships to develop professional training on renewable energy for inspection and planning staff. Outreach and connections with educational partners such as St. Lawrence College should continue to be developed and existing connections enhanced.

County-wide Rural Community Energy Plan

The need to move away from fossil fuel energy sources was touched upon earlier and will continue to frame energy development in the County for the foreseeable future. The work of the County's Green Energy Task Force Advisory Committee is anticipated to continue to support a County-wide Rural Community Energy Plan with the groundwork having begun already. 2014 may see the completion of this Plan and the following initiatives would likely roll into it.

- **Near Zero Energy Importation; Community Capacity Building for Renewable Energy; County-wide Municipal Energy Conservation Plan; Micro-hydro and Biomass Operations**

The current grid configuration leaves users vulnerable to service disruptions that may happen in other regions. A more local source of supply would help to mitigate such circumstances and increase energy resilience.

Encouraging local production may lead to increased community capacity with renewable energy. At a community level, there may be options for micro-hydro and biomass operations and these suggestions should continue to be examined. Alongside developments in local energy production, everyone can get involved in energy conservation. A subsection of the community energy plan could address a County-wide Municipal Energy Conservation Plan showcasing an assessment and successful reduction in energy demand by local government.

Cultural Pillar of Sustainability

Supporting and enhancing the culture of our community is critical to the long-term sustainability of Frontenac County. It is critical to ensure not only the availability of places for a diverse demographic to meet and socialize, but also the availability of an adequate supply of housing and other amenities. Along with these, striving to enhance the capacity of the community and the strength of local governments commitment to sustainability are key elements of this pillar.

Support Lifestyle Options

The attraction of new residents to the area, especially young people, may be enhanced by the promotion of the unique lifestyle options in the Frontenacs. Our strong tourism sector indicates that many travel great distances to spend time here, while residents can reap those

benefits year-round. Many opportunities for outdoor adventure exist in all seasons and for many, nature can be reached at their back doors.

Enhance Youth Opportunities

The 2007 County of Frontenac Business Retention and Expansion Plan contained recommendations to enhance promotion of youth intern positions and the engagement of willing seniors in the workforce. Further developments of these ideas would be beneficial in 2014, especially in youth engagement and retention.

Municipal Fleet

One sustainability exercise that has been proposed for local governments to undertake is a municipal fleet vehicle analysis. This assessment would provide data to ascertain where energy savings and improvements might be made. It may also encompass an assessment for the use of electric or alternatively powered vehicles. The County does monitor its ambulance fleet and has introduced hybrid vehicles into its fleet.

Web-based Applications for Community Involvement

As mentioned earlier, an increasing amount of our daily lives involve internet-based interactions. As many social websites have illustrated, there is tremendous power in connecting people. From a sustainability perspective, this could manifest itself through web-based applications for community involvement. Volunteer forums can be used for recruiting and public engagement will hopefully be enhanced.

Multi-use Public Facilities

There have been many discussions from a diverse range of interest groups that support developing more or enhancing existing community facilities. Partnerships may also be fostered to assess the development of new County or Township Administration buildings. This space, if designed or properly retro-fitted in the case of an existing building, could also incorporate multi-use public facilities. They could house a number of already suggested applications, such as a centre of excellence in water management, a trailhead tourism information space, a Frontenac Agricultural Centre, a car pool lot, a cultural centre and possibly a re-use site to name a few.

In the event that a single multi-use facility proves undesirable, there may be scope for the development of a network of multi-use buildings and cultural centres. These could possibly be sited along the trails network to facilitate tourism and local recreational use.

Social Pillar of Sustainability

Effective social sustainability ensures adequate housing and care for all age groups. The impacts of our aging populace will continue to dominate our social sustainability agenda for the foreseeable future. The successful transmission of information throughout our communities is also an important component of a cohesive society.

Long Term Care Bed, Services Review

In light of an aging populace, it is acknowledged that there will be an increased need for health care services for a number of years. It is hoped that 2014 will see the completion of an independent review of the need for long term care beds. Additionally, as an increasing number of the workforce retires, there will be a need for professionals to fill roles in the healthcare, social service and community service sector. In response to this need, a Health/Social/Community Services Development and Retention Program could be devised with multiple partners. Health and social services will also benefit from greater networking as internet provision improves, and the promotion of e-Health web portals may provide citizens with greater access to information regarding their health.

Housing

A new suggestion this year has been for education on healthy building materials. With the growing popularity of do-it-yourself (DIY) projects, homeowners need to be informed about the implications of their materials decisions. Subsequently, Township building inspectors will continue to assess such materials as their prevalence increases.

Public Outreach and Education

Further efforts to educate the public regarding sustainability, ongoing initiatives and how they can get involved may be incorporated into community web portals.

Guiding Statements to Direct our Actions

Throughout the development of *Directions for Our Future*, Values and Principles statements have helped us to work towards establishing communities as sustainable places now and for future generations. The statements (found on pages 12 and 13 of *Directions for Our Future*) are high level and help us better understand the four pillars of sustainability. Over the past four years and three annual implementation reports, a need to bridge the Values and Principles statements and priority projects has come to light. After consideration, it becomes apparent that some priority “projects” identified in past years are not really projects at all – they have no real timeline, no specific budget requirements, no identifiable leader. When we accept that these statements of intangible quality are not truly projects, we can begin to see them in a more useful way, as guiding statements that can help steer the way we work towards sustainability in our day-to-day. More specific than our Values and Principles and outside of our priority projects, these guiding statements allow us to pull into tighter focus the practices which will lead us to a sustainable future.

Support Green Local Businesses

While there has been much debate over economic growth versus conserving natural resources, economic development is the key driving force behind our capitalist social system. In light of our continuing need for some form of economic development, it is our imperative responsibility to ensure that we foster new development in a sustainable direction. This is sometimes referred to as a ‘triple bottom line’ and providing support for green local businesses will continue to enhance our communities and our lives in a positive and responsible way.

Promote and Support the Creative Economy

In much the same way as economic development, we should be actively striving to support the creative abilities of our community members. Promoting and supporting the creative economy not only fosters local businesses but enhances our region as a culturally flourishing place to be.

Ensure Environmental Protection

The biosphere forms the basis of all life, and while its overall health is intrinsically important to us for personal reasons, nature should be acknowledged to have value in its own right. Respect for nature requires us to consider the impacts of each of our actions on the natural world around us and to not proceed if such actions irrevocably diminish the natural world in which we live. This shift in our interaction with the natural world acknowledges our place as only one component in the web that makes up life on this planet.

Re-purpose Public Buildings

Looking for, and being open to, opportunities to re-purpose public buildings can be thought of as large-scale recycling. Re-using such buildings decreases pressures on untouched natural areas and provides for renewal and rejuvenation within our communities. These opportunities may not occur often, but keeping them in mind is key to being able to take advantage of such situations when they do arise.

Work Collaboratively with First Nations

The wealth of knowledge and unique cultural outlook held by our First Nations community members is an invaluable resource. Working collaboratively with First Nations representatives broadens our perspectives and ensures that this important aspect of our community voice is heard and included.

Support Libraries

Libraries play a special role in the community. They act as meeting places, internet hotspots and a local portal to a large host of materials. Reading can impart knowledge, provide relaxation and generally take us to places we might not otherwise see. The continuing support of libraries in the County is important to ensure continued access to this valuable service.

Sustainability Planning

'If you fail to plan, you plan to fail' is an old adage of particular significance. Community-wide sustainability planning across the region provides the vital vision for our future. Without this guidance, we risk ad-hoc decisions and not seeing the integrated repercussions that may not occur immediately, but will impact our lives, and those of our children, down the road.

Build Sustainable Partnerships with Local School Boards

Our children are our future and in many ways our responsibilities to them provide the impetus to do things sustainably. The key feature of sustainable development is to only take actions now that do not reduce the future for others. Sustainable partnerships with local school boards are, and will continue to be, an important element of responsible, sustainable behaviour.

Strong Communications

Strong communications not only provide for transparency and accountability, but also foster networks of like minded groups which can minimize duplication of efforts. It also provides a motivational force for people to connect over issues and projects.

Leed® for Neighborhood Standards

Our housing and transportation frames how we interact with our environment and it can foster sustainability or impede it. LEED® for neighbourhood standards is an initiative that aims to create more sustainable environments, thereby making it easier for individual citizens to live more fully within their ecological footprint.

Support 'Build Green'

In rural communities, it may not always be practical to design totally new green neighborhoods, but providing support and/or incentives to 'build green' can have a positive cumulative effect as new buildings and renovations require less energy and are done with sustainably sourced materials.

Support Agriculture

The development and support of local sustainable agriculture, including the horticulture industry, can assist in creating local jobs and may have less unsustainable farming impacts. It may also aid the further developing energy from biomass.

Age-Friendly Rural and Remote Communities

Age-friendly rural and remote communities should be supported so that residents can live fulfilled lives without having to relocate to urban centres. Rural-urban migration depletes the countryside, increases unsustainable urban sprawl and diminishes traditional rural culture. It can also separate families and friends, removing supports and creating alienation.

Promote Nature-based Recreation and Leisure Activities

The promotion of nature-based recreation and leisure activities can foster increased community cohesion and improved physical health. It also counteracts the increasing psychological distance from nature that many experience in today's society. The intimate knowledge and familiarity of the natural world fosters a greater sense of responsibility towards the rest of the planet and can begin to affect individual behavior in a positive way.

Encourage Sustainability

Sustainable development involves action from everyone. It is an outline for daily life and not simply an exercise for 'someone else' to do. To this end, it is important for those who do wish to take initiative to receive adequate support and encouragement. In the following instances, the term 'support' *may* entail acknowledgement, encouragement, partnership, administrative help and finally, occasional financial support from the private or public sectors. This can include interest groups from all pillars and it is acknowledged that it is important to support their activities. It should be noted that the following lists are not exhaustive.

- Environment

Support community groups working towards the protection of natural areas, which can include:

- The Model Forest Network and other Community Networks
- Adopt a Highway Program
- A Seedling Planting Program
- The Rideau Waterway Land Trust
- Queen's University Biological Station
- The Frontenac Arch Biosphere

- Culture and Heritage

Support community groups and initiatives having a culture and heritage focus, which can include:

- Central Frontenac Railway Museum
- Wolfe Island Canal
- County Heritage Museum
- Live Theatre

- Health, Social Services, and Housing

Support community groups in health, social services and housing field, which can include:

- New Leaf Link Program
- Transitional/Assisted Living Environments
- Transitional Housing Initiatives
- Affordable Housing and Living Needs Initiatives

- Tourism

Support existing and new tourism initiatives, which may arise through these organizations and others:

- Land O' Lakes Tourism Association
- Great Waterway Tourism Region
- Ontario's Highland Tourism Region

- Recycling

Support recycling initiatives from all community groups.

Review Best Practices

Learning from and connecting with other organizations ensures that efforts at the County of Frontenac remain fresh and cutting-edge. As part of our sustainability mandate we are committed to regular reviews of best practice. Contact with qualified firms or individuals ensures objectivity in assessing best practices throughout the County.

Current Sustainable Actions and Initiatives

Community Plans, Programs and Projects

As progress is made through the sustainable planning process, stakeholders continue to share information about the actions they are taking to support community sustainability. Once known as the “Community Asset Map”, the following list attempts to capture some of the sustainability-related plans, projects and activities that are currently being undertaken or planned. This list is compiled directly from information provided by community members.

The list of Current Sustainable Actions and Initiatives is an ever-growing database which helps identify and facilitate potential linkages between similar projects in the region. The list currently boasts 72 initiatives which are deemed as ongoing sustainable projects in the Frontenacs.

#	Organization	Primary Focus Area	Plan, Program or Project Name
1.	Green Energy Task Force (County of Frontenac Advisory Committee)	Energy	Wintergreen Initiative: Building capacity in the development of green energy
2.	County of Frontenac with other Eastern Ontario Counties	Economic Development	Regional Local Food Business Retention and Expansion (BR+E) Program
3.	Trails Committee (County of Frontenac Advisory Committee)	Economic Development	Rail-to-Trail: Implement Frontenac K&P Trail Plan
4.	Trails Committee (County of Frontenac Advisory Committee)	Economic Development Recreation and Leisure	Trail and loop trail development
5.	Lafarge with WWF Canada, government, academia and the community	Energy	Cement 2020 - Assess potential for biomass use in cement manufacturing

#	Organization	Primary Focus Area	Plan, Program or Project Name
6.	Wintergreen Renewable Energy Community Working Groups	Energy	
7.	Township of South Frontenac Natural Environment Committee	Protection of Natural Areas	Identifying hot spots for turtle crossings and need for signage
8.	Township of South Frontenac Natural Environment Committee	Protection of Natural Areas	Annual tree and shrub sales
9.	Township of South Frontenac Natural Environment Committee	Protection of Natural Areas	Planning to place "Species At Risk" information displays in high traffic parking and pedestrian areas
10.	Greater Bobs & Crow Lakes Association, Centre for Sustainable Watersheds	Protection of Natural Areas	Shoreline survey for individual properties on Bobs & Crow Lakes
11.	Frontenac Arch Biosphere Network	Economic Development and Culture and Heritage	Local Flavours - Regional Culinary Taste Trail. Building a culinary trail & identity for the region on Explore the Arch website
12.	Frontenac Arch Biosphere Network	Culture and Heritage	Establishing FAB Arts as the regional arts and culture network and creating an arts trail on Explore the Arch
13.	Frontenac Arch Biosphere Network	Economic Development Recreation and Leisure	Constructing a broad regional trails strategy through the Biosphere Trails Council.
14.	Frontenac Arch Biosphere Network	Recreation and Leisure Culture and Heritage	Extending the Environmental Educators Network of parks, museums, sites, programmers

#	Organization	Primary Focus Area	Plan, Program or Project Name
15.	Frontenac ArchBiosphere Network	Communications and Economic Development	Completing GIS work mapping trails
16.	Frontenac Arch Biosphere Network	Communications and Economic Development	Developing a smart phone/mobile app for Explore the Arch
17.	Frontenac Arch Biosphere Network	Economic Development	Continuing work on sustainable tourism education
18.	South Frontenac Community Services Corporation	Health and Social Services	Delivering 16 seniors health programs
19.	South Frontenac Community Services Corporation	Health and Social Services	Providing financial assistance for those less fortunate in our communities
20.	South Frontenac Community Services Corporation, Kingston YMCA, VON Canada	Health and Social Services	Exploring opportunities to expand current programs and create well seniors' programs
21.	South Frontenac Community Services Corporation	Health and Social Services	Renovation of Grace Church, Sydenham, to house all services, programs and staff. Renovations include installation of Community Garden.
22.	National Farmers Union	Economic Development	New Farm Project, 2008-2012 -- building farm capacity and farm community
23.	Sharbot Lake Farmers Market	Economic Development	Providing local products, benefiting local restaurants (300+ patrons/Saturday)
24.	Agriculture Canada, Conservation Authorities and Frontenac Arch Biosphere Network (FABN)	Land Use Planning and Management	Creating new soil maps to assist in protecting agriculture lands

#	Organization	Primary Focus Area	Plan, Program or Project Name
25.	FABN, Queen's University	Culture and Heritage	Researching value of our creative economy
26.	New Leaf Link	Health and Social Services	Aiding adults with developmental disabilities develop skills to contribute to society
27.	Howe Island community group	Culture and Heritage	Howe Island Proclamation Day to become annual event
28.	Fairmount Home	Health and Social Services	Legacy of Learning Program
29.	Ministry of Municipal Affairs and Housing	Protection of Natural Areas	Support of County's Natural Heritage Study
30.	Community Foundation of Kingston	Capacity Building and Governance	Vital Signs Annual Report
31.	National Farmers Union	Economic Development Land Use Planning and Management	Food Down the Road project
32.	Frontenac Stewardship Council	Protection of Natural Areas	"Naturally Rich Frontenacs" – Develop a plan for the County that looks at sustainable land uses
33.	Council of the County of Frontenac	Capacity Building and Governance	County Official Plan
34.	Frontenac Stewardship Council, Conservation Authority	Land Use Planning and Management Protection of Natural Areas	Tree Planting
35.	Frontenac Stewardship Council	Culture and Heritage Protection of Natural Areas	Wolfe Island Education Session – Trees 100 years in the future; re-establish prairie grasses on Wolfe Island to bring back song birds
36.	Ministry of Municipal Affairs and Housing	Capacity Building and Governance	Guide implementation of high level sustainability policies

#	Organization	Primary Focus Area	Plan, Program or Project Name
37.	Frontenac Employment Resource Centre	Health and Social Services	Upgrade adults' skills, connect people with employers
38.	KFL&A Public Library	Economic Development and Communications	Providing free wi-fi at all branches
39.	Township of Central Frontenac Economic Development Committee	Economic Development	Annual Heritage Festival
40.	Township of Central Frontenac Economic Development Committee	Economic Development	Sharbot Lake Farmers Market support
41.	Township of Central Frontenac Economic Development Committee	Economic Development	Friends of Arden Clean Up
42.	New Energy Project	Energy	Workshops, seminars, Wolfe Island Festival
43.	Thousand Islands Region Workforce Development Board	Health and Social Services	Partner with organizations to implement projects, identify employment trends, Green Energy Guide
44.	KFL&A Public Health	Health and Social Services	Eating Properly Group
45.	KFL&A Public Health	Health and Social Services	Development of a Food Charter
46.	Frontenac CFDC	Transportation	Ride-share web based program
47.	Frontenac CFDC	Economic Development	Ontario East Economic Development Commission
48.	Frontenac CFDC	Economic Development	Interest-free loans for septic retrofits
49.	Frontenac CFDC	Economic Development	Support buy local initiative

#	Organization	Primary Focus Area	Plan, Program or Project Name
50.	St. Lawrence College Sustainable Energy Applied Research Centre	Energy	Assist small businesses with research on sustainable energy products and processes
51.	Eagle Lake Property Owners Association	Protection of Natural Areas	Stewardship of Eagle Lake through education of property owners
52.	Sustainable Kingston	Sustainable Development	Working to implement the Sustainable Kingston Plan
53.	Rudy & Joan Hollywood	Health and Social Services	Physical fitness initiatives to encourage healthy living, often with funds raised going to support local causes (i.e., food bank and transportation needs)
54.	Local Conservation Authorities, Stewardship Councils and Lake Associations	Protection of Natural Areas	Annual Lake Links Workshop and Learning Session
55.	St. Lawrence College Employment Service	Economic Development	Provide training incentives to employers and skill development to improve employability (improved public areas in Central Frontenac as part of skill development)
56.	Frontenac Islands Township Council	Transportation	Transportation Growth Management Study
57.	Verona & Area Historical Society	Heritage	Purchase and future restoration of Hartington School
58.	Verona Community Association	Waste	Central Recycling Initiative
59.	Sharbot Lake Multi Use Centre Committee	Culture	Progressing with plans to construct a Multi-Use Centre at the Trailhead in Sharbot Lake

#	Organization	Primary Focus Area	Plan, Program or Project Name
60.	Central Frontenac Housing	Health and Social Services	Constructed a five unit seniors housing building in Sharbot Lake. Common Room to become space for residents and community
61.	Cataraqui Region Conservation Authority	Recreation	Trailhead planned for junction of K&P and Cataraqui Trails in Harrowsmith
62.	SWITCH Kingston	Capacity Building & Governance	Helping Municipal Councils to understand importance of support for FIT projects
63.	Limestone District School Board		Energy Management Plan, Recycling Programs, Green Bin Pilot Project
64.	West Devils Lake Association	Protection of Natural Areas	Dealing with invasion of Eurasian Milfoil
65.	National Farmers Union	Economic Development	Collaborative Regional Alliance for Farmer Training in Ontario
66.	North Frontenac Township	Economic Development	Dark Skies Initiative
67.	Frontenac CFDC and Food Down the Road	Economic Development	Support Local Food Initiative through assistance to small businesses (i.e., Seed to Sausage, Limestone Organic Creamery)
68.	Robinson Group	Economic Development	Financing small local farming operations
69.	Ompah Community Library	Recreation and Leisure	Providing internet access to local residents and seasonal tourists
70.	Sharbot Lake Property Owners Association	Protection of Natural Areas	Developing a Lake Plan
71.	Friends of Arden	Economic Development	Beautification of Arden
72.	North Frontenac Township Council	Economic Development	Providing free WIFI at Oso Beach during summer months



Community Participation

The County of Frontenac recognizes that an Integrated Community Sustainability Plan can be a living document only if it is developed and maintained with strong community participation. A renewed commitment to acknowledging and formalizing partnerships through 2013 will allow us to celebrate and build on the momentum of community participation. By the 2013 Spring Celebration Breakfast, the County expects to have five new Community Partnership Agreements formalized with another five for announcement and celebration at the 2013 Fall Workshop.

Community Partnership Agreement

This formal commitment towards a sustainable future through a general agreement of ongoing support of *Directions for Our Future* and commitment to actively support and further sustainability projects and initiatives is expected to have several outcomes including:

Agreement of a common understanding of sustainability.

Provision of data to support indicator monitoring.

Commitment to communicate with clients, customers, employees and visitors about sustainability using common messages.

Memorandum of Understanding

This formal document is executed between an individual, community group or organization and the County of Frontenac. It is a project-specific tool that outlines the working relationship between two or more parties to complete an initiative that supports sustainability and will also ensure:

Common ownership of a project or program

Commitment to follow a vision, principles or specific actions

Samples of these two documents are included on the following pages.

Fresh with Opportunity
Community Partnership Agreement



Our Vision: Fifty years into 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.

Vision Statement: The County of Frontenac is a collection of healthy, vibrant, prosperous and environmentally sustainable communities in a rural pocket of Eastern Ontario.

The extensive network of hamlets and villages are as diverse as their geography and are integrated, creating our community fabric of neighbours working together to support strong community groups of seasonal and permanent residents.

Social

Social sustainability is based on equity, diversity, connectivity, democracy and a good quality of life. The quality of life of our current generation does not prevent future generations from enjoying a similar quality of life. People contribute fully to their own well being or engage fully in community life because they live in a community where they feel safe and secure.

Cultural

Culture and recreation are vital components of our healthy community. Our strong sense of community is reflected in the spirit of numerous and varied small events, fundraisers and gatherings that celebrate local talent and heritage and support local needs and initiatives. The character of our community reflects strong political and community commitment and attention to a variety of aspects (landscapes, built form, heritage, mix of uses, urban design, services, etc.)

Economic

Economic resources (such as land, labour, capital and technology) are used in ways that maximize productivity, minimize pollution and waste, and meet the social needs of all, now and for future generations. Economic sustainability depends on social, cultural and environmental sustainability. Community economic development efforts help to create and preserve each community's sense of uniqueness, attractiveness, history, and cultural and social diversity, and include public gathering places and a strong local sense of place.

Environmental

All individuals are responsible stewards of the natural environment, undertaking to make sustainable choices with regard to personal movement and consumption. Resources are used efficiently by using renewable resources sustainability; by considering the impacts of exploiting nonrenewable resources; by avoiding overtaxing natural systems; and by ensuring the polluter/user pays. Green spaces like farmland and environmentally sensitive areas are preserved and enhanced.

As partners, we support the implementation of ***Directions for Our Future:***

By aligning our activities and strategy descriptions of success, by reviewing and implementing feasible recommended actions, and by collaborating and sharing resources.

Signed this XXth day of Month, 201X

Signed:
Name
Organization

Witnessed:
Warden XX
County of Frontenac



Directions for Our Future Memorandum of Understanding

Between the County of Frontenac and

Whereas:

The parties to this MOU share a common understanding of sustainability as set out in **Directions for Our Future**; and

The parties to this MOU have agreed to work together to implement an initiative that will contribute towards sustainability in the Frontenacs;

We agree that we will work together to:

[insert description of initiative and/or actions]

Roles and Responsibilities

The County of Frontenac agrees that it will be responsible for:

Role Description	Responsible Party
	[Insert contact name]

And

agrees that it will be responsible for:

Role Description	Responsible Party
	[Insert contact name]

Accountability

The successful completion of the above described action or initiative will involve the achievement of the following targets. Each target includes the measure and completion date, and the accountability for the completion of this target has been assigned.

Targets

Measure	Completion Date	Accountable Partner
		[Insert partner & contact name]

Resource Contributions

The successful completion of the initiative or actions contemplated in this agreement will depend on the timely provision of the following resources.

Financial or Resource Contribution	Provision Date	Accountable Partner
		[Insert partner & contact name]

Additional Documentation

Please consult the following additional documents which are appended to this MOU for further clarification of the MOU relationship.

List any documents that are appended

Agreement between:

The County of Frontenac	Name of organization
Per: [insert name of signatory]	Per: [insert name of signatory]
Dated:	Dated:

Indicators

Strong public policy and a commitment to accountability are necessary to keep sustainability planning current and fresh in the Frontenacs. Sustainability indicators are a useful tool to monitor and track progress. They go beyond traditional measures and indices to incorporate factors which contribute to community capacity and development. Appropriate sustainability indicators should be based on the four pillars (social, cultural economic and environmental) to capture the close relationship between the core sustainability principles selected by the residents of the Frontenacs and the focus areas. They are useful in gauging and monitoring the effectiveness of various initiatives as they relate to federal and provincial benchmarks and/or local baseline information.

A thorough review of the indicators is required now that the initial reporting cycles have been completed to ensure they are still relevant and useful. Although challenges in compiling and reporting on these indicators have been experienced, a key lesson learned is how very important it is to ensure that any indicator adopted is calculable from available data and/or resources.

In the meantime, great progress has been made on projects over the past four years. Though none of the official 96 indicators were developed to showcase the specific work that has been done, it seems a shame to abstain from reporting simply because the data is outside of the prescribed realm. And so, in the spirit of 'living documents', the following are some unofficial indicators demonstrating work the County has led over the past year in the pursuit of sustainability for the Frontenacs.

(Please see www.directionsforourfuture.ca for more on sustainability indicators).

Smaller Scale Community Sustainability Initiatives

Four grants have been approved to date for a funding value of **\$18,241** and a total investment in the community of **\$32,380**.

Strong Communications

Over the course of **22 public meetings** held by County staff throughout the County during 2012, total attendance reached approximately **530 people**. In addition to public meetings, approximately **185 responses** have been received through online surveys. Just over **600 active contacts** now populate our electronic newsletter distribution list, many of whom received the **23 e-newsletters** sent out this year. We regularly keep in touch with our **232 followers** on Twitter and the **37 people** who like us on Facebook.

Verona's Community Improvement Plan

A joint County/Township project, the Verona CIP was launched in March 2012. As of August 2012, **15 projects** were underway or complete, with **\$35,600 in grants** and **\$37,389 in loans** provided through the plan. The total value of the projects that have applied for CIP grants and loans is **\$601,614**. The County has provided \$70,000 overall with the Township anticipated to fund \$10,000 per year.

Official Plan

Having received endorsement from County Council on **December 14, 2011**, staff began work on drafting the County's first ever Official Plan. After consultation with key stakeholders, a **Basis Document** was accepted by Council in May 2012. Five public meetings, a visit to Sharbot Lake High School and an online survey garnered input from **approximately 130 people**.

As of November 6, 2012, staff has submitted **5 Status Reports** to Council.

Frontenac K&P Trail: Opening of Phase 1

On August 31, 2012 and with a crowd of about **65 people**, Phase 1 of the Frontenac Kingston & Pembroke Trail – approximately **8km** – was officially opened for public use. Including an abutting length of about **4.5km** previously resurfaced, the southernmost **12.5km of the Frontenac K&P Trail**, from Orser Road to Hartington, is open to **6 user groups**: walkers, runners, skiers/snowshoers, cyclists, horseback riders and for a portion, snowmobilers.

Appendices



A/ 2012 Update

The Annual Sustainability Workshops provide the opportunity to review the original and successive documents with a room full of committed and dedicated friends. This year it was held on September 21st (last year it was held on October 5th) at the Verona Lions Hall. The stakeholder participants undertake the ambitious goal of reviewing, revising and updating the information. With representation from across the County and beyond, both plenary and breakout sessions are used to review the long list of projects and the current sustainable actions being taken by community members and to begin to develop the revised list of recommended projects. At the same time, success stories highlighting projects from the previous years' recommended list are shared and all other elements of the document receive attention. Thank you to the many participants who contribute to the positive community sessions.

Following the Sustainability Workshops, consultation continues at community events and the County's Tradeshow which offer perfect settings to meet and talk at length with many people. For the second year in a row, the County's Sustainability Advisory Committee also reviewed the draft Sustainable Actions and offered important comments. Part of our ongoing commitment is to share the sustainability message and to gain both input and feedback.

To this end, we are also pleased to have many community members join us for the mid-year Sustainability Breakfasts in May. We share our progress with each other and appreciate both the small and large projects and activities moving us forward. It is also an opportunity to

reaffirm the community commitment to sustainability as detailed in ***Directions for Our Future***. Also, throughout the year staff capitalizes on opportunities to share sustainability messages. A few examples in 2012 include presentations at lake associations' Annual General Meetings, the Ontario East Municipal Conference, etc. At each, we meet many like-minded residents, business people and other stakeholders with whom shared ideas and excitement often grow into meaningful relationships.

Finally, recognizing that strong communications are key element of successful sustainability efforts, www.directionsforourfuture.ca, the County's sustainability web site was completely refreshed in early 2012. It continues to evolve. The site provides a focus for stakeholders and also provides a platform to ensure accountability and transparency. We are interested in your thoughts and impressions of the site. Please let us know what you think.

The lists of Priority Projects for 2009-2010, 2011 and 2012 follow here. Progress has been made on many of the projects included in both lists, some of which is indicated here with shading.

Priority Project Lists become starting points for the following year's list. Not all projects on one year's priority list make it to the next – projects are completed, some projects evolve and take on new names, some get folded into other projects, and some lose priority status due to lack of resources or because other work is identified that must be completed before they can begin. The lists are included here as benchmarks of the progress we have made.

B/ 2013 County-Led Sustainability Opportunities

Opportunity	Budget
Trail Network Development:	
Frontenac K&P Trail – Construction of the bridge at Hardwood Creek in Verona; maintenance for the existing 12 km of developed trail; development of the next 3.5 km from Boyce Road to Craig Road; provisions for land acquisition	\$350,000
New: Implementation Plan - Phase 2 – to address the discontinuity gap from Tichborne to Sharbot Lake to complete the Frontenac K&P Trail connection for the Trans Canada Trail	\$500
New: Concept Plan - the development of a Concept Plan for connecting local trails in North Frontenac and Frontenac Islands as well as the rest of the County to focus on making our communities more livable and improving our economy through tourism and civic improvement	\$30,000
Small Events (Federal Gas Tax funding - FGT):	
Support to community events in each township. In the past, this has included the Central Frontenac Heritage Festival, Wolfe Island - War of 1812 Celebration and Verona Garlic Festival	\$2,000
Trade Show (FGT):	\$2,000
Partnering with the Frontenac Community Futures Development Corporation to bring together businesses in the County to showcase their products and/or services	

Youth Day (FGT): \$1,000

- Support an initiative that encourages youth retention; discussions have been ongoing with organizations within the County such as Frontenac Federation of Agriculture; Land O Lakes School, Central Frontenac

Support for Smaller Scale Community Sustainability Initiatives program (FGT):

- A continuation of existing program \$50,000

Signage Strategy Implementation: \$50,000

- Pending successful obtainment of funding (CFDC) and collaborative partnership with all four townships in developing a signage strategy, this project will allow for the installation of signs.

Marketing & Promotion: \$10,000

- Initiating and/or supporting partnerships for marketing initiatives that promote the County as a place to visit, live, work and play (examples: Land O' Lakes Tourist Association User Guide, Frontenac Arch Biosphere Trails Map).

Economic Development Action Implementation: \$50,000

- Implement recommendations from Business Retention and Expansion program.

Official Plan (FGT): \$30,000

- Following extensive consultation in 2012, a draft of the first County Official Plan will be presented to Council in early

2013. Following an additional round of consultation and open houses in the summer of 2013, a second draft will be completed and reviewed with Council with the goal of adoption in early 2014. Staff expects that the carry-over from the \$30,000 approved in 2012 will be adequate to cover costs through 2013.

Community Improvement Plan #4 (FGT): \$75,000

- Recommendation for Council to endorse \$75,000 to prepare and implement a CIP for North Frontenac Township in 2013 to ensure each municipality has at least one CIP in place. This is the fourth CIP that County Council will have invested in.

Population, Housing and Employment Projections Update (FGT): \$20,000

- Council endorsed this work prepared by Watson and Associates in April, 2011. It contains growth and employment projections by Township for the period 2011 to 2036. Staff is recommending an update to this work to incorporate the 2011 Census Canada data with an expected cost of \$20,000.

Additional ICSP Initiatives (FGT): To be identified through 2012 Sustainable Actions \$100,000

C/ Application for Funds from Federal Gas Tax Agreement: Guidelines

Purpose: To provide Federal Gas Tax funds for eligible initiatives: a project included in the County of Frontenac's Integrated Community Sustainability Plan and annual implementation updates

Eligible Recipients

Non profit organizations, including municipalities, municipal organizations and aboriginal organizations.

Eligible Projects

To be eligible for project funding, a project must fit into one of the following categories.

- Public transit (rapid transit; transit buses; intelligent transport system or technologies; capital investments in support of public transit; para transit; active transportation infrastructure)
- Water (drinking water supply; drinking water purification and treatment systems; drinking water distribution systems; water metering systems)
- Wastewater (wastewater systems including sanitary and combined sewer systems; separate storm water systems)
- Solid Waste (waste diversion; material recovery facilities; organics management; collection depots; waste disposal landfills; thermal treatment and landfill gas recuperation)
- Community Energy Systems (cogeneration; district heating and cooling)
- Roads and Bridges (local roads, bridges and tunnels; active transportation infrastructure that enhance sustainability outcomes)
- Capacity Building Project (projects and activities that strengthen the ability of municipalities to develop and implement integrated community sustainability plans)

Eligible Costs

Eligible costs may include only the following:

- the capital costs of acquiring, constructing, renovating or rehabilitating a tangible

capital asset and any debt financing charges related thereto;

- the fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset and related facilities and structures;
- the costs of environmental assessments, monitoring, and follow-up programs as required by the Canadian Environmental Assessment Act; or a provincial equivalent;

Costs which are not eligible

- Services or works that are normally provided by the Applicant or a related party;
- Salaries and other employment benefits of any employees of the applicant or related party.
- An applicant's overhead costs, its direct or indirect operating or administrative costs, and, more specifically, its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its applicant's staff;
- Costs of feasibility and planning studies for individual Eligible Projects;
- Costs of land or any interest therein, and related costs;
- Cost of leasing of equipment by the municipality
- Routine repair and maintenance costs;
- Legal fees;
- Administrative costs incurred by the municipality as a result of implementing a funding agreement, subject to 1.2; and
- Audit and evaluation costs.



D/ Priority Projects for 2012

This list is brought forward from Sustainable Actions 2011. Note that the yellow highlighting indicates projects that were underway as of December 2012.

- | | |
|--|---|
| 01 Support the <i>Ban Plastic Bags</i> Project | 17 Promote and Support the Creative Economy * |
| 02 Support for Lake Management Planning | 18 Attract Sustainability-Minded Businesses to the Region * |
| 03 Investigate and Present for Council's Consideration a "Legal Rights for Nature" Bylaw * | 19 Look for Opportunities to Re-purpose Public Buildings * |
| 04 County Official Plan | 20 Green Business Park |
| 05 Natural Heritage Study | 21 Community Capacity Building for Renewable Energy |
| 06 Community Improvement Plans | 22 Residential/Commercial/Industrial Green Initiatives for New Developments |
| 07 Main Street Revitalization | 23 Develop Partnerships with St. Lawrence College |
| 08 Growth Management Strategy | 24 County-Wide Municipal Energy Conservation Plan |
| 09 Support for Green Local Businesses | 25 Professional Training and Development for Planning and Inspection Staff to Respond Effectively to Renewable Energy |
| 10 Comprehensive Sustainable Tourism Strategy and Training Plan | 26 Develop Strategies to Emphasize the Importance of Conservation * |
| 11 Frontenac Centre | 27 Investigate Opportunities for Micro-Hydro and Biomass Operations in the County * |
| 12 Trail Network Development | |
| 13 Support Local Food and Local Farms | |
| 14 Support for Smaller Scale Community Sustainability Initiatives | |
| 15 e-Commerce Activities | |
| 16 Tele-Medicine and e-Health Networks for Medical Facilities | |



28 Investigate/Pilot Alternatives to Traditional Septic Services

29 Support Septic System Inspections including Education on Septic Awareness

30 Develop Waste Management Strategies *

31 Municipal Fleet Vehicle Analysis

32 Transportation Management Plan

33 Regional Salt Management Plan

34 Regional Signage

35 Expansion of Hydro Transmission Capacity

36 Expansion of Natural Gas Service *

37 Frontenac Transportation Collaborative Initiative

38 Support for Health Promotion

39 Support Community Paramedicine *

40 Implement the Recommendations of the Municipal Housing Strategy

41 Support for Seniors Community Housing

42 Work Collaboratively with First Nations Representatives

43 Promote and Support Local Festivals, Events and Attractions

44 Support Libraries

45 Sustainability Planning

46 Support the Reduction of Greenhouse Gas Emissions

47 Sustainable Partnerships with Local School Boards

48 Comprehensive Asset Mapping

49 Community Training Seminars for New Technology

50 Web-Based Applications Supporting Community Involvement

51 Strong Communications

52 Sustainability Spending Policies and Best Practices Review

53 Sustainability Training and Education Programs for Municipal and Public Representatives

54 Infrastructure and Municipal Asset Management

55 Best Practices Review

56 Facilitate Access to Official Plan and Zoning Bylaw Information *



E/ Priority Projects for 2011

This list is brought forward from Sustainable Actions 2010. Note that the highlighting indicates projects that were underway as of December 2011.

