



County Council Meeting – Regular Meeting
June 19, 2013 – 9:00 a.m.
The Frontenac Room, 2069 Battersea Road, Glenburnie, ON

AGENDA

Page

1. CALL TO ORDER

2. ADOPTION OF AGENDA

- a) Adoption of June 19, 2013 County Council Agenda as Circulated.

3. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

4. ADOPTION OF MINUTES

- a) Adoption of May 15, 2013 Regular Council Minutes

7-23

5. DEPUTATIONS AND/OR PRESENTATIONS

- a) Presentation of CMM Diplomas to Mike Van Hartingsveldt and Todd Fisher
- b) Mr. Walter Knott, Chair, Service Delivery and Organization Review Committee will provide County Council with an update of the Committees progress to date.

[Addenda]

6. CLOSED MEETING

As Authorized under Section 239 of The Municipal Act, to consider:
Adoption of Closed Meeting Minutes
Labour Relations or employee negotiations

7. BRIEFINGS

- a) Kieran Williams, AMCTO Municipal Management Intern Presentation will provide County Council with his presentation: A Year in Review at Frontenac County
- b) Joe Gallivan, Manager, Sustainability Planning will provide County Council with a briefing on Report 2013-123, Sustainability – County Official Plan – First Draft

25-35

8. UNFINISHED BUSINESS

9. COMMUNICATIONS

37-88

- a) 2013-118
June 19, 2013 Communications of Interest to Council

89-90

- b) 2013-118
June 19, 2013 Communications that Require Council Action

10. RECOMMEND REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

91-93

- a) 2013-086
Financial Services - Termination of Contract to Provide Financial Services to the Township of Frontenac Islands
(Deferred from the May 15, 2013 County Council meeting)

95-107

- b) 2013-094
Administrative Services - Code of Conduct for County Council and Committee Members
(Deferred from the May 15, 2013 County Council meeting)

109-112

- c) 2013-102
Administrative Services – 2013 Green Energy Act Compliance

113-117

- d) 2013-106
Administrative Services – Establishment of Targets for the Reduction of Absenteeism

119-123

- e) 2013-107
Emergency and Transportation Services – Refurbishing of Ambulance Fleet Strategy

125-145

- f) 2013-111
Sustainability – Bridgen's Island Draft Plan of Subdivision Approval – County File 10T-2008/001

[Addenda]

147-148

- g) 2013-113
Financial Services – MFOA Annual Conference

149-151

- h) 2013-123
Sustainability Planning – Draft County Official Plan
(This report will be distributed under separate cover)

10. RECOMMEND REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

[Addenda]

11. INFORMATION REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER (CONSENT)

All items listed on the Information Reports from the Chief Administrative Officer are for information only and shall be the subject of one motion. Any member of County Council may ask for any item(s) included in the Information Reports to be separated from that motion and considered separately, whereupon the Information Reports without the separated item(s) shall be put to the vote and the separated item(s) shall be considered immediately thereafter.

153-154

- a) 2013-108
Emergency and Transportation Services – Fire Tiered Response Agreements – Supplemental

155-178

- b) 2013-109
Fairmount Home - 2013 1st Quarter Consolidated Statistical Report

179-180

- c) 2013-110
Fairmount Home – OANHSS Annual Convention

181-189

- d) 2013-115
Administrative Services – Coming into Force of By-law 2013-0022

191-193

- e) 2013-117
Emergency and Transportation Services - City of Kingston Council Presentation on May 21, 2013 Update

195-199

- f) 2013-119
Human Resources - 2012 Supplementary Staff Conference Information

201-204

- g) 2013-120
Administrative Services - 2012-13 Municipal Management Intern Year End Review

205-206

- h) 2013-122
Financial Services – Fairmount Home Auditorium Redevelopment Project Manager Award of Contract

12. ADOPTION OF REPORT OF THE COMMITTEE OF THE WHOLE COUNCIL

12. ADOPTION OF REPORT OF THE COMMITTEE OF THE WHOLE COUNCIL

207-212

- a) Committee of the Whole June 5, 2013 Meeting Minutes
There is no Committee of the Whole report coming out of this meeting.

13. REPORTS FROM 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 and Homelessness Committee Update - Councillor McDougall
- g) Rideau Corridor Landscape Steering Committee Update - Councillor Jones

14. REPORTS FROM ADVISORY COMMITTEES OF COUNTY COUNCIL

213-221

- a) Joint Accessibility Advisory Committee May 27, 2013 Meeting Minutes and Recommendations

223-227

- b) Service Delivery and Organization Review Committee June 6, 2013 Meeting Minutes

229-233

- c) Trails Advisory Committee June 6, 2013 Meeting Minutes and Report to Council

235-241

- d) Sustainability Advisory Committee June 3, 2013 Meeting Minutes and Report to Council

15. ACCOUNTS

243-251

- a) Posted Cheque Listing for the Period of: May 7, 2013 to June 10, 2013

[Addenda]

16. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN

- a) Moved by Councillor Jones
Seconded by Councillor Doyle

WHEREAS the Service Delivery and Organization Review Committee (“the Committee”) was charged by resolution of Council to conduct a thorough review of the County’s Service Delivery and Organisation (“the Review”);

BE IT RESOLVED Council appoints Councillor Denis Doyle Review Project Coordinator and the day to day contact with the Consultant for the Service Delivery and Organization Review;

AND FURTHER BE IT RESOLVED THAT Council approves Councillor Doyle to sit as an observer in all interviews so that he knows exactly what has transpired allowing him to carry out his role as Vice-chair of the committee and as Review Project Coordinator.

17. GIVING NOTICE OF MOTION

18. OTHER BUSINESS

19. PUBLIC QUESTION PERIOD

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

253-254

- a) By-law No. 2013-0026 - To amend to 2013 Budget By-law

255-256

- b) By-Law No. 2013-0027 - Confirmation of Proceedings

21. ADJOURNMENT



MINUTES OF THE REGULAR MEETING OF COUNCIL
May 15, 2013

A regular meeting of the Council of the County of Frontenac was held in the Frontenac Room of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, May 15, 2013 at 9:00 a.m.

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

REGRETS: Councillor Gary Davison

ALSO PRESENT: **County:** Liz Savill, CAO/Clerk; Marian VanBruinessen, Treasurer; Paul Charbonneau, Director of Emergency & Transportation Services; Julie Shillington, Administrator of Fairmount; Anne Marie Young, Manager of Economic Sustainability; Joe Gallivan, Manager of Sustainability Planning; Jannette Amini, Deputy Clerk; Angelique Tamblyn, Executive Assistant
Media: Jeff Green, The Frontenac News; Craig Backay, Frontenac EMC

1. CALL TO ORDER

Warden Gutowski called the meeting to order at 9:06 a.m.

2. ADOPTION OF THE AGENDA

Motion #: 223-13 Moved By: Councillor Inglis
Seconded By: Deputy Warden Clayton

RESOLVED THAT the agenda for the May 15, 2013 meeting of the Council of the County of Frontenac be adopted as amended.

CARRIED AS AMENDED
(See motion to Amend below which was CARRIED)

Motion #: 224-13 Moved By: Councillor Doyle
Seconded By: Councillor Jones

BE IT RESOLVED THAT Section 11.1 of Procedural By-law 2010-0028 be waived to amend the Order of Business to defer items 10.1 a) and 10.2 b).

CARRIED

(A 2/3 Vote of Council Was Received)

3. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

The Warden requested the Clerk to record that in accordance with the Municipal Conflict of Interest Act no disclosures of pecuniary interest were declared.

4. DEPUTATIONS AND/OR PRESENTATIONS

a) **Mr. John A. Whitesell**, Founding Partner & COO, OrgCode Consulting, Inc.

Motion #: 225-13 Moved By: Councillor Inglis
Seconded By: Deputy Warden Clayton

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by Mr. John A. Whitesell, Founding Partner & COO, OrgCode Consulting, Inc. regarding the results of the Homelessness Plan and what it means for the County of Frontenac.

CARRIED

b) **Mr. Howard Allan, Allan and Partners**

Motion #: 226-13 Moved By: Councillor Inglis
Seconded By: Deputy Warden Clayton

RESOLVED THAT the Council of the County of Frontenac receive for information the presentation by Mr. Howard Allan, Allan and Partners regarding the Frontenac County Audited Financial Statements.

CARRIED

5. CLOSED MEETING

Motion #: 227-13 Moved By: Councillor Inglis
Seconded By: Deputy Warden Clayton

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

- a) Adoption of Closed Meeting Minutes dated April 17, 2013; and
b) Personal matters about an Identifiable Individual.

CARRIED

Motion #: 228-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor McDougall

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

Adoption of April 17, 2013 Public and Regular Council Meeting Minutes

Motion #: 229-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor McDougall

RESOLVED THAT the minutes of the public and regular meetings of County Council held on April 17, 2013 be adopted as circulated.

CARRIED

Adoption of May 2, 2013 Council Special Budget Meeting Minutes

Motion #: 230-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor McDougall

RESOLVED THAT the minutes of the Special Budget meeting of County Council held on May 2, 2013 be adopted as circulated.

CARRIED

7. BUSINESS ARISING FROM THE MINUTES

Motion #: 231-13 Moved By: Councillor Jones
Seconded By: Councillor Doyle

BE IT RESOLVED THAT the Procedural By-law be waived to permit the motion by Councillor Jones regarding the May 2nd, 2013 minutes to be considered.

CARRIED

(A 2/3 Vote of Council Was Received)

Motion #: 232-13 Moved By: Councillor Jones
Seconded By: Councillor Doyle

WHEREAS Councilor Gutowski pledged an Oath of Office at the commencement of this term of County Council. Such document contained words to the effect...

2. I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.

AND WHEREAS Councillor Gutowski has on more than one occasion breached her Oath uttering *promises* and *rewards* in an effort to conspire with Staff to move County Councillors to vote "*in a biased, corrupt or in any other improper manner*".

BE IT RESOLVED Councillor Gutowski has lost the trust of Council by violating her Oath of Office and Council rescinds all privileges of office immediately.

FURTHER MORE, Councillor Gutowski's peddling of political favours shall be referred to the Minister of Municipal Affairs and Housing.

AND FURTHER MORE, the Township of Central Frontenac appoints a replacement Councillor to County Council as soon as possible.

CARRIED (4:3)
(See Recorded Vote)

A Recorded Vote was requested

YEAS: Deputy Warden Clayton, Councillor Doyle, Councillor McDougall, Councillor Jones (4)

NAYS: Warden Gutowski, Councillor Inglis, Councillor Purdon (3)

ABSENT: Councillor Davison (1)

8. COMMUNICATIONS FOR INFORMATION

2013-099

Communications of Interest to Council

Motion #: 233-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor McDougall

RESOLVED THAT the items listed in the Communications of Interest to County Council report dated May 15, 2013 be received as circulated and filed for information purposes, including;

- Kingston, Frontenac Public Library Board meeting minutes dated March 27, 2013;
- Kingston, Frontenac Housing Corporation meeting minutes dated March 19, 2013;
and
- Frontenac County Bytes April 2013 Edition.

CARRIED

9. COMMUNICATIONS FOR ACTION

April 30, 2013 - Spina Bifida and Hydrocephalus Association of Ontario Proclamation Request

Motion #: 234-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor McDougall

WHEREAS the Spina Bifida and Hydrocephalus Association of Ontario serves people with Spina Bifida and Hydrocephalus, their families and the public; and

WHEREAS Health Canada has proclaimed June as Spina Bifida and Hydrocephalus Awareness Month; and

WHEREAS there are many people who are not aware of the Association or that it offers support, information and education programs and funds research to find ways to prevent and treat these conditions; and

WHEREAS the Association encourages all Ontarians to learn more about these conditions and to appreciate the challenges faced by individuals affected by them, therefore:

BE IT RESOLVED THAT the County of Frontenac hereby proclaims the month of June to be SPINA BIFIDA AND HYDROCEPHALUS AWARENESS MONTH in the County of Frontenac and urges all citizens to give full consideration and attention to the Spina Bifida and Hydrocephalus Association of Ontario for their work on behalf of those with Spina Bifida and Hydrocephalus and their families.

CARRIED

May 9, 2013 - Township of Frontenac Islands request that the County of Frontenac waive the Frontenac-Howe Islander Ferry fees for those vehicles transacting business for the Township of Frontenac Islands.

Motion #: 235-13 Moved By: Councillor McDougall
Seconded By: Deputy Warden Clayton

RESOLVED THAT the Council of the County of Frontenac receive the request from the Council of the Township of Frontenac Islands dated May 9, 2013;

AND FURTHER THAT County Council direct staff to consult with Township of Frontenac Islands staff to determine criteria for waiving the Frontenac-Howe Islander Ferry fees as well as associated costs in lost revenue and report back to County Council.

CARRIED

10. REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

10.1. Administrative Services

10.1.1. Administration

a) 2013-094
Code of Conduct for County Council and Committee Members

This report was deferred to the next regular County Council meeting at the adoption of the agenda.

b) 2013-087
Establishment of a Records Retention Schedule

Motion #: 236-12 Moved By: Deputy Warden Clayton
Seconded By: Councillor McDougall

RESOLVED THAT the Council of the County of Frontenac receive the Administrative Services –Records Retention Schedule report;

AND FURTHER THAT Council adopt By-law No. 2013-0021, being a By-law to Establish a Schedule for Records Retention;

AND FURTHER THAT Council of the County of Frontenac delegate authority to the CAO/Clerk to set administratively a retention schedule for the County of Frontenac;

AND FURTHER THAT By-law 30-1990 be and is hereby repealed.