- | | |
|---|---|
| 1. Endangered Species Protection and Education | 20. Community Capacity Building for Renewable Energy |
| 2. Watershed Management and Protection of Non-Municipal Water Sources | 21. Seniors Community Housing Pilot Project |
| 3. Stewardship Plan | 22. Investigate/Pilot Alternatives to Traditional Septic Services |
| 4. Lake Management Plan Support | 23. Septic System Inspection Support Including Education on Septic Alternations |
| 5. Growth Management Strategy | 24. Consistent Waste Diversion Planning and Education/Zero Waste Pilot Project |
| 6. Natural Heritage Study | 25. Transportation Management Plan |
| 7. Inventory and Mapping of Land Use and Community, Natural and Built Heritage Assets | 26. Regional Signage |
| 8. Sustainability Planning | 27. Expansion of Hydro Transmission Capacity |
| 9. Community Improvement Plans | 28. Mandatory LEED® Standard for County-Funded New Construction |
| 10. Support to Businesses/Industries | 29. Health/Social/Community Services Development, Maintenance and Retention Program |
| 11. Green Business Park | 30. Frontenac Transportation Collaborative Initiative |
| 12. Trail Network Development | 31. Municipal Housing Strategy |
| 13. Broadband Access and Support | 32. Retention of Young People/Families |
| 14. Support for Local Food and Local Farms | 33. Library Support |
| 15. Business Case for Local Abattoir | 34. Infrastructure and Municipal Asset Management |
| 16. Business Case for Milk Processing Plant | |
| 17. Support for Smaller Scale Community Sustainability Initiatives | |
| 18. Residential/Commercial/Industrial Green Initiatives for New Developments | |
| 19. Professional Training and Development for Planners and Inspection Staff to Respond Effectively to Renewable Energy Projects | |



F/ Priority Projects for 2009-2010

This list is brought forward from Sustainable Actions 2009. Note that the highlighting indicates projects that were underway as of December 2010.

1. Social Services Development Plan for the County of Frontenac
2. Act on Homelessness and Housing Study Recommendations
3. Review the Need for Long-Term Beds in the Frontenacs
4. Act on Recommendations of Frontenac Transportation Collaborative
5. County-Wide Sustainability Planning
6. Land Use Planner, Sustainability
7. Inventory of Community Assets (Natural and Built)
8. Community Improvement Plans
9. Integrated GIS Mapping
10. Brownfield Identification/Feasibility Study
11. Main Street Revitalization Project
12. County of Frontenac Official Plan
13. Network of Multi-Purpose Cultural and Recreation Facilities
14. Local Food Summit
15. Support for Smaller Scale Community Sustainability Initiatives
16. Completion of Culture-Related Business Retention and Expansion Initiatives
17. Frontenac Agricultural Centre Feasibility Study
18. Municipal Best Practice Review
19. Broadband Access and Support
20. Broadband Community Outreach and Education
21. Identify the Frontenacs as a Renewable Energy Region
22. Renewable Energy Website/Green Business Directory
23. Trails Master Plan and Trail Network Development and Marketing
24. County-Wide Eco-Tourism Strategy
25. County-Wide Tourism Strategy
26. Green Business Park
27. Mandatory LEED® Rating for New Municipal Buildings
28. Updated Frontenac Centre Feasibility Study and Enabling Steps
29. On-Site Renewable Energy Systems for Municipal Buildings
30. Develop a business Case for an Abattoir
31. Transportation Management Plan
32. Salt Management Plan
33. Cost/Benefit Analysis of Uploading Specific Roads to the County of Frontenac
34. County-Wide Stewardship Plan
35. The Naturally Rich Frontenacs Booklet
36. Assessment of Renewable Energy Potential in Frontenacs
37. County-Wide Rural Community Energy Plan
38. Develop a Common Energy Management Plan for All Five Municipalities
39. County-Wide Solid Waste Management Plan
40. Municipal Water Systems – Long-Term, Integrated Management and Investment Plan

G/ The Process

How We Began

In September 2007, after a number of months of learning and discussion (some stretching back as early as 2005), the County of Frontenac formally initiated the development of a County-wide ICSP. The first phase was completed early in 2008 with presentations to County Council of the **Framework for the Integrated Community Sustainability Plan** and the **Community Consultation Plan**.

Framework for the Integrated Community Sustainability Plan

➤ Provides a detailed description of the process recommended for the development of the ICSP

Community Consultation Plan

➤ Describes lessons learned from other communities on community consultation and provides a menu of options for consideration by the Frontenacs

The second phase of the ICSP began in October 2008 and culminated with the presentation to County Council of the ICSP documents – **Directions for Our Future** and **Sustainable Actions**. The consultation process used a number of tools to ensure a broad engagement of interested stakeholders.

We did this because we understood and believed from the conversations and discussions with, and words of wisdom from, other Canadian municipalities further along the sustainability path that the level of success of the community consultation would determine the success of the ICSP. And, by consultation, they stressed that it needed to be very broad consultation. For our purposes, municipal councillors and staff, our permanent and seasonal populations, and other stakeholders were targeted. This consultation effort required tools and we looked to both traditional

and non-traditional opportunities. Tools used by the County for public consultation include the following:

- Sustainability Web Site
- Council and Appointed Officials Consultation
- Community Consultation
- Permanent and Seasonal Population Engagement
- Community Consultation Planning Workshop
- Task Force Meetings
- Consultation Results
- Final Public Consultation

From this consultation, the County was able to complete **Directions for Our Future** with confidence that it accurately presents a shared sustainability vision for the Frontenacs over the next 50 years. With the same confidence, we have compiled the recommended actions.

Sustainability Web Site

Recognizing the challenges facing small rural communities to balance the need for a complete community planning process with available resources, the benefits of a sustainability web site were quickly appreciated. The County's original sustainability web site provided regular updates and all reports on sustainability in the Frontenacs leading up to the adoption of the documents by the County and played a lead role in communications with stakeholders, the public and interested parties from both inside and outside the County. It provided an ongoing record of stakeholder responses including feedback, project suggestions and contact information from more than 300 stakeholders who were actively engaged. All documents

The Process, continued

prepared, as well as any interesting information found were posted for review and comment.

Council and Appointed Officials Consultation

Meetings were held with Joint Councils, each Township Council and the Frontenac Chief Administrative Officers (CAOs) working group to provide an overview of the project and to ask for opinions on how to make sustainability a reality within the Frontenacs. Without exception, each session provided valuable insight into the needs of the community and the characteristics that make the Frontenacs unique.

The next major step was the completion of a questionnaire with each member of County Council and the CAOs of the four Townships by December 2007. Each participant invested an hour on average into a data collection process that provided the project team with an understanding of various sustainability factors within each Township and the County overall. This information provided the foundation of the development of the ICSP framework.

Thereafter, the Members of County Council, local Township Councillors and municipal staff remained involved through updates provided at Council meetings and engagement with other elements of the consultation process. For example, all County Councillors and many Township Councillors and staff members participated in the Community Consultation, Community Sustainability Planning Workshop and/or the Task Forces.

Community Consultation

In spring 2007, a website, a series of storyboards and surveys were developed to introduce the ICSP project to the public and to gather feedback and input. The website, found at www.directionsforourfuture.ca, continues to

act as the hub for Frontenac ICSP news, updates and project information.

Working from the assumption that all residents and stakeholders share a desire to create a healthy, prosperous and sustainable community, the **Frontenac Sustainability Survey** was set up to gather input on the use of principles to represent the values of the community and to guide decision-making as it pertains to sustainability. In an effort to encourage public participation in sustainability planning, the County of Frontenac developed the website and storyboards to briefly describe the current state of the four pillars of sustainability: social, cultural, economic and environmental. Using a list of guiding principles drawn from a number of sources, participants were invited to select the principles they believed were the most appropriate to guide planning and decision-making in the County.

The final principles are included in ***Directions for Our Future*** and are posted on the web site.

Shortly after, a County newsletter, ***Municipal Matters***, introduced the ICSP to each household in the Frontenacs by direct mail. By early 2009, over 80 submissions through the website provided insight and additional voice to the community consultation process.

The website acts as an ongoing mechanism to provide updates and encourage participation in the ICSP process. Moving forward, local residents and stakeholders will continue to be directed to the website to stay up to date on the ICSP.

From November 25 through December 11, 2008 the County hosted a series of open public meetings for residents and all those interested in sustainability in the Frontenacs. The meetings were advertised through various media including posters, newspapers and web sites.

The Process, continued

Two meetings were held in each Township and were located in highly populated centres to encourage attendance (Plevna & Cloyne, Sharbot Lake & Arden, Sydenham & Sunbury, Howe Island & Wolfe Island). The sessions were well attended by municipal representatives, local organizations and interested residents every night with the exception of one evening when foul weather interfered with attendance.

Each stakeholder who attended a meeting offered valuable insight into the challenges faced by the Frontenacs and also shared hopes and desires for their community's future. The information from each of these two hour sessions was used to inform the development of Task Force backgrounders and a number of community members volunteered to participate in one or more Task Forces.

The findings from the meetings describe the feelings expressed by participants:

- A strong desire to be relatively self-sufficient and independent.
- Support for retaining the best of local traditions, stories and roots, but moving forward with progress, growth and development in a balanced way.
- High resonance with the collaboration/working together theme in the vision.
- A sense of kinship with other rural/agricultural communities.
- Need to further explore a vision for the future relationship with the City of Kingston and also the east/west nature of interactions with neighbouring jurisdictions.
- Desired population level/growth/mix is a fundamental determinant of the vision.
- Need to resolve the "chicken and egg" spiral for growth (need people to support services, and services to attract people)
- Need to achieve critical mass (young families and schools, seniors and medical clinics, home-based businesses and broadband).
- Support for the "network of unique communities" theme.
- Frequently expressed desire for a focal point or gathering place ("town square/hall") in each community, supported by social structure (teams/churches/ community organizations), where special events can be celebrated and/or community social life enjoyed.
- "Eco + Economic" has been a strong economic development theme -- developing green industries, growing biomass on low-grade land, tying the wind farm in with tourism, developing local expertise in environmental issues.
- Tourism is frequently mentioned as an eco-friendly and viable development approach.
- Move to agriculture on a smaller (25-acre or less) or market-garden scale, not commodity-based agribusiness.
- Concern about larger threats to the natural environment (low levels of ground water supply, insect destroying forests, need to approach zero waste like Annapolis Royal NS and spare the landfills).
- Other issues: local food, broadband, protecting "natural splendour", future water capacity/services, affordable housing to support diversity of age/income, and transportation to medical services.

As a final note, a number of collaborative relationships have been developing since the November 18, 2008 workshop. Dozens of cottage and lake associations were contacted before that session with Township offices aiding contacts with these groups. As a result, at least 12 lake associations passed along a poster (electronically) to their respective contact lists.

The Process, continued

An advertisement appeared in local newspapers and on the website of the *Frontenac News*, a popular site for seasonal residents to visit during the off-season.

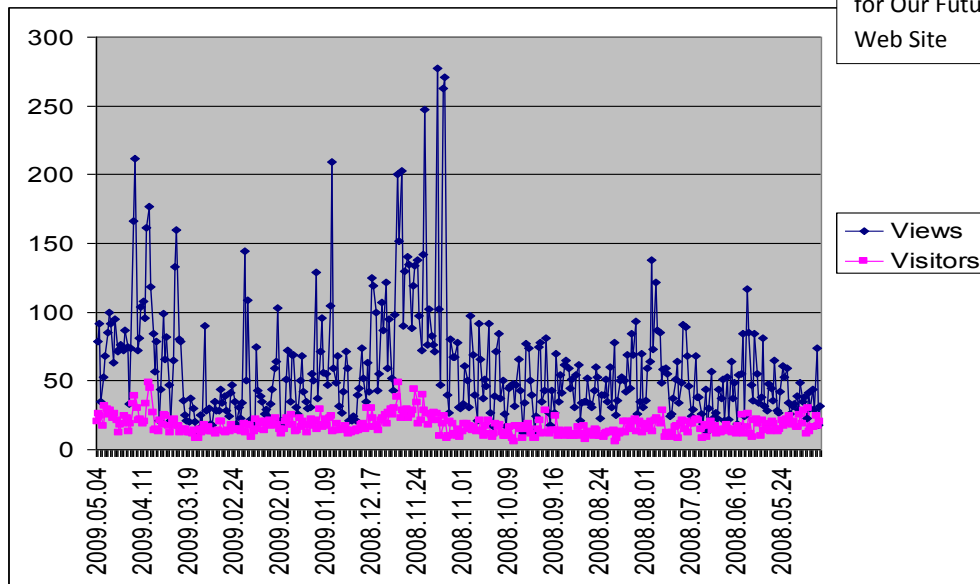
Another advertisement opportunity for the ICSP was enabled through property owners associations and community groups. A poster campaign saw 32 posters encouraging ICSP involvement distributed in high pedestrian traffic areas throughout the community. From North Frontenac to the Islands, libraries, corner stores, municipal buildings, recreation centres, message boards, a ferry, and other high profile areas kindly provided space to advertise the initiative. The poster invited residents and stakeholders to a series of public meetings. Subsequently, Task Force members were recruited to assist in the development of an action plan to drive sustainability in the Frontenacs forward. This low-cost part of the Communication Strategy yielded positive results

since more residents became aware of the ICSP, as tracked by the twofold increase in project website visits.

Permanent and Seasonal Population Engagement

To be confident that the whole population of Frontenac had been touched by our ICSP process, and in particular to ensure that we engaged our seasonal residents during the off-season, a one-page poster was created. It was mailed in March 2009 to over 7,900 seasonal residents (whose permanent address was outside of the Frontenac region) with the intent of not only providing information, but to encourage and solicit feedback. The poster guides readers towards the project website (www.directionsforourfuture.ca) to learn more and encourages those without internet access to contact the County directly. The posters were also published in full-page information

Project website hits and trends throughout the past year. Important dates, publications, and meetings explain the spikes in the graph.



The Process, continued

advertisements in our area newspapers to ensure our permanent population also benefited from the effort.

By June 2009, over 50 responses from across Canada, the US and England were submitted through the online form, and by email, fax and posted mail. Visits to the website have reached and sustained record highs and site visits and page views remain two to three times above levels prior to the implementation of the ICSP Communication Strategy as can be seen in **Figure 1** above.

The Frontenac ICSP has engaged a number of media sources to date. *The Kingston/Frontenac EMC, Frontenac News* and *Westport Mirror Review* have provided coverage of the ICSP through interviews, participation in public meetings and attention to the project website.

The Frontenac ICSP project is currently advertised through links on the following types of websites:

- Municipality websites
- Cottage, community and lake association directories
- Local sustainability-focused organizations' websites
- AMO website

Community Sustainability Planning Workshop

The ***Framework for the Integrated Community Sustainability Plan*** outlined the final process for completing the ICSP. The final phase kicked off publicly with a one-day workshop held on November 18, 2008. Over 100 stakeholders were invited to the workshop. It began with an introduction of the County's ICSP process to the participants and resulted in:

Meaningful discussion around and a suggested vision statement for each of the 13 identified Focus Areas

Further definition of: *Where we are now? Where do we want to be? How do we get there?*

Beginning point for the formation of a set of values and principles to help in the design of desired sustainable future end states

By the end of the session, stakeholders had successfully connected with each other and contributed a great deal of local knowledge and experience. It also provided a starting point for developing the membership of the Task Forces as stakeholders and community groups began inquiring about the next steps to follow. A tentative commitment was made by the majority (75%) of attendees to continue to participate in the ICSP as a Task Force member.

Task Force Meetings

A group of over 80 local residents, elected officials, municipal staff members and subject matter experts were invited to participate in five task forces. These task forces were responsible for consideration of the 13 focus areas. They were grouped into the 5 task groups as follows: (1) Land Use Planning; (2) Protection of Natural Areas; (3) Economic Development and Communications; (4) Energy, Waste, Water, Transportation and Infrastructure; and (5) a group emerged called Quality of Life consisting of Health and Social Services, Housing, Recreation and Leisure, Culture and Heritage, and Capacity Building and Governance. Task force members were invited to attend a half-day orientation session either at the County office on January 12, 2009 or in Sharbot Lake on January 16, 2009. Information packages were provided beforehand to allow participants to come prepared. In total 82 individuals participated in these meetings. The orientation meetings were followed by three additional meetings held at the County offices

The Process, continued

where each task force discussed vision statements, desired future states and possible actions. Updates between meetings were provided based on the input of task force members.

The task force process provided a clear opportunity for engaged residents to have an influence on the process through discussion and the movement towards a consensus position on each focus area.

Task force members were recognized at a special event on June 11, 2009. Certificates of appreciation were presented.

Consultation Results

All of the contributions made through the consultation and communications efforts provided invaluable input into the ICSP process. From the web site, through conversations and meetings to public sessions and the task force groups, the input was without exception thoughtful and measured. All of this was compiled into summaries prepared for each of the Focus Areas and were included as Appendix B of the original *Sustainable Actions* document.

Final Public Consultation

Following the presentation to County Council of *Directions for Our Future* and *Sustainable Actions* in June 2009, staff was asked to consult with the public one final time before their final adoption. Rather than organize public meetings or open houses, staff determined that more people could be reached if we went to activities already organized within the community. As a result, we met with and discussed the plans with over 100 attendees at these events. At each, we set up a display table, and had information pamphlets and copies of the documents available for people to review. The venues included the Frontenac Farmers' Market in Verona one Saturday morning, a visit to the Parham Fair the following Saturday and the Silver Lake Pow Wow the next day; chatting with Howe Islanders as they waited for the Frontenac-Howe Islander ferry one Thursday afternoon; a Saturday at the Ardoch Algonquin First Nations Manoomin Festival; and finally a Saturday at the Wolfe Island Plowing Match.



Acknowledgements

We continue to appreciate the generosity of those other communities that are committed to a vision of sustainability and the journey it entails. Their willingness to share successes and the lessons being learned along the way offers important insights. They know who they are and we continue to offer our thanks.

The commitment and leadership offered by County Council and its Advisory Committees' members are also critical to the success of this journey.

County Council

Warden Janet Gutowski
Deputy Warden Denis Doyle
Councillor Gary Davison
Councillor Bud Clayton
Councillor John Inglis
Councillor John Purdon
Councillor John McDougall
Councillor David Jones

Sustainability Advisory Committee

Geoff Sandiford, Chair
Ron Hipfner, Deputy Chair
Councillor John McDougall
Don Ross

Green Energy Task Force

David Hahn, Chair
Warden Janet Gutowski, Deputy Chair
Deputy Warden Denis Doyle
Councillor John Inglis
Brad Leonard
Maris Krumins
Matt Fiene

150th Anniversary Advisory Committee

Marcel Giroux, Chair
Warden Janet Gutowski
Councillor Gary Davison
Phil Leonard
Jim Vanden Hoek
Barbara Sproule

Trails Advisory Committee

Allan McPhail, Chair
Deputy Warden Denis Doyle, Deputy Chair
Councillor John Inglis
Derrick Spafford
Joan Hollywood
Marc Moeys
Dieter Eberhardt

County of Frontenac Sustainability Team

Elizabeth Savill
Anne Marie Young
Joe Gallivan
Peter Young
Alison Vandervelde
Louise Dignum
Municipal Interns: Jenny Liu and Kieran Williams

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www.directionsforourfuture.ca

You are encouraged to provide your insights and suggestions. We are interested in knowing what sustainability means to you and how the Frontenacs can become the most sustainable County in all four pillars. Please take a few minutes and get in touch.





MINUTES OF THE REGULAR MEETING OF COUNCIL
October 17, 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, October 17, 2012 at 9:00 a.m.

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

Regrets: Councillor John Inglis

Also Present: **County Staff:** Liz Savill, CAO/Clerk; Marian VanBruinessen, Treasurer; Gail Chevalier, Deputy Chief; Julie Shillington, Administrator of Fairmount Home; Anne Marie Young, Manager of Economic Development; Joe Gallivan, Manager of Sustainability Planning; Peter Young, Community Planner; Kieran Williams, Municipal Management Intern; Alison Vandervelde, Communications Officer; Angelique Tambllyn, Executive Assistant (Recording Secretary)
Media: Jeff Green, The Frontenac News; Craig Backay, Frontenac EMC; Elliott Ferguson, The Kingston Whig-Standard

1. CALL TO ORDER

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

2. ADOPTION OF THE AGENDA

Motion #: 273-12 Moved by: Deputy Warden Doyle
Seconded by: Councillor Purdon

RESOLVED THAT the agenda for the October 17, 2012 meeting of the Council of the County of Frontenac be adopted as amended to include:

The addition of links to the following reports:

- 10.1.1. c) Electoral Boundary Reform
- 10.1.3. a) Corporate Services Organizational Study
- 10.2. c) Application under the Municipal Infrastructure Investment Initiative (MIII) has been changed to:
- 10.2. c) Application under the Municipal Infrastructure Investment Initiative (MIII)-Revised and added;
- 10.2. c) Application under the Municipal Infrastructure Investment Initiative - Expression of Interest MIII MOI

And the following committee minutes:

- 14. a) October 15, 2012 Finance Committee Meeting Minutes
- 14.2. a) Sustainability Advisory Committee June 6, August 1, and September 24, 2012 Minutes
- 14.2. b) Green Energy Task Force September 5, 2012 Minutes
- 14.2. d) Trails Advisory Committee October 5, 2012 Minutes

CARRIED

3. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

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

4. DEPUTATIONS AND/OR PRESENTATIONS

- c) Denis Champagne, Shaun Cerisano and Steve Thyne, Heart and Stroke Foundation
Re: *"How to Save a Life"* Campaign

The presentation aimed at increasing awareness of CPR training and the use of electronic devices in the community. (The PowerPoint presentation is attached to the meeting agenda and can be reviewed electronically.) The Heart and Stroke Foundation is requesting the County to support a broad awareness campaign, to assist with the placement of AEDs throughout our community, and to offer its support to have the dispatch script revised to encourage bystanders to actively assist those in need of CPR.

Councillor Purdon's question led to a clarification of the dispatch roles. The dispatchers referenced are those through the Central Ambulance Communications Centres (CACCs). Almost all of these operate under contract with the Ministry of Health and Long Term Care for emergency health calls.

Motion #: 274-12 Moved by: Councillor Purdon
Seconded by: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by Denis Champagne, Shaun Cerisano and Steve Thyne, Heart and Stroke Foundation, regarding the “How to Save a Life” Campaign.

CARRIED

- a) David Townsend, Southern Frontenac Community Services and Don Amos, Northern Frontenac Community Services
Re: Services Overview

Mr. Townsend and Mr. Amos provided updates on the Social Services activities each is involved with within their respective jurisdictions covering North, Central and South Frontenac. (These PowerPoint presentations are attached to the meeting agenda and can be reviewed electronically.)

The Warden extended thanks on behalf of Council noting the importance of the joint transportation initiative offered which is allowing some residents to stay in their homes and remain members of our communities.

Motion #: 275-12 Moved by: Councillor Purdon
Seconded by: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by David Townsend, Southern Frontenac Community Services, and Don Amos, Northern Frontenac Community Services, providing a Services overview.

CARRIED

- **b) Ken Foulds, Re/Fact Consulting and Ed Starr, SHS Consulting
Re: Draft Seniors' Housing Pilot Project Report**

Mr. Starr and Mr. Foulds provided a copy of their report to each member of Council and provided a presentation of the final project report. (The PowerPoint presentation is attached to the meeting agenda and can be reviewed electronically.)

Councillor McDougall expressed his appreciation of the important work done by Mr. Starr and Mr. Foulds, as evidenced by the final report, and commended the team on the extensive public consultation undertaken.

Motion #: 276-12 Moved by: Deputy Warden Doyle
Seconded by: Councillor Purdon

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by Ken Foulds, Re/Fact Consulting and Ed Starr, SHS Consulting, regarding the Draft Seniors' Housing Pilot Project Report;

AND FURTHER the Council of the County of Frontenac accept the *County of Frontenac Seniors Community Housing Pilot Project Final Summary Report*.

CARRIED

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

Warden Gutowski reconvened the meeting at 11:00 a.m.

5. CLOSED MEETING

Motion #: 277-12 Moved by: Deputy Warden Doyle
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 September 19, 2012.

CARRIED

Motion #: 278-12 Moved by: Deputy Warden Doyle
Seconded by: Councillor Jones

RESOLVED THAT County Council rise from the closed meeting;

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

CARRIED

6. ADOPTION OF MINUTES

Motion #: 279-12 Moved by: Deputy Warden Doyle
Seconded by: Councillor Jones

RESOLVED THAT the minutes of the regular meeting of County Council held on September 19, 2012 be adopted as circulated.

CARRIED

7. BUSINESS ARISING FROM THE MINUTES – Nil

8. COMMUNICATIONS FOR INFORMATION

Motion #: 280-12 Moved by: Deputy Warden Doyle
Seconded by: Councillor Jones

RESOLVED THAT the items listed in the Communications of Interest to County Council report dated October 17, 2012 be received as circulated and filed for information purposes, including the KFPL Board meeting minutes dated June 27, 2012 and the September Edition of Frontenac County Bytes.

CARRIED

9. COMMUNICATIONS FOR ACTION

Motion #: 281-12 Moved by: Councillor Jones
Seconded by: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac receive the request from AMO dated October 2, 2012 stating that Municipalities are Counting on the Legislature to Get Arbitration Reform Right, and;

WHEREAS the Council of the County of Frontenac is pleased that both the Liberal government and the PC party have kept the issue of interest arbitration reform at the forefront of major policy discussions;

AND WHEREAS the Council of the County of Frontenac supports the overall intention of interest arbitration reform;

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

AND WHEREAS the Council of the County of Frontenac trusts that through further consultation these issues can be resolved;

AND WHEREAS the Council of the County of Frontenac is aware that AMO and the Emergency Services Steering Committee are reviewing these issues and look forward to further discussion and input;

NOW THEREFORE the Council of the County of Frontenac requests that the legislature will work collectively in the best interest of Ontario municipalities and Ontario taxpayers on this important issue of interest arbitration reform.

CARRIED

10. REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

Administrative Services - 2012 3rd Quarter Activity Update

Motion #: 282-12 Moved by: Councillor Jones
Seconded by: Deputy Warden Doyle

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

CARRIED

Administrative Services - Electoral Boundary Reform

The Warden shared with Council that she had had a conversation with MP Scott Reid who shares concerns with the boundaries as currently proposed.

Motion #: 283-12 Moved by: Councillor Jones
Seconded by: Deputy Warden Doyle

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

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

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

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

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

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

AND FINALLY, this alternative proposal be:

1. Circulated to the Townships of North Frontenac, Central Frontenac, South Frontenac and Frontenac Islands seeking their support;
2. Shared with the Counties of Hastings, Lennox and Addington, and Lanark, and the City of Kingston; and
3. Presented at the public hearing being held by the Electoral Boundaries Commission on November 7, 2012.

CARRIED

Administrative Services - County Official Plan Project Update 2012 #04

Motion #: 284-12 Moved by: Councillor Jones
Seconded by: Deputy Warden Doyle

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

CARRIED

Administrative Services - Corporate Services Organizational Study

Questions of clarification confirmed the report would involve twenty-one staff or an additional thirteen staff if Fairmount and Emergency and Transportation's management and administrative staff were also included.

Motion #: 285-12 Moved by: Councillor McDougall
Seconded by: Councillor Clayton

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

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

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

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

DEFERRED TO THE REGULAR MEETING OF COUNCIL IN DECEMBER 2012

Financial Services - Land Ambulance Vehicle Useful Life Adjustment

Motion #: 286-12 Moved by: Councillor McDougall
Seconded by: Councillor Clayton

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

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

REFERRED TO THE FINANCE COMMITTEE

Financial Services - 2012 Property Tax Clawback Threshold

Motion #: 287-12 Moved by: Councillor McDougall
Seconded by: Councillor Clayton

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

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

CARRIED

Financial Services - Application under the Municipal Infrastructure Investment Initiative (MIII)-Revised

Motion #: 288-12 Moved by: Councillor McDougall
Seconded by: Councillor Clayton

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

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

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

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

CARRIED

Emergency and Transportation Services - 2012 3rd Quarter Activity Update

Motion #: 289-12 Moved by: Councillor McDougall
Seconded by: Councillor Clayton

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

CARRIED

Emergency and Transportation Services - Community Paramedicine

Motion #: 290-12 Moved by: Councillor Clayton
Seconded by: Councillor McDougall

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

AND FURTHER that the introduction of community paramedicine be limited to Wolfe Island at this time.

CARRIED

Emergency and Transportation Services - Fire Tiered Response Agreements

Motion #: 291-12 Moved by: Councillor Clayton
Seconded by: Councillor McDougall

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

DEFERRED TO THE REGULAR MEETING OF COUNCIL IN NOVEMBER 2012

Emergency and Transportation Services - Electronic Ambulance Call Reports and Analytics Solution

Motion #: 292-12 Moved by: Councillor Clayton
Seconded by: Councillor McDougall

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

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

CARRIED

Fairmount Home - 2012 3rd Quarter Activity Update

Motion #: 293-12 Moved by: Councillor McDougall
Seconded by: Councillor Davison

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

CARRIED

October 2012 Grapevine Gazette

Motion #: 294-12 Moved by: Councillor Davison
Seconded by: Councillor McDougall

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

CARRIED

11. ACCOUNTS

Motion #: 295-12 Moved by: Councillor McDougall
Seconded by: Councillor Davison

RESOLVED THAT the Council of the County of Frontenac receive for information the following accounts for the period of September 12 to October 9, 2012:

- Payroll dated between August 27 to October 9, 2012 in the amount of \$997,992.99 and Cheque Listing in the amount of \$1,103,582.42.

CARRIED

12. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN – Nil

13. GIVING NOTICE OF MOTION – Nil

14. OTHER BUSINESS

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

Council members discussed the recommendation put forward by the Finance Committee through its minutes to address the arterial roads under the restructuring order issue. No consensus was reached. Staff was asked to bring the discussion back to the Council table at the November meeting.

Motion #: 296-12 Moved by: Councillor McDougall
Seconded by: Councillor Davison

RESOLVED THAT the Council of the County of Frontenac receive the Finance Committee Team Meeting Minutes dated October 15, 2012.

CARRIED

External Boards and Committees

Kingston Frontenac Library Board Update – Nil

KFL&A Public Health Board Update

Councillor Clayton requested that Board minutes be circulated in Council agenda packages.

RULAC, LSR and Other Updates – Nil

Algonquin Land Claim Update

Ms. Savill confirmed the upcoming meeting set for October 29, 2012 is by invitation only.

Frontenac County Youth Justice Advisory Committee Update

Councillor Davison attended a meeting last week and reported that most of the discussion dealt with specific substances identified as a problem in the City of Kingston.

Housing & Homelessness Committee Update – Nil

Rideau Corridor Landscape Steering Committee Update – Nil

Advisory Committees of County Council

Sustainability Advisory Committee

Motion #: 297-12 Moved by: Councillor McDougall
Seconded by: Councillor Davison

RESOLVED THAT the Council of the County of Frontenac receive the Sustainability Advisory Committee meeting minutes dated June 6, August 1, and September 24, 2012.

CARRIED

Green Energy Task Force Advisory Committee

Motion #: 298-12 Moved by: Councillor Purdon
Seconded by: Deputy Warden Doyle

RESOLVED THAT the Council of the County of Frontenac receive the Green Energy Task Force meeting minutes dated September 5, 2012.

CARRIED

150th Anniversary Planning Advisory Committee

Staff was directed to use \$3,000 to support the investment in promotional materials requested by the Advisory Committee from the reserve established by the 2012 budget in support of the 150th Anniversary Celebration.

Motion #: 299-12 Moved by: Deputy Warden Doyle
Seconded by: Councillor Jones

RESOLVED THAT the Council of the County of Frontenac receive the 150th Anniversary Planning Advisory Committee of the County of Frontenac meeting minutes dated September 5, 2012.

CARRIED

Trails Advisory Committee

Motion #: 300-12 Moved by: Deputy Warden Doyle
Seconded by: Councillor Jones

RESOLVED THAT the Council of the County of Frontenac receive the Trails Advisory Committee meeting minutes dated October 5, 2012.

CARRIED

Frontenac Accessibility Advisory Committee – Nil

Other Updates – Nil

15. PUBLIC QUESTION PERIOD – Nil

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

Motion #: 301-12 Moved by: Councillor Clayton
Seconded by: Councillor McDougall

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

- By-Law No. 2012-0027 - 2012 Property Tax Clawback Threshold; and
- By-Law No. 2012-0028 - Confirmation of Proceedings.

CARRIED

Motion #: 302-12 Moved by: Councillor Clayton
Seconded by: Councillor McDougall

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

- By-Law No. 2012-0027 - 2012 Property Tax Clawback Threshold; and
- By-Law No. 2012-0028 - Confirmation of Proceedings.

CARRIED

17. ADJOURNMENT

Motion #: 303-12 Moved by: Councillor Davison
Seconded by: Councillor McDougall

RESOLVED THAT the meeting hereby adjourn at 12:15 p.m.

CARRIED

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

Regular Meeting of Council Minutes
October 17, 2012

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ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

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

Date prepared: July 26, 2012

Date of meeting: October 17, 2012

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

Background

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

The guiding principles of a medical tiered response program are:

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

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

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

Administrative Report
Emergency and Transportation Services – Fire Tiered Response Agreements
October 17, 2012

Page 1 of 5

Motion #114-07 Moved by: Mayor Vanden Hoek
Seconded by: Mayor Davison

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

CARRIED

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

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

CARRIED

Comment

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

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

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

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

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

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

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

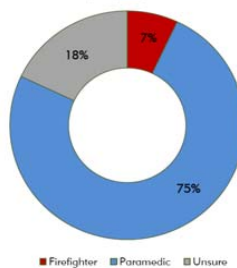
Are all EMS calls time-sensitive?

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

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

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

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



2

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

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

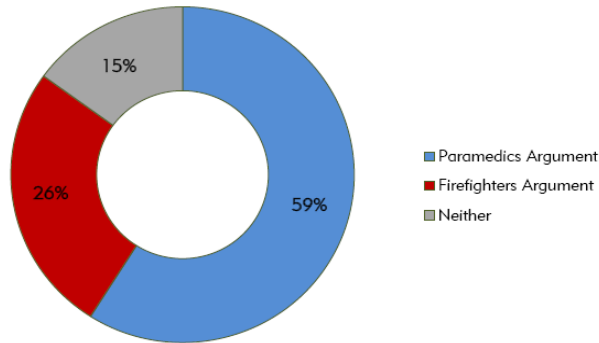
Paramedics Argument:

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

Firefighters Argument:

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

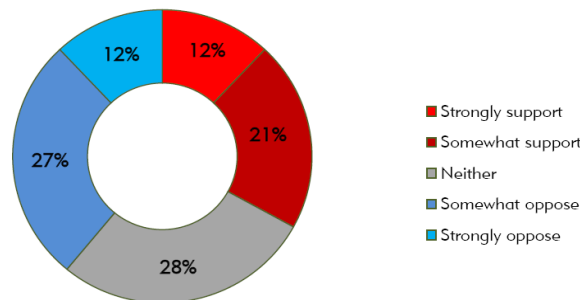
Figure 5.0: Which of the following statements, if either, comes closest to your view?
(n=1,001, weighted)



3

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

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



4

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

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

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

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

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

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

Sustainability Implications

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

Financial Implications

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

Recommendation

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

Organizations, Departments and Individuals Consulted and/or Affected

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

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

WHEREAS it has been identified by the Heart and Stroke foundation that each year, 7,000 cardiac arrests occur in Ontario, with the majority occurring in public places or homes;

AND WHEREAS the use of CPR and an AED can dramatically increase the odds of survival of an out-of-hospital cardiac arrest by 75%;

AND WHEREAS an objective of the Heart and Stroke Foundation is to increase out of hospital cardiac arrest survival rates and strengthen its resuscitation partnership to make Ontario communities the most cardiac safe in Canada:

THEREFORE BE IT RESOLVED THAT the County of Frontenac commit to the implementation of a broad public education campaign raising awareness around issues such as the ease of CPR training and use of an AED;

AND FURTHER that the County of Frontenac work with the Heart and Stroke Foundation through the Ontario Defibrillator Access Initiative (ODAI) to ensure AEDs are placed in all sport and recreation facilities and schools within Frontenac County;

AND FINALLY that the County of Frontenac request that the Minister of Health and Long-Term Care support the Heart and Stroke Foundation's request that the script for emergency medical dispatchers be revised to provide the most compelling, clear and mandatory CPR direction in all cases of cardiac arrest.



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Angelique Tamblyn
Executive Assistant

Date Prepared: November 16, 2012

Date of Meeting: November 21, 2012

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

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

A Ministries, Other Municipalities, etc:

1. A message from Minister Kathleen Wynne, September 11, 2012 - The Municipal Performance Measurement Program (MPMP) continues to contribute to improved municipal service delivery in Ontario by providing a standardized set of performance measures of efficiency and effectiveness for key service areas. By reporting MPMP results to the public, Ontario municipalities are achieving a level of transparency and accountability that has gained both national and international recognition. All municipalities are required to report data for 2012 MPMP measures to the ministry by May 31, 2013, and to the public by September 30, 2013. Municipalities are also required to notify the Regional Director of their Municipal Services Office of the date and method by which they reported their MPMP results to the public.
2. Ministry of Infrastructure, October 22, 2012 - The Ministry of Infrastructure is beginning a 60 day consultation on the creation of a proposed new comprehensive framework for managing forfeited properties. They are seeking input on various proposals and suggested policy changes. The consultation paper on the proposed framework is available at <http://www.moi.gov.on.ca/en/about/RFCP.asp>. Please provide feedback by December 21, 2012.
3. Ministry of Community and Social Services News Release, October 31, 2012 - Recruitment Begins for Committee to Review the Customer Service Standard: The Ontario Government is looking for individuals who want to play a leadership role in improving accessibility for people with disabilities and help organizations meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA) and

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

Page 1 of 4

accessibility standards. For more information about the AODA visit Ontario.ca/AccessON or call 1-866-515-2025.

4. County of Lennox & Addington, November 1, 2012 – Correspondence received from Larry Keech, CAO/Clerk regarding the Electoral Boundaries. A resolution was passed by County Council at its Working Session meeting held on Wednesday, October 10, 2012.
5. Township of South Frontenac, November 7, 2012 – Correspondence from Wayne Orr, CAO a certified true copy of Resolution No. 36-09 passed at Council Meeting on November 6, 2012.
6. City of Kingston, November 9, 2012 - Information Report to Council re: Cessation of Fee Subsidy Waitlist. A Fee Subsidy Waitlist had been in effect since November of 2011 due to increase demand and utilization of Fee Subsidy funding, provided to the City as both cost shared and 100% provincial program funding. During the summer of 2012, the number of families receiving fee subsidies decreased for a number of reasons, including the ongoing implementation of full day kindergarten. In response to this reduced subsidy utilization, Childcare Programs increased fee subsidy offering to families on the waitlist. A new waitlist will only be invoked if and when the demand for fee subsidies is again greater than available funding.

Other Correspondence:

1. The Ontario Aggregate Resources Corporation, October 23, 2012 - A copy of the 2011 Annual Report of The Ontario Aggregate Resources Corporation (TOARC) received. The report includes a detailed account of the Trust financial affairs for 2011, as well as information on various rehabilitation and research initiatives undertaken through the MAAP program as part of the Trust purposes.
2. Human Resources and Skills Development Canada, October 29, 2012 – Correspondence of the acknowledgement of the receipt of the funding application, specific to the Enabling Accessibility Fund Small Project Component.
3. Mayor, City of Hamilton, November 9, 2012 – Liveable Cities Forum, November 29-30, 2012. ICLEI and the City of Hamilton have joined forces to bring the Liveable Cities Forum November 29-30th on the theme of Creating Adaptive and Resilient Communities.
4. Randy Hillier and Scott Reid, Diamond Jubilee Awards Ceremonies, November 13, 2012 - The Diamond Jubilee medals commemorate Her Majesty Queen Elizabeth II's accession to the Throne 60 years ago, and her service to Canada. Her Majesty Queen Elizabeth's reign of 60 years is the second-longest for a British monarch; only Queen Victoria has reigned longer. Ceremonies will be held on November 15 (Napanee) and November 16 (Perth) for Diamond Jubilee recipients for Lanark, Frontenac, Lennox & Addington, hosted and presented by Scott Reid, MP and Randy Hillier, MPP.
5. Ombudsman, November 14, 2012 – Copy received of Ombudsman first Annual Report on Investigations of Closed Municipal Meetings from the period of April 1, 2011 to August 31, 2012. The Ontario Ombudsman investigates these complaints in all municipalities except those that have appointed another investigator. The report and other information about municipal meeting investigations is available at www.ombudsman.on.ca.

AMO Member Communications:

1. News Releases:

- Ontario Launches Municipal Infrastructure Strategy, Phase 2 - \$51 million for Municipal Infrastructure (November 16, 2012)
- Ontario Releases First Ever Immigration Strategy (November 7, 2012)
- Local Improvement Charges Regulation Amended (November 1, 2012)
- AMO Response to Modernizing Child Care (November 1, 2012)
- Transforming Social Assistance in Ontario (October 25, 2012)
- Social Assistance Commissioners' Report (October 24, 2012)
- Policy Update – Local Food Act may create additional municipal reporting requirements (October 15, 2012)

2. Watch Files

http://www.amo.on.ca/WCM/AMO/AMO/About/Watch_File.aspx

- October 18 and November 1, 8 2012

FCM Communications:

1. News Releases:

- Federal infrastructure plan must protect Canada's local economic foundations, says national coalition (November 8, 2012)
- FCM initiative invites Canadians to join conversation on infrastructure (November 7, 2012)
- FCM hosts local economic development forum (October 31, 2012)
- Statement by FCM President following her appearance before the House of Commons Finance Committee (October 29, 2012)
- Statement by FCM President following meeting with Atlantic Mayors Congress to address local infrastructure challenges (October 25, 2012)
- FCM welcomes renewed discussion on affordable housing (October 18, 2012)
- Statement by FCM president on the federal government's proposed amendments to the Navigable Waters Protection Act (October 18, 2012)

2. PCP News:

- Just two weeks until Liveable Cities 2012, November 29-30 in Hamilton. To register visit <http://www.icleicanada.org/events/10-livablecities> (November 15, 2012)
- Reminder - National Municipal Adaptation Project Survey Environmental change and adaptation are important issues for Canadian municipalities. The National Municipal Adaptation Project (NMAP) has been contacting all local governments across Canada by email to request basic information about planning for adaptation. Survey closes November 15 (November 6, 2012)
- Ontario home improvement loans can be tied to property and not homeowner for renewable energy installations. A quiet but important change was made in Ontario last week to help increase retrofits (November 1, 2012)
<http://bluegreencanada.ca/blog/it-just-became-easier-save-money-and-help-planet>
- Livable Cities Forum: Updated Program now available (October 23, 2012)
- November Greenhouse Gas Reduction Initiative of the Month online Strategies to reduce energy requirements are a key part of the City of Kamloops' Sustainable Kamloops Plan. The City started with heating-system

upgrades, including the replacement of several inefficient boilers with high-efficiency models at a number of City-owned facilities. (October 30, 2012)

- PCP Webinar: Introducing the Earth Hour City Challenge + Low Carbon Development in the City of Malmo, Wednesday, October 31, 2012 at 12 p.m. (October 22, 2012)
- NRTEE Low Carbon Economy report and CBC Climate/ Extreme Weather article (October 18, 2012)

Item 1: NTREE releases Framing the Future: Embracing the Low-Carbon Economy

<http://nrtee-trnee.ca/framing-the-future-embracing-the-low-carbon-economy-3>

Item 2: Warmer climate adding to extreme weather woes, expert says- Technology & Science - CBC News

<http://www.cbc.ca/news/technology/story/2012/10/18/weather-canada-extreme.html>

- Share your professional local sustainable development knowledge; win free registration to ICLEI's Livable Cities Forum! Survey on Community Sustainability Plan Implementation (October 17, 2012)
<http://fluidsurveys.com/s/LGsharinglocalknowledgeE/>
- Mayor's Megawatt Challenge. In 2011 The Mayor's Megawatt Challenge went national with the Town Hall Challenge, engaging over 60 cities and towns in identifying and recognizing some of the most energy efficient buildings in Canada (October 17, 2012)
- Registration now open for FCM's Sustainable Communities Conference (October 9, 2012)

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

C Agency/Board Minutes:

1. Kingston Frontenac Public Library Board Minutes
 - Minutes of September 26, 2012

D The following items of correspondence require action:

E County of Frontenac Outgoing Communications:

1. News Releases
October 24 - FPS Reports Itself to the Ministry of Labour
2. E-Newsletters
October edition of Frontenac County Bytes (see attached pdf)



MINUTES
Regular Meeting #2012-07
Kingston Frontenac Public Library Board
September 26, 2012 - 4:00 PM
Calvin Park Branch

Present: Barbara Aitken, Paige Cousineau, Patricia Enright (Chief Librarian/CEO), Ralph Gatfield, Wilma Kenny, Councillor Jim Neill, Floyd Patterson, Councillor John Purdon, Claudette Richardson (Chair), Monica Stewart

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

Regrets: Erik Knutsen

1. CALL TO ORDER

Prior to the meeting, a dedication ceremony was held in memory of John Feenstra, who passed away in February. A tree was dedicated in his memory. John was the project manager of the new Calvin Park branch building project.

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

2. ADOPTION OF THE AGENDA

The agenda was accepted with the addition of *13 Facilities Memorandum of Understanding with the Townships.*

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. CONSENT AGENDA (Proposal to set out process for approval of material on the consent)

Discussion took place on the motion. There was a friendly amendment to approve a Consent Agenda for a trial period of 6 months and then re-visit.

2012-37 NEILL – GATFIELD

For all presentations and reports on the entire agenda, it will be assumed that each board member has read all of the material in advance. Time with the Board will focus on questions and discussions rather than repetition of the written material.

Any one board member may request that any item be removed from the consent agenda and moved to the regular agenda for discussion.

By approving the consent agenda, the Board will be approving and accepting the material on the consent agenda.

We will try this for six months, and then re-visit it.

CARRIED

5. ACCEPTANCE OF MINUTES

5.1 Kingston Frontenac Public Library Meeting #2012-06 held June 27, 2012

2012-38 GATFIELD – KENNY

That the minutes of Regular Meeting #2012-06 of the Kingston Frontenac Public Library Board held June 27, 2012 be approved as circulated.

CARRIED

CONSENT AGENDA

It was requested that items 6.1.1 and 6.1.4 be removed from the consent agenda for further discussion and more information.

6. INFORMATION ITEMS

6.1 Correspondence / Information Received and Sent

- 6.1.1 From Denise Cumming, a letter dated July 11, 2012 tendering her resignation from the Kingston Frontenac Public Library Board. Responded with a letter thanking her for her contribution.
- 6.1.2 From the City of Kingston, letter dated August 24, 2012 to inform us that council has given direction to keep the budget increase to a minimum, asking outside agencies to stay within a 2.5% increase.
- 6.1.3 To the City of Kingston, a letter dated September 11, 2012 asking the City to proclaim the month of October 2012 as Canadian Library Month 2012 and the week of October 14-20 as Ontario Public Library Week.
- 6.1.4 To the County of Frontenac, a letter dated September 11, 2012 asking the County to proclaim the month of October 2012 as Canadian Library Month 2012 and the week of October 14-20 as Ontario Public Library Week.

7. MONITORING REPORTS

- 7.1 Communication and Counsel
 - 7.1.1 Chief Librarian's Report (attached)
 - 7.1.2 Statistical Report (2nd quarter) (attached)
- 7.2 Financial Condition (2nd quarter) (attached)
- 7.3 Financial Planning and Budgeting (postponed to October 24, 2012 meeting)

2012-39 STEWART – PURDON

To accept the Consent Agenda, thereby accepting the materials on the consent agenda.

CARRIED

Regarding 6.1.1, it was reported that the City just held a volunteer recruitment evening and the City has confirmed that they have received a few applications from people interested in serving on the library board. It is expected that the appointment will be made in time for the November meeting.

Regarding 6.1.4, it was suggested that in future a letter be sent also to the four Townships asking them to make a proclamation.

ACTION AGENDA

8. Business Arising from the Minutes

There was no business arising from the minutes.

9. Action Items

9.1 Planning Giving Policy and Procedure

A report and a draft policy were included in the agenda. It was noted that there seems to be a correlation between library systems with staff hired specifically to work on fundraising and planned giving, and the amount of funds raised.

The general consensus was that if more funds were raised that those funds not be used for day-to-day operations or for core services. Also, it was noted that we have the FOL (Friends of the Library) who raise funds to support enhancements.

After some discussion it was suggested that we could launch a more passive campaign. One thing we could do is make sure we are on the list at funeral homes of places to make a donation.

The draft policy was reviewed and a few minor changes were made. It was noted that the Sponsorships and the Gift Acceptance policies are up for review next month and that the board may want to consider collapsing these policies into one at some time.

2012-40 COUSINEAU – PATTERSON

That the KFPL Board adopt the KFPL Planned Giving Policy as amended.

CARRIED

ITEMS FOR DISCUSSION / EXPLORATION

10. Ownership – Who our owners are and possible linkage mechanisms (brought forward from June 27, 2012 meeting)

This will be brought forward to Committee of the Whole meeting in October.

OTHER BUSINESS

11. New KFPL Website (demonstration)

Ryan Brenders (Virtual Services Librarian) gave a demonstration of the new website which is still under development. He highlighted some of the features including some of the accessibility features. The new website will be introduced to the public on October 20 which is the same day we are holding our official Brand Launch.

12. Brand Launch – Saturday October 20, 2012

Board members were invited to the Brand Launch. Festivities will take place at all branches.

13. Facilities Memorandum of Understanding with the Townships

It was noted that a draft Facilities Memorandum of Agreement between the library board and townships had been distributed by the county. It was explained that following a meeting with county representatives regarding facilities we were asked to draft an Agreement which we sent to the County for comment. Although the document was a draft, it was distributed by the County to other municipalities before there was follow up between the library and the County and it was not clearly identified as a draft.

14. NEXT MEETING DATE AND ADJOURNMENT

The next Committee of the Whole meeting will be held at 4:30 PM, Wednesday, October 10, 2012, Delahaye Room, Central Library.

The next regular Board Meeting will be held at 4:00 PM, Wednesday, October 24, 2012, in the Delahaye Room, Central Library.

There being no further business, the meeting was adjourned at 5:45 PM.

Claudette Richardson, Chair

Mary Glenn, Recording Secretary



Frontenac County Bytes

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

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

Local Government Week Activities

Last week, October 14-20, was Local Government Week, an annual celebration of the key role that local governments play in Ontario communities. It is an opportunity for municipalities to connect with schools and inspire active citizenship in our youth. A number of activities took place in Frontenac County:

- Clarendon Central Public School students visited North Frontenac Township Offices and spoke with Paramedics, Firefighters, a Roads Crew, and GIS and Administrative staff. Corey Klatt, Manager of Community Development, arranged for the day's very successful activities.
- Warden Janet Gutowski spoke to grade 5 students at Hinchinbrooke Public School about municipal responsibilities, the role of elected officials and the future of our area.
- County staff visited Sharbot Lake High School for a visit with almost 40 grade 10 students. Though some want to see more commercial development, many hope the rural atmosphere and natural environment is maintained in the future. One student gave the conversation a dose of reality when she mentioned the rising cost of fuel could make it too challenging for people to remain living in such a rural area.



Final Seniors Community Housing Pilot Project Report to Council

At its regular meeting on October 17th, County Council received a Final Summary Report on the Seniors Community Housing Pilot Project from consultants Ed Starr and Ken Foulds. The Report included eight recommendations, summarized as follows:

1. That the County form an implementation group/task force to help establish a seniors housing pilot project.
2. That the County adopt a project scope for the preferred housing pilot and define its role for the project.
3. That the County identify funding, resources and incentives that it is willing to provide to support a seniors pilot project.
4. That the County seek from the City of Kingston (as Service Manager) a funding commitment to help support the pilot project and local seniors housing needs.
5. That the County promote SEED funding to possible pilot project sponsors in order to build local capacity and undertake project viability investigations
6. That the County solicit detailed pilot project proposals from interested community partners using an Expression of Interest or a Request for Proposals.
7. That the County, in conjunction with local support agencies, seek funding enhancements from the Southeast LHIN for local seniors support services, local home care services, community paramedicine initiatives and home adaptation initiatives.
8. That the County foster the development of other forms of affordable and appropriate seniors housing by creating a more flexible local regulatory environment.

To access the full presentation, visit the [Seniors Community Housing Pilot Project](http://www.directionsforourfuture.ca) page on www.directionsforourfuture.ca and click on the red triangle under Q3: 2012.



KFL&A Public Health: Women Connect!

Share your thoughts to save lives! If you are a woman 50-69 years of age, have never been screened for breast, cervical or colorectal cancers, or are overdue for screening we hope you will join us for a discussion. Five dates have been organized at five locations:

Sharbot Lake: Nov. 14, 1pm - 3pm, Family Health Office
North Kingston: Nov. 15, 1pm - 3pm, Salvation Army Rideau Heights
Northbrook: Nov. 19, 1pm - 3pm, Land O' Lakes Community Services
Napanee: Nov. 20, 7pm - 9pm, Strathcona Paper Centre
Kingston: Nov. 27, 7pm - 9pm, KFL&A Public Health

For more information and to register: 613-549-1232 ext. 1571 or 1-800-267-7875 ext. 1571 or e-mail Caulette.mcbride@kflapublichealth.ca.

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www.FrontenacCounty.ca

www.DirectionsforOurFuture.ca

www.FrontenacMaps.ca

[Council Agendas & Minutes](#)

Frontenac Paramedic Services Reports itself to Ministry of Labour

The call to MOL on October 23rd, by Chief of Paramedic Services, Paul Charbonneau and Occupational Health Nurse, Bonnie Carter was prompted by a June 2012 incident. When a crew of two paramedics responded to a call in Kingston, an occupant threatened them with a firearm. Fortunately, the crew was able to exit the residence safely and wait unharmed outside until police arrived to gain control of the situation. [Click here](#) for more.

Frontenac-Howe Islander Rehabilitation Update

[Click here](#) for the latest information on the Frontenac-Howe Islander Ferry Rehabilitation work. Closures will only occur between 9:00 p.m. and 5:00 a.m. The first closures will happen nightly from October 31st - November 2nd. These two night closures mark the first of a total 14 expected between October 29th and November 30th. Do not hesitate to contact Pat Carroll, Contract Administrator at MTO with any questions or concerns: by phone, 613-547-1798 or email, Pat.Carroll@ontario.ca.

Kingston Frontenac Public Library (KFPL) Celebrates New Logo



Saturday, October 20th saw the celebration of KFPL's new logo in all branches - complete with cake and balloons, stickers, t-shirts and bookbags. The new slogan is "information inspiring imagination". The new look symbolizes the increasing variety of media provided by the library and its internet services. In addition to being a source of information, the Library is a welcoming place to make connections with the community, and share new ideas and experiences. Library Board members visited a number of County branches during the day.

[Forward email](#)



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





ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Kieran Williams
Municipal Management Intern

Date prepared: November 9, 2012

Date of meeting: November 21, 2012

Re: **Administrative Services – Joint Multi-Year Accessibility Plan**

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Administrative Services – Joint Multi-Year Accessibility Plan* report for information;

AND FURTHER THAT Council instruct staff to bring forward a Joint Multi-Year Accessibility Plan to the December County Council meeting for adoption.

Background

The *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)*, Ontario Regulation 191/11 Section 4, directs designated public sector organizations to establish, implement, maintain and document a multi-year accessibility plan which will outline the organization's strategy to prevent and remove barriers to accessibility and meet the requirements of the Regulation. The plan must be made publicly available and updated every five years.

The County of Frontenac is considered a large public sector organization under the AODA. Given this, the County must adopt a multi-year accessibility plan by January 1, 2013.

Comment

County staff is currently completing a draft of the multi-year plan, the content of which will address AODA regulations related to training, employment, and information and communications. This effort is being undertaken with staff from the Townships, with the intention of producing a Joint Multi-Year Accessibility Plan. Additionally, the Plan is being developed in consultation with the Joint Frontenac Accessibility Advisory Committee.

Administrative Report
Administrative Services – Joint Multi-Year Accessibility Plan
November 21, 2012

Page 1 of 2

Sustainability Implications

Compliance with the AODA will result in making the County more accessible for all persons, allowing them to engage fully in their community and enjoy a good quality of life. This promotes the social pillar of *Directions for our Future*. An accessible County promotes the County's sustainability.

Financial Implications

There are no cost implications directly associated with adopting a multi-year accessibility plan. The County continues to transfer \$10,000 annually to a reserve dedicated to AODA compliance.

Organizations, Departments and Individuals Consulted and/or Affected

County of Frontenac
Township of North Frontenac
Township of Central Frontenac
Township of South Frontenac
Township of Frontenac Islands
Joint Accessibility Advisory Committee



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: November 8, 2012

Date of meeting: November 21, 2012

Re: **Sustainability Planning – Response to the Provincial Policy Statement (PPS) Review**

Recommendation

RESOLVED THAT Council of the County of Frontenac receive the *Sustainability Planning – Response to the Provincial Policy Statement (PPS) Review* report;

AND FURTHER Council of the County of Frontenac direct staff to submit the comments as set out in Appendix 1 of this report to the Ministry of Municipal Affairs and Housing prior to the deadline of November 23, 2012.

Background

The Ministry of Municipal Affairs and Housing (MMAH) is completing its five year review of the PPS that came in to place on March 1, 2005. County Council formally provided comments during the first phase of the review in August, 2010. A draft revised set of policies was released by MMAH in September, 2012. The Manager of Sustainability Planning and the Community Planner participated in a PPS workshop by MMAH on October 16th that was held in Kingston. MMAH has requested feedback by November 23, 2012.

Comment

The PPS sets out the Province's policy direction for land use planning and development. The PPS is issued under the authority of Section 3 of the *Planning Act* and plays the lead role in planning policy in Ontario by providing municipalities with direction on matters of provincial interest. The *Planning Act* requires that all decisions made by planning authorities must be consistent with the PPS.

The PPS that came into force in 2005 is an evolution of the previous policy statement from 1997 and is stronger and more prescriptive in its directives on land use policy.

The major policy sections of the PPS include:

- Building Strong Communities (infrastructure, housing, mainstreets, employment areas);
- Wise Use and Management of Resources (wetlands, woodlands, water, agriculture, aggregates, cultural heritage); and
- Protecting Public Health and Safety (protection of people and property by directing development away from natural or human-made hazards).

At this time, the Province is interested in receiving responses on the following questions:

1. Do the draft policies provide sufficient direction to effectively protect provincial interests in land use planning?
2. Are there additional land use planning matters that require provincial policy direction and which are not included?
3. Do you foresee any implementation challenges with the draft policies?
4. Is additional support material needed to help implement the PPS?
5. Do you think that the legislated Provincial Policy Statement review cycle should be extended from the current 5-year period?

Staff has prepared a submission for Council's consideration to MMAH (see Appendix 1). In general, the response and proposed changes to the PPS are based on the land use activities taking place in the Frontenacs and the need for flexibility to address changes in the rural economy that are currently constrained by some of the policies in the existing PPS.

Sustainability Implications

The PPS affects all land use planning decisions in Frontenac County. Its policy direction has influence on all four pillars (social, cultural, economic, and environmental) of sustainability in *Directions for Our Future*. In this context, it is important that County Council provide comments at this final phase of consultation.

Financial Implications

There are no financial implications.

Organizations, Departments and Individuals Consulted and/or Affected

All Townships in Frontenac County



**PROVINCIAL POLICY STATEMENT (2005)
FIVE YEAR REVIEW
COUNTY OF FRONTENAC SUBMISSION
NOVEMBER 2012**

County of Frontenac

Provincial Policy Statement (2005) – Five Year Review

Background

This paper is a response from the County of Frontenac to the Ministry of Municipal Affairs and Housing (MMAH) with regard to its draft update of the Provincial Policy Statement (PPS). MMAH released the draft in September 2012, and is asking for comments on the revisions to the PPS prior to November 23, 2012.

The PPS serves as the preeminent policy document for land use planning in Ontario and provides policy direction on matters of provincial interest. The Ontario *Planning Act* requires that decisions on land use planning matters made by municipalities and other approval authorities “shall be consistent with” the PPS, including the development of Official Plans, Zoning By-laws, subdivision approvals, and minor variances.

PPS in the Context of Frontenac County

The County of Frontenac in size and density is very similar to the other Counties of Eastern Ontario. Frontenac is a primarily rural area, with a population of approximately 26,500 spread over more than 3,700 sq km. The vast majority of development is residential with both permanent and a growing seasonal population.

The Vision Statement contained in the County’s sustainability plan, *Directions for our Future*, provides a clear picture of the landscape:

The County of Frontenac is a collection of healthy, vibrant, prosperous and environmentally sustainable communities in a rural pocket of Eastern Ontario. The extensive network of hamlets and villages are as diverse as their geography and are integrated, creating our community fabric of neighbours working together to support strong community groups of seasonal and permanent residents.

The policies in the PPS have broad long term implications for rural communities. The way the policies are implemented into the four Township Official Plans within the County have a great deal of significance for how our municipal governments operate, and also affect businesses, farmers, rural landowners, economic investment and many community interests. It is important for sustainable growth in the Frontenacs that we have a planning system that is working well, balancing competing interests and preserving the rural lifestyle that draws people to work and live here. Land use policies play a major role in guiding decisions over where development should take place, how quickly, and how much land should be allocated for various uses in the villages and the countryside. It has been five years since the new PPS came into place on March 1, 2005 with a requirement that local land use policies “be consistent with” the provincial policies. With this request from MMAH to comment to the Province, the County has the opportunity to make suggestions that will provide a better balance between economic development, community sustainability, ecological protection, and protection of farmland.

MMAH has posed five questions to respond to the draft PPS during this consultation and the County’s responses are set out below:

Question 1: Do the draft policies provide sufficient direction to effectively protect provincial interests in land use planning?

This is a very general question that has been posed by the Ministry. The draft PPS has been revised to include a slightly larger degree of flexibility to deal with some planning issues.

It should be recognized that this PPS update is relatively minor in nature. No significant changes have been made to the majority of policy sections. Official Plans still need to “be consistent with” provincial policy.

As noted in the County’s first submission to the Ministry of Municipal Affairs and Housing (MMAH) in August 2010, there is a need for a provincial economic development plan or ‘growth plan’ is needed to help recognize the very rural nature and limited economic development opportunities of Eastern Ontario. The Eastern Ontario Wardens Caucus’ policy document *Facing Our Fiscal Challenges: A Report on the Financial Sustainability of Local Government in Eastern Ontario* (March 2012) has illustrated the challenges ahead for this part of the Province – particularly the rural areas – that should be considered in a broad approach.

Recommendation #1

That Frontenac County recognizes on a general level that the proposed revisions to the PPS have a greater recognition of the diversity of planning issues in Ontario, and therefore the PPS will be improved to protect provincial interests. At the same time, it is recommended that additional policies be added to identify growth plans as being a vehicle for special policy directions for certain parts of Ontario, including Eastern Ontario.

One new policy area that will affect Frontenac County is the addition of having the ability to protect coastal wetlands that are not provincially significant. Protection of the environment surrounding the Great Lakes and connecting channels has been a priority of the Province for many years and, prior to the proroguing of the legislature in October, the *Great Lakes Protection Act, 2012* proposed to develop a framework for strategies and initiatives to protect and restore the Great Lakes-St. Lawrence River Basin. The draft PPS gives non-provincially significant coastal wetlands additional protections and requires that any proposed development and site alteration in and around these wetlands must demonstrate that there will be no negative impacts on the natural features or their ecological functions.

Recommendation #2

That Frontenac County recognizes that additional protection for coastal wetlands will help to maintain protection for these important natural features which enhance water quality and provide habitat for many species.

Question 2: Are there additional land use planning matters that require provincial policy direction which are not included?

Rural Settlement Areas – With the exception of the water system in the village of Sydenham, there are no municipal water or sewer systems in the villages and hamlets of Frontenac County and it is unlikely that any municipal systems will be created in the near future. Many of the villages in the Frontenacs have been formally identified as “settlement areas” in their respective Township Official Plans. Recently, the Township of South Frontenac approved an industrial subdivision within the settlement area boundaries of the village of Inverary, encouraging this

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November 2012

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growth to take place near an established community rather than a more isolated rural land parcel. Currently the PPS does not recognize that there are many settlement areas in rural Ontario that have no water or sewer services, although the municipality is trying to direct growth to reinforce the stability of a community and to reduce sprawl. The ability to provide full municipal services in any of the settlement areas in Frontenac County is unrealistic and could not happen with a significant infrastructure funding investment from the Province. While the PPS allows private communal servicing, virtually no municipality supports this option due to the fear of having to take over the operation and maintenance of a facility.

Proposed Section 1.6.5.4 allows for private services to be used but that can only be used in settlement areas “for infilling and minor rounding out of existing development.” This provision will obviously create problems for new subdivisions that are proposed to be built within the boundaries of a settlement area.

Proposed Section 1.6.5.5 also adds additional wording limiting partial servicing to address *minor* rounding out of existing development. This may limit development in greenfield sites in Sydenham and any future partially serviced settlement areas.

Recommendation #3

That Section 1.6.5.4. and 1.6.5.5 be amended to recognize that many rural settlement areas have no municipal services or only partial servicing and that new development in these settlement areas should not be restricted to ‘infilling’ or ‘minor rounding out’ of existing development.

Sewage – When the PPS was updated in 2005 from the 1997 version, a new policy (1.6.4.1(e)) was added that required a municipality to determine its reserve sewage system capacity, which includes “treatment capacity for hauled sewage from private communal sewage service and individual on-site sewage services”. Over the past five years it has become evident that this is a very difficult policy to implement and to manage, and there have been no formal guidelines provided by MOE to assist in implementation. Some hauled sewage is taken across municipal boundaries to existing sewage treatment facilities but there are no guarantees that these arrangements are long-term, and the rural municipality has no control over whether its septage can be treated at these facilities. This policy is proposed to remain in the updated PPS as a revised Section 1.6.5.6.

Recommendation #4

That Section 1.6.5.6 be revised to allow for more reasonable solutions to coordinated septage treatment as the current PPS can have a negative effect on rural development. And further, that the Province provide clear guidance on managing reserve sewage system capacity.

‘Resource-Based Recreational’ Uses – ‘Resource-based recreational activities’ are included as permitted uses in the Rural Areas policies of the PPS (Section 1.1.4) however they were not defined in the 2005 PPS and the revisions also lack a definition. There continues to be differences of opinion on what constitutes such a use, and whether or not residential development can be associated with such a use (e.g., homes built alongside a new golf course, waterfront development, etc.). Depending on the scale of this development, allowing new residential housing may have little impact on the surrounding area and may not contradict a municipality’s intent to focus new growth in settlement areas. It also can lead to more economic development opportunities in rural Ontario. There should be recognition that, depending on the circumstances, such uses may be compatible with other development in rural communities.

Recommendation #5

That a definition for 'resource-based recreational activities' be included in the PPS and allow for new development opportunities that are compatible with rural areas.

Lake Trout Lake Protection (Fish Habitat) – There are a number of lake trout lakes located in Frontenac County, and some of them have been deemed to be 'at capacity' for any new development in order to protect the fish habitat. As lake trout are relatively rare and unique, the Province should create a set of planning policies specific to lake trout lake protection so the Provincial mandate is clear and will be difficult to challenge at an Ontario Municipal Board hearing.

Recommendation #6

That Section 2.1.5 (Natural Heritage) of the PPS be amended to provide special policies for protection of lake trout lakes.

Private Roads – Recently, MMAH has begun to challenge private road policies in new Official Plans or Official Plan updates. There are many private roads or lanes located in 'cottage country' such as Frontenac County to allow for access to the lakefronts. Over time some of these roads have been extended and the quality/condition of these roads cannot be controlled by the municipality. Rural municipalities such as those in the Frontenacs have limited fiscal capacity to convert these roads to public roads. At the same time, waterfront development on some of these private roads is an important part of the assessment base of some of our municipalities. MMAH has legitimately raised a health and safety concern regarding emergency access to these cottages, many of which convert from seasonal to permanent residences.

Recommendation #7

That the PPS be amended to establish clear and consistent policy on the development and extension of private roads in order to ensure health and safety of residents.

Question 3: Do you foresee any implementation challenges with the draft policies?

Yes – see Recommendation #2 above. The potential to restrict new development in settlement areas that have no services to 'infilling' or 'rounding out' could stop new subdivision development in many of the settlement areas in the four Townships in Frontenac County. This would have tremendous impact on the ability to encourage new development in settlement areas, which would be contradictory to one of the main policy sections of the PPS.

Question 4: Is additional support material needed to help implement the Provincial Policy Statement?

No.

Question 5: Do you think that the legislated Provincial Policy Statement review cycle should be extended from the current 5-year period?

No. The current five review period seems to be the appropriate period of time to review provincial policies. The past two PPS updates have actually taken more than seven (7) years since the consultation period takes almost two years in itself. With the continued changes to the

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economy, legislation, municipal fiscal health, infrastructure, and climate, the current 5-year period needs to be maintained so that provincial land use policy can stay current.

Recommendation #8

That the PPS 5-year review cycle be maintained.

Summary and Conclusion

The County of Frontenac requests the Province look at changes to the Provincial Policy Statement that can allow municipalities a greater degree of flexibility and discretion for dealing with small-scale development in rural Ontario that can enhance economic opportunities.

It is important for sustainable, long term growth in Frontenac County that we have a provincial planning system that is working well in balancing competing interests and preserving the rural lifestyle that draws people to work and live here. Economic opportunities will need to be pursued at the local level that can allow people to remain in our communities and ensure that the area remains vibrant.



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: November 8, 2012

Date of meeting: November 21, 2012

Re: **Sustainability – Official Plan Project Update 2012 #05**

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Sustainability – Official Plan Project Update 2012 #05* report for information purposes.

Background

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

The purpose of this report is to provide information on some of the work done since the last Council meeting which was held on October 17, 2012.

Comment

The Community Planner, GIS Specialist, and the Communications Officer met with students of the Grade 10 Civics and Careers classes at Sharbot Lake High School on October 23rd. The purpose was to talk with young County citizens about the County Official Plan. Roundtable sessions were held with small groups to talk about what the County should look like 25 years into the future. The session was enjoyed by the students, many of whom also filled out the survey on the County Official Plan.

Staff continues to review comments submitted by citizens in writing on-line regarding the County Official Plan. More feedback has been received in the past month. Comments and ideas are being summarized and will be provided to Council for review at the meeting scheduled for December 19, 2012.

Administrative Report
Sustainability – Official Plan Project Update 2012 #05
November 21, 2012

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Sustainability Implications

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

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

Financial Implications

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

Organizations, Departments and Individuals Consulted and/or Affected

All Four Townships
Ministry of Municipal Affairs & Housing



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Joe Gallivan
Manager of Sustainability Planning

Peter Young
Community Planner

Date prepared: November 8, 2012

Date of meeting: November 21, 2012

Re: Sustainability – Kennebec Lake Draft Plan of Subdivision
Ontario Municipal Board Appeal County File 10T-2011/001

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Sustainability – Kennebec Lake Draft Plan of Subdivision Ontario Municipal Board Appeal – County File 10T-2011/001* ;

AND FURTHER BE IT RESOLVED THAT Council direct staff to defend the decision to approve the Kennebec Lake subdivision at the Ontario Municipal Board, if necessary.

Background

The Kennebec Lake proposed plan of subdivision is located in the Township of Central Frontenac on the north side of Highway 7 east of Henderson Road near the hamlet of Arden. It consists of 24 single detached lots, one lot addition block, one park/open space block, a public street, roadway, and one block for future roadway purposes.

County Council granted draft approval to the plan of subdivision on September 19, 2012, however on October 12 the application was appealed to the Ontario Municipal Board (OMB) by a citizen who has property on the lake.

Comment

County Council is the approval authority for plans of subdivision and condominium descriptions within the County of Frontenac under *O. Reg. 477/00*. Decisions that County Council makes on

Administrative Report
Sustainability – Kennebec Lake Draft Plan of Subdivision Ontario Municipal Board Appeal County File 10T-2011/001
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subdivision applications are appealable to the OMB. The Kennebec Lake application (10T-2011/001) was supported by County Planning staff, the County's hydrogeology peer reviewer, the Township of Central Frontenac, Quinte Conservation, KFL&A Public Health, and other agencies that provided conditions of draft approval. The Kennebec Lake Association was also extensively involved in the public process for this development. The County solicitor will work with County staff and other agencies as needed to defend Council's decision at the OMB.