CARRIED

**c) 2013-093
Vehicle Usage**

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

RESOLVED THAT the Council of the County of Frontenac accept the Administrative Services – Vehicle Usage report for information.

CARRIED

It was noted that Mr. Gordon Burns has withdrawn his name from this Committee and that Mr. Walter Knott will be appointed as the community representative.

10.1.2. Sustainability – Nil

10.1.3. Human Resources

a) **2013-084**
2012 Staff Conference, Training and Other Travel Expenses

Motion #: 241-12 Moved By: Councillor Jones
Seconded By: Councillor Doyle

That Council of the County of Frontenac receives the Human Resources – 2012 Staff Conference, Training and Other Travel Expenses report for information.

CARRIED

Staff advised that a supplementary report will come forward identifying the specific conferences attended by staff.

10.2. Financial Services

a) 2013-085
2012 Audited Financial Statements

Motion #: 242-12 Moved By: Councillor Jones
Seconded By: Councillor Doyle

RESOLVED that the Council of the County of Frontenac receive this Financial Services - 2012 Audited Financial Statements report;

AND FURTHER that the Council of the County of Frontenac accept the 2012 Audited Financial Statements of the Corporation of the County of Frontenac.

CARRIED

b) 2013-086
Termination of Contract to Provide Financial Services to the Township of Frontenac Islands

This Report was deferred to the next regular County Council meeting at the adoption of the agenda.

c) 2013-091
2013 1st Quarter Financial Summary

Motion #: 243-12 Moved By: Councillor Jones
Seconded By: Councillor Purdon

RESOLVED THAT Council of the County of Frontenac receive this Financial Services – 2013 1st Quarter Financial Summary report for information.

CARRIED

d) 2013-097
2013 Temporary Borrowing Bylaw

Motion #: 244-12 Moved By: Councillor Jones
Seconded By: Councillor Purdon

RESOLVED THAT Council of the County of Frontenac accept the Financial Services – 2013 Temporary Borrowing Bylaw report;

AND FURTHER direct the Clerk to introduce a by-law later in the meeting to authorize current borrowings from time to time during 2013.

CARRIED

10.3. Emergency and Transportation Services

a) 2013-089
Ambulance Vehicle Remount versus New Purchase

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

RESOLVED THAT the Council of the County of Frontenac accept the Emergency and Transportation Services – Ambulance Vehicle Remount versus New Purchase report;

AND FURTHER the Council of the County of Frontenac direct staff to proceed with Option 2 as noted in the report;

AND FURTHER that staff bring forward a report to County Council on an annual basis with updates on both options.

CARRIED AS AMENDED
(See motion to Amend below which was CARRIED)

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

BE IT RESOLVED THAT Council direct staff to proceed with Option 2 as noted in the report;

AND FURTHER THAT staff bring forward a report to County Council on an annual basis with updates on both options.

CARRIED

b) 2013-090
Election to Paramedic Chiefs of Canada (PCC) Board of Directors
Executive of the Chief of Paramedic Services

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

RESOLVED THAT the Council of the County of Frontenac accept the Emergency and Transportation Services – Election to Paramedic Chiefs of Canada (PCC) Board of Directors Executive of the Chief of Paramedic Services report for information;

AND FURTHER the Council of the County of Frontenac support the Chief of Paramedic Services' election to the Executive of the Paramedic Chiefs of Canada for the period of June 14, 2013 to June 20, 2014.

CARRIED

10.4. Fairmount Home

a) **2013-092**
Attendance Management

Motion #: 248-12 Moved By: Deputy Warden Clayton
Seconded By: Councillor Purdon

RESOLVED THAT Council of the County of Frontenac receive the Fairmount Home – Attendance Management report for information only.

CARRIED

b) May 2013 Fairmount Grapevine Gazette

Motion #: 249-12 Moved By: Councillor Purdon
Seconded By: Councillor Inglis

RESOLVED THAT the Council of the County of Frontenac receive the May 2013 edition of the Fairmount Grapevine Gazette for information.

CARRIED

14. GIVING NOTICE OF MOTION

15. OTHER BUSINESS

15.1. External Boards and Committees

a) Kingston Frontenac Library Board Update - Councillor Purdon

No update was provided.

b) KFL&A Public Health Board Update - Councillor Clayton

Deputy Warden Clayton advised that the KFL&A Public Health Board will be meeting next week.

c) RULAC, LSR and Other Updates

Staff advised that a RULAC meeting was held on May 6th and that the minutes of that meeting would be forthcoming to County Council.

d) Algonquin Land Claim Update - Councillor Inglis

Councillor Inglis advised that the Township of North Frontenac is attempting to have a meeting held in North Frontenac.

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

In the absence of Councillor Davison, no update was provided.

f) Housing and Homelessness Committee Update - Councillor McDougall

No update was provided.

g) Rideau Corridor Landscape Steering Committee Update - Councillor Jones

Councillor Jones advised that the Rideau Corridor Landscape Strategy Steering Committee and Parks Canada have now released the Rideau Corridor Landscape Character Assessment & Planning and Management Recommendations and is available in both official languages. As noted on the agenda, the report may be viewed at http://www.rcls-sacr.ca/en_report.html.

15.2. Advisory Committees of County Council

a) Sustainability Advisory Committee

b) 150th Anniversary of County Advisory Committee

➤ Minutes and Recommendations

Motion #: 257-12 Moved By: Councillor Jones
Seconded By: Councillor Purdon

RESOLVED THAT the Council of the County of Frontenac accept the 150th Anniversary Planning Advisory Committee of the County of Frontenac meeting minutes dated April 24, 2013.

CARRIED

Motion #: 258-12 Moved By: Councillor Purdon
Seconded By: Councillor Inglis

BE IT RESOLVED THAT County Council authorize staff to proceed with the purchase of eight 150th Anniversary promotional vests at a cost not to exceed \$1,000;

And that staff be authorized to determine the type, colour and design of the vests.

CARRIED

d) Trails Advisory Committee

e) Accessibility Advisory Committee

15.3. Other Updates

a) Out of Province Travel

Paramedic Chiefs of Canada Annual General Meeting - St. John, New Brunswick, June 14, 2013 will be attended by Chief Charbonneau.

b) Motion of Speedy Recovery

Motion #: 259-12 Moved By: Councillor Doyle
Seconded By: Councillor Jones

BE IT RESOLVED THAT Council request that flowers be sent to Councillor Davison with an expression of a speedy recovery.