At this time, there is no indication as to when the OMB hearing will be scheduled. However, staff requests Council's endorsement of having the Council decision defended at the Board.

Financial Implications

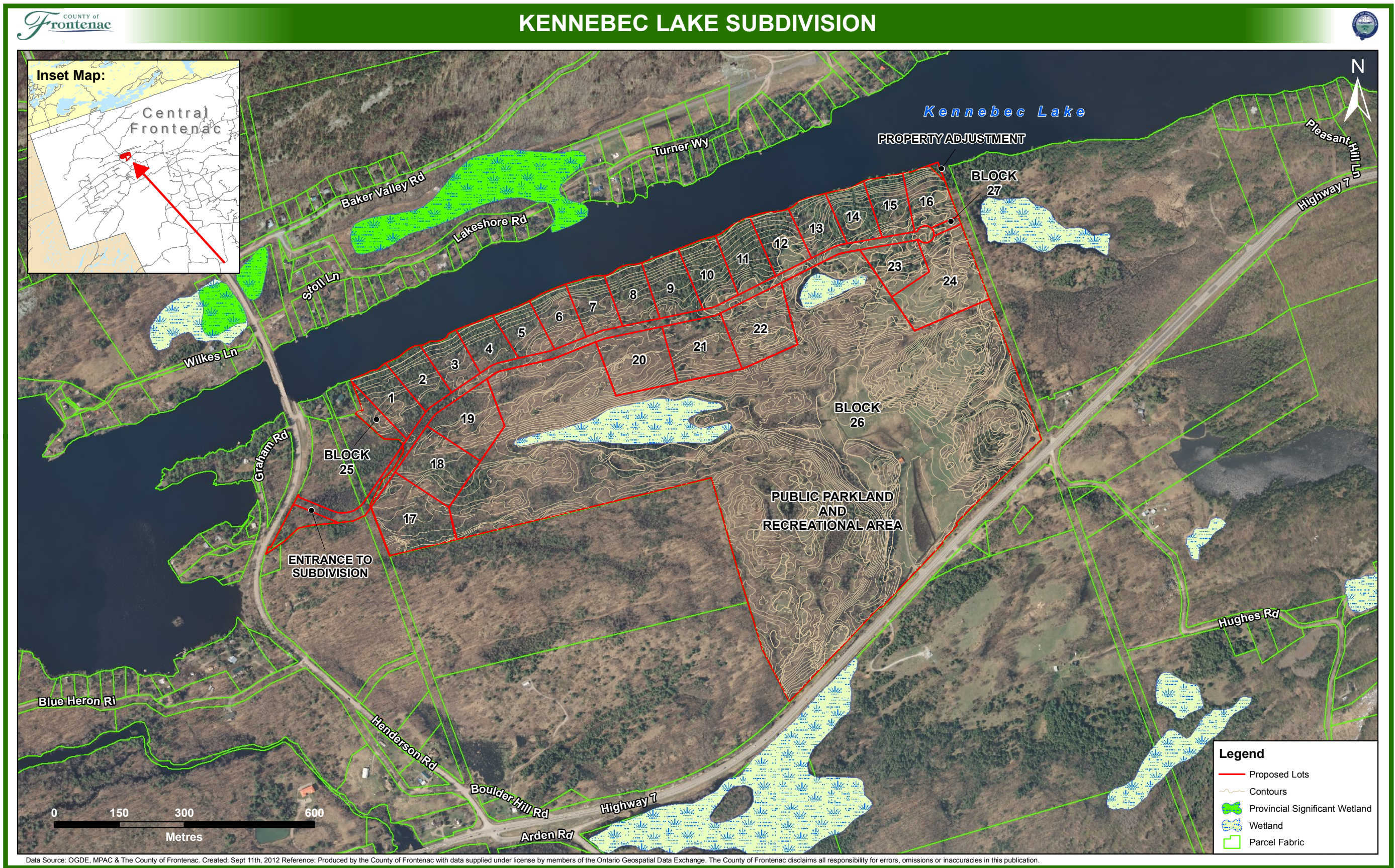
The County has a reserve dedicated to Ontario Municipal Board appeals with a current balance of \$186,158.96. Funds will be drawn from this reserve for legal fees and any other fees associated with the proceedings.

Sustainability Implications

One of the key focus areas of *Directions for Our Future* 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. Draft approval of the plan of subdivision will promote a strong economy and long term viability in the Arden area by creating additional lots for housing. Conditions have been placed on the draft plan of subdivision to ensure that future development will preserve the healthy and clean environment on Kennebec Lake.

Organizations, Departments and Individuals Consulted and/or Affected

County Solicitor
Township of Central Frontenac
Quinte Conservation
KFL&A Public Health
Kennebec Lake Association
Other Commenting Agencies





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: November 14, 2012

Date of meeting: November 21, 2012

Re: **Sustainability – Kingston, Frontenac, Lennox & Addington Food Charter**

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Sustainability – Kingston, Frontenac, Lennox & Addington Food Charter* report;

AND FURTHER the Council of the County of Frontenac endorse the Kingston, Frontenac, Lennox & Addington Food Charter;

AND FINALLY the Council of the County of Frontenac appoint a representative to the Food Council/Coalition when structured.

Background

At the September 18, 2012 regular meeting, County Council received the report, *Sustainability – Kingston, Frontenac, Lennox & Addington Food Charter* for information purposes.

Purpose of Food Charter

A food charter is a statement of values, principals and priorities for a just, healthy and sustainable food system for all. The primary role of a food charter is to act as a guide to foster the development of municipal food-related planning, policy and program development to encourage a healthy food system. Food charters can be used to promote an understanding of food security; increase awareness of food systems; increase accountability within bodies that endorse the document; encourage discussion about food systems; and, provide a context for community actions related to food systems.

Comment

A Healthy Eating Working Group (HEWG) was formed many months ago. Staff representatives of the County have been attending and supporting the initiative to develop a Food Charter for the region.

The KFL&A Food Charter was presented to the Kingston, Frontenac, Lennox and Addington Board of Health on September 26, 2012 and the following motion was passed:

THAT the KFL&A Board of Health endorse the Kingston, Frontenac, and Lennox & Addington Food Charter prepared by the KFL&A Healthy Eating Working Group; and

THAT the Board of Health recommend to the City of Kingston, County of Frontenac and County of Lennox & Addington, that they also endorse the Kingston, Frontenac and Lennox & Addington Food Charter.

Next Steps

The Food Charter (Appendix A) is being circulated by the KFL&A Public Health for endorsement to the Board of Sustainable Kingston and County Councils in the Counties of Frontenac and Lennox & Addington in November 2012. Once endorsed, the HEWG will begin the process of structuring a food council/coalition and developing terms of reference, membership, and reporting relationships. It is anticipated that this work will be carried out in 2013 with a goal to have the Food Council/Coalition in place by the end of 2013. There is an expectation that the three municipalities will be represented on the Food Council by either staff and/or Council members in addition to representatives from other stakeholder groups and the community. The Food Council will develop a work plan with actions that assist with achieving the vision of the Food Charter.

Sustainability Implications

Sustainable Actions 2011, 3.13: Support of Local Food and Local farms: Coming out of the Local Food Summit held at the end of 2010: County-wide local food advisory group, local food charter, a follow up summit, and the development and implementation and a plan supporting local farms and farm gate sales.

Financial Implications

None.

Organizations, Departments and Individuals Consulted and/or Affected

County of Frontenac
City of Kingston
County of Lennox & Addington
Kingston-Frontenac-Lennox & Addington Board of Health

APPENDIX A

What is a Food Charter?

A Food Charter is a document that represents the communities' voice, values and priorities for a healthy and self-reliant food system. It promotes the development of food initiatives and policy within the communities, organizations and at the local government level.



Kingston, Frontenac, and Lennox & Addington

Food Charter

Celebrate and Champion Nourishment for All

Our Vision

Kingston, Frontenac, and Lennox & Addington are healthy, food secure communities where:

- food is recognized as a basic human right
- a just food system ensures all members of our community have access to adequate, healthy, safe, affordable and culturally appropriate food
- an ecologically and economically sustainable food system thrives
- a strong relationship between our rural and urban communities which supports and advocates for our regional food system

Our Purpose

To create a more secure, accessible and sustainable food system in our region.

Our Collective Commitments

To achieve our vision we will...

Celebrate community and culture through:

- opportunities that bring together community members to appreciate and celebrate regional food, culture and diversity.
- opportunities for community members to be included and to make community connections through the experience and sharing of food.

Promote the health of individuals, families and our community through:

- policies and practices that acknowledges how food contributes to physical, mental, spiritual, and emotional well-being.
- strategies to prevent and manage chronic diseases through access to adequate, healthy, safe, affordable and culturally appropriate food.

Improve education through:

- community awareness about the associations between our health, the environment, and our food choices.
- public awareness of the role of agriculture in our lives.
- community and school programs that promote skills in the planning, producing, purchasing, preparing and preserving of food.
- initiatives that develop our present and future farmers in urban and rural communities.

August 14, 2012

For more
information visit:
[www.kflahealthycommunities-
partnership.com](http://www.kflahealthycommunities-partnership.com)

or contact:
Rachael Goodmurphy, R.D.
Public Health Dietitian
KFL&A Public Health
Tel: 613-549-1232, ext. 1630
[rachael.goodmurphy@
kflapublichealth.ca](mailto:rachael.goodmurphy@kflapublichealth.ca)



Protect our environment through:

- preservation of local farmland.
- protection of watersheds and wildlife habitat.
- food production methods that sustain or enhance the natural environment in rural and urban settings.
- agriculture and land use policies that support the production of healthy, sustainable food.
- food waste reduction and recycling policies and practices.

Uphold social justice through:

- a living wage and respectful work environment for farmers and food workers.
- dignified access to sustainable healthy food regardless of income.
- inclusive opportunities for meaningful community participation in policy development.

Foster economic sustainability of our community through:

- affordable agricultural land, and
- production, preparation, storage, distribution and consumption of regional food as an integral part of our economy.

This Charter has been developed by the KFL&A Healthy Eating Working Group,
with the help of several individuals and groups.

The KFL&A Healthy Eating Working Group is comprised of representatives from

- ◆ City of Kingston ◆ Community ◆ County of Frontenac ◆ Downtown Kingston B.I.A.
- ◆ Interval House Napanee ◆ KFL&A Public Health ◆ National Farmers Union - Local 316
- ◆ North Kingston Community Health Centre ◆ Sodexo at Queen's University



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date Prepared: October 26, 2012

Date of Meeting: November 21, 2012

Re: **Financial Services – 2013 Budget for Social Service Discretionary Benefits**

Recommendation

RESOLVED THAT Council of the County of Frontenac receive *the Financial Services 2013 Budget for Social Service Discretionary Benefits* for information;

AND FURTHER that the County of Frontenac commit to supporting the service levels for the Community Homelessness Program Initiative, Residency Benefit, the OW Discretionary Benefits and the Emergency Hostel Services as outlined in the City of Kingston Report 12-244;

AND FURTHER that the County of Frontenac fund the increases in these programs through the projected savings from uploading Ontario Works Benefits.

Background

The 2012 Provincial Budget released on March 27, 2012 announced changes that affect both Ontario Works and the Ontario Disability Support Program.

In a letter to Ontario Works Administrators, the Assistant Director of the Ontario Works Branch outlined the changes as follows:

1. Removal of the Community Start-up and Maintenance Benefits and home repair benefit from social assistance with a portion of the funding to be included in a new consolidated program administered by municipalities to provide housing and homelessness services and supports.

Home repair benefits are also being removed from social assistance, while other programs continue to assist eligible Ontarians with home repairs including Ontario

Renovates and the Residential Rehabilitation Assistance Program for First Nation communities.

People with disabilities may seek funding for home modifications from the Home and Vehicle Modification Program, handled by MCSS and administered by the March of Dimes.

The Ministry will retain homelessness-related funding for First Nations and will be engaging First Nations delivery partners on how best to provide these services

2. Revision of the cost sharing formula for Ontario Works non-health and health-related discretionary benefits

The maximum provincial cost-share for non-health related discretionary expenditures is currently determined by using \$8.75 per case multiplied by the combined Ontario Works and ODSP monthly caseload within a delivery agent's geographic area.

The Budget announces that effective July 1, 2012, the existing formula for determining the maximum provincial cost share on non-health related discretionary benefits will be replaced with a new formula of \$10 per case of the combined Ontario Works and ODSP caseload for all non-health and health-related discretionary benefits

The range of needs that can be addressed through Ontario Works discretionary benefits will not change (with the exception of the removal of home repairs per above). Delivery agents will continue to set local policies based on their clients' needs and their priorities.

The Budget also noted that the government will be looking at opportunities to integrate Ontario Works and ODSP employment services with the broader Employment Ontario network. MCSS will be working with the Ministry of Training, Colleges and Universities and other provincial and municipal partners on this initiative. Until more information is released, any impact on the Ontario Works program is unknown. In a subsequent announcement, the Budget was amended to add a 1% increase to social assistance rates in December 2012 but this increase will not compensate for the reduction in discretionary benefits and CSUMB.

Comment

In a report to RULAC on September 10, 2012, City of Kingston staff shared a report which indicated the following:

- Based on 2011 actual expenditures, the annual impact of these changes for social assistance recipients in the City of Kingston and the County of Frontenac is a 36% reduction (\$580K) in discretionary benefits and \$2.3M less in CSUMB funding.
- Discretionary benefits include such items as dental and vision care for adults, funerals and burials, health and well-being benefits, residency benefits, newborn/child benefits, and utility benefits. CSUMB helps participants move to a new residence or maintain their current residency. Approximately fifty percent of the CSUMB funding will be reinvested by the province into the new consolidated housing and homelessness funding in January 2013 for municipalities to have discretion as to how to spend. The decrease in discretionary benefits funding is not being replaced. Both of these benefits were part of the phased upload of social assistance benefits to the province by 2018.

- The City of Kingston, as Consolidated Municipal Service Manager for Ontario Works for the City of Kingston and County of Frontenac, recognizes that mandatory and discretionary benefits enhance social assistance allowances in matters of health, well being and compassion. These benefits contribute to poverty reduction for both OW and ODSP recipients.
- In a report that went to City Council on September 4, 2012, Report 12-244, a copy of which is attached as Appendix A, City staff recommended:
 1. That Council approve the 2013 funding of Consolidated Homelessness Prevention Program, Municipal Housing and Homelessness Strategy, Rent Bank and Utility Bank funds as detailed in Exhibit B of the City Council report;
 2. That Council approve the revised OW Discretionary Health Benefit service level schedule as detailed in Exhibit C of the City Council report;
 3. That Council approve the new municipal Discretionary Residency Benefit service level schedule for social assistance recipients residing in Kingston to replace the previous OW/ODSP Community Start Up and Maintenance Benefit (CSUMB) as detailed as Exhibit D of the City Council report;

In light of the City direction, County Council needs to determine the direction it will take in the context of these issues.

Ontario Works Discretionary Benefits

The County agreed to continue the payment of Discretionary Benefits for County residents under the policies established previously for the remainder of 2012. The City has adopted an amended discretionary benefit schedule, itemized in Exhibit C. It is preferable that County residents are entitled to the same benefits as those receiving Ontario Works in the City.

Discretionary Residency Benefit

This benefit will replace the Community Start Up and Maintenance Benefit (CSUMB). Exhibit D provides the Residency Benefit Schedule adopted by the City of Kingston. This provides a reduced upset limit and different eligibility expense criteria. It is preferable that County residents are entitled to the same benefits as those receiving benefits in the City of Kingston.

Emergency Hostels

Council needs to consider its commitment to emergency hostels as this is no longer a mandatory cost. However, the Local Services Realignment Cost Sharing Agreement between the County and the City from 2006 indicates the following:

Despite paragraph 14 (*which speaks to the apportionment of Ontario Works Program Costs on the basis of geographic location of clients*), Kingston and Frontenac agree that they cannot determine the residency of recipients of Emergency Hostel Services and therefore, the net cost of Emergency Hostel Services shall be shared between them in the same proportion that the remaining Ontario Works Program Costs are shared.

The County's contribution to Emergency hostels has been as follows:

2009	\$12,298
2010	\$11,832
2011	\$11,203

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Financial Services – 2013 Budget for Social Service Discretionary Benefits
November 21, 2012

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2012	\$10,573 (est.)
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Within the new Community Homelessness Prevention Initiative (CHPI), municipalities received a fixed allocation to replace the former OW Emergency Hostel per diems. This provides flexibility on funding the various agencies, but the provincial contribution under the new CHPI is less than the provincial funding level available through the OW cost shared per diems for emergency hostels. The new provincial contribution is based on a 3 year average of provincial emergency shelter funding from 2009 – 2011. In 2012, a new 14-bed emergency shelter was opened up. The provincial contribution does not include any funding for this additional shelter. In time the City hopes that its Community Homelessness Plan and Affordable Housing Strategy will be successful in reducing the need for Emergency Hostels, but the funding reduction has occurred before the plans can be developed or implemented.

This change in program funding also means that under the cost sharing agreement the County contribution is no longer mandatory. The City as service manager has determined it is best to maintain the system capacity which will cost more than the provincial replacement funding will be providing. Without the municipal contribution however funding will be inadequate to maintain the current number of shelter beds.

There are no emergency shelters within the County boundaries, but as was agreed in 2006, there is little doubt County residents utilize the service in Kingston. This is a minimal expenditure to address the needs of County residents who have reached such a desperate situation.

Sustainability Implications

Ensuring social assistance and supports offered to the residents of the County address needs addresses the social and cultural pillars of the County's sustainability.

Financial Implications

The following financial projection was provided by City staff assuming that CSUMB benefits are maintained at 70%.

Benefit Type	2011	2013 Before Funding Change	2013 Proposed Strategy to Maintain CSUMB at 70%	2014 Proposed Strategy to Maintain CSUMB at 70%
	\$	\$	\$	\$
OW Discretionary Benefits	20,644	20,297	15,377	12,345
CHPI - Residency Benefit (CSUMB replacement)	18,345	13,856	60,519	56,660
Emergency Hostels Per Diems	11,203	9,433	26,203	26,203
Total	50,192	43,586	102,099	95,208

City staff has also provided an estimate of the upload savings, which as noted does not provide for any caseload, inflationary or administrative increases, nor is the estimate upload savings necessarily based on costs that the municipality actually incurred.

	Anticipated Municipal Savings due to Upload	Actual budget savings after other adjustment by service provider*	ODSP CSUMB @ 70%	OW Discretionary Benefits	Emergency Hostel per Diems	Net savings*
	\$	\$	\$	\$	\$	\$
2012	66,962	50,628				
2013	132,269		60,519	15,377	26,203	30,170
2014	196,124		56,660	12,345	26,203	100,916

* note that the anticipated Municipal Savings due to Upload do not reflect any caseload or administrative adjustments by the service manager. These are also amounts calculated by the Province and do not represents changes in costs that were necessarily incurred by the municipality.

Subject to the caveats mentioned above, Council will note that the decision made by City Council, if approved by County Council, would see a reduction of anticipated cost savings as a result of the social services upload by over \$100,000 in 2013 and by less than \$100,000 in 2014. This decision would not add an expense line to the 2013 or 2014 budgets but will reduce the anticipated savings.

Organizations, Departments and Individuals Consulted and/or Affected

City of Kingston staff



CITY OF KINGSTON
REPORT TO COUNCIL

Report No.: 12-244

TO: Mayor and Members of Council

FROM: Lanie Hurdle, Commissioner, Community Services

RESOURCE STAFF: Adèle Lafrance, Director, Community and Family Services
Sheldon Laidman, Director, Housing Programs

DATE OF MEETING: September 4, 2012

SUBJECT: Recommended Revisions to Funding Allocations and Service Levels for Emergency Hostel Services, Community Homelessness Programs and OW Discretionary Benefits

EXECUTIVE SUMMARY:

On June 19th, Council was informed of upcoming changes in provincial funding related to:

- Consolidation of existing Homelessness Prevention funding into a new initiative including funding for Emergency Hostels previously provided as Ontario Works Hostel per diems;
- Capping of the cost sharing for OW Discretionary Benefits; and
- Elimination of the Community Start Up and Maintenance Benefit (CSUMB) under Ontario Works (OW) and Ontario Disability Support Program (ODSP) and provision of replacement funding under the newly consolidated homelessness prevention initiative.

At this same meeting, Council endorsed the following motion:

THAT staff report back with a proposed plan to present community and budgetary challenges with discretionary benefits and the Community Start-up and Maintenance Benefit, prior to the 2013 operating budget.

On July 17, 2012, Council was informed that the provincial guidelines on the consolidated homelessness funding had not yet been received and Council endorsed this motion:

THAT staff be directed to report back to Council by October 31, 2012 with either recommendations for funding existing programs based upon the announced Provincial funding allotment for 2013 or contingency options for funding existing programs for the first quarter of 2013 if no Provincial funding has yet been announced.

REPORT TO COUNCIL**September 4, 2012****Report No.: 12-244****- Page 2 -**

On July 24th 2012, the City was advised by the Province that it would receive an annualized allocation of \$2,953,134 in funding for the fiscal year of 2013-2014 (equivalent to \$2,914,545 for calendar year 2013) under the new Community Homelessness Prevention Initiative (CHPI). This allocation consolidates the former programs of Consolidated Homelessness Prevention Program (CHPP), Provincial Rent Bank, Emergency Hostel per Diems, Emergency Energy Fund and the OW and ODSP Community Start-up and Maintenance Benefit. This consolidation and change in funding represents a reduction of approximately \$1.17M from the provincial funding level received in 2011 and budgeted in 2012. An additional provincial funding reduction of approximately \$300,000 from the 2011 actuals and 2012 budgeted figures level is estimated in relation to the new cost sharing cap for OW discretionary benefits. This is a total reduction of about \$1.47M from the 2011-2012 funding levels.

The purpose of this report is both to quantify the impact of this provincial funding reduction and to recommend adjustments to program allocations, service levels and interim municipal funding contingencies to mitigate the impact of this funding loss and to maintain 2013 and 2014 municipal operational budget targets.

Summary of Changes:

1. Province revised and capped the cost sharing formula for OW and ODSP non-health and health related benefits at \$10 per month, per case. This represents a reduction of about \$300,000 in funding from the Province per year. City staff is recommending revisions to the service levels to focus on health related needs and to reduce of the overall allocation to fit within the new capped cost sharing formula. Exhibit C of this report provides details on proposed changes to service levels.
2. Province eliminated the OW/ODSP Community Start Up and Maintenance Benefit (CSUMB) and is providing about 46% of previous funding level to continue to support programs and services formerly funded through the CSUMB. City staff is recommending the creation of a municipal Discretionary Residency Benefit, with reduced level of service, for social assistance recipients residing in Kingston and the County of Frontenac to replace the previous CSUMB. City staff is also recommending that this municipal discretionary residency benefit be equivalent to 70% of previous funding level for City social assistance recipients, which requires an investment from the City and will be funded in part through internal reallocation of funding. Exhibit D of this report provides details on proposed changes to service levels.
3. Redirection of \$260,000 from the existing 2013 Housing Department operating budget to finance contribution to the municipal Discretionary Residency Benefit. These funds had been budgeted to provide housing providers with additional support services and increase the Home Ownership Program. The funds have not yet been committed to any particular agencies or individuals and due to the need of OW and ODSP clients and to mitigate impacts on City budgets, staff is recommending the redirection of these funds.

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4. Reallocation of 50% from the existing provincial Emergency Energy Fund, provincial Rent Bank, municipal Rent Bank, Rent Deposit Assistance to the municipal discretionary residency benefit to provide rent and utility arrears assistance to OW and ODSP clients only. This reallocation forms part of the 70% funding level proposed for this program (70% of the former CSUMB). The remainder 50% of the rent and utility banks will be redirected to create one new low income bank program which will serve working low income individuals. The consolidation and creation of one low income bank will enable staff to be more flexible with allocation of funding between rental and utilities needs.
5. Reallocation of Local Services Realignment (LSR) Reserve Fund and from the National Child Benefit Reinvestment Reserve Fund to maintain anticipated OW upload savings in the 2013 and 2014 municipal operating budgets.

RECOMMENDATION:

THAT Council direct staff to include the funding allocations and offsetting revenue sources detailed in Exhibit A of this report in the 2013 and 2014 Housing and Community and Family Services Operating budget submissions including;

- Redirection of \$260,000 in unallocated municipal Housing Department operating funds toward a new municipal Discretionary Residency Benefit (CSUMB replacement);
- One time, 2013 contribution of \$218,268 from the Local Services Realignment (LSR) Reserve Fund to offset the funding shortfall for Emergency Hostels and as interim funding to continue with existing homelessness programs until completion of the homelessness planning and allocation method for 2014;
- 2013 contribution of \$70,864 and 2014 contribution of \$161,193 from the National Child Benefit Reinvestment Reserve Fund toward the new municipal Discretionary Residency Benefit and Emergency Hostel per Diems; and

THAT Council direct staff to develop an interim funding formula for Emergency Hostels, within the approved budget parameters, and that staff report back to Council with an interim funding formula for 2013 pending the completion and implementation of the Homelessness Plan; and

THAT Council approve the 2013 funding of Consolidated Homelessness Prevention Program, Municipal Housing and Homelessness Strategy, Rent Bank and Utility Bank funds as detailed in Exhibit B of this report; and

THAT Council approve the revised OW Discretionary Health Benefit service level schedule as detailed in Exhibit C of this report; and

THAT Council approve the new municipal Discretionary Residency Benefit service level schedule for social assistance recipients residing in Kingston to replace the previous OW/ODSP Community Start Up and Maintenance Benefit (CSUMB) as detailed as Exhibit D of this report.

REPORT TO COUNCIL

September 4, 2012

Report No.: 12-244

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AUTHORIZING SIGNATURES:

Lanie Hurdle, Commissioner

Gerard Hunt, Chief Administrative Officer

CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

Cynthia Beach, <i>Sustainability & Growth</i>	N/R
Denis Leger, <i>Transportation, Properties & Emergency Services</i>	N/R
Jim Keech, <i>President and CEO, Utilities Kingston</i>	N/R

(N/R indicates consultation not required)

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OPTIONS/DISCUSSION:

In 2011, the City was advised by the Ministry of Municipal Affairs and Housing that the Province would undertake a consolidation of several existing homelessness funding streams into one new allocation. This allocation was to be administered by municipalities with additional flexibility provided to address individual local needs. The scope of the consolidation was to include:

- Consolidated Homelessness Prevention Program
- Emergency Energy Fund;
- Emergency Hostel Services;
- Domiciliary Hostel Program (no program active in Kingston and Frontenac); and
- Provincial Rent Bank

On March 27th 2012, a memorandum was received from the Provincial Ontario Works Branch detailing changes to cost shared benefits funded under the Ontario Disability Support Program (ODSP) and Ontario Works (OW) programs including:

- Removal of the Community Start-up and Maintenance Benefit (CSUMB) and home repair benefit from social assistance; and
- Revision of the cost sharing formula for Ontario Works non-health and health-related discretionary benefits.

The memorandum further advised that a portion of the provincial share of CSUMB funding would be included in the new consolidated homelessness funding allocation provided to municipalities by the Ministry of Municipal Affairs and Housing, under the Long Term Affordable Housing Strategy.

On July 24th 2012, the City was advised that it would receive an annualized allocation of \$2,953,134 in funding for fiscal year 2013-2014 under the replacement Community Homelessness Prevention Initiative (equivalent to \$2,914,545 for calendar year 2013). This allocation represents a reduction of approximately \$1.17M from the provincial funding level received in 2011 as well as the forecasted expenditure levels anticipated for 2012.

When combined with the impact of the capping of OW discretionary benefit cost sharing and compared to the operating budget forecasts, the City would have to contribute an additional \$549,132 and the County an additional \$58,513 to provide the following level of services in 2013:

- Status quo funding levels for the majority of Homelessness programs per Exhibit B;
- Comparable funding for Emergency Hostels;
- Replacement of the former Community Start Up and Maintenance Benefit at 70% of the previous level with a Discretionary Municipal Residency Benefit.

In addition to the above provincially funded programs, the City has funded additional programs through annualized municipal budget allocations which include funding for a support services for housing providers, a homeownership down payment assistance program and the Municipal

REPORT TO COUNCIL**September 4, 2012****Report No.: 12-244****- Page 6 -**

Rent Bank. While these are entirely funded by the municipality and allocations are not impacted by provincial changes, they are noted in this report as staff is recommending changes in their use or scope of service as part of the funding solutions proposed in this report.

Exhibit A of this report provides funding details for 4 cost analyses:

- 2011 actual provincial and municipal expenditures.
- 2013 forecast used in the 2012 multi-year budget forecast based on cost sharing and funding allocations at that time.
- 2013 forecast based on revised provincial funding and cost sharing and the recommended revised municipal funding to address the provincial shortfall.
- 2014 Budget forecast with recommended municipal funding to address the provincial shortfall

Details of the funding changes and recommended municipal strategy are explained by program in the following sections:

Emergency Hostel Funding:

For the past several years, the City has funded shelter beds using a purchase of service for bed nights on a per diem basis through Ontario Works' "Emergency Hostel Services" funding. Under this model, the funding was cost-shared with the province. The municipal cost-share portion was being reduced annually as OW allowance and benefit costs are slowly uploaded back to the province over a 9 year period ending in 2018. In 2011, the municipal cost-share with the Province was on an 81.2 /18.8 percentage basis. For 2012, the per diem rate is \$43.50 with an additional \$4.40 for added costs related to the provision of personal needs assistance (PNA). Hostels receive the shelter bed per diem based on client income and eligibility.

Some hostels provide PNA funds back to the clients and absorb personal needs item provisions into other non-municipal/provincial resource lines. The OW emergency hostel service per diem rate has always been prescribed (capped) by the Province.

Under the 2013 consolidated funding allocation, the Province has taken the three year average of shelter per diems from 2009 to 2011 to calculate the City's shelter funding allocation. This allocation does not include the amount paid to shelters for PNA. In 2013, OW clients residing in emergency hostels will be eligible for basic allowance through OW therefore the province has removed the PNA portion from the consolidated funding formula. This has resulted in less funding being available for the shelters. The opening of 14 additional shelter beds in the City in 2012 has resulted in increased overall shelter bed utilization locally which was not taken into consideration by the Province in the calculation of the shelter funding allocation. Funding allocation recommended by City staff include an adjustment of the 2013 gross budget for shelter beds to reflect the current situation and need for shelter beds.

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One of the main objectives of the new Community Homelessness Prevention Initiative (CHPI) funding is to better address need by shifting focus from temporary to more stable housing solutions. It is the vision of MMAH that the CHPI provides a better coordinated and integrated service delivery system that is people-centred, outcome-focused and reflects a Housing First approach to prevent, reduce and address homelessness in communities across Ontario. Under the CHPI, Service Managers will be measured against two outcomes:

- People experiencing homelessness obtain and retain housing; and
- People at risk of homelessness remain housed;

The homelessness Plan that the City is currently undertaking will include ways to better meet these outcomes locally by reducing shelter bed usage over the longer term.

The consolidated funding model provides municipalities with more flexibility and as of 2013, municipalities can amend the current per diem funding formula for shelter beds. City staff will be working with shelter providers on a 2013 interim funding model. The funding model will ensure a formula that does not exceed the annual funding noted in Exhibit A. The previous funding model is no longer compatible with the fixed funding envelope of CHPI. The City would be at risk of exceeding its budget should it retain the existing funding model.

Homelessness Funding:

Exhibit B provides details on the agencies and services funded through the former Consolidated Homelessness Prevention Program (CHPP), the current Municipal Housing & Homelessness Strategy Fund (MHHSF) and temporarily through Local Services Realignment Reserve Fund. This Exhibit also details the amount of funding currently provided by the Province to fund the Provincial Rent Bank and the Provincial Utility Bank.

The funding allocation received from the Province indicated that the amount of funding for the CHPP, Rent Bank and Utility Bank would remain the same for 2013.

On July 17th 2012, Council endorsed a motion directing staff to report back on funding existing programs once the provincial guidelines and funding allocation were announced. Considering that the funding level of the former CHPP program is the same in 2013 and that there will be considerable changes to all programs in 2014 with a new homelessness plan, staff is recommending to maintain status quo funding of both CHPP and MHSSF for 2013, except for the Rent Deposit Assistance Program.

Rent and Utility Banks

In 2009, the Province reduced its allocation to the Provincial Rent Bank and in response the City approved an annual municipal contribution of \$146,000 to create a municipal rent bank. In the past, clients in receipt of OW and ODSP have accessed funds from multiple sources for rental and utility costs support including the CSUMB, the municipal rent bank fund, the provincial rent bank, the rent deposit assistance program and the utility bank. In order to streamline services

REPORT TO COUNCIL**September 4, 2012****Report No.: 12-244****- Page 8 -**

and create easier access to services, City staff is proposing to consolidate a number of programs into one (1) low income bank which will be available to low income individuals and to redirect some of the funding to the new municipal discretionary residency benefit which will be available to OW and ODSP clients. The low income bank and the municipal discretionary residency benefit will provide support with costs related to rent arrears, utility arrears and rent deposit assistance. In order to streamline these programs and funding, staff is proposing to reduce the municipal rent bank, the provincial rent bank, the utility rent bank and the rent deposit assistance program by 50% and redirect these funds into the new low income bank program. The eligibility criteria for the low income bank will not include OW and ODSP clients.

In 2011, approximately 50% of the municipal rent bank recipients were OW and ODSP clients. During that same year, about 68% of the provincial rent bank, utility bank and rent deposit assistance program recipients were OW and ODSP clients in 2011. OW and ODSP clients will continue to have this support through the municipal discretionary residency benefit and non recipients low income individuals will now have access to a higher level of funding.

Traditionally, County residents have required more funding from the utility bank as opposed to the rent bank. Under the current delivery model, municipalities do not have the flexibility to transfer funds from one bank to another. This flexibility is provided to municipalities under CHPI and the proposed CHPI low income bank program will allow this flexibility.

Dawn House Women's Shelter

Dawn House Women's Shelter received CHPP funding from 2007 until 2011. In 2012, Dawn House received funding from the Stabilization Reserve Fund to allow the agency an opportunity to address deficiencies identified during operational reviews and the financial viability of the agency. The agency is working diligently to improve operations and City staff recommends that Dawn House Women's Shelter, continues to receive stabilization funding in 2013.

Support Services and Home Ownership Programs

In 2011, City staff worked with social housing providers to identify challenges and potential solutions to reduce evictions and provide supports which would enable individuals to stay in their units. In response to feedback from social housing providers, the Housing Department included funding in its 2012 – 2014 operational budgets to support this need. Although the funding has not been committed to any agencies or programs, its intent was to cover the services of support services that could work with social housing providers.

In 2012, the Frontenac Community Mental Health and Addiction Services received funding through the federal Homelessness Prevention Strategy (HPS) for a worker who would provide support services to social housing tenants. The Local Housing Corporation, Kingston & Frontenac Housing Corporation, has also recently hired a support worker for this purpose. The second largest provider, Kingston Municipal Non-Profit Housing Corporation has also indicated that they are hiring a support worker.

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Considering that many social housing providers have access to this support service and considering the need to reinvest in the former CSUMB, staff is recommending that the budget allocation of \$200,000 for support services be redirected towards the municipal contribution for Discretionary Residency Benefit.

In addition, City Council had endorsed an increase of \$60,000 to the Home Ownership Program in 2013. City staff is recommending that the Home Ownership program be maintained at its current funding level of \$60,000 and that the additional \$60,000 included in the draft budgets be reallocated to the Discretionary Residency Benefit to assist social assistance recipients to remain housed or to find and secure housing. The Home Ownership Program was set up as a revolving fund and there have been contributions back to the fund each year. Currently there is \$62,350 available for down payments in 2013 but as homeowners who purchased in prior years sell their houses, this is expected to increase.

OW Discretionary Benefits and Community Start Up and Maintenance Benefit:

While it is recognized that both OW Discretionary Benefits and the Community Start Up and Maintenance Benefits available to OW and ODSP recipients provide important and often essential assistance to Social Assistance recipients, it is also recognized that municipalities do not have the capacity to independently fund social assistance programs. Maintenance of the original service levels provided by these benefits would exceed the entire 2013 Social Assistance upload savings for Kingston and Frontenac.

The proposed benefit revisions recommend that the additional municipal investment be focussed on mitigating the shortfall in funding for residency related benefits (including the current Community Start Up and Maintenance Benefit and the OW Discretionary Residency benefit) and that the capped OW discretionary benefit schedule be focussed on Health Benefits and adjusted to serve within the new provincial cost share limits. This recommended approach is in keeping with Council's Affordable Housing Priority and the Municipal Housing Strategy as the majority of the additional municipal funds expended will go directly to keeping people housed, stabilizing residency and reducing homelessness.

The recommendation to adjust the OW Discretionary Benefit schedule to the \$10/case/month service level is also supported by data provided by OW Branch including the range of actual discretionary benefit expenditure across the Province spanning from \$2.40/case/month to \$26.60/case/month with Kingston's rate being \$13.51/case/month. Likewise, City representatives were advised in their delegation meeting at AMO with MCSS Minister Milloy, that the \$10/case/mo rate was selected because it was the average actual expenditure rate province wide.

As an adjunct to the proposed revisions to the service levels for OW Discretionary Health Benefits and the new municipal Discretionary Residency Benefit, local OW business processes will be amended to increase economy and accountability of benefit payments including but not limited to: mandatory supervisory approval for all Discretionary Residency Benefits, direct

REPORT TO COUNCIL**September 4, 2012****Report No.: 12-244****- Page 10 -**

payment to service providers/suppliers except with supervisory approval, use of gift card/certificates from local thrift shops for clothing, furnishings and related household items and negotiations with same vendors to leverage higher goods value to extend the purchasing power of gift cards purchased where possible.

Exhibit C details and compares service levels for the current OW Discretionary Benefits to a reduced schedule which will permit ongoing provision of the most essential discretionary health goods and services (Dental, Vision and Health devices) without exceeding the provincial cost sharing cap. The recommended service level when combined with the amended business processes will allow ongoing provision of a cost shared health benefit without requiring 100% municipal contributions from the city and the county.

Exhibit D details and compares service levels for previous residency related benefits and programs to a recommended (reduced and consolidated) municipal Discretionary Residency benefit dedicated for Social Assistance recipients. Previous benefits and programs available to Social Assistance recipients included OW/ODSP Community Start Up and Maintenance Benefits (CSUMB), OW Discretionary Residency Benefits and approximately 50% of Provincial Rent bank, Provincial Emergency Energy fund, CHPP Rent Deposit allocation and Municipal Rent bank funding. The recommended service level schedule detailed in Exhibit D consolidates and reduces benefits to reflect an overall funding allocation of 70% of the previous CSUMB level.

Even with the reduced service level detailed in Exhibit D, and the reallocation of 50% of the Rent and Energy funds detailed above, a significant additional municipal contribution of approximately \$262K above the 2011 contribution level will be required for the city to maintain the 70% CSUMB investment level.

While Exhibit A depicts a similar sizable municipal contribution from the County (approximately \$40K above 2011 contribution level), based on a 10% caseload apportionment, this contribution would be at the County's discretion and could be lower if the actual demand and uptake by County Social Assistance recipients is less. Local Services Realignment cost sharing is further discussed below in the Financial Section of this report.

Consultation Undertakings:

While informal discussions and information sharing has occurred with stakeholders over the course of the past year, two information sessions were held in August with current CHPP funded agencies, emergency hostel providers and a broader group of community agencies. These sessions included sharing the recent provincial advisements, along with the proposed funding reallocation and adjusted service levels detailed in this report.

City Staff have provided related information and progressive cost impact analysis to Frontenac County staff, County Council and RULAC. County staff were provided a draft copy of this report for input and further discussions regarding County contribution are anticipated.

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In June 2012, staff presented the City's concerns regarding this component of the 2012 Provincial Budget to the provincial Standing Committee on Finance and Economic Affairs. On August 21, 2012 Mayor Gerretsen, led the City of Kingston Delegation before MCSS Minister John Milloy at the AMO conference regarding the changes related to Discretionary Benefit and Community Start-Up and Maintenance Benefit.

EXTERNALS CONSULTED

Susan Beckel, Deputy Clerk, County of Frontenac

EXISTING POLICY/BY LAW:

Ontario Works Act, 1997

City of Kingston, Ontario Works, Local Policy Manual, Tab 4, Benefits

NOTICE PROVISIONS:

N/A

ACCESSIBILITY CONSIDERATIONS:

N/A

FINANCIAL CONSIDERATIONS:

There are no financial implications in this report related to the 2012 Housing or Community and Family Services operating budgets. It is noted that both City Council and County Council previously approved contributions of municipal funds to maintain status quo OW Discretionary Benefit service levels for the balance of 2012.

Time Limited Financial Mitigations:

One time municipal contributions from the Local Services Realignment (LSR) Reserve Fund and the National Child Benefit Savings (NCBS) Reinvestment Fund are recommended for 2013 and 2014 as a means of mitigating the impact of this provincial funding reduction on the City. These limited time reserve contributions will assist the City in maintaining 2013 and 2014 operating budgets for the Housing and Community and Family Services Departments close to the levels forecasted for Council during the 2012 budget process and again in the May 2012 strategic planning session. Therefore, there are still anticipated operational savings of about (\$390,000) in 2013 and (\$734,000) in 2014 in Community and Family Services due to OW upload.

For 2015 and future years, the ongoing municipal contributions for these programs will be included as annualized operating expenses and off-set by savings yet to be realized from the ongoing upload of Social Assistance cost sharing. Based on information included in Exhibit A and should Council maintain the same level of service as recommended in this report, it is anticipated that the savings from the OW upload as of 2015 would be about \$161,000 less than expected. The following table provides a summary of the balance of each of these reserves:

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Report No.: 12-244

September 4, 2012

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Reserve Description	Estimated 2012 Year End Balance	Recommended 2013 Contribution	Recommended 2014 Contribution	Remaining Balance
LSR Reserve	\$218,268	\$218,268	\$0	\$0
NCBS Reserve	\$297,850	\$70,864	\$161,193	\$65,793
Total Drawdown		\$289,132	\$161,193	

Local Services Realignment (LSR) Cost Sharing Implications:

The respective municipal contributions detailed in Exhibit A estimate a 10% municipal contribution from the County based on the combined OW-ODSP caseload apportionment where appropriate. While the current Local Services Realignment agreement addresses municipal cost sharing for the previous OW Emergency Hostel per diems and OW Discretionary and CSUMB Benefits based on residency apportionment, it does not detail a cost sharing formula for the previous homelessness funds (CHPP, Emergency Energy Fund and Provincial Rent Bank) as these programs were 100% provincially funded and previously required no municipal contribution.

The provincial reallocation of previous CSUMB and Emergency Hostel per diem funding from OW to the new Community Homelessness Prevention Initiative requires no prescribed municipal contribution. As such, any municipal contribution by the County to either of these programs will require discussions between the City and County. As cost sharing for Discretionary (Health) Benefits remains prescribed under the OW Act, the County contribution continues to be prescribed under the current Local Services Realignment (LSR) Agreement and as such the County contribution will continue to be estimated based on apportioned based on recipient residency location.

CONTACTS:

Lanie Hurdle, Commissioner, Community Services ext 1231
 Sheldon Laidman, Director, Housing Department, ext 4957
 Adèle Lafrance, Director, Community and Family Services Department, ext 4801

OTHER CITY OF KINGSTON STAFF CONSULTED:

Katie Clarke, Manager, OW Program Delivery, Community and Family Services
 Lee Campbell, Housing Programs Administrator, Housing Department
 Melanie Bale, Financial Analyst, Community and Family Services
 Alan McLeod, Senior Legal Counsel
 Desiree Kennedy, Director of Financial Services & City Treasurer

EXHIBITS ATTACHED:

Exhibit 'A' Financial Overview of Previous and Proposed Funding
 Exhibit 'B' 2013 Recommended Funding Allocations for Consolidated Homelessness Prevention Program and Municipal Housing & Homelessness Strategy Funds

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Exhibit 'C' Recommended OW Discretionary Health Benefit Service Level Schedule
Exhibit 'D' Recommended Discretionary Residency Benefit Service Level Schedule

**Exhibit A: Financial Analysis of Benefit Changes and
Proposed Strategy on Municipal Budget**

Report #: 12 - 244 Date: Sept. 4, 2012
Recommended Social Assistance Benefit Revisions

New Provincial CHPI Funding

2013 Calendar
2014 and ongoing annual funding

Provincial Funding

\$ 2,914,545
\$ 2,953,134

2011 Operating Budget Actuals

Benefit Type	2011 Actual Gross	2011 Provincial Cost	2011 City of Kingston	2011 County of Frontenac
ODSP CSUMB Note 1	\$1,100,000	\$1,100,000	\$0	\$0
OW CSUMB	\$1,211,873	\$984,041	\$209,487	\$18,345
OW Discretionary Benefits	\$1,520,615	\$1,234,739	\$265,232	\$20,644
Emergency Energy Fund (Utility Bank)	\$23,770	\$23,770	\$0	\$0
Provincial Rent Bank	\$66,824	\$66,824	\$0	\$0
Municipal Rent Bank	\$146,000	\$0	\$146,000	\$0
Consolidated Homelessness Prevention Program (CHPP)	\$1,352,987	\$1,352,987	\$0	\$0
Emergency Hostel Per Diems	\$687,818	\$558,508	\$118,107	\$11,203
TOTAL 2011 HMLN Budget	\$6,109,887	\$5,320,869	\$738,825	\$50,192

2013 Preliminary Budget (before funding change)

Benefit Type	2013 Budgeted Gross	2013 Provincial Cost	2013 City of Kingston	2013 County of Frontenac
ODSP CSUMB Note 1	\$1,100,000	\$1,100,000	\$0	\$0
OW CSUMB	\$1,211,873	\$1,039,787	\$158,230	\$13,856
OW Discretionary Benefits	\$1,520,615	\$1,304,688	\$195,630	\$20,297
Emergency Energy Fund (Utility Bank)	\$23,770	\$23,770	\$0	\$0
Provincial Rent Bank	\$66,824	\$66,824	\$0	\$0
Municipal Rent Bank	\$146,000	\$0	\$146,000	\$0
Consolidated Homelessness Prevention Program (CHPP)	\$1,352,987	\$1,352,987	\$0	\$0
Emergency Hostel Per Diems	\$825,000	\$707,850	\$107,717	\$9,433
TOTAL 2013 Preliminary HMLN Budget	\$6,247,069	\$5,595,906	\$607,577	\$43,586

Note 1- ODSP was uploaded by Province in 2010 therefore was not included in 2011 - 2013 City of Kingston budgets. Estimate has been included for comparison purposes and is based on ODSP 2011 actual.

**Exhibit A: Financial Analysis of Benefit Changes and
Proposed Strategy on Municipal Budget**

**Report #: 12 - 244 Date: Sept. 4, 2012
Recommended Social Assistance Benefit Revisions**

2013 Revised Budget (Proposed Strategy to Maintain CSUMB at 70%)

Benefit Type	2013 Budgeted Gross	2013 Provincial Cost	2013 City of Kingston	2013 County of Frontenac
OW Discretionary Benefits	\$1,152,000	\$988,416	\$148,207	\$15,377
Municipal Rent Bank	\$73,000	\$0	\$73,000	\$0
CHPI - Previous CHPP programs	\$1,470,488	\$1,315,488	\$155,000	\$0
CHPI - Residency Benefit (CSUMB replacement)	\$1,618,311	\$1,013,121	\$544,671	\$60,519
CHPI - Low Income Bank Programs	\$47,970	\$47,970	\$0	\$0
Emergency Hostel Per Diems	\$800,000	\$537,966	\$235,831	\$26,203
TOTAL 2013 Revised Budget	\$5,161,769	\$3,902,961	\$1,156,709	\$102,099

Increase over 2013 preliminary budget:		\$549,132	\$58,513
Additional City funding sources:			
Unallocated City funding (support services & downpayments)		-\$260,000	
LSR Reserve contribution		-\$218,268	
NCB reserve contribution		-\$70,864	
Estimated increase in 2013 Budget:		\$0	\$58,513

2014 Revised Budget (Maintaining CSUMB at 70%)

Benefit Type	2014 Budgeted Gross	2014 Provincial Cost	2014 City of Kingston	2014 County of Frontenac
OW Discretionary Benefits	\$1,152,000	\$1,020,672	\$118,983	\$12,345
Municipal Rent Bank	\$73,000	\$0	\$73,000	\$0
CHPI - CHPP	\$1,315,488	\$1,315,488	\$0	\$0
CHPI - Residency Benefit	\$1,618,311	\$1,051,710	\$509,941	\$56,660
CHPI - Low Income Bank Programs	\$47,970	\$47,970	\$0	\$0
Emergency Hostel Per Diems	\$800,000	\$537,966	\$235,831	\$26,203
TOTAL 2014 Budget	\$5,006,769	\$3,973,806	\$937,755	\$95,208

Increase from 2014 preliminary budget:		\$421,193	\$60,216
Additional City funding sources:			
Unallocated City funding (support services & downpayments)		-\$260,000	
NCB reserve contribution		-\$161,193	
Estimated increase in 2014 Budget:		\$0	\$60,216

Exhibit B: Homelessness Services Funding

2012 Funding Source	Agency and Program Funded 2012	2012 Amount	Recommended 2013 Funding
Consolidated Housing & Homeless Prevention (CHPP)	Salvation Army – The Gathering Place	\$115,560	\$115,560
Consolidated Housing & Homeless Prevention (CHPP)	Salvation Army – Progress Assistance Program (RDAP)	\$ 74,998	\$ 37,499
Consolidated Housing & Homeless Prevention (CHPP)	John Howard Society Support Services	\$ 43,066	\$ 43,066
Consolidated Housing & Homeless Prevention (CHPP)	Southern Frontenac Financial Assistance Banks	\$ 81,128	\$ 81,128
Consolidated Housing & Homeless Prevention (CHPP), Social Services Stabilization Fund, Local Services Realignment	Dawn House Support Services	\$175,412	\$175,412
Consolidated Housing & Homeless Prevention (CHPP)	Elizabeth Fry Society Support Services	\$185,307	\$185,307
Consolidated Housing & Homeless Prevention (CHPP)	Home Base – Eviction Prevention Worker (Early Intervention)	\$ 57,074	\$ 57,074
Consolidated Housing & Homeless Prevention (CHPP)	Home Base – Fresh Start Program Youth Net Program	\$610,442	\$610,442
Consolidated Housing & Homeless Prevention (CHPP)	Home Base – Lily's Place	\$142,083	\$155,000
Municipal Homeless/ Housing Strategic Funds (MHHS)	Home Base – Eviction Prevention Worker (Imminent Risk)	\$ 50,000	\$ 50,000
Municipal Homeless/ Housing Strategic Funds (MHHS)	Home Base In from the Cold Shelter: Safety and Security	\$ 45,000	\$ 45,000
Municipal Homeless/ Housing Strategic Funds (MHHS)	Ryandale Shelter: Day Shelter Staff and Services	\$ 55,000	\$ 55,000
Utility Bank	Salvation Army: Bank funding (City)	\$ 19,125	50% part of CHPI – Low Income Bank Program / 50% CHPI Residency Benefit

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Recommended Revisions to OW Discretionary and CSUMB\Exhibit B Summary of Homelessness Prevention
Funding.docx

2012 Funding Source	Agency and Program Funded 2012	2012 Amount	Recommended 2013 Funding
Utility Bank	Southern Frontenac Bank funding (County)	\$ 4,645	50% part of CHPI – Low Income Bank Program / 50% CHPI Residency Benefit
Provincial Rent Bank	Salvation Army Bank funding (City)	\$ 53,764	50% part of CHPI – Low Income Bank Program / 50% CHPI Residency Benefit
Provincial Rent Bank	Southern Frontenac Bank funding (County)	\$ 13,059	50% part of CHPI – Low Income Bank Program / 50% CHPI Residency Benefit
Municipal Rent Bank	Salvation Army Bank Funding (City)	\$146,000	50% part of CHPI – Low Income Bank Program / 50% CHPI Residency Benefit
CHPI - Low Income Bank Program	Salvation Army: Low Income Bank Program	N/A –proposed new program for 2013	\$111,369
CHPI - Low Income Bank Program	Southern Frontenac Community Services: Low Income Bank Program	N/A –proposed new program for 2013	\$9,601

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Recommended Revisions to OW Discretionary and CSUMB\Exhibit B Summary of Homelessness Prevention
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Report 12-244 – Exhibit C – Revised OW Discretionary Health Benefits Schedule

September 04, 2012

Recommended OW Discretionary Health Benefit Service Level Schedule:

While the previous discretionary benefit schedule provided maximum funding levels for each benefit category, the revised schedule sets an upset funding limit for one merged group of **OW Discretionary Health Benefits**.

The upset funding service level determined to be affordable under the new capped cost sharing formula of \$10 per case per month (based on combined OW & ODSP caseload) reflect upset limits of:

- \$200/calendar year for single recipients;
- \$400/calendar year for families, including, couples, couples with children and sole support parents with children.

Prioritization of Eligible Discretionary Health Benefits:

As a means of managing benefit issuance within the new capped cost shared allocation, eligible benefits described within the Discretionary Health schedule are prioritized within two (2) categories:

- Priority 1 service level benefits will be issued upon approval by the case manager within the maximum funding allocation per benefit unit.
- Priority 2 service level benefits will only be considered for funding when sufficient funding remains in the monthly cost shared allocation after Priority 1 items have been funded; Recommended eligible Priority 2 benefit requests received in the previous month, will be accumulated, then screened and assigned a rating, with most essential items being rated highest for funding. Where insufficient funds remain, less essential requests will be declined, regardless of whether the individual recipient has available benefit entitlement.

The following table compares the previous discretionary benefit schedule to the recommended schedule:

Previous OW Discretionary Benefits Schedule	Recommended OW Discretionary Health Benefits Schedule
Discretionary (Adult) Dental: • \$600/recipient/calendar year • Includes emergency, restorative and preventative care as well as denture related services/treatments	• Dedicated \$250/recipient/calendar year PLUS • Top Up Option as Priority 1 item in merged Health Related Benefit

Previous OW Discretionary Benefits Schedule	Recommended OW Discretionary Health Benefits Schedule
Discretionary (Adult) Vision: \$250/recipient/24 month - Includes lenses and frames OR contact lenses were more appropriate or economical - Does not include eye examinations as these are covered by Ministry of Health through direct billing by vision care practitioners	Include as Priority 1 Items in the above merged Health Related Benefit
Health & Well-Being Benefit: \$300/single recipient/calendar year \$500/ family of 2 & sliding scale up to \$1300/family of 6/ calendar year - Includes prosthetic devices, orthotics, aero-chambers, epi-pens, breast pumps, support hose, grab bars, mouth guards, beds for children, lotions and shampoos for skin conditions, chiropractic services, cost of completing medical forms, top up toward dental care or dentures, hearing aid repairs and batteries (not covered under ADP below) and any other health related items, verified by a health practitioner or approved by supervisor	- Include prosthetic devices, orthotics, aero-chambers, epi-pens, breast pumps, support hose and hearing aid batteries & repairs as Priority 1 Items - Include grab bars, mouth guards, beds for children, lotions and shampoos for skin conditions, over the counter medication, chiropractic services, cost of completing medical forms, and other verified or supervisory approved health related items as Priority 2 Items
Prescription Medications (not covered under ODB plan): \$125/recipient/month for no more than 2 months in a 12 month period - Only in extreme cases for medications not covered under the provincial Drug (Ontario Drug Benefit) card - Where all other funding sources have been explored/exhausted and a listed substitute medication is not suitable	- Include prescription medications not covered under the ODB Schedule as Priority 1 Items where all other alternate funding sources have been investigated or exhausted - Does not include prescribed medications which are available over the counter (these are Priority 2)
Newborn/Child Benefit: \$200/(new) child/one time - Includes car seat, crib, stroller, furnishings, clothing, baby gates, monitor, breast pump, layette items, diapers, other related health items for the (new) child	- Include car seat, crib, stroller and breast pumps only as Priority 1 items per above allocation - Utilize thrift store & retail gift cards for clothing, supplies and furnishings as Priority 2 items per above allocation
Assistive Device Program (ADP) Excess Hearing Aid/FM Device cost: - The amount in excess of ADP grant plus consumer co payment (\$666.50) per hearing aide - No maximum, but only funded where ADP eligibility is confirmed (<i>average top up approximates \$1000-\$1500 for a pair of devices</i>)	- Priority 1, no changes proposed, - This benefit would be provided <i>in addition</i> to the “merged” health benefit grouping

Previous OW Discretionary Benefits Schedule	Recommended OW Discretionary Health Benefits Schedule
Vocational Benefit: \$500/ participant/ one time basis ...only after 3 months on assistance AND where a sustainable employment is achievable - Includes tuition, specialized training and related fees in excess of all other available funding sources including the mandatory OW Employment & Training Start Up Assistance and dedicated Employment Related Expense benefit	- Elimination recommended, - Limit supports to those provided by the Mandatory Employment & Training Start Up Benefit (\$253/participant/year) and the OW Employment Related Expense benefit (\$100/participant twice per year or monthly transportation assistance to same upset amount)
Other (non-health) Discretionary: \$75/single recipient/calendar year \$100/ family of 2 & sliding scale up to \$200/family of 6/ calendar year - ID Replacement, Compassionate Travel, Will Preparation, Bank Statements/Tax Returns/ School Trips/Camps/Sports Teams, and other as assessed appropriate by case manager	- Include ID Replacement and Tax Returns only as Priority 1 items per above allocation - Include non medical Transportation to repatriate or relocate recipient(s) for health or safety using most economical form of transportation as Priority 2 - Utilize thrift store & retail gift cards for clothing and furnishings as Priority 2 items per above allocation
Psychological Assessments for ODSP Applicants: \$500/recipient/ one time basis Assessment fees for credentialed psychologist to assist in a Social Benefits Tribunal appeal of an ODSP ineligibility decision rendered by the provincial Disability Adjudication Unit; the appeal must be supported by representation from legal service agency (KCLC, Queens Legal Clinic etc)	- Priority 1, no changes proposed - This benefit would be provided in addition to the “merged” health benefit grouping
Funerals: \$ 2,925/recipient plus up to an additional \$1,000 for a plot where required - Includes casket, embalming, death certificates, out of town transportation if required, internment fees, burial or cremation and one death notice in local newspaper, clergy honorarium	- Priority 1, no changes proposed - This benefit would be provided in addition to the “merged” health benefit grouping

Recipient Eligibility:

No changes to the eligible recipient scope are proposed for the revised OW Discretionary Benefit Schedule. In keeping with the previous scope, eligible recipients would reflect:

Report 12-244 – Exhibit C – Revised OW Discretionary Health Benefits Schedule

September 04, 2012

- OW Discretionary Benefits, including the new merged Health Benefit Group, the psychological assessment benefit and the ADP Hearing Device Top Up are principally available to OW recipients;
- The Discretionary Dental and Vision Benefit are provided to adult OW recipients only, (including 16 & 17 year old youth in receipt of assistance in their own right) as more fulsome dental and vision benefits are available to dependent children under the age of 18 as Mandatory OW Benefits; Dependent adults of ODSP benefit units who have at least one open employment or education activity underway in an active OW Participation Agreement are also eligible for Discretionary OW Dental and Vision benefits only. Disabled heads of ODSP benefit units and their dependent children under the age of 18 years are not eligible for OW Discretionary Dental and Vision Benefits as they have access to more fulsome mandatory Dental and Vision Benefits under the ODSP program;
- The Discretionary Funeral Benefit is provided to OW and ODSP recipients who are without any other means of paying for related costs; this benefit does not include reimbursement or subsidy to next of kin who enter into service agreements with service providers; all sources of cost recovery are pursued, including but not limited to: assets in any bank accounts of the deceased, and assignment of the CPP death benefit.

Excluded Goods and Services:

The following items previously funded as discretionary benefits will no longer be within the scope of eligible items:

- All residency related items including: utility hook ups and arrears, rent arrears, 1st and or last month rent, moving costs, storage fees, home repairs, telephone/internet hook up, replacement furnishing, household items; these items are detailed within Exhibit D, the recommended New Residency Support Benefit
- Vocational Training and OSAP application & deferral fees (in excess of Employment related benefit funding)
- Fees cancelled or missed appointments, including medical and dental appointments
- All previously “paid for” goods and services for any of the recognized eligible items
- All previously rendered goods and services for any eligible items (with the exception of emergency dental treatments where benefit entitlement exists and the work was completed within the previous 30 day period)

Standard Payment Process:

Benefit procurement and payment processes will be streamlined to ensure maximum effectiveness and economy and a reliable tracking system will be maintained to ensure optimum use of available cost shared subsidy without over expenditure.

Administrator's Authority:

Any item falling outside of the eligibility scope or maximum funding level detailed in the schedule, and recommended by a Supervisor will be referred to a Manager or Director for approval. Exceptional approvals will be granted without precedent and principally where imminent threat to the personal safety of members of the Benefit Unit is evident.

In the event that in year benefit issuance are well under the cost shared allocation and all recommended Priority 2 requests have been approved, the upset service level (allocation) per benefit unit may be increased for Priority 1 requests and monitored on a monthly basis to remain within the cost shared allocation;

Where there is consistent under utilization of the cost shared allocation for more than a year, or conversely if Priority 1 funding approvals are exceeding the cost shared allocation, staff will report this experience to Council with recommended adjustments to the service level schedule.

Recommended Discretionary Residency Benefit Service Level Schedule:

Social Assistance recipients previously received residency related assistance (including for rent deposits, rent arrears, eviction notices, utility hook ups, utility arrears, home repairs, moving expenses and residency establishment costs including furnishings and even clothing when necessary) from a number of different funding programs including both OW/ODSP benefits and community service agencies.

The maximum service level entitlement determined to be affordable under the new municipal discretionary “Residency Benefit” funded by provincial CHPI funding and an additional municipal contribution is:

- up to \$500/rolling 36 month period for single recipients and couples with no children
- up to \$1000/rolling 36 month period for families (sole support parents with children and couples with children)

Entitlement Determination:

- Global funding available for all residency requests in month of request
- History of Residency Benefit receipt by recipient in past 36 months including previous CSUMP benefit

The following table compares the previous discretionary benefit schedule to the recommended schedule:

Previous Residency Related Benefits Schedule	Recommended Discretionary Residency Benefit Schedule
Mandatory OW/ODSP Community Start Up and Maintenance Benefit: • \$799/single recipient/24 months • \$1500/family/24 months Includes moving expenses, last month’s rent, rent arrears, eviction notices/utility arrears / utility disconnect/ heating fuel emergency/ hydro and telephone deposit/ home repairs when residence is owned by recipient/ services to ensure the residence remains safe and healthy for human habitation/furnishings/clothing in limited circumstances/ other items demonstrated to be necessary to establishment or maintenance of suitable residence. All Eligibility Criteria must be in place: • Applicant/recipient must be eligible for OW/ODSP Assistance or OW Emergency Assistance • Verification of re-location to new residence for eligible situations, or eviction/disconnect notice or arrears statement or premise uninhabitable	Proposed Consolidated Service Level: • up to \$500/rolling 36 month period for single recipients and couples with no children • up to \$1000/rolling 36 month period for families (sole support parents with children and couples with children) Eligible Expenses: Includes essential residency related expenses only: Rent deposits or arrears, utility hook ups or arrears, eviction notices, heating fuel, moving costs, storage costs and telephone/internet hook up; other related expenses in exceptional circumstances only (such as essential health &

- Benefit is necessary for the health and or wellbeing of the individual to either relocate or remain in present residence - Benefit Request must be within 1 month of the causative event	safety) and with managerial approval.
OW(only) Discretionary Residency Benefit : \$400/benefit unit /calendar year Includes: moving expenses, rent deposits, storage fees, other costs related to relocation/ rent arrears, purchase or maintenance of appliances/ home repairs for owned homes, energy conservation efforts where recipient owns home or is responsible for paying heat/utilities/ septic pumping/ de-infestation costs - Above Mandatory CSUMP benefit is used first when available and appropriate eligibility exists - Only eligible if rent costs are within 25% of monthly OW Shelter Max. - Not for Heat and Utility related expenses - Not available to ODSP recipients	Eligible Expense Criteria: - residency costs (whether for residence being retained or relocated to), should be within 25% of maximum SA shelter benefit rate - available benefit must fully resolve the residency issue OR the recipient must be able to demonstrate additional resources secured to fully resolve the issue - requires recommendation of OW Case Manager (or screening, recommendation and referral by ODSP Case Manager) and approval by OW Supervisor or designated approver Where insufficient funds are available in the global monthly allocation for requests recommended to supervisors for approval, entitlement determination will be based on criticality of request and history of benefit unit's related benefit receipt in past 36 months.
OW Discretionary Heat and Utility Benefit: \$500/household/12 months Includes costs associated with hook up and maintenance of heat and utility services - Generally only issued once per address - Only eligible if accommodation costs are within 25% of monthly OW Shelter Max. - Not available to ODSP recipients	
Additional Municipally Funded Community Agency Assistance: - Emergency Energy Fund - Provincial Rent Bank - Municipal Rent Bank - CHPP Rent Deposit Assistance Includes assistance for rent and utility deposits and arrears as in accordance with eligibility criteria and assistance entitlement established by Community Agencies administering the respective funds	50% of previous funding provided Community Agencies will be redirected to the new Discretionary Residency Benefit for Social Assistance Recipient as described above - The balance of these funds will continue to be allocated to Community Agencies with their scope of service focussed on serving low income (non-social assistance recipient) residents.

Report 12-244 – Exhibit D – Recommended OW/ODSP Discretionary Residency Benefit Schedule

September 04, 2012

Recipient Eligibility:

The new discretionary Residency Benefit will be dedicated exclusively to Social Assistance recipients. While the City of Kingston previously administered CSUMP benefits for OW recipients only (and the ODSP office administered CSUMP directly for their recipients), the new Municipal Residency Benefit will be provided solely by the OW office. In order to apply for this benefit, recipients will be required to meet the following criteria:

- Ongoing OW or ODSP benefit recipient at time of benefit request;
- Screening and recommendation of the benefit provision by case manager (ODSP recipient applications will require screening, recommendation and referral to OW office by ODSP case management staff)
- Experiencing homelessness and seeking to obtain housing OR
- At imminent risk of homelessness and seeking to remain housed or to relocate to more affordable accommodation
- Maximum Residency Benefit service level has not been received in past 36 month period

Excluded Goods and Services:

- All other ancillary residency items previously funded including clothing and furnishings
- Direct payments to recipients, except with manager approval
- All previously paid goods and services for any of the recognized eligible items
- All previously rendered goods and services for any eligible items

Administrator's Authority:

Any residency related requests outside of the eligibility scope, criteria and/or maximum funding levels detailed in the schedule, AND recommended by a Supervisor will be referred to a Manager or Director for approval. Exceptional approvals will be granted without precedent and principally where an order to vacate has been issued or similar circumstances exist AND no member or associate of the benefit unit has any culpability in causing the accommodation to become uninhabitable.

Benefit Evaluation:

The demand, issuance and outcomes of the revised benefit schedule will be monitored and input gathered from related stakeholders to assess and adjust the service level to ensure that it serves most critical needs as effectively as possible. Likewise, priorities and recommendations from the Homelessness Service Plan will be considered in determining any required benefit schedule adjustments and staff will report back to Council with any recommended service level adjustments as required.



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date Prepared: November 6, 2012

Date of Meeting: November 21, 2012

Re: **Financial Services – 2013 Frontenac-Howe Islander Ferry Fees and Fares Schedule**

Recommendation

RESOLVED THAT Council of the County of Frontenac accept the *Financial Services – 2013 Frontenac-Howe Islander Ferry Fees and Fares Schedule* report;

AND FURTHER that a by-law be introduced later in the meeting to adopt the 2013 Frontenac-Howe Islander Ferry Fees and Fares Schedule.

Background

The County of Frontenac establishes its fees and fares schedule for the Frontenac-Howe Islander Ferry operation annually. The ferry links the west end of Howe Island with the mainland at Kingston.

The County has, in past discussions, indicated that the operation of the ferry should not be a financial burden to the County. Within this philosophical framework, there are a number of ways to realize the municipal funding through different fees and fares scenarios.

The agreement between the County of Frontenac and the Ministry of Transportation allows for a ferry revenue reserve to be maintained up to 5% of the current operating expenditures.

A new structure for fees and fares was instated beginning in 2005 which standardized the rates charged for both the Township Ferry and the Frontenac-Howe Islander Ferry and created a common revenue account. At that time, the pass price was reduced and the ticket price increased. Having utilized this formula since 2005, it appears to meet the required contributions of both the Township and the County to the ferry operations.

Comment

The 2013 pass is again proposed to provide access to both the County and the Township ferries and the common fee structure for the Township and the County ferries is also proposed to continue.

2013 Fees and Fares

Staff proposes that fees should only be collected when vehicles are coming onto Howe Island from either ferry.

No major change is suggested in the overall principles currently in place for the fees and fares.

The County and the Township will continue to make available temporary passes to provide for short term requirements, which can be arranged at the Frontenac-Howe Islander Ferry office or the Township of Frontenac Islands' municipal office on Howe Island.

The discounted tickets to provide to visiting friends and family will be continued in 2013. One book of 10 tickets will be sold per pass holder for a price of \$40.00 to accommodate this requirement.

It is suggested that the cost of the pass and the fees remain as in 2012:

Annual pass for a single vehicle	* \$220.00
One additional annual pass for a single vehicle per household **	* \$50.00
Two way trip for single vehicle	\$5.00
Two way trip for single vehicle with trailer in tow	\$10.00
Additional charges for annual pass holder with trailer in tow	\$5.00
Two way trip for any heavy vehicle	\$12.00
Replacement fee per annual pass (Charged for every replacement)	\$25.00

Definitions**Single Vehicle**

Single vehicle will include a car, motorcycle, van, SUV, or pickup truck

Heavy Vehicle

Any vehicle greater than 6000 kgs and/or 7 metres (23 feet)

- * These fees will be discounted by 10% for applicants who can show documentation indicating they are 65 years of age or older during 2013

** A second pass for \$50 will only be available if the second vehicle involved is registered to:

- The same individual who purchased the first full-price 2013 annual pass
- An individual who is married to or is in a common-law relationship with the full-price 2013 annual pass purchaser
- The dependent child of a full-price 2013 annual pass purchaser or the full-price pass purchaser's married or common-law spouse who is under the age of 18
- The dependent child of a full-price 2013 annual pass purchaser or the full-price pass purchaser's married or common-law spouse who is over the age of 18 only if the dependent child has both the same permanent address as the full-price 2013 annual pass purchaser and is attending school full-time

Documentation must be provided that satisfies the staff person issuing the passes.

A third pass at a reduced rate is not available.

A memorandum of understanding addressing the details of this arrangement has been executed to address the sharing of revenues between the County and the Township.

The Council of the Township of Frontenac Islands considered this schedule of fees and fares at its meeting on November 13, 2012 and approved the direction recommended.

Organizations, Departments and Individuals Consulted and/or Affected

Mayor and Councillors, Township of Frontenac Islands
Carol Dwyre, Deputy Clerk and Treasurer
Stuart Jones, Manager, Ministry of Transportation
Paul Charbonneau, Director of Emergency Services and Transportation



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date prepared: November 12, 2012

Date of meeting: November 21, 2012

Re: Financial Services – 2012 3rd Quarter Financial Summary

Recommendation

RESOLVED THAT Council of the County of Frontenac receive this *Financial Services – 2012 3rd Quarter Financial Summary* report for information only;

AND FURTHER that Council direct the Treasurer to transfer the County's share of any shortfall resulting from the under accrual of the retroactive wage settlement from the County's Fairmount Home Working Fund.

Background

The County of Frontenac Financial Summary for the 3rd Quarter of 2012 is attached.

Comment

Revenue

Municipal Transfers: Transfers from the City of Kingston have been adjusted to reflect the City share of the third quarter surplus for Fairmount Home and Land Ambulance.

Federal and Provincial Transfers: Variance is attributed to timing differences. Federal Gas Tax Transfers have not all been received and the transfer from MTO for the Ferry is less than budgeted. The latter is reconciled in February of the following year after year end statements are submitted.

Fees and Service Charges: Fairmount resident revenues are under budget, but are reconciled at year end against Provincial revenue so that the total amount received from the Province and the residents is within the prescribed Ministry of Health and Long Term Care funding for Fairmount Home.

Administrative Report
Financial Services – 2012 3rd Quarter Financial Summary
November 21, 2012

Page 1 of 5

Other Income: Variance is attributed to timing differences.

Expenses

General Government: Budget to actual variance is primarily due to timing. Capital projects and new expenses were deferred until budget approval.

Protection to Persons and Property: Equipment, identified in the budget and partially funded through JEPP, has not yet been purchased.

Transportation Services: Timing differences account for under expenditure.

Ambulance Services: Timing differences account for under expenditure in operating. The North Frontenac Joint Fire Station/Land Ambulance project was cancelled.

Fairmount Home: On June 20, 2012 the interest arbitration decision re the contract negotiation with CUPE 2290 2010-2012 was received by the County. The retroactive wages identified in that decision were paid out in July 2012. It was determined at that time that retroactive wages had been under accrued. The amount of the under accrual is \$146,957 and is shown as a separate line Prior Period Adjustment on the Fairmount variance statement. County Council can direct that the County's share of any shortfall resulting from the under accrual be transferred from the County's Fairmount Home Working Fund.

A further report is included with this agenda of County Council providing an Operational Update which further details budget variances.

Social & Family Services: Under budget.