CARRIED

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk



Year in Review at Frontenac County

**AMCTO Municipal Management Internship Program
2012-2013**

County Council Meeting
Presented by Kieran Williams
June 19, 2013



Year in Review

- Overview of the AMCTO Internship Program
- About the Intern
- Work Plan & Projects
- Conferences & Professional Development
- Moving Forward



Municipal Intern 2012-2013 – Year In Review

AMCTO Municipal Management Internship Program

- Organized by AMCTO
- “...address the critical need to attract and develop the next generation of competent municipal leaders.”
- 12-month program for university/college graduates
- Gain experience in all function areas of municipal government



Municipal Intern 2012-2013 – Year In Review



About the Intern

- Graduate degrees in political science and planning
- Prior experience with *Public Sector Digest*, ONPHA, City Institute
- Career interests



Work Plan

County of Frontenac

- 4 week rotations in each department

Additional Opportunities

- Ministry of Municipal Affairs & Housing, Eastern Office
- Township of South Frontenac
- Conferences & professional development / training



Municipal Intern 2012-2013 – Year In Review

Projects

CAO-Clerk's Office

- Multi-year Accessibility Plan
- Green Energy Act reporting compliance template
- Procedure by-law

Human Resources

- Policy development
- Drafting of HR unit plan
- Orientation process and package

Finance and Treasury

- Procurement Policy review
- Vehicle inventory
- Budgeting process

Economic Sustainability

- Planning for second phase of K&P Trail



Municipal Intern 2012-2013 – Year In Review

Projects

Sustainability & Land-Use Planning

- OP public sessions (Ompa)
- Planning reports (Variance and Zoning)
- CIP research (Marysville)
- Annual ICSP workshop

FPS/ETS

- Policy development – CISM and pregnancy accommodation

Fairmount Home

- Recycling survey
- Inspection form revision

Projects

MMAH – Municipal Services Office (East)

- Social media presence review
- Budget data collection template

Township of South Frontenac

- Waste management public education materials
- RFP/RFT bid documents template



Plus...

Conferences

- AMCTO Annual Conference (2012 and 2013)
- OPPI Annual Symposium
- Ontario East Municipal Conference (OEMC)
- ROMA/OGRA Annual Joint Conference
- Association of Municipalities of Ontario (AMO) Annual Conference

Professional Development

- AMCTO Performance Measurement in Management
- AMCTO Internship Professional Development Workshops
- SWITCH Legal Seminar



Municipal Intern 2012-2013 – Year In Review

Moving Forward

- Intensive year of projects and training
- Excellent environment for professional development
- Opportunities for networking and mentorship



Municipal Intern 2012-2013 – Year In Review



Thanks for a great year!

County of
Frontenac



Report 2013-118

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Angelique Tamblyn
Executive Assistant

Alison Vandervelde
Communications Officer

Date Prepared: June 12, 2013

Date of Meeting: June 19, 2013

Re: **Administrative Services – Communications of Interest to Council**

Recommendation

RESOLVED THAT the Council of the County of Frontenac accept the *Administrative Services – Communications of Interest to Council* report for information;

AND FURTHER THAT the following communications of interest to Council listed under the headings A, B, and C be received and filed.

Background

The following correspondence has been received that may be of interest to members of Council. Copies can be made available upon request.

Comment

A Ministries, Other Municipalities, etc:

1. Human Resources and Skills Development Canada, April 16, 2013 - The request for funding under the 2012 Small Project Call for Proposals of the

Administrative Report
Administrative Services - Communications of Interest to Council
June 19, 2013

Page 1 of 34

Enabling Accessibility Fund (EAF) was denied. The project did not meet the program's mandatory eligibility criteria for funding.

2. City of Kingston, May 23, 2013 - Correspondence received from Kevin Arjoon, Acting City Clerk Re: Briefing - Kingston City Council Meeting May 21, 2013, Clause (2), Report No. 74 - 2013 Budget Update - Agencies and Boards. Thank you to Mr. Paul Charbonneau and Ms. Julie Shillington for attending the Kingston City Council regular meeting on May 21, 2013.
3. The Township of South Frontenac, May 23, 2013 - Correspondence from Wayne Orr, Chief Administrative Officer Re: Arterial Roads Agreement.
4. The Township of Frontenac Islands, May 24, 2013 - Correspondence from Gordon M. Burns, Interim CAO Re: Council of the Township of Frontenac Islands passed a resolution supporting the County of Frontenac passing a by-law to change the term of office for Warden and Deputy Warden from its current term of four years to a one year term effective immediately after the 2014 Municipal Elections.
5. City of Kingston, May 31, 2013 - Correspondence from Gerard Hunt, Chief Administrative Officer Re: Land Ambulance Services and County of Frontenac Resolutions - City Council Meeting May 21, 2013. Further to the motion of City of Kingston Council dated May 21, 2013, City staff requests the County's assistance in order to complete the work that City Council has directed to carry out.
6. Ontario Seniors Secretariat, May 31, 2013 - Correspondence from Abby Katz Starr, Assistant Deputy Minister Re: Seniors' Month. This year's theme is The Art of Living. Visit www.ontario.ca/seniorsmonth. Copies of the posters are available in 5 additional languages. If you would like to publicize your Seniors' Month event email details to infoseniors@ontario.ca
7. Ministry of Agriculture and Food, Ministry of Rural Affairs, June 13, 2013 - Correspondence from Susin Micallef, Marketing Communication Officer Re: Help Report Invasive Pest. The Brown Marmorated Stink Bug (BMSB) is an invasive pest and threat to Ontario agriculture. BMSB has a wide host range that includes agricultural crops such as tree fruit / nuts, small fruit, grapes, tomatoes, peppers, sweet corn, soybeans, grain crops and ornamentals. However, it also feeds and reproduces on many deciduous trees and shrubs. As BMSB moves between hosts during the season, this can create a risk to nearby crops. If you think you have found BMSB, call the Agriculture Information Contact Centre, 1-877-424-1300 or email aq.info.omafra@ontario.ca Visit ontario.ca/stinkbug for photos.

Other Correspondence:

1. Cunningham Swan Lawyers, April 29, 2013 - Correspondence from Timothy J. Wilkin Re: Participation by Members of Council at Public Meetings (please see attached)
2. KFL&A Public Health, May 7, 2013 - Letter received from Charles Simonds, Chair of the KFL&A Board of Health Re: Correspondence to the Hon. Charles Sousa, Minister of Finance Re: Tobacco Taxation in the Province of Ontario.
3. Allan Chartered Accountant Professional Corporation, May 13, 2013 - Correspondence from Mr. Howard A. Allan and Serena Fortin Re: Audit. A thank you to Mrs. Marian VanBruinessen, Treasurer and employees of the accounting and administration departments of the County for their assistance during the performance of the audit performed in respect of the County's December 31,

2013 year end financial statements. During the course of the 2012 audit, they found the records of the County to be in good order, and staff assisted them in locating all information requested. Auditing now focuses on understanding sources of business risk, fraud risk, entity governance policies and management's overall decision making processes, rather than simply focussing on the financial statements.