Social Housing: Timing difference accounts for over expenditure.

Planning and Development: Some projects not yet completed.

Recreation and Culture: The library is over budget as the County received an invoice for 2011 capital costs after the financial statements were closed. This cost is being recommended to be offset by a transfer from the Library capital reserve.

Other: Includes grants which have not yet been released.

Sustainability Implications

Within *Directions for Our Future*, the vision statement associated with Capacity Building and Governance states that "Government decision-making processes are clear, forward thinking and focused on the longer term". By reviewing quarterly financial statements, Council can assure itself that the direction given through the 2012 budget is being carried out. At the same time, this information is being shared publicly.

Organizations, Departments and Individuals Consulted and/or Affected

Senior Management Team

COUNTY OF FRONTENAC

2012 Variance to September 30, 2012

Summary of Revenue and Expenditure

	2012 Budget \$	to date Budget \$	to date Actual \$	Variance \$	% Total Annual Budget
REVENUE					
Requisition on Municipalities	8,281,073	6,171,932	6,171,933	1	74.53%
Municipal Transfers	9,366,116	6,913,339	6,754,807	-158,532	72.12%
Federal and Provincial Transfers	14,398,047	10,985,593	10,674,940	-310,653	74.14%
Fees and Service Charges	3,539,406	2,575,843	2,621,919	46,076	74.08%
Other Revenue	625,140	199,750	230,413	30,663	36.86%
Subtotal Revenue before Requisition	27,928,709	20,674,525	20,282,079	-392,446	72.62%
Subtotal Revenue With Requisition	36,209,782	26,846,457	26,454,012	-392,445	73.06%
Transfer From Reserves/Reserve Funds	2,782,152	297,308	200,348	-96,960	7.20%
Total Revenue and Reserve Transfers	38,991,934	27,143,765	26,654,360	-489,405	68.36%
EXPENSE					
General Government	3,640,883	2,048,629	1,654,567	-394,062	45.44%
Less: Non-Cash Items	-196,046	-147,035	-138,185	8,850	70.49%
Net: General Government	3,444,837	1,901,594	1,516,382	-385,212	44.02%
Protection to Persons and Property	23,095	20,383	5,707	-14,676	24.71%
Transportation Services	1,588,188	1,355,454	1,313,001	-42,453	82.67%
Land Ambulance	15,947,849	11,373,857	11,149,289	-224,568	69.91%
Less: Non-Cash Items	-532,470	-399,353	-430,075	-30,722	80.77%
Net: Land Ambulance	15,415,379	10,974,504	10,719,214	-255,290	69.54%
Health Services	677,951	508,463	508,244	-219	74.97%
Fairmount Home	11,428,286	8,240,027	8,193,246	-46,781	71.69%
Less: Non-Cash Items	-524,096	-393,072	-401,784	-8,712	76.66%
Net: Fairmount Home	10,904,190	7,846,955	7,791,462	-55,493	71.45%
Fairmount Home Debenture	1,531,350	1,148,513	1,109,596	-38,917	72.46%
Social and Family Services	1,299,559	974,294	809,253	-165,041	62.27%
Social Housing	757,958	542,219	554,363	12,144	73.14%
Recreation and Cultural Services	792,678	571,259	576,697	5,438	72.75%
Planning and Development	1,694,178	1,196,136	596,411	-599,725	35.20%
Other Expenditures	765,000	96,290	86,000	-10,290	11.24%
Total Expense	38,894,363	27,136,064	25,586,330	1,549,734	65.78%
Accumulated Net Revenue (Deficit)	97,571	7,701	1,068,030	1,060,329	1094.62%

COUNTY OF FRONTENAC
2012 Variance to September 30, 2012
Summary Of Revenue and Expenditure

	2012 Budget \$	to date Budget \$	to date Actual \$	Variance \$	% Total Annual Budget
<u>LAND AMBULANCE SERVICES</u>					
Provincial Funding	7,538,528	5,379,061	5,374,878	-4,183	71.30%
Special Projects Revenue	0	0	6,380	6,380	0.00%
Sale of Vehicle & Equipment	28,000	28,000	0	-28,000	0.00%
Other – Cross Border	67,000	0	10,150	10,150	15.15%
Total Revenue	7,633,528	5,407,061	5,391,408	-15,653	70.63%
Service Delivery	14,543,676	10,976,009	10,854,601	-121,408	74.63%
Less: Non Cash Items	-532,470	-399,353	-430,075	-30,722	80.77%
Net: Service Delivery	14,011,206	10,576,656	10,424,526	-152,130	74.40%
Reserve for Vehicle, Equipment Replacement & Other Projects	637,263	0	0	0	0.00%
Total Direct Service Expense	14,648,469	10,576,656	10,424,526	-152,130	71.16%
Net Operating Expense	7,014,941	5,169,595	5,033,118	-136,477	71.75%
Net Capital Expense	606,660	277,660	32,562	-245,098	5.37%
Total Expense	7,621,601	5,447,255	5,065,680	-381,575	66.46%
City Of Kingston 79.986%	6,096,214	4,357,041	4,051,835	-305,207	66.46%
Frontenac 20.014%	1,525,387	1,090,214	1,013,845	-76,368	66.46%
Capital					
Reserve Transfer	0	0	174,525	174,525	0.00%
Capital Expense					
Vehicle New	45,000	45,000	32,562	-12,438	72.36%
Vehicle Replacement	78,000	78,000	74,282	-3,718	95.23%
Equipment New	33,000	33,000	0	-33,000	0.00%
Equipment Replacement	121,660	121,660	100,243	-21,417	82.40%
	277,660	277,660	207,087	-70,573	74.58%
2011 Projects Brought Forward	329,000	0	0	0	0.00%
Net Capital Expense	606,660	277,660	32,562	-245,098	5.37%
Offload Nursing					
Revenue	160,250	120,188	54,486	-65,702	34.00%
Expense	160,250	120,188	87,601	-32,587	54.67%
Net Offload Nursing	0	0	-33,115	-33,115	0.00%

COUNTY OF FRONTENAC
2012 Variance to September 30, 2012
Summary Of Revenue and Expenditure

	2012 Budget \$	2012 Budget \$	2012 Actual \$	Variance \$	Total Annual Budget %
<u>FAIRMOUNT HOME FOR THE AGED</u>					
Revenue					
Provincial - Operations	5,094,154	3,820,613	3,983,292	162,679	78.19%
Provincial - Nurse Practitioner	61,247	45,935	46,062	127	75.21%
Provincial Subtotal	5,155,401	3,866,548	4,029,354	162,806	78.16%
Residents - Accommodation Fees	2,883,105	2,162,329	2,052,507	-109,822	71.19%
Revenue Subtotal Before Municipal Contribution	8,038,506	6,028,877	6,081,861	52,984	75.66%
Transfers - Reserves/Reserve Funds	63,097	0	0	0	0.00%
Total Revenue and Reserve Transfer	8,101,603	6,028,877	6,081,861	52,984	75.07%
Program and Support Services	401,510	301,122	290,502	-10,620	72.35%
Direct Nursing and Personal Care	4,386,174	3,255,881	3,364,789	108,908	76.71%
Nurse Practitioner	133,834	100,376	102,009	1,633	76.22%
Nursing and Personal Care Administration	1,290,859	968,844	980,755	11,911	75.98%
Raw Food	345,469	259,102	282,349	23,247	81.73%
Dietary Services	915,611	687,198	676,486	-10,712	73.88%
Housekeeping Services	593,965	445,474	450,028	4,554	75.77%
Laundry and Linen Services	249,082	186,812	198,621	11,809	79.74%
Building and Property	552,356	414,267	386,083	-28,184	69.90%
Facility Costs	320,655	257,405	216,102	-41,303	67.39%
General and Administrative	1,650,870	1,134,096	1,062,724	-71,372	64.37%
Less: Non-Cash Items	-524,096	-393,072	-401,784	-8,712	76.66%
Net: General and Administrative	1,126,774	741,024	660,940	-80,084	58.66%
Prior Year Adjustment	0	0	146,957	146,957	0.00%
Operating Expense Subtotal	10,316,289	7,617,505	7,755,621	138,116	75.18%
Capital Improvements	548,900	229,450	178,775	-50,675	32.57%
City Share of Surplus Retained	0	0	0	0	0.00%
County Share of Surplus Retained	0	0	0	0	0.00%
Total expense	10,865,189	7,846,955	7,934,396	87,441	73.03%
Reserve transfer	39,000	39,000	39,000	0	100.00%
Total Expense and Reserve transfer	10,904,189	7,885,955	7,973,396	87,441	73.12%
Municipal Contribution	2,802,586	1,857,078	1,891,535	34,457	67.49%
City of Kingston Share	1,905,758	1,262,813	1,286,244	23,431	67.49%
County of Frontenac Share	896,828	594,265	605,291	11,026	67.49%



ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date prepared: October 26, 2012

Date of meeting: November 21, 2012

Re: **Financial Services – South Frontenac Library Funding Shortfall**

Recommendation

RESOLVED THAT Council of the County of Frontenac receive this *Financial Services – South Frontenac Library Funding Shortfall*;

AND FURTHER that Council of the County of Frontenac authorize the Treasurer to release a payment in the amount of \$20,521.96 to the Township of South Frontenac;

AND FINALLY that these funds be drawn from the County Working Fund Reserve.

Background

When the opportunity to apply to the Build Canada Fund was identified in 2009, the Township of South Frontenac approached the County to apply for funds for a new library in South Frontenac. If the County were agreeable, it would allow the Township to make its own application for a separate project. Council agreed and County staff prepared the Build Canada Fund submission in conjunction with Township staff and the architect. The County was notified of the success of this application in August 2009. Two thirds funding would be provided by the Building Canada Fund and the Township of South Frontenac committed to paying the balance, one third of the estimated cost, and all costs of the project which exceeded the estimate.

The government indicated that all projects had to be completed by March 31, 2011 in order to be eligible for funding. In December the Federal government announced an extension of the deadline for completion to October 31, 2011.

In a memorandum of understanding it was agreed that the County would provide project and reporting administration and that the Township would provide 1/3 of the costs.

Administrative Report
Financial Services – South Frontenac Library Funding Shortfall
November 21, 2012

Page 1 of 2

Comment

As work on the library progressed, County staff attended meetings, processed invoices and applied for funding payments. Early in this process, staff deemed one invoice to be a duplicate, when processing the funding application and, as a result, it was not submitted for reimbursement.

The final submission was required to be submitted at a time when the County was short staffed and it was not until after the submission that a comprehensive review of the library file revealed the unclaimed invoice. South Frontenac staff was notified of this discrepancy.

The Township of South Frontenac forwarded a letter to the County requesting that the County cover the Ministry share of the invoice that was not submitted, \$20,521.96.

OMAFRA was contacted and asked to consider payment of the invoice however on August 22, 2012 the County received notification that no further funding would be provided.

Financial Implications

The funding shortfall amount was not provided for in the 2012, but could be transferred from the Working Fund Reserve.

Organizations, Departments and Individuals Consulted and/or Affected

Louise Fragnito, Treasurer, Township of South Frontenac



TOWNSHIP OF SOUTH FRONTENAC

*P.O. Box 100
4432 George Street
Sydenham, ON
K0H 2T0*

*Telephone (613) 376-3027
1-800-559-5862
Fax (613) 376-6657
www.township.southfrontenac.on.ca*

March 20, 2012

County of Frontenac
Attn: Marian VanBruinessen
2069 Battersea Road
Glenburnie, ON
K0H 1S0

Attached, please find a cheque in the amount of \$95,509.08 in relation to the Sydenham Library project reconciliation. This leaves an amount of \$20,521.96 outstanding from your invoice #33976.

The County and the Township entered into a memorandum of understanding which spoke to the Township funding 1/3 of the budgeted project expenses in the amount of \$726,666 as well as funding of any cost overruns. Further, the agreement spoke to the County processing invoices in a timely manner and forwarding claims to the Build Canada for reimbursement monthly to receive 2/3 funding on eligible invoices.

Based on the approved project application to Build Canada, an amount of \$1,453,333 was available to fund the Sydenham Library expenses however only \$1,432,811 of funding was processed up to the final claim. Invoices were available to be claimed but this only came to light after the final reporting to BCF was processed at which point, the funding was no longer available.

From discussions through our corporate services committee and last week's committee of the whole meeting, I have received direction from Council to request that the remaining \$20,521.96 be paid by the County.

Should you have any questions or wish to discuss this further, I can be reached at 613-376-6112 x 3328

Sincerely,

A handwritten signature in cursive script, appearing to read "Louise Fragnito".

Louise Fragnito, CGA
Treasurer

cc. Wayne Orr, CAO



Directions for Our Future Memorandum of Understanding

Between the County of Frontenac and the Township of South Frontenac

Whereas: The parties to this MOU share a common understanding of sustainability as set out in Directions for Our Future; and

The parties to this MOU have agreed to work together to implement an initiative that will contribute towards sustainability in the Frontenacs;

We agree that we will work together to:

Sydenham Library Project, BCF-CC Project No. 27848

Roles and Responsibilities

The County of Frontenac agrees that it will be responsible for:

Role Description	Responsible Party
Project and Reporting Administration	K. Elizabeth Savill, CAO

And the Township of South Frontenac agrees that it will be responsible for:

Role Description	Responsible Party
Source of 1/3 Funding (\$726,667)	Wayne Orr, CAO

Accountability

The successful completion of the above described action or initiative will involve the achievement of the following targets. Each target includes the measure and completion date, and the accountability for the completion of this target has been assigned.

Targets

Measure	Completion Date	Accountable Partner
Project Completion	August 24, 2010	County of Frontenac

Resource Contributions

The successful completion of the initiative or actions contemplated in this agreement will depend on the timely provision of the following resources.

Financial or Resource Contribution	Provision Date	Accountable Partner
\$726,667	August, 2010	Government of Canada
\$726,667	August, 2010	Government of Ontario

Additional Documentation

Please consult the following additional documents which are appended to this MOU for further clarification of the MOU relationship. List any documents that are appended.

Agreement between:

The County of Frontenac	The Township of South Frontenac	November 20, 2009
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ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

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

Date prepared: November 14, 2012

Date of meeting: November 21, 2012

Re: **Emergency and Transportation Services – Caution Note Flag (Flagging)**

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Emergency and Transportation Services – Caution Note Flag (Flagging)* report for information only.

Background

An incident several months ago raised a serious concern that our paramedics are being called out to addresses that may be known to present known potential dangers. The County's concerns were directed through the accepted channels with the Ministry of Health and Long Term Care (MOHLTC). Unfortunately, after several months, no direction had been provided to the Kingston Central Ambulance Communications Centre (KCACC) by MOHLTC to have addresses "flagged" so that paramedics would be informed of potential known dangers. An Ontario Labour Relations Board hearing directed MOHLTC to "flag" addresses in other parts of the province almost 2 years ago and, although complying in those ordered areas and assessing a pilot project initiated in other areas to determine how it might be rolled out across the province, most paramedic services continue to see their staff placed in potential danger on a regular basis.

Comment

After a full review of the situation, the Ministry of Labour was advised of the concerns held. MOL responded promptly and an investigation was initiated.

On November 1, 2012 the MOL inspector met with senior staff and provided a report on the status of the investigation. It is still ongoing and will continue. All information requested and

Administrative Report
Emergency and Transportation Services – Caution Note Flag (Flagging)
November 21, 2012

Page 1 of 2

required has been provided by the County. The inspector has requested further documentation from the MOHLTC.

No orders have been issued against the County to date. It is anticipated that the Ontario Labour Relations Board ruling from February 2010, which is being referenced during this investigation, should influence the final decision as will the forms, practices, and protocols in use in other areas of the province where flagging is being practiced.

A final report from MOL is anticipated within the next few weeks.

Sustainability Implications

Protection of the health and safety of all county employees is a legislated responsibility and one that is supported in the County Health & Safety Manual – HS – 01 General Statement:

Our organization is committed to the health and safety of our employees and the prevention of occupational injuries and disease.

Financial Implications

There are no financial implications at this time.

Organizations, Departments and Individuals Consulted and/or Affected

Ministry of Labour Inspector, Industrial Health and Safety Programs
Colleen Hickey, Human Resources Specialist – Labour Relations
Bonnie Carter, Occupational Health Nurse



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: November 14, 2012

Date of meeting: November 21, 2012

Re: **Emergency and Transportation Services – Community Paramedicine Wolfe Island Pilot Project**

Recommendation

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

Background

At the meeting dated October 17, 2012, County Council received an information report entitled "*Emergency and Transportation Services – Community Paramedicine*"; the following motion was introduced:

Motion #: 292-12

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

FURTHER THAT the Council of the County of Frontenac approve a pilot project for Wolfe Island only, at this time.

CARRIED

Comment

On November 6, 2012, senior staff travelled to Wolfe Island to meet with the Board of Directors of the Wolfe Island Medical Centre. They delivered a presentation speaking to examples of Community Paramedicine programs including wellness clinics, ad hoc home visits, community referral by emergency medical services (CREMS) and expanded scope programs such as the one operated in Nova Scotia.

The program that generated the most interest was the wellness clinic concept. At this style of clinic, paramedics set up to receive citizens and perform the following basic assessments: pulse, blood pressure, blood sugar, temperature and SPO2. The findings are then recorded for the citizen in a notebook which the citizen retains and brings back for each visit.

The Chief has received an email from the Chairperson of the Wolfe Island Medical Centre indicating that the Board supports a "Wellness Clinic" as a first foray into meeting the needs of the Wolfe Island population. The Board recommends it be scheduled in conjunction with an established foot clinic so as to garner a significant cohort of citizens who would take advantage of this opportunity on a monthly basis.

The Chief will consult with the Regional Paramedic Program of Eastern Ontario (RPPEO) and the County of Renfrew Paramedic Services to establish the framework for a Wellness Clinic.

Sustainability Implications

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

Financial Implications

None at this time.

Organizations, Departments and Individuals Consulted and/or Affected

Wolfe Island Medical Centre – Board of Directors
County of Renfrew Paramedic Services



ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared by: Julie Shillington
Administrator of Fairmount

Date Prepared: November 5, 2012

Date of Meeting: November 21, 2012

Re: Fairmount Home – LTC Homes Accountability Planning Submission (LAPS) Report

Recommendation

RESOLVED THAT Council of the County of Frontenac receive the *Fairmount Home – LTC Homes Accountability Planning Submission (LAPS) Report*;

AND FURTHER that Council of the County of Frontenac approve the LAPS documents as appended to this report;

AND FINALLY that the Council of the County of Frontenac authorize the Administrator to submit the approved LAPS documents to the South East Local Health Integration Network.

Background

Every three years long-term care homes must submit a planning submission to the Local Health Integration Network (LHIN). The LAPS is a planning document that provides information about a long-term care home that in turn supports the required negotiations of the LTC Home Service Accountability Agreement with the LHIN.

Comment

County Council is responsible for reviewing and approving the information in the LAPS before it is submitted to the LHIN.

The first part of the LAPS is the description of services (Appendix I) in which we provide current information about the home and its services. A new section in this part relates to quality improvement practices where I have highlighted our participation in Residents' First and our ongoing quality improvement initiatives.

Administrative Report
Fairmount Home – LTC Homes Accountability Planning Submission (LAPS) Report
November 21, 2012

Page 1 of 2

The second part of the LAPS is the service plan (Appendix II) in which we provide information about strategic goals and priorities and how they help to advance the LHIN's Integration Health Sustainability Plan. In addition, there is the opportunity to provide a situation analysis and advise the LHIN of any proposed operational changes.

Sustainability Implications

Submission of the LAPS is required to maintain funding flow from the LHIN.

Financial Implications

Failure to submit an approved LAPS may result in suspension of funding from the LHIN.

Organizations, Departments and Individuals Consulted and/or Affected

LHIN
Staff
Residents
Volunteers

Description of Home and Services

Description of Home and Services							
A-1 General Information							
LTCH Legal Name		Fairmount Home for the Aged					
LTCH Common Name		Fairmount Home					
LTCH Facility ID Number LTCH Facility (master number for RAI MDS)		M11094					
Owner/Parent Organization		The Corporation of the County of Frontenac					
Address		2069 Battersea Road					
City		Glenburnie		K0H 1S0			
Geography served (catchment area)		Kingston, Frontenac, Lennox & Addington					
Accreditation organization		Accreditation Canada					
Date of Last Accreditation		2012		3 Years Awarded			
A-2 LTCH Classification							
	Total # of Beds	A	B	C	D	New	Other
Licensed/Approved Beds		128					
A-3 Structural Information							
Type of Room (this refers to structural layout rather than what is charged in accommodations)							
Number of rooms with 1 bed	100	Number of rooms with 2 beds				14	
Number of rooms with 3 beds	0	Number of rooms with 4 beds				0	
Other							
Separate Infirmary (Y/N)	N	Number of Rooms					
Year of Construction	1968	Year(s) of renovations				2002-2004	
Opening Date	Sept/68; July/04	Number of Floors				2 plus basement	
Number of Units/Resident Home Areas and Beds							
Unit/Resident Home Area						Number of Beds	
1North – secure						32	
1South						32	
2North						32	
2South						32	

Description of Home and Services					
A-1 General Information					
LTCH Legal Name		Fairmount Home for the Aged			
LTCH Common Name		Fairmount Home			
A-4 Additional Services Provided					
	Service Provided		Contract for Service		Explanation if applicable
	Yes	No	Yes	No	
Nurse Practitioner	X				
Physiotherapy	X		X		
Occupational therapy	X				
Ophthalmology/ Optometry		X			
Audiology		X			
Dental	X		X		
Respiratory Technology	X		X		
Denturist	X			X	Can access if necessary
IV Therapy (antibiotics or hydration)	X				
Peritoneal Dialysis (PD)		X			
Support for hemodialysis (HD)		X			
French Language Services		X			
Secure residential home area(s)	X				
Specialized Dementia Care unit(s)	X				
Designated smoking room(s)		X			
Specialized unit for younger physically disabled adults		X			
Support for Feeding Tubes	X				
Specialized Behavioural treatment unit(s)		X			
Additional service commitments for new bed awards (1987 to 1998)		X			
Other (specify)					
Other (specify)					
Other (specify)					
A.-5 Specialized Designations					
	Designated		Comments		
	Yes	No			
Religious		X			
Ethnic		X			
Linguistic		X			
French Language Service Designation		X			
Aboriginal		X			
Other (specify)					
Other (specify)					

Description of Home and Services			
A-1 General Information			
LTCH Legal Name		Fairmount Home for the Aged	
LTCH Common Name		Fairmount Home	
Other (specify)			
Other (specify)			
A-6 Community Linkages			
	Service Provided		Comments
	Yes	No	
Volunteer program	X		
Service groups	X		
Language interpreters		X	
Cultural interpreters		X	
Advisory council	X		
Community board		X	
Faith communities		X	
Other (specify)			
Other (specify)			
Other (specify)			
Other (specify)			
A-7 Services Provided to the Community			
	Service Provided		Comments
	Yes	No	
Meal Services	X		If required to apartments next door for supper
Social Congregate Dining		X	
Supportive Housing /SDL		X	
Adult Day Program		X	
Retirement living		X	
Other (specify)			
Other (specify)			
Other (specify)			
Other (specify)			
A-8 Quality Improvement Practices			
	Comments		
Residents First Leading Quality Program (for Senior Managers)	The home participates in Residents' First and senior managers sit on the home's Quality Assessment & Assurance Committee.		
Residents First Improvement Facilitators	Administrator has taken the IF program		
Residents First Quality Improvement Teams	We have a variety of teams that look at quality improvement and use a variety of tools to track QI initiatives. Examples are our Palliative Care Team, Skin & Wound Care Team, Restorative Nursing Team, etc. Our home participated in the LEAN initiative through Residents' First.		
Lean Methods	A group of staff have been trained in LEAN methodology through Residents' First. This was applied to nursing shift change processes. We will be looking further at applying LEAN to our dietary workflow processes.		
Other (specify)			
Other (specify)			

**Long-Term Care Home Accountability Submission (LAPS)
Service Plan Narrative**

[Click Here](#) to view detailed instructions for completing the Service Plan Narrative

LTCH Name:	Fairmount Home
Facility Number:	H11094

Service Plan Narrative – Part A: 2013/16

Strategic Goals and Priorities:

Fairmount Home, owned and operated by the County of Frontenac, provides long-term care to all of our 128 residents through our Gentlecare™ philosophy. We received a three-year accreditation in 2012 through Accreditation Canada. Resident-focused services include recreation, spiritual, nursing, medical, housekeeping, laundry, dietary, maintenance and administrative. We are pleased to have an Occupational Therapist, Nurse Practitioner and Restorative Care Nurse on staff. We have 168 staff. We also have a strong volunteer base providing over 7,000 hours each year. We operate a volunteer staffed café which provides services to residents, staff, family members, volunteers and tenants at Country Pines Apartments (located next door) and offer a small Meals2Go program to Country Pines Apartments (evening meal 5 days/wk) as requested. Physiotherapy services are provided by Centric Health. Social work services are provided by K3C. The management of Environmental and Food Service as well as the dietitian services are provided by Sodexo.

Fairmount's strategic plan was approved by Council in 2012 as follows:

Our Vision

Fairmount is recognized as a home of choice thanks to our Gentlecare™ philosophy; the dedication of staff, volunteers, students and community partners; our sustainable practices and our quest for continuous quality improvement.

Our Mission

Members of the Fairmount community are treated with dignity and respect in a creative and responsive environment in which all members are dedicated to promoting the individual strengths and abilities of each other.

Our Values

C - Caring and Compassionate	C – Community-Oriented
R - Responsive and Respectful	O – Opportunity and Openess
E - Expertise, Enabling	M – Meaningful and Mindful
A – Acceptance, Advocacy, Appreciation	M – Motivated
T – Team Work	U – Unique
I – Independent and Innovative	N – Neighbourly
V – Vibrant, Visionary	I – Inclusive
E – Ethical	T – Togetherness
	Y – YOU – our focus

Our Priorities

Our Residents

**Long-Term Care Home Accountability Submission (LAPS)
Service Plan Narrative**

Fairmount will ensure a holistic lifestyle for all residents by responding to their unique needs and wishes related to learning and desired experiences to satisfy their physical, social, emotional, spiritual, mental and cultural needs and by ensuring that all members of the Fairmount community are knowledgeable and accepting of our Mission, Vision and Values and put them into practice all day, every day.

Our Staff & Volunteers

Fairmount will be a positive learning environment based on best practices and mutual respect, creativity and innovation and will maintain a strategy for recruitment, training and retention to ensure an exceptional group of staff and volunteers.

Our Community

Fairmount will continue seeking the involvement of the wider community by bringing members into Fairmount through the sharing of our expertise, our location and our excellent programming and by reaching out to members as a leader and a participant, sharing our knowledge and resources to plan and implement activities that will improve the lives of the elderly throughout the entire area.

Our Relationships

Fairmount will continue to develop new relationships, while recognizing the value of our current ones, to ensure the highest quality of care and programming for Fairmount and the long-term care sector.

Our Communications

Fairmount will maintain an open and accountable program of accessible communications with its residents, staff, volunteers, family members and members of its greater community.

Our Infrastructure

Fairmount will ensure that its activities are supported by good quality, well maintained, well managed and, where required, accessible infrastructure.

Our Sustainability

Fairmount will strive to become a sustainable organization by seeking out opportunities and resources that will allow us to reduce our financial and environmental impact upon our community.

For 2013-2016 we have identified several projects to be undertaken as follows:

- a) Auditorium renovation
- b) Implementation of new nursing software
- c) Implementation of point of care technology
- d) Implementation of eMARs
- e) Implementation of new preventative maintenance & housekeeping software
- f) Access to internet for residents
- g) Use of OTN for resident consults, appointments
- h) Succession planning

Advancement of the IHSP:

**Long-Term Care Home Accountability Submission (LAPS)
Service Plan Narrative**

We recognize the value of Nurse Practitioners in long-term care and are blessed to have a full-time NP on staff. She has alleviated some of the responsibilities from the attending physicians which allows them more time to see their own patients; provided a quicker response to medical concerns of residents; provided preventative health information to staff, residents and volunteers; was successful in bringing telemedicine to the home in the hopes of reducing resident hospital/doctor's office visits; developed end-of-life decision-making and pain and symptom management toolkits which have been shared with other homes; provided IV therapy/hyperdermoclysis training to RNs for antibiotic therapy, hydration, etc. She provides guidance to NP students and 4th year nursing students when placed at Fairmount. All of these activities support advancement of the LHIN's IHSP, particularly in reducing visits to the ER and hospital admissions.

Telemedicine is at Fairmount and presently it is used by FMT staff and community partners primarily for education and meeting purposes. Our aim is to use OTN for clinic appointments; access to emergency room expertise; access to geriatric specialties, etc. Again this will help support the advancement of the IHSP in reducing visits to the ER and hospital admissions.

We are consistent in meeting the established targets for responding to LTC admission applications.

Staff at Fairmount continues to participate on a variety of committees, task forces and collaboratives. Through these venues we have the opportunity to network with our peers to identify further opportunities to work together.

As we cannot do it all in LTC, we have a variety of partnerships with other organizations in order to meet our resident needs. These include, but are not limited to, PC Mental Health Services, Alzheimer Society of Kingston, Diabetes Society, CNIB, Veterans' Affairs, etc. We also reach out to other LTC homes for assistance in policy and program development. We are a member of OANHSS and are active participants in OANHSS Region VI.

We have a vibrant volunteer program and have partnered with other LTC homes to provide education on a variety of topics to our volunteers and are currently working with other homes to provide activities to our younger resident population.

The auditorium renovation project when completed will provide a modern accessible space to not only the residents of the home but the community as a whole.

Situation Analysis

We anticipate that our bed occupancy will remain consistent as there is a very long waiting list for Fairmount and a true need for LTC services in our community.

In developing budget it is unfortunate that we do not know what is in store for us in regard to CMI, funding or resident accommodation fees. Over the past few years our CMI has increased slightly but we never know what type of residents will be admitted and given the fact that the CMI used for funding purposes is not current it is a challenge. We cannot anticipate MOHLTC acuity increases and changes in resident accommodation fees. We continue to budget conservative increases in acuity and

**Long-Term Care Home Accountability Submission (LAPS)
Service Plan Narrative**

accommodation funding and we are now concerned with how the changes to the high intensity needs fund will impact the home.

It's important to note that without the proper staffing levels it is a challenge to meet performance targets. The following are several risks related to staffing that need to be considered.

The collective agreement that covers all but six staff at the home expires on December 31, 2012. Our 2010-2012 collective agreement was settled through arbitration in 2012 with a 2% wage increase in each of the three years of the contract. In 2010, County Council advised the management of the home that there would be no increase to the municipal levy related to the operating budget of the home. In 2011, there were lay-offs in the nursing department in order to meet this directive. If the funding increases from the Ministry continue not to keep pace with those of arbitrated settlements, it will affect the care and services provided to our residents as we will once again be looking at staff lay-offs given over 80% of our operating budget is related to wages and benefits.

The current average age of our employees is 43 years. 24% of our employees are between the ages of 50 and 70 years with 10 of them over the age of 60. In five years 41%, almost half, of our employees will be between the ages of 50 and 70. The average age of Fairmount's management team is 55 years. Given these facts, succession planning and recruitment must be a priority for Fairmount.

The implementation of the *Long-Term Care Homes Act* has made a tremendous impact on the workflow of the management team. Many hours are now being spent reviewing documentation, conducting program evaluations, developing and monitoring indicators, developing and scheduling emergency exercises and staff education. While much of this was in place in some form or another prior to 2010, the specificity of the *Act* and the need for detailed documentation has required the managers to pull back from being on the floors with the staff and the residents in order to deal with the requirements.

Changes to the Ministry of Health & Long-Term Care High Intensity Needs Fund will result in additional pressures on our budget. We will receive \$0.12 per resident day (\$5,606 annually) in our raw food envelope for oral feeds, enteral nutrition and total parental nutrition and \$0.63 per resident day (\$29,434) in our nursing envelope for wound care, vital pain management, treatment and transfer, staff training, ostomy supplies, oxygen supplies and assessment. In addition we will have to pay 5% of costs for any other services that remain covered under the fund including supplementary staffing and exceptional wound care. From January 1, 2010 to June 30, 2012 our submissions to the fund averaged \$10,557 annually for enteral feeds and \$33,373 annually for wound care, oxygen and vital pain management. In addition we have averaged an additional \$1,500 per year for supplementary staffing of which we will now have to pay 5%. Based on this history we will have a HIN funding shortfall on an annual basis. Additional funds in the nursing envelope for these needs are not available as our municipality already provides substantial funding to that envelope so this will be an additional burden on our taxpayers. It will be an ever increasing burden should we be forced through legislation to admit multiple residents with conditions requiring these specialized services.

Evaluation of Prior Year Performance (optional)

**Long-Term Care Home Accountability Submission (LAPS)
Service Plan Narrative**

Changes to Operations Summary (optional)

**Long-Term Care Home Accountability Submission (LAPS)
Service Plan Narrative**

**NOTE: PLEASE DELETE THESE INSTRUCTIONS BEFORE
SUBMITTING - <http://www.fimdata.com/LTCHome>**

*(Source – Long Term Care Homes Accountability Planning Submissions (LAPS)
Guidelines, section 4.2 Service Plan)*

The LAPS service plan narrative should be no more than four (4) pages in length on letter size paper using Arial 11pt font. Do not include attachments or any other additional documents with the LAPS.

The narrative service plan is an opportunity for the LTCH to describe for the LHIN the role that it plays within the local community and how it will support the sustainability of the local health care system. The information will describe the programs and services provided by the LTCH, to meet the unique needs of the local community. This section may include information related to the parent corporation in relation to corporate service improvement initiatives but must be provided in a local context.

The Service Plan narrative is intended to cover the term of the L-SAA – 2013/16. The Service Plan will allow the LTCH to provide information that describes services that the home operates or plans to operate within the 2013/14 year, and any information related to services that the home plans to operate in 2014/15 and 2015/16 fiscal years.

Service Plan

The LTCH should complete the Service Plan for 2013/14, and provide any relevant information, if available, regarding the 2014/15 and 2015/16 fiscal years that the LHIN should be made aware. If information is provided for 2014/15 and 2015/16, please indicate in which year the information is applicable.

i. Strategic Goals and Priorities

This may include:

- Key messages for the LHIN such as:
 - Services or programs the LTCH operates or plans to operate that meet the unique needs of the resident population and/or the local community. These would include unique clinical programs or programs meeting the needs of local cultural, linguistic or religious groups. Describe the characteristics of the specific population(s) served and the needs the services are intended to address. The narrative should address all services described in Description of Services above.
 - Describe how the LTCH's initiatives address the health needs of the local Francophone community if the LTCH is required to provide services to the public in French under the *French Language Services Act*.
 - Communication strategies planned or underway with other HSPs or the local community.
 - Plans for structural redevelopment within the MOHLTC's Long-Term Care Home Renewal Strategy.
 - Any other activity of which the LHIN should be aware.

**Long-Term Care Home Accountability Submission (LAPS)
Service Plan Narrative**

- iii. Advancement of the IHSP
 - How the LTCH's strategic and operating plans contribute to the LHIN IHSP and improve service capacity, delivery and coordination of care/services within the local health system. For example, outline any partnerships/alliances with other HSPs or other service providers such as linkages with mental health services or hospitals for residents with complex medical needs, etc.
 - How the LTCH plans to meet its obligations within the LHSIA that include:
 - o Community engagement obligations under sections 16(6);
 - o Identify integration opportunities under section 24.
 - The results of any community engagement and integration activities. Specifically, the impact these results have on the community and the LTCH's ability to enhance service capacity and improve service delivery to meet identified community needs.
- ii. Situation Analysis
 - Prudent business assumptions and rationale regarding bed occupancy, service delivery and overall expenses and revenues, including collection of resident co-payment revenue.
 - A description of significant budgetary and operational risks (no more than three (3)), if any, that may affect the LTCH's ability to meet compliance standards, resident care needs, operational objectives and financial objectives. This should include the identification of any operational issues that may impact the LTCH's ability to meet compliance standards.
 - An outline of the realistic strategies to mitigate or manage the identified risk(s).
- iii. Evaluation of Prior Year Performance (optional)
 - A critical and objective evaluation of the prior year's operational performance:
 - Challenges encountered;
 - Strategies undertaken to address these challenges.
- iv. Changes to Operations Summary (optional)
 - Highlight changes to operations that are being considered for the duration of the L-SAA (Changes that require pre-approval from the LHINs cannot be included unless the change has already been approved.).



ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared by: Julie Shillington
Administrator of Fairmount

Date Prepared: November 7, 2012

Date of Meeting: November 21, 2012

Re: Fairmount Home – Operational Update

Recommendation

Resolved That Council of the County of Frontenac receive the *Fairmount Home – Operational Update Report* for information only.

Background

Managers at Fairmount review the home's revenues and expenditures on a monthly basis. Council should be aware of several challenges the home has been facing which are having an impact on the 2012 budget.

Comment

The 3% increase to the revenue of the nursing and programming envelopes anticipated in 2012 by the long-term care sector did not materialize with homes only receiving 1% from the provincial government. However there was an unanticipated increase in the revenue allocation supporting raw food and other accommodation envelopes which balance out to an anticipated loss in Ministry revenue of about \$16,000.

In 2012, we have experienced an unusually high amount of long-term sick leave and modified work. Looking at the first nine months of the year, long-term sick leave (anything over two weeks at a time) has increased by 50% over the same period in the last two years going from 656 days (4,970 hours) in 2010 to 984 days (7,380 hours) in 2012. Modified work costs have increased 300% in the same period going from 768 hours in 2010 to 2,313 hours in 2012. The requirement to cover increasing sick leave, modified work and required vacation leave has resulted in significant overtime, primarily in the nursing department.

In general, 2% of staff base wages are set aside each year for sick time in addition to another 2% for modified work. In the nursing department we actually budget more than 2% for modified

Administrative Report
Fairmount Home – Operational Update
November 21, 2012

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work and also budget for overtime based on the trends over time. The combination of sick time, modified work and overtime has led to nursing wages and benefits being over budget by \$134,303 at the end of September, \$60,000 of which is overtime and modified work, and the laundry wages and benefits being over budget by \$17,574.

Management staff has been aggressively managing the staff attendance however caution must be taken in applying disciplinary action including termination in health related situations. The attendance management program as a whole has been reviewed with Human Resources. The provision of modified work to injured workers is a requirement under the *Workplace Safety and Insurance Act* and our compliance is monitored by WSIB case managers. We provide annual education to staff on safe work practices and will be putting some further resources into pinpointing the specific reasons for the dramatic increase in staff injuries.

To mitigate the financial impact for 2012, we are not replacing the first two PSW sick calls on the day shift which includes moving staff from our secure unit to cover other units in the home. Managers are being directed not to purchase any further equipment unless it is essential for the operation of the department. In addition, we are reviewing the sick, modified and overtime budgets for 2013 as well as the process for the approval of vacation during peak months for 2013.

A second issue that I would like to raise is the cost of incontinence products. We have budgeted at \$1.33 per resident day but unfortunately our costs are running closer to \$1.57 per resident day. While this cost is down from several years ago we are not meeting our 2012 target. Our management team has been discussing the ethics related to cost versus resident comfort and independence. We provide incontinence products to 78% of our residents. We provide a variety of products to enhance their comfort, quality of life and independence. We provide an extra absorbent product for overnight that allows residents to have uninterrupted sleep – staff do not have to wake them up every couple of hours to change the product. We also provide pull-ups which retains the resident's dignity and independence. They don't need someone to help them go to the facilities as they would if they were wearing a brief. These are not provided in all long-term care homes. We and our product provider are doing everything that we can to maintain costs and we are very reluctant to start reducing the variety of product as it would compromise the residents' comfort and quality of life which contradicts our mission at the home.

The raw food envelope is over budget by close to \$23,000 at the end of September. The contracted on-site Managers have been delving into the reasons why and are taking actions to mitigate. The new menus introduced in June are a factor and have been reworked to find cost savings. There was also higher than average inventory on site at the end of that month. As well there was an increase in the raw food per diem in April that was not budgeted but must be expensed. It is important to note that should the raw food budget fail to come back into line before year end there is a financial penalty clause in our agreement with the food service management provider.

Overall Fairmount's revenue is slightly over budget and expenditures are slightly under budget however there are several projects which do need to be completed prior to year end. The final staff mandatory education session will be held on December 5th which does require staff replacement, the dietary workflow review which had been awarded and is underway, and the well project. Two RFPs that will affect the overall Fairmount budget were also released before the last financial statements were released – the Auditorium Architect and the Actuarial Assessment.

Sustainability Implications

Measuring performance is essential to providing a high quality service. Reviewing the quarterly financial statements allows an organization to identify areas where improvement is needed and triggers discussion as to how this can be done.

Financial Implications

Year-end projections are not available at the time of writing this report.

Organizations, Departments and Individuals Consulted and/or Affected

Fairmount Management Team
Staff
Residents
Volunteers



ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared by: Julie Shillington
Administrator of Fairmount

Date Prepared: November 8, 2012

Date of Meeting: November 21, 2012

Re: Fairmount Home – Levels of Donor Recognition

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Fairmount Home – Levels of Donor Recognition* report;

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

Background

As approved by Council, a fundraising campaign is underway for the renovation of the Fairmount Auditorium. At its meeting in September 2012, Council approved the first level of donor recognition document outlining how donations of up to \$5,000 would be recognized.

The campaign has now received several donations in excess of \$5,000 and it was felt by the fundraising committee that further levels of donor recognition should be established.

Comment

Appendix I to this report is a modification of the levels of donor recognition document approved by a previous Council in relation to the capital campaign for the Fairmount redevelopment that was completed in 2004. It will be used in conjunction with the document previously approved by Council.

To be clear, donations of \$5,000 and over will receive the opportunity to name a space as set out in Appendix I along with receiving the recognition set out in the \$5,000 level previously approved by Council which was a butterfly on the wall of the auditorium with the name of the donor, the donor name added to the auditorium fundraising marketing material and an invitation to join Fairmount Home at the opening ceremony of the auditorium.

Administrative Report
Fairmount Home – Levels of Donor Recognition
November 21, 2012

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Sustainability Implications

Directions for Our Future states the following:

Long lasting, efficiently designed and properly maintained infrastructure contributes towards the Frontenacs' vision of sustainability.

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

Financial Implications

Providing the opportunity for permanent donor recognition may lead to an increase in donations.

Organizations, Departments and Individuals Consulted and/or Affected

Auditorium Fundraising Committee
Homestead Land Holdings
Shoppers Drug Mart

Building Change Together**The Fairmount Home Auditorium Fundraising Campaign**

The Fairmount Home Auditorium Fundraising Campaign offers you many opportunities for commemorative gifts to honor a friend, perpetuate the memory of a loved one, or recognize your family or an organization by naming an area of the home.

An attractive, permanent plaque will be prominently displayed at each location, giving the name of the individual(s) or organization so honored.

Commemorative opportunities are a meaningful, tangible form of recognition in the best tradition of service, volunteerism, and philanthropy. The values shown below are based on the desirability, function, size, and location of the area or space being named and do not necessarily reflect the actual or total cost of the construction or alterations.

Naming Opportunity	Gift
Resident Home Area (4)	\$250,000
Main Lobby	\$150,000
Auditorium Lobby	\$100,000
Gardens (2)	\$75,000
Auditorium Kitchen	\$75,000
Dining Room (4)	\$50,000
Elevators (2)	\$50,000
Resident Lounge - with fireplace (4)	\$30,000
Activity Room (4)	\$25,000
Resident Lounge (4)	\$25,000
Coffee Shop	\$25,000
Hair Salon	\$20,000
Therapy Room	\$20,000
Conference Room	\$15,000
Tub Room (4)	\$10,000
Team Room (4)	\$10,000
Care Station (3)	\$5,000
Shower Room (4)	\$5,000
Office spaces (4)	\$5,000
Programming Office (2)	\$5,000
Resident rooms	\$5,000

POSTED CHEQUE LISTINGPAYROLL

FOR THE PERIOD OF: October 10, 2012 - November 12, 2012 (inclusive)

PAYROLL DATE

PP#21	September 24, 2012 - October 7, 2012	Canadian Payroll	\$	307,551.34
PP#21	October 1, 2012 - October 14, 2012	Canadian Payroll	\$	176,036.39
PP#22	October 8, 2012 - October 21, 2012	Canadian Payroll	\$	311,841.50
PP#22	October 15, 2012 - October 28, 2012	Canadian Payroll	\$	170,385.28
PP#23	October 22, 2012 - November 4, 2012	Canadian Payroll	\$	291,813.56

PAYROLL TOTAL:

\$ 1,257,628.07

TOTAL:\$ 1,257,628.07



POSTED CHEQUE LISTING

COUNTY OF FRONTENAC

(Great Plains)

FOR THE PERIOD OF: October 10, 2012 - November 12, 2012 (inclusive)

CHEQUE TOTAL:

2,828,756.66

TOTAL:

\$2,828,756.66

**County of Frontenac
Transaction Register Report
October 10, 2012 - November 12, 2012**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
314335	RECE0002	RECEIVER GENERAL	10/11/2012	44,845.94
314589	RECE0002	RECEIVER GENERAL	10/11/2012	19,119.73
10182012	TDFU0001	TD FUTURE BUILDER	10/16/2012	150.00
11012012	TDFU0001	TD FUTURE BUILDER	11/1/2012	150.00
1361141	RECE0002	RECEIVER GENERAL	10/17/2012	1,721.89
1393342	WORK0002	WORKPLACE SAFETY AND INSURANCE	10/31/2012	67,397.53
1737794	RECE0002	RECEIVER GENERAL	10/18/2012	43,954.38
1738162	RECE0002	RECEIVER GENERAL	10/18/2012	20,372.22
2019	COUN0016	COUNTY OF FRONTENAC	10/25/2012	606.00
2020	PARA0001	PARAMEDIC ASSOCIATION	10/25/2012	170.00
2024	ROCH0001	ROCHON, SUE	11/1/2012	805.05
2026	REVE0005	REVEREND LEWIS BRYANT	10/31/2012	915.81
21860	TDFU0001	TD FUTURE BUILDER	10/11/2012	1,620.00
22317	TDFU0001	TD FUTURE BUILDER	10/16/2012	525.00
22739	TDFU0001	TD FUTURE BUILDER	10/25/2012	1,620.00
23224	TDFU0001	TD FUTURE BUILDER	11/1/2012	525.00
2880	OMER0001	OMERS	10/29/2012	197,829.98
37037	QUIN0002	QUINTE CRANE RENTALS INCORPORATED	10/11/2012	9,718.00
37038	ADVA0004	ADVANCED PATIENT N.E.T.	10/11/2012	237.30
37039	ALLA0003	ALLAN GRAPHICS	10/11/2012	316.40
37040	ALLE0002	NEIL ALLEN	10/11/2012	79.80
37041	ATTE0001	ATTENTION GETTERS	10/11/2012	463.30
37042	BENS0002	BENSON COMMERCIAL TIRE	10/11/2012	3,938.80
37043	CANP0001	CANPAR TRANSPORT L.P.	10/11/2012	21.19
37044	CARL0001	CARLETON UNIFORMS INC.	10/11/2012	480.82
37045	CROW0001	CROWN COLLISION SERVICE LTD.	10/11/2012	492.35
37046	DIGI0002	DIGITAL OFFICE SYSTEMS	10/11/2012	551.63
37047	DIRE0003	DIRECT ENERGY BUSINESS SERVICES	10/11/2012	583.08
37048	DOOR0001	DOOR DOCTOR	10/11/2012	660.99
37049	ETR00001	407 ETR	10/11/2012	13.71
37050	FEDE0002	FEDEX EXPRESS CANADA LTD.	10/11/2012	15.20
37051	INVE0004	INVERARY SEPTIC PUMPING	10/11/2012	141.25
37052	KING0010	MINISTER OF FINANCE	10/11/2012	272.06
37053	LABO0001	L.A. BOB'S CARRY OUT AND CATERING	10/11/2012	301.80
37054	NEDC0003	NEDCO KINGSTON	10/11/2012	179.17
37055	PRIS0001	PRISM PARTNERS INC	10/11/2012	1,977.50
37056	PUBL0004	RECEIVER GENERAL FOR CANADA	10/11/2012	296.63
37057	RECE0003	RECEIVER GENERAL	10/11/2012	858.98
37058	REVE0001	REVELL FORD LINCOLN	10/11/2012	146.88
37059	SCOT0002	SCOTT'S SNOW REMOVAL AND LANDSCAPING	10/11/2012	271.20
37060	SILK0001	SILKWOOD LAWN AND GARDEN	10/11/2012	651.64
37061	SPAD0001	SPADA TILE (BELLEVILLE) LIMITED	10/11/2012	14,091.10
37062	STER0001	STERICYCLE INC.	10/11/2012	393.75
37063	TAYL0001	TAYLOR CHEVROLET CADILLAC	10/11/2012	275.41
37064	THEK0001	THE KINGSTON WHIG STANDARD	10/11/2012	69.95

**County of Frontenac
Transaction Register Report
October 10, 2012 - November 12, 2012**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
37065	THES0002	THE SHERIFF OF THE COUNTY O	10/11/2012	241.95
37066	THUN0001	THUNDER BAY & AREA DISASTE	10/11/2012	500.00
37067	TOWN0001	TOWNSHIP OF CENTRAL FRONTI	10/11/2012	1,805.50
37068	TRANS0001	TRANSPORT CANADA	10/11/2012	1,248.42
37069	TROP0001	TROPHY HOUSE	10/11/2012	22.60
37070	UNWY0001	UNITED WAY	10/11/2012	90.00
37071	WEST0002	WESTBURNE/RUDDY ELECTRIC	10/11/2012	55.80
37072	ZOUT0001	ANDREW ZOUTMAN C/O DICK ZO	10/11/2012	204.82
37073	ACKL0001	ACKLANDS GRAINGER INC.	10/11/2012	1,437.70
37074	BATE0001	LINDA BATES	10/11/2012	999.24
37075	BENS0001	BENSON TRUCK & TRAILER	10/11/2012	19,855.11
37076	NESB0001	NESBITT ENGINEERING	10/11/2012	6,441.00
37077	RECE0002	RECEIVER GENERAL	10/11/2012	65.22
37078	CITY0002	CITY OF KINGSTON	10/24/2012	79.25
37079	AMCT0001	A.M.C.T.O.	11/1/2012	508.50
37080	APAR0001	A PARTY CENTRE	11/1/2012	228.26
37081	BENS0002	BENSON COMMERCIAL TIRE	11/1/2012	10,531.33
37082	CARL0001	CARLETON UNIFORMS INC.	11/1/2012	6,138.33
37083	CENT0006	CENTRAL FRONTENAC HOUSING	11/1/2012	4,675.32
37084	CSCO0001	C/S CONSTRUCTION SPECIALTIE	11/1/2012	339.00
37085	DIGI0002	DIGITAL OFFICE SYSTEMS	11/1/2012	699.67
37086	DIGI0003	DIGITAL OFFICE	11/1/2012	71.69
37087	DIRE0003	DIRECT ENERGY BUSINESS SER'	11/1/2012	913.71
37088	DOOR0001	DOOR DOCTOR	11/1/2012	1,679.06
37089	ETR00001	407 ETR	11/1/2012	70.17
37090	FULT0003	SAVILL, ELIZABETH - IN TRUST	11/1/2012	383.73
37091	GHME0001	G.H. METAL STAMPING CORPOR,	11/1/2012	1,066.37
37092	GLEN0001	GLENBURNIE GROCERY	11/1/2012	88.90
37093	HOTE0002	HOME CARDIOGRAPIC	11/1/2012	150.00
37094	JJEX0001	JJ EXPRESS	11/1/2012	119.55
37095	JUBI0001	JUBILATE SINGERS	11/1/2012	125.00
37096	KING0010	MINISTER OF FINANCE	11/1/2012	20.40
37097	KING0011	KINGSTON THIS WEEK	11/1/2012	446.58
37098	LABO0001	L.A. BOB'S CARRY OUT AND CATI	11/1/2012	217.66
37099	MUNI0001	MUNICIPAL FINANCE OFFICER'S ,	11/1/2012	723.20
37100	MUSI0001	MUSIC CARE	11/1/2012	386.60
37101	OTTA0001	OTTAWA BUSINESS INTERIORS L	11/1/2012	1,400.07
37102	RECE0003	RECEIVER GENERAL	11/1/2012	31.41
37103	SAIN0001	SAINT JAMES MAJOR PARISH	11/1/2012	75.00
37104	SHOP0001	SHOPPERS HOME HEALTH CARE	11/1/2012	384.38
37105	SIEM0001	SIEMENS BUILDING TECHNOLOG	11/1/2012	2,199.83
37106	SILK0001	SILKWOOD LAWN AND GARDEN	11/1/2012	651.64
37107	SILV0001	SILVER'S WATER SERVICE	11/1/2012	140.00
37108	SONN0001	SONNY'S AUTOMOTIVE CENTRE	11/1/2012	652.44
37109	STEA0005	STEAMATIC OF KINGSTON LTD.	11/1/2012	844.11

**County of Frontenac
Transaction Register Report
October 10, 2012 - November 12, 2012**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
37110	STER0001	STERICYCLE INC.	11/1/2012	90.59
37111	TAYL0001	TAYLOR CHEVROLET CADILLAC	11/1/2012	536.59
37112	THEK0001	THE KINGSTON WHIG STANDAR	11/1/2012	68.51
37113	THEK0004	THE KINGSTON WHIG STANDAR	11/1/2012	1,589.94
37114	THES0002	THE SHERIFF OF THE COUNTY O	11/1/2012	282.34
37115	TOWN0001	TOWNSHIP OF CENTRAL FRONTI	11/1/2012	105,764.25
37116	TOWN0003	TOWNSHIP OF NORTH FRONTEN	11/1/2012	99,925.30
37117	ULIN0001	ULINE	11/1/2012	576.30
37118	UNWY0001	UNITED WAY	11/1/2012	73.45
37119	VERO0001	VERONA LIONS CLUB	11/1/2012	125.00
37120	WEST0002	WESTBURNE/RUDDY ELECTRIC	11/1/2012	947.27
37121	WORK0002	WORKPLACE SAFETY AND INSUF	11/1/2012	94.25
37122	AABE0001	AABEN WINDOWS AND DOORS L	11/1/2012	61.92
37123	CAMP0002	JODY CAMPBELL'S SEPTIC SERV	11/1/2012	124.30
37124	CANA0009	CANADIAN TIRE STORE 195	11/1/2012	135.22
37125	CANP0001	CANPAR TRANSPORT L.P.	11/1/2012	21.55
37126	ADVA0004	ADVANCED PATIENT N.E.T.	11/9/2012	79.10
37127	ALLE0002	NEIL ALLEN	11/9/2012	79.80
37128	ARCH0001	ARCHER PUMPS LTD	11/9/2012	1,119.83
37129	BENS0001	BENSON TRUCK & TRAILER	11/9/2012	39,419.48
37130	BENS0002	BENSON COMMERCIAL TIRE	11/9/2012	11,906.95
37131	BLOK0001	BLOK, PAT	11/9/2012	61.00
37132	CANP0001	CANPAR TRANSPORT L.P.	11/9/2012	11.16
37133	CARL0001	CARLETON UNIFORMS INC.	11/9/2012	1,107.62
37134	DOOR0001	DOOR DOCTOR	11/9/2012	511.83
37135	FORT0001	FORT GLASS INC.	11/9/2012	86.76
37136	FULT0003	SAVILL, ELIZABETH - IN TRUST	11/9/2012	821.04
37137	GENI0001	GENIVAR CONSULTANTS LIMITEI	11/9/2012	6,434.75
37138	HAMI0002	HAMILTON, SANDRA	11/9/2012	92.64
37139	JEMS0001	JEMS	11/9/2012	20.00
37140	KING0010	MINISTER OF FINANCE	11/9/2012	2.00
37141	KING0024	KINGSTON TOYOTA	11/9/2012	157.92
37142	ORME0001	ORME, BARB	11/9/2012	47.45
37143	QUAL0002	QUALITY PATIENT TRANSFER SE	11/9/2012	96.05
37144	REGI0001	REGIONAL MAPLE LEAF COMMUN	11/9/2012	276.85
37145	SHAR0001	SHARBOT LAKE LAWN SERVICE	11/9/2012	1,853.20
37146	SPEC0001	SPECTRUM EDUCATIONAL SUPP	11/9/2012	1,275.54
37147	STER0001	STERICYCLE INC.	11/9/2012	58.62
37148	TAYL0001	TAYLOR CHEVROLET CADILLAC	11/9/2012	174.58
37149	THES0002	THE SHERIFF OF THE COUNTY O	11/9/2012	106.88
37150	UNIT0001	UNITED COUNTIES OF LEEDS & C	11/9/2012	16,638.31
37151	VEPS0001	MARI VEPSALAINEN	11/9/2012	200.00
37152	WATS0003	WATSON, SHAWN	11/9/2012	48.58
37153	BATE0001	LINDA BATES	11/9/2012	1,130.56
37154	HYDR0001	HYDRO ONE	11/9/2012	33.90

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Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
37155	TOWN0004	TOWNSHIP OF SOUTH FRONTENAC	11/9/2012	707,887.02
5756614	RECE0002	RECEIVER GENERAL	10/17/2012	79,734.30
5756938	RECE0002	RECEIVER GENERAL	10/17/2012	22,608.33
6552236	MINI0001	MINISTER OF FINANCE	10/15/2012	28,016.56
7683944	RECE0002	RECEIVER GENERAL	11/5/2012	80,564.08
7684348	RECE0002	RECEIVER GENERAL	11/5/2012	17,788.03
80	FULT0004	SAVILL, ELIZABETH - IN TRUST	10/11/2012	658.61
A3J7R6	CULL0002	CULLIGAN WATER CONDITIONING	10/24/2012	76.00
A3J7R7	CULL0002	CULLIGAN WATER CONDITIONING	10/24/2012	181.75
A3J7R8	CULL0002	CULLIGAN WATER CONDITIONING	10/24/2012	54.00
A3J7R9	CULL0002	CULLIGAN WATER CONDITIONING	10/24/2012	37.50
A3J7U2	CULL0002	CULLIGAN WATER CONDITIONING	10/24/2012	24.25
A3J7U3	CULL0002	CULLIGAN WATER CONDITIONING	10/24/2012	18.75
A5Z6H3	MINI0024	MINISTRY OF THE ATTORNEY GENERAL	10/23/2012	202.50
A5Z6H4	MINI0024	MINISTRY OF THE ATTORNEY GENERAL	10/23/2012	505.50
A5Z6H5	MINI0024	MINISTRY OF THE ATTORNEY GENERAL	10/23/2012	502.50
A8X7K2	UNIO0001	UNION GAS	10/24/2012	36.49
A8X7K3	BELL0001	BELL CANADA	10/29/2012	366.18
A8X7K4	BELL0001	BELL CANADA	10/29/2012	172.28
A8X7K5	BELL0001	BELL CANADA	10/29/2012	194.68
A8X7K6	BELL0001	BELL CANADA	10/24/2012	11.36
A8X7K7	KING0008	KINGSTON ONLINE SERVICES	10/24/2012	98.25
AR73	ROCH0001	ROCHON, SUE	10/18/2012	801.65
EFT0001553	CITY0002	CITY OF KINGSTON	10/15/2012	131,985.02
EFT0001554	CUPE0001	CUPE LOCAL 109	10/15/2012	665.94
EFT0001555	KFLA0001	KFL&A HEALTH UNIT	10/15/2012	56,471.50
EFT0001556	KING0012	KINGSTON FRONTENAC PUBLIC LIBRARY	10/15/2012	60,248.21
EFT0001557	NORT0006	NORTHERN FRONTENAC COMMUNITY	10/15/2012	34,400.00
EFT0001558	OPSE0001	OPSEU LOCAL 462	10/15/2012	8,612.09
EFT0001559	SECR0001	CUPE NATIONAL	10/15/2012	7,384.91
EFT0001560	SUNL0001	SUN LIFE ASSURANCE COMPANY	10/15/2012	44,919.84
EFT0001561	AIGC0001	CHARTIS INSURANCE COMPANY	10/29/2012	877.09
EFT0001562	ALLI0002	ALLIED MEDICAL	10/29/2012	15,162.33
EFT0001563	ANDE0001	KYLE ANDREWS	10/29/2012	994.40
EFT0001564	ANYT0001	ANYTHING ELECTRIC	10/29/2012	443.53
EFT0001565	BAGO0001	BAGOT MEDICAL CENTRE	10/29/2012	1,190.40
EFT0001566	BELL0007	BELL CONFERENCING INC.	10/29/2012	17.70
EFT0001567	CANA0008	CANADIAN TIRE	10/29/2012	116.83
EFT0001568	CANA0037	WASTE MANAGEMENT	10/29/2012	461.08
EFT0001569	CANA0041	CANADIAN LINEN AND UNIFORM	10/29/2012	545.49
EFT0001570	CARE0002	CARE STREAM MEDICAL LTD.	10/29/2012	4,896.86
EFT0001571	CHOQ0001	CHOQUETTE CKS	10/29/2012	84.47
EFT0001572	CLAY0001	CLAYTON FLOORING INC.	10/29/2012	14,933.52
EFT0001573	COLL0001	COLLINS	10/29/2012	509.43
EFT0001574	CRES0001	CRESTLINE COACH LTD.	10/29/2012	3,865.55

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EFT0001575	CUNN0001	CUNNINGHAM SWAN CARTY LIT	10/29/2012	3,130.72
EFT0001576	DESE0001	DESERT LAKE GARDENS	10/29/2012	1,398.38
EFT0001577	FAMI0001	K3C COMMUNITY COUNSELLING	10/29/2012	2,633.50
EFT0001578	FERN0001	FERNO	10/29/2012	86,328.47
EFT0001579	FUTU0001	CARDINAL HEALTH CANADA INC.	10/29/2012	434.20
EFT0001580	GEOR0001	GEORGE COUREY INC	10/29/2012	73.45
EFT0001581	GRAN0003	GRAND & TOY LTD	10/29/2012	801.71
EFT0001582	HAMI0001	HAMILTON SMITH LTD	10/29/2012	1,122.07
EFT0001583	HIPS0001	HIPSAVER CANADA	10/29/2012	6,912.85
EFT0001584	HOLL0002	HOLLINGSWORTH SUPPLY SERV	10/29/2012	3,509.78
EFT0001585	HOTE0001	HOTEL DIEU HOSPITAL	10/29/2012	170.00
EFT0001586	KING0005	KINGSTON GENERAL HOSPITAL	10/29/2012	21,900.34
EFT0001587	KING0009	KINGSTON REGIONAL HOSPITAL	10/29/2012	1,237.24
EFT0001588	KING0028	KINGS TOWN CLEANERS	10/29/2012	1,926.65
EFT0001589	KING0047	KINGSTON INJURY MANAGEMEN	10/29/2012	2,238.00
EFT0001590	KROW0001	KROWN BODY MAINTENANCE	10/29/2012	226.00
EFT0001591	MEDI0001	MEDICAL MART	10/29/2012	613.14
EFT0001592	MOTI0001	MOTION SPECIALTIES	10/29/2012	2,076.75
EFT0001593	MUNI0003	MUNICIPAL WORLD INC	10/29/2012	480.25
EFT0001594	NORM0001	DON NORMAN	10/29/2012	120.00
EFT0001595	NOVA0001	NOVACK'S UNIFORM GROUP	10/29/2012	289.85
EFT0001596	RECO0001	METROLAND MEDIA GROUP	10/29/2012	755.13
EFT0001597	RENT0001	RENTOKIL PEST CONTROL CANA	10/29/2012	318.66
EFT0001598	RIVE0001	RIVETT ARCHITECTURAL HARDW	10/29/2012	614.95
EFT0001599	RNAW0001	WIRELESS RNA TECHNOLOGY IN	10/29/2012	272.33
EFT0001600	SAND0001	SANDS CANADA INC/ANGUS	10/29/2012	83.62
EFT0001601	SHOP0002	SHOPPERS DRUG MART	10/29/2012	3,077.03
EFT0001602	SUNL0001	SUN LIFE ASSURANCE COMPANY	10/29/2012	44,617.69
EFT0001603	THEF0001	THE FRONTENAC NEWS	10/29/2012	106.98
EFT0001604	WECA0001	WE CARE HEALTH SERVICES LP	10/29/2012	486.00
EFT0001605	WIVI0001	W.I. VILLAGER LTD.	10/29/2012	1,614.07
EFT0001606	WRBR0001	W.R. BRIGHTMAN & SON LTD	10/29/2012	226.00
EFT0001607	ZOLL0001	ZOLL MEDICAL CANADA INC.	10/29/2012	5,210.43
EFT0001608	BOCC0001	LINDE CANADA	10/29/2012	1,973.45
EFT0001609	KING0034	KINGSTON SELF STORAGE SYST	10/29/2012	209.05
EFT0001610	XPLO0001	XPLOLNET COMMUNICATIONS IN	10/29/2012	84.73
EFT0001611	KING0012	KINGSTON FRONTENAC PUBLIC I	10/29/2012	60,248.21
EFT0001612	CITY0002	CITY OF KINGSTON	10/22/2012	131,985.02
EFT0001613	KFLA0001	KFL&A HEALTH UNIT	10/22/2012	56,471.50
EFT0001614	DACO0001	KINGSTOWN INVESTMENTS INC	11/1/2012	4,912.68
EFT0001615	GEMM0001	GEMMILL, DAVE	11/1/2012	2,636.66
EFT0001616	HOTE0001	HOTEL DIEU HOSPITAL	11/1/2012	2,460.16
EFT0001617	QUIN0002	QUINTE CRANE RENTALS INCOR	11/1/2012	4,859.00
EFT0001618	ACKL0001	ACKLANDS GRAINGER INC.	11/9/2012	76.57
EFT0001619	AIRL0001	AIR LIQUIDE CANADA INC.	11/9/2012	24.41

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EFT0001620	ALEX0001	ALEX MCCOY PLUMBING AND HE	11/9/2012	2,510.10
EFT0001621	ALLI0002	ALLIED MEDICAL	11/9/2012	4,621.44
EFT0001622	ANDE0001	KYLE ANDREWS	11/9/2012	813.60
EFT0001623	BARD0002	BARDON SUPPLIES LTD	11/9/2012	1,356.00
EFT0001624	BEEH0001	BEEHLER BROS. ELECTRICAL	11/9/2012	718.34
EFT0001625	BOCC0001	LINDE CANADA	11/9/2012	3,289.87
EFT0001626	CADU0001	CADUCEON ENVIRONMENTAL LA	11/9/2012	617.86
EFT0001627	CANA0008	CANADIAN TIRE	11/9/2012	561.64
EFT0001628	CANA0037	WASTE MANAGEMENT	11/9/2012	2,572.53
EFT0001629	CANA0041	CANADIAN LINEN AND UNIFORM	11/9/2012	609.30
EFT0001631	CENT0004	CENTENNIAL ENGRAVERS AND T	11/9/2012	27.12
EFT0001632	CHOQ0001	CHOQUETTE CKS	11/9/2012	2,768.52
EFT0001633	CHRI0002	CHRISTIE WALTHER	11/9/2012	398.99
EFT0001634	COLL0001	COLLINS	11/9/2012	614.44
EFT0001635	CRES0001	CRESTLINE COACH LTD.	11/9/2012	433.59
EFT0001636	CUNN0001	CUNNINGHAM SWAN CARTY LITT	11/9/2012	2,267.91
EFT0001637	DELA0001	DE LAGE LANDEN FINANCIAL SEI	11/9/2012	471.77
EFT0001638	DELT0001	DELTA PRINTING LTD.	11/9/2012	243.23
EFT0001639	ECOL0001	ECOLAB	11/9/2012	540.51
EFT0001640	ESFO0002	E.S.FOX LIMITED	11/9/2012	2,891.30
EFT0001641	FERN0001	FERNO	11/9/2012	2,119.40
EFT0001642	FUTU0001	CARDINAL HEALTH CANADA INC.	11/9/2012	2,133.81
EFT0001643	GEOR0001	GEORGE COUREY INC	11/9/2012	1,794.33
EFT0001644	GRAN0003	GRAND & TOY LTD	11/9/2012	1,728.11
EFT0001645	GREE0003	GREENSHIELD PEST CONTROL	11/9/2012	110.18
EFT0001646	HART0002	HARTINGTON EQUIPMENT	11/9/2012	332.71
EFT0001647	JIMT0001	JIM THOMPSON CHRYSLER	11/9/2012	37.80
EFT0001648	K3CC0001	K3C COMMUNITY COUNSELLING	11/9/2012	2,170.00
EFT0001649	KING0005	KINGSTON GENERAL HOSPITAL	11/9/2012	2,984.17
EFT0001650	KING0009	KINGSTON REGIONAL HOSPITAL	11/9/2012	458.29
EFT0001651	KING0019	KINGSTON ACCESS BUS	11/9/2012	499.00
EFT0001652	KING0029	KINGSTON OXYGEN	11/9/2012	114.85
EFT0001653	KROW0001	KROWN BODY MAINTENANCE	11/9/2012	141.25
EFT0001654	LAER0001	LAERDAL MEDICAL CANADA LTD.	11/9/2012	2,672.46
EFT0001655	LEVA0001	LEVAC SUPPLY LTD	11/9/2012	84.65
EFT0001656	LEVA0002	LEVAC PROPANE INC.	11/9/2012	304.77
EFT0001657	MALL0002	MALLORY'S FIRE SYSTEMS LTD	11/9/2012	309.17
EFT0001658	MARI0001	MARILYN'S CLEANING SERVICES	11/9/2012	150.00
EFT0001659	MDSL0001	LIFELABS LP	11/9/2012	600.00
EFT0001660	MEDI0001	MEDICAL MART	11/9/2012	1,063.80
EFT0001661	MEDI0008	MED-I-PANT INC.	11/9/2012	428.27
EFT0001662	MOTI0001	MOTION SPECIALTIES	11/9/2012	2,239.91
EFT0001663	PATR0001	PAT ROGERS TOWING SERVICE	11/9/2012	813.60
EFT0001664	PRIN0001	PRINCESS AUTO	11/9/2012	10.16
EFT0001665	PURO0001	PUROLATOR COURIER LTD.	11/9/2012	26.32

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Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0001666	QUAL0001	QUALITY LIFE SERVICES INC.	11/9/2012	7,257.20
EFT0001667	RENT0001	RENTOKIL PEST CONTROL CANA	11/9/2012	318.66
EFT0001668	RNAW0001	WIRELESS RNA TECHNOLOGY IN	11/9/2012	877.16
EFT0001669	ROWL0002	ROWLAND EMERGENCY VEHICLE	11/9/2012	4,753.92
EFT0001670	SAMC0001	SAM CHEMICAL SPECIALITIES	11/9/2012	761.28
EFT0001671	SCOT0001	SCOTT INDUSTRIAL SERVICES	11/9/2012	1,048.78
EFT0001672	SILV0003	SILVERT'S STORE	11/9/2012	85.83
EFT0001673	TERR0001	TERRY'S PLOWING AND LAWNCA	11/9/2012	452.00
EFT0001674	THOM0006	THOMPSON ELECTRIC	11/9/2012	861.34
EFT0001675	TOWN0002	TOWNSHIP OF FRONTENAC ISLA	11/9/2012	86,197.43
EFT0001676	TREV0001	TREVOR OWEN LTD.	11/9/2012	306.51
EFT0001677	TRIM0001	TRIM-LINE OF SOUTH EASTERN C	11/9/2012	2,017.05
EFT0001678	UPPE0001	UPPER CANADA OFFICE SYSTEM	11/9/2012	3,225.88
EFT0001679	WECA0001	WE CARE HEALTH SERVICES LP	11/9/2012	1,041.00
EFT0001680	WORD0001	REBECCA WORDEN	11/9/2012	360.00
EFT0001681	WRBR0001	W.R. BRIGHTMAN & SON LTD	11/9/2012	107.35
EFT0001683	TOWN0004	TOWNSHIP OF SOUTH FRONTEN	11/9/2012	225.51
EIPP10102012	IMPE0001	IMPERIAL OIL	10/10/2012	11,281.35
EIPP11072012	IMPE0001	IMPERIAL OIL	11/7/2012	9,242.69
HH402	TDVI0007	TD VISA (6198) GALE CHEVALIER	10/24/2012	2,034.41
HH404	TDVI0019	TD VISA (3196) ANNE MARIE YOU	10/24/2012	50.00
HH433	TDVI0020	TD VISA (3220) ANGELIQUE TAME	10/24/2012	50.00
HH444	TDVI0021	TD VISA (3170) JOE GALLIVAN	10/24/2012	50.00
HH471	TDVI0003	TD VISA - ROB WRIGHT (6149)	10/24/2012	583.65
HH474	TDVI0004	TD VISA (6222) MARK PODGERS	10/24/2012	305.64
J4J7L7	PREF0001	PREFERRED ONE INC.	10/29/2012	2,510.45
J7H3H8	INFO0001	INFOSAT TELECOMMUNICATIONS	10/30/2012	130.40
J7H3H9	UTIL0001	UTILITIES KINGSTON	10/30/2012	115.72
J7H3J2	HYDR0001	HYDRO ONE	11/1/2012	99.26
J7H3J3	HYDR0001	HYDRO ONE	10/30/2012	584.89
J7H3J4	HYDR0001	HYDRO ONE	10/30/2012	256.59
J7H3J5	HYDR0001	HYDRO ONE	11/7/2012	108.69
J7H3J6	HYDR0001	HYDRO ONE	11/7/2012	5.93
J7H3J7	BELL0001	BELL CANADA	11/2/2012	228.70
J7H3J8	UNIO0002	RELIANCE HOME COMFORT	10/30/2012	20.23
L5W3Z9	HYDR0001	HYDRO ONE	11/7/2012	452.26
L5W4A2	HYDR0001	HYDRO ONE	11/8/2012	304.63
L5W4A3	CULL0002	CULLIGAN WATER CONDITIONIN	11/5/2012	492.39
L8L8Q2	PETR0001	PETRO CANADA	11/6/2012	15,374.08
PAP11052012	UNIO0001	UNION GAS	11/5/2012	2,369.55
Q8Z6J6	BELL0001	BELL CANADA	11/9/2012	263.22
Q8Z6K2	STAR0001	SHAW DIRECT	11/9/2012	89.01
Q8Z6K3	KING0008	KINGSTON ONLINE SERVICES	11/9/2012	84.69
Q8Z6K4	BELL0002	BELL MOBILITY	11/9/2012	2,702.79
W9A6Q2	HYDR0002	HYDRO ONE	10/17/2012	126.66

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W9A6Q3	BELL0001	BELL CANADA	10/16/2012	121.13
W9A6Q4	STAR0001	SHAW DIRECT	10/17/2012	280.75
W9A6Q5	STAR0001	SHAW DIRECT	10/11/2012	89.01
W9A6Q6	KING0008	KINGSTON ONLINE SERVICES	10/11/2012	84.69
X9Q6A5	PREF0001	PREFERRED ONE INC.	10/15/2012	1,936.20
Y7K4X8	HYDR0002	HYDRO ONE	10/24/2012	18,360.85
Y7K4X9	BELL0001	BELL CANADA	10/22/2012	756.26
Y7K4Y2	BELL0001	BELL CANADA	10/22/2012	407.99
Y7K4Y3	BELL0001	BELL CANADA	10/17/2012	170.43
Y7K4Y4	BELL0001	BELL CANADA	10/23/2012	184.66
Y7K4Y5	TELU0001	TELUS MOBILITY	10/17/2012	109.50
Y7K4Y6	NORT0004	NORTH FRONTENAC TELEPHONE	10/22/2012	327.56
Y7K4Y7	WTCC0001	WTC COMMUNICATIONS	10/22/2012	295.26
Y7K4Y8	WTCC0001	WTC COMMUNICATIONS	10/22/2012	781.96

Total Transactions: 329

Total Amount of Transactions: 2,828,756.66

Void Transactions: EFT0001630, EFT0001682

Jannette Amini

From: Jannette Amini
Sent: Friday, November 16, 2012 11:25 AM
To: Jannette Amini
Subject: FW: Dark Skies - Request to County Council for November 21, 2012
Attachments: image004.gif; image003.gif; image002.gif; image005.gif; image006.gif; image007.gif
Importance: High

From: Cheryl Robson, CAO [mailto:CAO@northfrontenac.ca]
Sent: Thursday, November 15, 2012 8:33 AM
To: Anne Marie Young
Cc: Corey Klatt, Manager of Community Development; Elizabeth Savill; Marian VanBruinessen; Angela Millar - Treasurer
Subject: Dark Skies - Request to County Council for November 21, 2012
Importance: High

Good morning Anne Marie – Please be advised that the Council of the Township of North Frontenac, at a meeting held on November 13, 2012, passed a resolution with respect to Star Gazing Pad Initiative.