4. Community Energy Network of Eastern Ontario, May 16, 2013 - Correspondence from Brenda Harriman, Executive Director, Sustainable Eastern Ontario Re: 2013 Community Energy Network of Eastern Ontario Retreats including the 2013 Spring CEN Retreat, Building Community Power, in the Kingston region with special emphasis on the Wintergreen Renewable Energy Co-op held on May 24, 2013 and the Summer Retreat coming up on August 22, 2013. The Summer CEN Retreat will focus on the specific policies and programs municipalities can implement in order to be a leader in taking action on renewable energy and energy efficiency. The retreat will be held at the University of Ottawa. For more information email info@community-energy.ca
5. Enbridge, May 16, 2013 - Invitation to attend an open house to learn more about the Line 9 Reversal Project and their preventative maintenance program, Wednesday, June 5, 2013 5:00 to 7:30 p.m. at the Italo-Canadian Club of Kingston, 1174 Italia Lane, Kingston. For more information about the project line9reversal@enbridge.com or call 1-888-767-3098.
6. Frank A. Vellone, May 30, 2013 - Correspondence from Mr. Frank A. Vellone addressed to "To the Citizens of Frontenac County and the City of Kingston". The letter includes recommendations for changes in the Ferry Office and operations of the County Ferry.
7. Ontario Heritage Trust, June 7, 2013 - Correspondence from Chairman, Thomas H.B. Symons Re: The Ontario Heritage Trust invites nominations for their 2013 Recognition Programs, which celebrate community efforts to preserve Ontario's heritage. Almost 19 million people visit Ontario's museums and heritage attractions annually, 10 million visitors trek through parks and conservation areas, and over \$4 billion is spent by tourists experiencing Ontario's cultural activities. The nomination deadline for all programs is September 30. Further information and nomination forms are available at www.heritagetrust.on.ca/recognition A copy of the program brochures outlining the nomination criteria and awards information is available.
8. New Leaf Link (NeLL), June, 2013 - The New Leaf Link Annual General Meeting was held on March 20, 2013 at the Sydenham Library. A copy of the New Leaf Link Annual Report 2012 has been provided. www.newleaflink.ca 613-374-3451
9. Kingston Frontenac Public Library, June 11, 2013 - Correspondence from Patricia Enright Re: OLA New Library Building Award Recipients. The Sydenham Public Library is one of the winners of the OLA New Library Building Awards which encourage and showcase excellence in the architectural design and planning of libraries in Ontario. The awards ceremony will take place on July 9, 2013 at p.m. at the Toronto Reference Library. Tickets are available for \$35. http://www.accessola.org/OLAWEB/About/Awards/Recipients/Building_Award_Winners.aspx
10. United Way serving KFL&A, May 16, 2013 - Correspondence from Bhavana Varma, President & CEO Re: 211 Eastern Ontario 2012 Caller Needs and Trends Report. <http://www.211ontario.ca/>

AMO Member Communications:

1. News Releases

- Municipalities Support Greater Industry Responsibility for Waster Diversion Cost (June 6, 2013)
- Ontario Budget Delivers Infrastructure Investment; Silent on Tools to Manage Costs (May 2, 2013)

2. AMO Breaking News & Policy News

- AMOmobile Experiencing Minor Technical Difficulties
- Key Role of Municipalities in Waste Diversion Recognized
- Senate Committee Hears from AMO on Gas Tax indexing
- Economic Development Task Force May 2013 update
- Renewable Energy Changes Aimed at Municipalities
- Process for Ministers' and PA's delegations at AMO Conference

3. Watch Files

<http://www.amo.on.ca/WCM/AMO/AMO /About/Watch File.aspx>

- May 9, 16, 23, 30, June 6, 2013

FCM Member Communications:

1. News Releases

- FCM announces recipients of 2013 awards of excellence (June 3, 2013)
- Statement by FCM President following today's speech by Minister Fast at the FCM Annual Conference (June 3, 2013)
- Canadians Most Satisfied With Municipal Order Of Government (June 3, 2013)
- FCM elects new President and table officers at 76th Annual Conference and Trade Show (June 2, 2013)
- Statement by FCM president following today's speech by Justin Trudeau, Leader of the Liberal Party of Canada (June 2, 2013)
- Statement by FCM president following today's speech by Elizabeth May, Leader of the Green Party of Canada (June 2, 2013)
- Statement by FCM president following today's speech by Thomas Mulcair, Leader of the Official Opposition (June 1, 2013)
- Statement by FCM president following today's speech by Minister Lebel at the FCM Annual Conference (June 1, 2013)
- Statement by FCM president following today's speech by Minister Moore at the FCM Annual Conference (May 31, 2013)
- FCM report calls for new strategic federal-municipal partnership (May 31, 2013)
- Mayors of Canada's biggest cities calling on government partners to address growing housing crisis (May 30, 2013)
- Statement by FCM president Karen Leibovici on CFIB analysis of municipal spending trends (May 29, 2013)

- Canada's municipal leaders to gather in Vancouver to discuss new infrastructure investments and future of federal-municipal partnership (May 28, 2013).
- FCM applauds NDP Leader's call for new federal investments in public transit (May 15, 2013)
- Statement by FCM president Karen Leibovici on the election of Justin Trudeau as Leader of Liberal Party of Canada (April 15, 2013)

2. PCP News

- Partners for Climate Protection (PCP) News Digest (May 26, 2013)

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

C Agency/Board Minutes:

1. Kingston Frontenac Public Library Board Minutes
 - Minutes of April 24, 2013
2. Kingston & Frontenac Housing Corporation Board Minutes
 - Minutes of April 29, 2013
 - 12th Annual General Meeting of the Shareholder will be held on June 18, 2013 at 7:00 p.m., Council Chamber, City Hall.
3. Kingston, Frontenac and Lennox & Addington Board of Health Minutes
 - Minutes of April 24, 2013

D The following items of correspondence require action:

- Ontario Family Fishing Events, May 27, 2013 – Correspondence from Rachel Pearson, Conservation Outreach Programs Coordinator, Re: Request to proclaim July 6-14, 2013 as Ontario Family Fishing Events week. Ontario Family Fishing Events celebrates 20 years of license-free fishing for the summer events. Each year, the Ontario Government designates two periods throughout the year as license-free, one in February and one in July. During these nine days in July many fish festivals, clinics, or conservation and educational activities may be held in our area. For further information contact offe@ofah.org, (705)748-6324 ext. 254 or visit www.ontariofamilyfishing.com