Council supports the Star Gazing Pad Initiative as recommended by the members of the Economic Development Task Force and it's placement at the Plevna Helipad property (5618 Road 506). Also, Council requests that the County of Frontenac carries over the Federal Gas Tax Funds, earmarked for Eco Tourism Projects in North Frontenac Township in 2012, to 2013 for the projects completion in 2013.

Mayor Bud Clayton and Councillor John Inglis (being our County Council Representatives) have asked that this be placed on the November 21, 2012 County Council agenda for consideration. Can you please advise what is required to have this done or if you will be completing an Administrative Report for this County Agenda.

We greatly appreciate your continued cooperation!!!!

Thanks! Have a great day! Cheryl

Cheryl Robson, A.M.C.T.
Chief Administrative Officer (CAO)



Township of North Frontenac, Box 97, 6648 Road 506, Plevna, ON, K0H 2M0,
1-800-234-3953 or (613) 479-2231 Ext. 221, fax (613) 479-2352, cao@northfrontenac.ca

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♻️ Please consider the environment before printing this email.



**Minutes of the Sustainability Advisory Committee Meeting
November 8, 2012**

A meeting of the Sustainability Advisory Committee was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie on Thursday, November 8, 2012 at 9:30 a.m.

In attendance:

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

Guest:

- Sarah Matheson, Frontenac Arch Biosphere Network

Staff:

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

1. Call to order

The meeting was called to order at 9:32 a.m.

2. Adoption of the agenda

The agenda was received.

3. Disclosure of pecuniary interest and general nature thereof

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

4. Closed meeting: Nil

5. Adoption of minutes

Committee Recommendation

THAT the minutes of the meeting of September 24, 2012 be formally adopted as presented.

CARRIED

6. Business arising from the minutes: Nil

7. Deputations and/or presentations: Nil

8. Communications: Nil

9. Reports/Topics for Discussion

2012 Work Plan Update

Warden Gutowski spoke to the value of meeting with students at our local schools after she and several County staff attended schools during Local Government week. **Committee members agreed** they should increase efforts during Local Government Week next year and acknowledge it during the discussion of the 2013 work plan.

Committee Recommendation

THAT the Sustainability Advisory Committee accept the 2012 Work Plan Update report for information.

CARRIED

2013 Proposed Work Plan

Committee members discussed the proposed work plan at length and reached a number of conclusions:

- There is value to ensuring Council members understand the sustainability budget from the Committee's perspective each year
- There is a need to expand efforts to reach out and develop partnerships within the community
- Partnerships should be celebrated more including recognition on the DFOF website
- Learning sessions should be explored
- The mandate of the committee must be reviewed

Committee members agreed that the February meeting should include further discussion of the work plan to identify the specific activities to be undertaken in 2013.

Committee Recommendation

THAT the Sustainability Advisory Committee present to Council of the County of Frontenac for approval its the 2013 Proposed Work Plan as presented including the Proposed Planning Activities for 2013, the Proposed Schedule of Meetings, and the Proposed 2013 Budget with the following additions:

Sustainability Advisory Committee Meeting Minutes
November 8, 2012

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- Under Proposed Planning Activities for 2013, number 1:
Add to the end: "including input into the annual budgeting process"
- Under Proposed Planning Activities for 2013, number 2:
Add as an additional point in the list: "Partnership opportunities"

CARRIED

A copy of the 2013 Work Plan is attached.

Committee members discussed the upcoming Sustainability Conference and the value it has offered in previous years. **Committee members agreed** that it is the key event of the year and committee members should look to attend.

Committee Recommendation

THAT the Sustainability Advisory Committee seek approval from the Council of the County of Frontenac for its members including Chair Sandiford, Deputy Chair Hipfner, Councillor McDougall and Mr. Ross to register and attend the Sustainability Conference presented by FCM and its GMF group to be held in Windsor Ontario from February 13-15, 2013.

CARRIED

Sustainable Actions 2012

The draft document was circulated to Committee members. The following points were made and acknowledged:

- 33 public meetings held by staff in 2012
- New format/framework works well
- More hyperlinks and taking better advantage of the web should be a future focus
- Changed focus to "pillars" is important – more suggestions made
- Youth element efforts, including the formation of a youth committee has been recognized
- Shifting to guiding statements where appropriate clarifies what is and isn't a project or activity
- Term "support" requires definition to clarify it can be provided in many ways
- Carpooling is an important element of the transportation management plan

Committee members agreed to further review the draft document and provide any additional comments by Tuesday next week. The final draft will then be prepared for circulation to County Council on November 21st.

Committee Recommendation

THAT the Sustainability Advisory Committee support the *Sustainable Actions 2012* document as presented, subject to any further comments received by November 13, 2012, and ask staff to finalize the draft document for presentation to Council of the County of Frontenac at its November meeting.

CARRIED

10. Other business

The results of the Survey Monkey from the ICSP Workshop were distributed at the meeting.

11. Next meeting date

February 6, 2013 at 10:00 a.m.

12. Adjournment

The meeting adjourned at 11:33 a.m.

Geoff Sandiford, Chair

Elizabeth Savill, Clerk



Sustainability Advisory Committee 2013 Proposed Work Plan

Goal/Vision

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

Mandate

- To provide input and suggestions regarding the implementation of *Directions for Our Future*, in particular to help meet the “*Commitment Towards a Sustainable Future*” and the “*Community Input*” elements.
- To report periodically to County Council and to produce an annual work plan for adoption by Council.

Proposed Planning Activities for 2013

1. Maintain expertise in sustainability to ensure valuable advice can be offered to Council as required (strategically support webinars, workshops and conferences) including input into the annual budgeting process
2. Consider opportunities to further engage and educate communities including:
 - a. Community sessions and events
 - b. Annual breakfast
 - c. Partnership opportunities
 - d. Awards events
3. Liaise with other like-minded groups to gain insights and share expertise
4. Stimulate relationships and synergies with the Townships by presenting at Council meetings and through other meeting opportunities
5. Assist with the preparations for the Annual Workshop
6. Contribute to the development and presentation of the annual *Sustainable Actions* report to Council
7. Comment on the draft communications plan being developed for Council's approval in 2013

Proposed Schedule of Meetings	Proposed 2013 Budget	
Wednesday, February 6, 1:30pm	Meeting expenses	\$2,000
Wednesday, April 3, 1:30pm	Activities – Annual Breakfast and	
Wednesday, June 5, 1:30pm	Workshop; educational workshops, etc	12,000
Wednesday, August 7, 1:30pm	Sustainability Conference (4 members)	6,000
Wednesday, October 2, 1:30pm	Miscellaneous webinars etc.	500
Wednesday, December 4, 1:30pm	Total	\$20,500

APPROVED BY SUSTAINABILITY ADVISORY COMMITTEE NOVEMBER 8, 2012



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

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

In attendance:

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

Staff:

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

1. Call to order

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

2. Adoption of the agenda

The agenda was received.

3. Disclosure of pecuniary interest and general nature thereof

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

4. Deputations and/or presentations – Nil

5. Closed meeting – Nil

6. Adoption of minutes

Committee Recommendation

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

CARRIED

Green Energy Task Force Advisory Committee
September 5, 2012

ACCEPTED BY COUNTY COUNCIL October 17, 2012 – Revised by Committee November 7, 2012

Page 1 of 4

7. Business arising from the minutes

Grid capacity link information provided by Mr. Leonard.

8. Communications

Ontario Newsroom - Ontario Named Canada's Greenest Province

[Click here to view website](#)

Toronto Star Article - Province proposes new path for financing energy

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

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

Committee Recommendation

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

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

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

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

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

CARRIED

9. Reports/Topics for Discussion

2012 Work Plan Update

The following updates were provided by committee members:

Green Energy Task Force Advisory Committee
September 5, 2012

ACCEPTED BY COUNTY COUNCIL October 17, 2012 – Revised by Committee November 7, 2012

Page 2 of 4

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

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

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

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

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

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

Committee Recommendation

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

CARRIED

Green Energy Act Compliance Update

Committee Recommendation

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

CARRIED

Solar Power Production

Committee Recommendation

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

CARRIED

Resignation of John Kittle - received August 17, 2012

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

Committee Recommendation

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

CARRIED

Committee Recommendation

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

CARRIED

10. Other business

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

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

Preliminary discussion of 2013 Work Plan

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

11. Next meeting date

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

12. Adjournment

The meeting adjourned at 12:02 p.m.



MINUTES OF THE GREEN ENERGY TASK FORCE ADVISORY COMMITTEE
November 7, 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, November 7, 2012 at 10:00 a.m.

In attendance:

- David Hahn, Chair
- Warden Janet Gutowski
- Deputy Warden Denis Doyle
- Councillor John Inglis
- Maris Krumins

Regrets:

- Brad Leonard
- Matt Fiene

Guests:

- Ian Scott, LAS Energy Efficiency Service Provider, Local Authority Services
- Greg Allen, Sustainable EDGE Ltd.

Staff:

- Elizabeth Savill, CAO/Clerk (arrived at 11:10 a.m.)
- Anne Marie Young, Manager of Economic Sustainability
- Angelique Tamblyn, Executive Assistant (Recording Secretary)
- Kieran Williams, Municipal Management Intern
- Louise Dignum, Administrative Assistant

1. Call to order

The meeting was called to order at 10:04 a.m.

2. Adoption of the agenda

The agenda was received.

3. Disclosure of pecuniary interest and general nature thereof

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

4. Deputations and/or presentations

Presentation by Ian Scott, LAS - Green Energy Act Requirements

Mr. Scott provided a presentation to the committee (the PowerPoint is available from the agenda web site). He is responsible for the Eastern Ontario region and will provide assistance without charge. The use of the tool offered by LAS does involve an annual fee.

Mr. Scott acknowledged that the work done to date by the County has put it ahead of many other municipalities in meeting the July 2013 reporting deadline under the Act. The County and Townships could work together although each will be responsible for assessing their own buildings.

Committee Recommendation

THAT the Green Energy Task Force receive the presentation made by Ian Scott, LAS, addressing the reporting requirements placed on municipalities by the *Green Energy Act*.

CARRIED

5. Closed meeting: Nil

6. Adoption of minutes

Committee Recommendation

THAT the minutes of the meeting of September 5, 2012 be formally adopted as amended to show Deputy Warden Doyle as present at the meeting and to reflect that Deputy Warden Doyle had made contact with Sonja Persram of Sustainable Alternative Consulting.

CARRIED

7. Business arising from the minutes: Nil

8. Communications: Nil

9. Reports/Topics for Discussion

2012 Work Plan Update

Rationale for Community Energy Plan

Chair Hahn introduced Greg Allen of Sustainable EDGE Ltd. to review the energy landscape and to share information on community energy planning. Some of the points made by Mr. Allen included:

- Resources are becoming more scarce
- Opportunities need to be found including financing options, human resource capability development
- Energy plans should be tailored to the needs of the community
- Conservation is the first priority
- Funding programs and incentives may not remain available
- Retrofit opportunities are becoming available and should be explored that spread the cost to the consumer (repayments collected through annual property tax billings)
- Ontario has just approved a program of this type
- FCM is a champion

- These efforts can be economic stimulators – economic sustainability projects
- Other options that municipalities can take include widening shoulders along roads, facilitating car pooling by creating parking areas, etc

Committee members agreed that sharing this information, undertaking outreach and educating ourselves and the public are both important elements in the short term. Developing a common community vision of the benefits of this approach needs to be undertaken.

Warden Gutowski spoke to the opportunities to speak to our community members about the impacts that can be achieved through working from home and embracing Leed® standards. Taking some steps forward, looking at what we have done already and constantly sharing with the broader community and councils ensure we remain aware of the challenges facing rural communities.

Committee members noted that the County of Frontenac will present the annual rural award tomorrow at the SWITCH Harvest Luncheon.

Deputy Warden Doyle asked about the FIT 2.0 regulations and was advised that Joe Gallivan, the County's Manager of Sustainability Planning has been involved and contributing through a working group established by the province. Deputy Warden Doyle also advised that he continues to be in contact with Sonja Persram of Sustainable Alternative Consulting and went on to say that since the Minister has now amended legislation to permit municipalities to finance household energy conservation retrofits that he thinks a county staff member, such as Anne Marie, should be assigned to be the ongoing contact with Sonja. He also mentioned that there was work being done on setting up a pilot program to work out the details of how such loans would be handled, and that if we get involve at this point perhaps Frontenac County could participate as the rural pilot location.

Solar Power Production

Warden Gutowski reported that she had attended the last SWITCH meeting and as a result the Township of Central Frontenac is exploring opportunities to lease a municipal roof to a cooperative.

Consulting Services Seeking Energy Cost Reductions

Committee members expressed concern over losing part of the savings/revenues to be gained if consulting services may be available through LAS and questioned why, given the capital sources available to municipalities, the County would not invest in the recommended actions and benefit from the full savings/revenue directly. Committee members agreed that further discussion was warranted.

Queen's – St. Lawrence College Project

Ms. Savill provided a brief overview and advised committee members that the students are collecting information for 1991, 2001 and 2011. It is an ambitious and comprehensive study and staff has shared concerns over the availability of some of the historic data being sought.

Committee Recommendation

THAT the Green Energy Task Force Advisory Committee receive this 2012 Work Plan Update report, including the attachments: Solar Power Production; Consulting Services Seeking Energy Cost Reductions; Queen's-SLC Project; and, Rationale for Community Energy Plan, for information only.

CARRIED

2013 Proposed Work Plan

Committee members discussed the proposed work plan at length and reached a number of conclusions:

- Global influences may shift priorities for 2013
- The community energy plan effort should go beyond a concept plan
- Energy conservation is vitally important and should also create easy “wins”
- New program opportunities may be opening up and a pilot project should be explored
- Public awareness of opportunities will be important

Committee members requested County staff to contact Ms. Persram to explore a pilot project opportunity.

Committee Recommendation

THAT the Green Energy Task Force Advisory Committee present to Council of the County of Frontenac for approval its the 2013 Proposed Work Plan as presented including the Proposed Planning Activities for 2013, the Proposed Schedule of Meetings, and the Proposed 2013 Budget with the following amendments:

- Under Proposed Planning Activities for 2013, number 3:
Amend to read: “Undertake the first phase of a Community Energy Plan for the Frontenacs”
- Under Proposed Planning Activities for 2013, number 5:
Amend to read: “Promote energy conservation to the public and seek opportunities to facilitate conservation”
- Under Proposed 2013 Budget:
Delete the reference to “OSEA”

CARRIED

10. Other business: Nil

11. Next meeting date

January 9, 2013, 10:00 a.m.

12. Adjournment

Meeting adjourned at 12:03 p.m.

David Hahn, Chair

Elizabeth Savill, Clerk



**Green Energy Task Force Advisory Committee
2013 Proposed Work Plan**

Goal/Vision

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

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

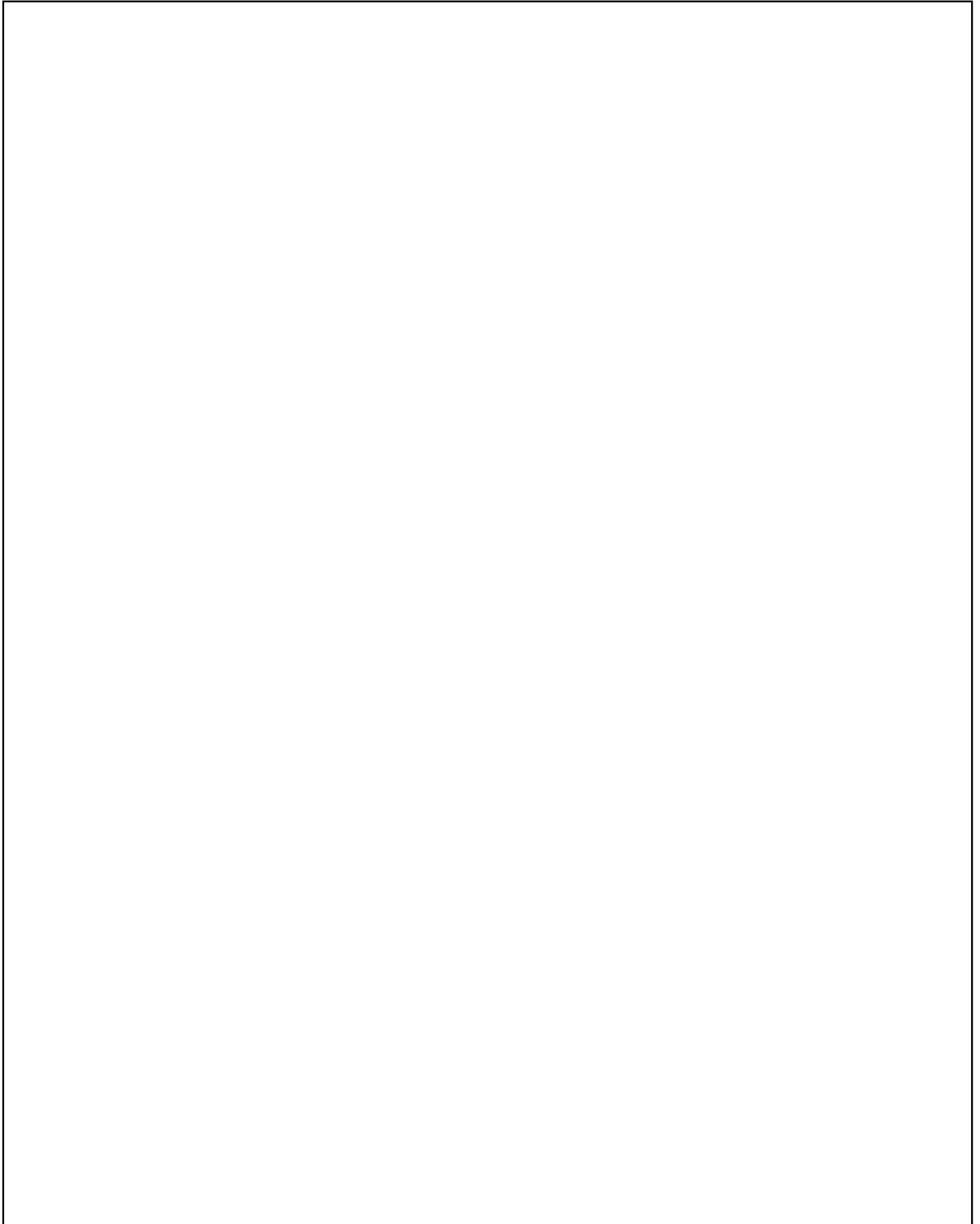
Mandate

- To further the community's vision of the Energy Focus Area of *Directions for Our Future*.
- To report periodically to County Council and to produce an annual work plan for adoption by Council.

Proposed Planning Activities for 2013

1. Maintain expertise in the Green Energy sector ensuring valuable advice can be offered to Council as required (strategically support webinars, workshops and conferences)
2. Offer assistance to the County and the townships on Green Energy activities including municipal solar installation projects, conservation, etc.
3. Undertake the first phase of a Community Energy Plan for the Frontenacs
4. Support economic development opportunities in the energy sector as they arise
5. Promote energy conservation to the public and seek opportunities to facilitate conservation
6. Liaise with like-minded groups including SWITCH; Wintergreen; Limestone school board; etc., and the other County Advisory Committees
7. Maintain an understanding of the grid capacity and connection issues in the County
8. Comment on the draft communications plan being developed for Council's approval in 2013

Proposed Schedule of Meetings	Proposed 2013 Budget	
Wednesday, January 8, 10am	Meet expenses	\$2,000
Wednesday, March 5, 10am	Activities	10,000
Wednesday, May 7, 10am	SWITCH Conference – sponsorship and setup	1,500
Wednesday, July 2, 10am	Wintergreen Renewable Energy Workshop	1,000
Wednesday, September 3, 10am	OSEA Community Power Conference (4 mbrs)	6,000
Wednesday, November 5, 10am	Miscellaneous webinars etc.	500
	Total	\$21,000





**Minutes of the 150th Anniversary Planning Advisory Committee Meeting
October 31, 2012**

A meeting of the 150th Anniversary Planning Advisory Committee was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, October 31, 2012 at 10:00 a.m.

In attendance:

- Marcel Giroux, Chair
- Warden Janet Gutowski
- Councillor Gary Davison
- Phil Leonard
- Barbara Sproule
- Jim Vanden Hoek (teleconference)

Staff:

Elizabeth Savill, CAO/ Clerk
Anne Marie Young, Manager of Economic Sustainability
Kieran Williams, Municipal Intern
Angelique Tamblyn, Recording Secretary
Louise Dignum, Administrative Assistant

1. Call to order

The meeting was called to order at 10:05 a.m.

2. Adoption of the agenda

The agenda was received.

3. Disclosure of pecuniary interest and general nature thereof

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

4. Closed meeting: Nil

5. Adoption of minutes

Committee Recommendation

THAT the minutes of the meeting of September 5, 2012 be formally adopted as presented.

CARRIED

6. Business arising from the minutes: Nil

150th Anniversary Planning Advisory Committee Meeting Minutes
October 31, 2012

Page 1 of 6

7. **Deputations and/or presentations: Nil**
8. **Communications: Nil**
9. **Reports/ Topics for Discussion**

2012 Work Plan Update

Committee members reviewed and updated 2012 work plan.

1. Determine the logistics of the event:

Committee members agreed that Councillor Davison and Mr. Leonard would investigate the logistics of holding the main event at Centennial Park in Harrowsmith. More information will be shared at the next meeting. Both members agreed to lead a working group when it is formed.

2. Event Coordinating

Committee members agreed that organizations and groups need to know the details of the celebration next year so that they too can be planning 150th events. Another partial list was offered: Battersea Pumpkin Festival, Parham Fair, Central Frontenac Heritage Festival (Crowe Lake). County displays should be mounted at selected events with someone available to speak. (The distinction between local events and broader interest events was underlined and the need to ensure the intended audience is always identified.)

Committee members agreed that meeting with Townships' Councils in 2013, according to a schedule to be established, would be valuable as more public conversation should be encouraged. Members also agreed they need to confirm which events they should attend. Local councils might like to comment.

Ms. Savill has been in touch with the Sir John A McDonald celebration contact. There is interest in meeting to identify opportunities for linkages. The Chair and Ms. Savill will set up a meeting.

3. Research

KFL&A Library has a "Story Me" link where local stories are being shared. The Chair advised that the library would be prepared to work with the committee. Volunteers are meeting local residents to record their stories. Committee members will identify people whose stories should be written and send names to the Chair or Ms. Savill.

The Warden spoke about an idea shared by Craig Bakay. He is considering producing of a video and/or documentary of a year in the life of a local band called Bauder Road as it journeys around the County to perform.

Committee members agreed that a letter should be sent to Mr. Bakay to confirm his intent.

4. Marketing and Promotion

Committee members agreed that the logo contest judging panel should go ahead anticipating that a decision can be made in time for the winner(s) to be announced on November 21st.

Committee members agreed to recommend to Council that a Graphic Designer be engaged to create the 150th logo in the event the judging panel cannot make a recommendation. The judging panel could be asked to advise the committee on this project should it become necessary.

Ms. Savill confirmed that Sandbanks Winery is interested in creating a wine for the 150th celebration. County staff will now attempt to find a local brewery that might be interested in becoming involved.

Committee members agreed a marketing plan should be developed, including t-shirts, items for the booths, etc. Each 150th Anniversary Committee member will be expected to represent the County at events.

5. Finance

Committee members agreed that work toward creating a sponsorship/bursary-like program should continue and suggested that, if approved by County Council, it could be announced at next year's Learning Foundation Gala. Warden Gutowski will contact Jane Douglas at the Limestone District School Board.

Councillor Davison left meeting at 11:19 a.m.

Anne Marie Young arrived at the meeting at 11:20 a.m. to review grant opportunities:

Heritage Canada offers programs through its Building Communities Through Arts and Heritage Program. There are three separate components: Local Festivals, Community Anniversaries and The Legacy Fund. As of January 2013, the new deadline date for applications for projects and events occurring between April 1st and December 31st is January 30th of the same year.

Local Festivals - provides funding to local groups for recurring festivals that present the work of local artists, artisans, or historical performers.

Community Anniversaries - provides funding to local groups for non-recurring local events and capital projects that commemorate an anniversary of 100 years or greater in increments of 25 years. Successful applicants may receive up to 100 percent of eligible expenses to a maximum of \$200,000 for events (including capital projects up to \$25,000) that:

- commemorate a significant local historical event or pay tribute to a significant local historical personality
- present the work of local artists, artisans, or performers of historical heritage
- actively involve members of the local community
- are intended for and accessible to the general public

Legacy Fund - provides funding for community capital projects that commemorate a local historical anniversary of 100 years or greater in increments of 25 years.

Ms. Young advised that municipal administrations are now eligible applicants to the Community Anniversaries and Legacy Fund components

Celebrate Ontario supports local tourism by assisting festival and event organizers develop new and improved experiences to attract more tourists and increase visitor spending. Ms. Young has registered the County in the Ontario Grants system. There are three major funding streams – Main Stage, Signature and Blockbuster.

- Main Stage and Signature helps new and existing Ontario festivals and events enhance their programs, activities and services. This support helps grow tourism in the province by making it easier for event organizers to offer new and improved experiences that will attract more tourists and increase visitor spending. Grant applications would need to be completed and submitted no later than November 20, 2014.
- Blockbuster consists of two streams. Event Bid supports bidding costs for major one-time events and Event Hosting supports hosting costs for major one-time events. Celebrate Ontario Blockbuster applications are accepted on an ongoing basis. Applications must be submitted a minimum of four months prior to an event for Event Hosting applications and a minimum of two months prior to a bid deadline for Event Bid applications.

Ms. Young also suggested corporate community funds should be explored including the Community Foundation, Home Depot, Home Hardware and Canadian Tire.

Committee Recommendation

THAT the 150th Anniversary Planning Advisory Committee accept this 2012 Work Plan Update report including the presentation by Anne Marie Young on funding opportunities for the information.

CARRIED

2013 Proposed Work Plan

Committee Recommendation

THAT the 150th Anniversary Planning Advisory Committee present to Council of the County of Frontenac for approval its 2013 Proposed Work Plan as presented including the Proposed Planning Activities for 2013, the Proposed Schedule of Meetings, and the Proposed 2013 Budget with the following amendments:

- Under Proposed 2013 Budget:
Add: Contribution to 150th Anniversary Reserve \$30,000

CARRIED

The final requirement of the 2012 Work Plan to be met is the submission of a celebration plan for Council's consideration. This plan is attached as Appendix A.

Committee Recommendation

THAT the 150th Anniversary Planning Advisory Committee offer the Celebration Plan for the County's 150th Anniversary to the Council of the County of Frontenac for its approval.

CARRIED

10. Other Business: Nil

11. Next meeting date

December 12, 2012 at 10:00 a.m.

12. Adjournment

The meeting adjourned 11:37 a.m.

Marcel Giroux, Chair

Elizabeth Savill, Clerk

APPENDIX A

Celebration Plan for the County's 150th Anniversary

Main Element

Dates: August 28-30, 2015
Location: Centennial Park, Harrowsmith (to be confirmed)
Leads: Councillor Davison; Mr. Leonard
Support: Working Groups to be formed

A draft Schedule of Events has been prepared for Committee discussion including speakers, activities, entertainment, invitees, etc. It will be refined over the next few months and a preliminary schedule will be presented to Council within the next year.

Smaller Events

Through 2013 and 2014, a series of events will be selected and confirmed to which a team of members will attend to promote the 150th celebrations. In 2015, key events around the County will be confirmed for a team of members to attend as part of the 150th celebrations. Events will be confirmed that offer the best opportunities to residents throughout the County to participate and engage.

Research

The research continues. Community stories have begun to be collected by the library and further individuals will be identified to ensure a broad range of stories are gathered. Other opportunities are also being explored.

Marketing and Promotions

This area continues to evolve. Ideas are being noted and more information will be brought to Council in 2013.

Funding Opportunities

Both federal and provincial programs are available to support significant milestones including a 150th Anniversary. It is too early to apply at this time but staff will continue to monitor the programs and ensure plans as they develop align with the criteria of the programs. More information will be shared with Council in 2013.



**150th Anniversary Planning Advisory Committee
2013 Proposed Work Plan**

Goal/Vision

The vision of the County of Frontenac stated in *Directions for Our Future* is Fresh with Opportunity Growing Vibrant, Innovative, Natural, Sustainable Places. Within the context of the Values and Principles detailed, the 150th Committee will be guided by the culture and heritage vision statement:

The County of Frontenac celebrates the arts and local history, and demonstrates the value it places on its artifacts and built heritage. Residents are part of a vibrant community that enjoys a wide range of formal and informal festivals and programs.

Mandate

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

Key Activities

1. Plan the celebration to include community engagement; partnership opportunities; recruitment of volunteers; communications plan, etc.
2. Assist in the development of a major event and/or several smaller events
3. Update the Celebration Plan for County Council by October 2013

Proposed Planning Activities for 2013

Implementation of the Celebration Plan

Proposed Schedule of Meetings

Thursday, February 21st at 2pm
 Wednesday, April 24th at 10am
 Wednesday, June 26th at 10am
 Wednesday, August 28th at 10am
 Wednesday, October 30th at 10am
 Wednesday, December 11th at 10am

Proposed 2013 Budget

Meet expenses	\$ 2,000
Activities	10,000
Guest/Travel Opportunities	3,000
Contribution to 150 th Anniversary Planning Reserve	<u>30,000</u>
Total	<u>\$45,000</u>

WORK PLAN AS APPROVED BY THE 150TH ANNIVERSARY PLANNING ADVISORY COMMITTEE OCTOBER 31, 2012

BY-LAW NO. 2012-0029

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to establish a fees and fares schedule for the
Frontenac-Howe Islander Ferry operation for the year 2013

WHEREAS Section 391 of the *Municipal Act, 2001, S.O. 2001, c.25, as amended* authorizes a municipality to impose fees or charges on persons:

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- (c) for the use of its property including property under its control.

AND WHEREAS the Corporation of the County of Frontenac operates a ferry to and from Howe Island known as the Frontenac-Howe Islander Ferry;

AND WHEREAS the Council of the County of Frontenac deems it expedient to adopt the following fees and fares in relation to the Frontenac-Howe Islander Ferry operation for the year 2013;

NOW THEREFORE the Council of the County of Frontenac hereby adopts the following fees and fares structure in relation to the Frontenac-Howe Islander Ferry operation for the year 2013:

1. Definitions:

- (i) **Single Vehicle:** Single vehicle will include a car, motorcycle, van, SUV, or pickup truck.
- (ii) **Heavy Vehicle:** Heavy vehicle will include any vehicle greater than 6,000 kgs and/or 7 metres (23 feet).

2. The 2013 pass shall provide access to both the County and Township operated ferries.

3. A common fee structure shall apply for both the County and Township operated ferries.

4. Fees shall only be collected when vehicles are coming onto Howe Island from either the County or Township operated ferry.

5. The following fees shall apply for the year 2013:

Annual pass for a single vehicle	\$220.00 *
One additional annual pass for a single vehicle per household **	\$50.00 *
One book of 10 tickets per pass holder annually	\$40.00
Two way trip for single vehicle	\$5.00
Two way trip for single vehicle with trailer in tow	\$10.00
Additional charges for annual pass holder with trailer in tow	\$5.00

Two way trip for any heavy vehicle	\$12.00
Replacement fee per annual pass (Charged for every replacement)	\$25.00

Definitions:

Single Vehicle

Single vehicle will include a car, motorcycle, van, SUV, or pickup truck.

Heavy Vehicle

Any vehicle greater than 6000 kgs and/or 7 metres (23 feet)

* These fees will be discounted by 10% for applicants who can show documentation indicating they are 65 years of age or older during 2013.

** A second pass for \$50 will only be available if the second vehicle involved is registered to:

- The same individual who purchased the first full-price 2013 annual pass.
- An individual who is married to or is in a common-law relationship with the full-price 2013 annual pass purchaser.
- The dependent child, of a full-price 2013 annual pass purchaser or the full-price pass purchaser's married or common-law spouse, who is under the age of 18.
- The dependent child, of a full-price 2013 annual pass purchaser or the full-price pass purchaser's married or common-law spouse, who is over the age of 18 only if the dependent child has both the same permanent address as the full-price 2013 annual pass purchaser and is attending school full-time.

6. Documentation must be provided that satisfies the staff person issuing the passes.
7. A third pass at a reduced rate is not available.
8. A Memorandum of Understanding addressing the details of this arrangement has been executed to address the sharing of revenues between the County of Frontenac and the Township of Frontenac Islands.
9. That this by-law shall come into force and take effect on the date of final passing.

Read a first and second time this 21st day of November, 2012.

Read a third time and finally passed this 21st day of November, 2012.

The Corporation of the County of Frontenac

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

BY-LAW NO. 2012-0030

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to confirm all actions and proceedings of County Council
on November 21, 2012

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

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

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

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

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

1. THAT all actions and proceedings of the Council of the County of Frontenac taken at its regular meeting held on November 21, 2012 be confirmed as actions for which the municipality has the capacity, rights, powers and privileges of a natural person.
2. THAT all actions and proceedings of the Council of the County of Frontenac taken at its regular meeting held on November 21, 2012 be confirmed as being matters within the spheres of jurisdiction described in Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto.
3. THAT all actions and proceedings of the Council of the Corporation of the County of Frontenac taken at its regular meeting held on November 21, 2012 except those taken by by-law and those required by by-law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.

4. THAT this by-law shall come into force and take effect as of the final passing thereof.

Read a First and Second Time this 21st day of November, 2012.

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

The Corporation of the County of Frontenac

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

By-law No. 2012-0030 – To confirm all actions and proceedings of County Council on November 21, 2012

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