E County of Frontenac Outgoing Communications:

1. Media Releases:

- Media Advisory: County of Frontenac Celebrates Sydenham Ambulance Station LEED® Gold Certification (May 21)
- Media Release: County of Frontenac Celebrates Sydenham Ambulance Station LEED® Gold Certification (May 27)
- Bring your e-waste to Fairmount on June 15th and Sodexo will turn it into food (June 5)
- County of Frontenac reserves and reserve funds are not surplus (June 6)

- Updated County of Frontenac website offers improved user experience (June 12)
 - Successful Start to Wolfe Island Community Paramedicine Wellness Clinics (June 12)
 -
2. E-Newsletters
- May edition of Frontenac County Bytes (attached)

APPENDIX A

As of June 13, 2013 County staff has been made aware of 476 signatures to an online petition titled "County of Frontenac: STOP the ambulance cuts!" The default message received upon signature of the petition reads:

Dear Paul Charbonneau (Chief of Paramedic Services, County of Frontenac),

I just signed OPSEU Local 462's petition "[County of Frontenac: STOP the ambulance cuts!](#)" on Change.org.

It is our understanding that you want to reduce our ambulance service by 4380 hours per year, despite the fact, that emergency calls INCREASE every year. An emergency is a serious, unexpected, and often dangerous situation requiring immediate action: It is something you can't reduce by spending less. As residents of this community, we urge you NOT TO REDUCE OUR AMBULANCE SERVICE. It could cost me, or my loved ones, their life.

The petition has been signed by:

- | | |
|-------------------------------------|---------------------------------------|
| 1. Matt Kirkham Kingston | 29. Amber Hultink, Renfrew |
| 2. Emily Mercer Toronto | 30. Mandy Sun, United Kingdom |
| 3. Emily LeDuc Hamilton | 31. Gordon Johnston, Kingston |
| 4. Richard Bowlby Kingston | 32. Charlotte Teasdale, Kingston |
| 5. Kelsey McNamara, Georgia | 33. Morgan Davis, Kingston |
| 6. Keri Irving Battersea | 34. Gina Davis, Kingston |
| 7. Josh Coakeley, Kingston | 35. Jacqueline Goncalves, Whitby |
| 8. Jessica Mercer, Kingston | 36. Shelly Postma, Roblin |
| 9. Lindsay Esford, Battersea | 37. Mary Chiarot, Sharbot Lake |
| 10. Shawna Langille, Kingston | 38. Jonathan Andreozzi, Kingston |
| 11. Tammy Dupuis, Parham | 39. Mackenzie Cameron, Windsor |
| 12. Lauren van Vlymen, Inverary | 40. Lisa Richards, Kingston |
| 13. Samantha Phillips, Kingston | 41. Rob Purvis, Amherstview |
| 14. Sean Rocheleau, Kingston | 42. Brent Young, Kingston |
| 15. Maggie Erickson, Minnesota | 43. Ryan Sciara, Toronto |
| 16. Tanya Rexe, Kingston | 44. Kelly Sparks, Kingston |
| 17. Rob Mitchell, Kingston | 45. Lou Cucoch, Tichborne |
| 18. Haley Somerville, Kingston | 46. Stephane Trottier, Kingston |
| 19. Jessica Czyzewski, Ottawa | 47. Karen Curtis, Joyceville |
| 20. Jason Kervin, Perth Road | 48. Robyn Crawford, McDonalds Corners |
| 21. Cameron Stewart, Kingston | 49. Tammy Gray, Napanee |
| 22. Kimberley Taylor, Kingston | 50. Adele Colby, Tichborne |
| 23. Rebecca Chapman, Kingston | 51. Greg Allan, Kingston |
| 24. Marie Taillon Casselman, Canada | 52. Ryan Conboy, Sharbot Lake |
| 25. Kathryn Simmers, Kingston | 53. Martin Lepine, Ottawa |
| 26. Jason Milne, Kingston | 54. Jessica Beecraft, Burgessville |
| 27. Ashalynn Fuller, Kingston | 55. Cheryl Lain, Kingston |
| 28. Lucy Dolan, United Kingdom | 56. Kim Curry, Bowmanville |

Administrative Report
Administrative Services - Communications of Interest to Council
June 19, 2013

Page 7 of 34

57. Dan Ogrady, Douro
58. Carmelle Bédard, Ottawa
59. David Bard, Ottawa
60. Donna Hall, McDonald's Corners
61. Chris Lawrence, Kingston
62. Valerie Wolfreys, Stella
63. Hal Cowie, Kingston
64. Amy Gilpin, Ompah
65. Jason Coulter, Harrowsmith
66. Brad Gilpin, Plevna
67. Carla de Koning, Orleans
68. Michelle Paquin, Kingston
69. Johanne Menard, Kanata
70. Mai Le, Gatineau
71. shawn millar, Harrowsmith
72. Jessica Munro, Elgin
73. Amanda Usher, Newcastle
74. Scott Mortimer, kingston
75. Casey O'Neil, Scarborough
76. Brenda Piat, Tichborne
77. Becci Barker Parham, California
78. Marc Goudie, Spencerville
79. Angela Cowdy, Sharbot Lake
80. Sandra Ladd Lyn, Canada
81. Alison Steinfort, Perth Road
82. Mike Postma, roblin
83. Brenda Murray, Newcastle
84. Morgan Roberts, Peterborough
85. wendy thorn, Marmora
86. Kathy Kaweck, Carleton Place
87. brad Quinn, Parham
88. Andrea Ross, Ajax
89. Linda Brent, Kingston
90. James O'Leary, Sioux Lookout
91. Matthew Harris, Peterborough
92. Kate Kirkham, Sault Ste. Marie
93. Molly Luhta, Arnprior
94. Joan Cass, Toronto
95. Jeff Segal, Markham
96. Lise-Anne Lepage, Seeley's Bay
97. Kenny Heintz, Kingston
98. Kate Downer, Newmarket
99. Brenda Wilson Young, Milton
100. Nicolas Chamieh Lyn, Canada
101. Bruce Bain, Mississauga
102. Marlene & Al Wheeler, Sharbot Lake
103. Heather Davidson, London
104. Alison Coke, Ajax
105. Maria Constandinou, Kingston
106. Jason Brinson, Brantford
107. JL Thompson, Kingston
108. Annick Spoden, Kingston
109. Renee Austin, Kingston
110. Lindsay Rowlands, Ottawa
111. Tania Pelletier, Battersea
112. abby gray, Toronto
113. Jesse Taylor, Brantford
114. Whipper Watson, Durham
115. Craig Munro, Kingston
116. joanne pickett, arden
117. Lindsay Mossey, Kingston
118. chris Anderson, Plainfield
119. Lindsay Munro, Kingston
120. Tracy Renaud, Rockwood
121. Chris Gobeil, Kingston
122. Peggy Jeavons, Brantford
123. Tamara Devries, Trenton
124. Doug Smith, Tobermory
125. Judy Davis, Kingston
126. Roberta Rider, Battersea
127. Robert Taylor, Oshawa
128. Crystal Ferdinand, Nova Scotia
129. June & Vernon Crawford, Sharbot Lake
130. Michelle Menard, Bath
131. Mary Ritter, Ottawa
132. brendan beloniak, Kingston
133. Jackie van Overdijk, Thornhill
134. Laureen Kilpatrick, Stella
135. Bob Godin, Kingston
136. bruce clow, mountain grove
137. Anita Landry, sharbot lake
138. Talia DelCogliano, Toronto
139. margaret yeldon, Brockville
140. Pauline Sutherland, Mississauga
141. Julia Pedersson, Surrey, B.C.
142. David Parkhill, Kingston
143. Ashley Gorham, Perth
144. Patrick Hogan, Kitchener
145. Kate Howard, Australia
146. Alexandre Lackey, Smiths Falls
147. Bonnie Stewart, Kingston
148. allison Campbell, Kingston
149. Susan Hunt, Kingston
150. Lyndsey Lawrence, Kingston
151. Lynda Lackey, Smiths Falls
152. Andrew Phillips, Kingston

153. Ken Johnson, Toronto
154. Sjarhei Kauzunovich, Toronto
155. Chris Koropeski, Thunder Bay,
156. margaret white, Toronto
157. Joe Crawford, Sarnia
158. Carol Reid, Brockville
159. Stuart Kempenaar, Kingston
160. Mary Portwine, Brockville
161. Lynn Hannah, Ottawa
162. Chris Lackey, Smiths Falls
163. Ilya Personov, Kingston
164. saeema sayed, Toronto
165. maureen Bates, Kingston
166. Claudia Leduc, Hamilton
167. Bonnie Sparrow, Kingston
168. Lindsay Down, Kingston
169. Penny Macdonald, Sharbot Lake
170. Sarah Arbour, Kingston
171. Shawna Greyling, Bath
172. Cody Higgins, Toronto
173. Ashley Simpson Kingston
174. Kimberley Flowers, Kingston
175. pat healey, Kingston
176. Roxanne Raymond, Yarker
177. Susan Hannah, Kingston
178. Melissa Kutz, Kingston
179. Dave Doran, Kingston
180. Debbie Kimmerly, Portland
181. Angela Bacon, Amherstview
182. Chris Sochasky, Amherstview
183. Erinn Doherty, Kingston
184. Chelsea Murphy, Kingston
185. Sheri Hodgins, Kingston
186. Alan Kelly, Barrie
187. Britney Bradley, Kingston
188. Jason Pevere, Smiths Falls
189. Gloster Brampton
190. Elizabeth morton, Gananoque
191. Steacy Oliver, Kingston
192. Megan Sparrow, Amherstview
193. ken smith, Orillia
194. Cara Lackey, Smiths Falls
195. Lise Lysight, North Bay
196. julie Bellemare, timmins
197. Andrew Thomas, Ottawa
198. Julie McCarthy, Athens
199. Scott Rose, Calgary
200. Rose MacPherson, Sharbot Lake
201. Brittany Dancy, Athens
202. Kieran O'Halloran, Victoria Harbour
203. Rama Kemmerer Boese, Kingston
204. Stephen Beloniak, Mississauga
205. Ashley Foote, Courtice
206. Kathleen Davey, Owen sound
207. Brenda Cliffe-Garon, Kingston
208. meagan thom, vancouver
209. Chelsie Ritchie, Kingston
210. David Hannah, Ottawa
211. Brad Johnson, Vancouver
212. Stacy Doherty, Port Hope
213. Lennon Berard, Timmins
214. Tracy Bamford, Parham
215. john Davey, Owen Sound
216. Sue Stadnisky, Kingston
217. Angela Rossley, Innisfil
218. Dave Perrotta, North Bay
219. brittany Houston, Uxbridge
220. Kyra Glabb, Kingston
221. Jean Soleyn, Kingston
222. Jessica Doucette, Kingston
223. Rachael Corrigan, sauble beach
224. Cheryl Rider, Tichborne
225. Andrew Wilby, Inverary
226. Gillian White, Kingston
227. Stephanie Barr, Sharbot Lake
228. laurie Hannah, Verona
229. Kurtis Jackson, mountain grove
230. Cathy Gordon, Kingston
231. juliann Mcdonell, kingston
232. Marcie Asselstine, Sharbot Lake
233. Dianne Fyn, Brockville
234. Tracey Leonard, Dunrobin
235. Teller Oftales, Algonquin Territory
236. Lesley Ahee, Ottawa
237. Linda MacKenzie, Sharbot Lake
238. Jackie Duggan, Stittsville
239. Sara Bazett, Almonte
240. chris macdonald, amherstview
241. Matthew Martin, Kingston
242. Barbara Robson, Odessa
243. Tim P, Kingston
244. Jennifer Townsend, Kingston
245. Scott Snider, Harrowsmith
246. esther zinck, Mississauga
247. Lolly Challice, St. Catharines
248. Kathy Smith, Godfrey
249. Lorraine Wilkinson, Sharbot Lake
250. Judy Belanger, Newmarket

- | | |
|---|---------------------------------------|
| 251. Heidi McGovern, Sharbot Lake | 300. jen gray, sharbot lake |
| 252. Rhonda Van Ness, Kingston | 301. Daphine Bradley, Kingston |
| 253. mary miller, Kingston | 302. Tiberius Trifu, Kingston |
| 254. jenny lauten, Kingston | 303. warren schween, Brantford |
| 255. Tracy Dignan, Oshawa | 304. Chris Carvalho, Kingston |
| 256. darrin fox, Godfrey | 305. Barb Howland, Napanee |
| 257. Ashley Boyd, barrie | 306. Diane Irwin, Greater Napanee |
| 258. Susan Brown, Kingston | 307. Mathieu Blais, amherstview |
| 259. Linda Sellery, Kingston | 308. Leslie Hunter, Inverary |
| 260. Elizabeth Bradlynn, Inverary | 309. Lyn Lynch Amherstview |
| 261. Chantale Lavoie ,Inverary | 310. Wendy Blais, Gatineau |
| 262. Becky Kavanaugh, Ardoch | 311. Adam Lake, Sharbot Lake |
| 263. tyler white, Kingston | 312. Bobby Gillespie, Hepworth |
| 264. Melissa Thomson, toronto | 313. Tim Kidd, Tamworth |
| 265. Erin Sheldon, Kingston | 314. Lauren Kalnins, Burlington |
| 266. Charlotte Osborn, Chester Basin | 315. Ewan Roy, Kingston |
| 267. Louise Snider, Harrowsmith | 316. Simon Levesque, Gatineau |
| 268. Krystalle Bell, Kingston | 317. Kailey Miller, Sweden |
| 269. Amy Gordon, Ottawa | 318. Erik Snider, Kingston |
| 270. Holly Jackson, Kingston | 319. Mckenzie Brown, Upper Sackville |
| 271. Peri McQuay, Westport | 320. Collin Bryant, Kingston |
| 272. Angela Connelly, Milton | 321. Katrin MacPhee, Kingston |
| 273. Jessica McCuaig, Ottawa | 322. Guylaine Bedard, Amherstview |
| 274. Douglas Davis, Kingston | 323. Tammy Blais, Gatineau |
| 275. Dave Hagerman, Kingston | 324. Andrew Schneider, Kingston |
| 276. alan eyre, Wilton | 325. Alana Kalnins, Burlington |
| 277. Daniel Camirand, Cambridge | 326. Anneke Preyde, Ohsawa |
| 278. David Kasserra, Harrowsmith | 327. Ann Howitt, Sharbot Lake |
| 279. Vanessa Hudson, Walkerton | 328. TERRY BAKER, Kingston |
| 280. Christine Scott, Arden | 329. Eric Farrelly, Mallorytown |
| 281. peggy mills, Peterborough | 330. Randy Snider, Napanee |
| 282. martine blouin, Ottawa | 331. Dean Snider, Hartington |
| 283. bonnie winters city, Canada | 332. richard Bennett, sault ste marie |
| 284. Melissa Gosse, London | 333. Alison Shorey, Kingston |
| 285. Lillian Butler, St. Jean sur Richelieu | 334. fay jackson, Sharbot Lake |
| 286. Cheri Lavergne, Godfrey | 335. Fiona Weber, Kingston |
| 287. Douglas Banks, Enterprise | 336. jill Ardern, Yarker |
| 288. Dan McLellan, Whitby | 337. Kristina lowery, Belleville |
| 289. Rachel Scott, arden | 338. Kelly Scott, Canada |
| 290. Melissa Groulx, Amherstview | 339. Deborah Wilson, Kingston |
| 291. Chris Howey, Enterprise | 340. Habtom O.Michael, Toronto |
| 292. Robin Pratt ,Napanee | 341. Gerry Dunham, Parham |
| 293. Karen Skuce, Sydenham | 342. Lyle Robinson, Ohio |
| 294. lisa bilow, Kingston | 343. lucille kalnins, Burlington |
| 295. Sandra Esford, Verona | 344. Chris Hannah, Kingston |
| 296. Tiffany Smith, Parham | 345. Ashley Smith, Perth |
| 297. Gerry Ahee, Ottawa | 346. Kevin Scott, Orono |
| 298. Stephanie Wight, Perth Road | 347. Lorna & Stanley Sergeant, Canada |
| 299. Roxanne Brownlee, Deseronto | 348. Victoria Hurrell, Kingston |

- | | |
|---|-------------------------------------|
| 349. Amy Huber, kitchener | 396. Steven Koopman, Perth Road |
| 350. Suzanne Hart, Havelock | 397. Catelin Ritchie, Kingston |
| 351. Theresa Chapman, Mississauga | 398. peter bunnnett, ompah |
| 352. Amber Lemke, Plevna | 399. Chantal Berthelot, Ottawa |
| 353. denis bedard, Ompah | 400. Elspeth Pearce, Kingston |
| 354. Christine Taylor ,Plevna | 401. Stan Seitz, Ompah |
| 355. Elaine Churchill, Ardoch | 402. steve sunderland, Ottawa |
| 356. linda brown, Napanee | 403. Louise Frink, Kingston |
| 357. Coleman Benn, Parham | 404. Suzy O'Meara, Verona |
| 358. Lois Hennigar, Ompah | 405. Valerie Moore, Kingston |
| 359. Amy Rudd (Lemke), Hamilton | 406. Joe D'Etienne, Cambridge |
| 360. Gillian Mangotich, Kingston | 407. Joanne Vankoughnett, Odessa |
| 361. Cathy Olesen, Pickering | 408. Amy Mccloskey, Toronto |
| 362. dianne lowery, colborne | 409. Sharon Reddrop, Kingston |
| 363. Hana Churchill, Perth | 410. Tony Wilcox, Perth |
| 364. Heather Beattie, Mountain Grove | 411. Maria Fil, Kingston |
| 365. Jeff Woolner, Clarendon | 412. Lori Steffen, Kingston |
| 366. Robyn Godard, Toronto | 413. Terrie Gubbins Brant, Canada |
| 367. Shirley Weeks, Castleton | 414. Rena Cook, Kingston |
| 368. James Long, Thunder Bay | 415. Ann Huck, Kingston |
| 369. Haylee Hay, Plevna | 416. Ruth Windatt, Amherstview |
| 370. Sharron Turcotte, Northbrook | 417. Elinot Montgomery, Kingston |
| 371. Ann Andrews, Amherstview | 418. Sally Raintree, Toronto |
| 372. Lindsay Conboy, Ottawa | 419. jo-ann foster-pickett, Arden |
| 373. Rick Trombley, Markdale | 420. Kari Diamanti, Oakville |
| 374. George Ross, Plevna | 421. Nathalie Soini, Kingston |
| 375. Ron Cwang, Toronto | 422. Chris Shorey, Toronto |
| 376. Marilyn Dunham, Ompah | 423. martina Carey, Kingston |
| 377. Marilyn ,D Skerry, Ottawa | 424. Jill Johnston, Kingston |
| 378. Wilson Pearce, Ottawa | 425. Heather Hanna, Ottawa |
| 379. Jlene ngland, Plevna | 426. Janice Lumb, Kingston |
| 380. Lindy Hay, Plevna | 427. Michael Parkes, Kingston |
| 381. Debbie Loney, Kingston | 428. Jennifer Parent, Fort Albany |
| 382. Cheryl Klatt, Plevna | 429. Laurie Leeman, Inverary |
| 383. barb ruttan, penetanguishene | 430. Elena St. George, Kingston |
| 384. Melissa Staniforth, Odessa | 431. Darby Smith, Madoc |
| 385. Candy Thompson, Tichborne | 432. Jenn Mizerovsky, Kingston |
| 386. Darrell Walker, Kingston | 433. Leslie Deslippe, Kingston |
| 387. Brenda Leblanc, Plevna | 434. Mary McDonald, Gananoque |
| 388. Rose Bovin, Ompah | 435. Karen Brawley, Sydenham |
| 389. Kathy Pearce, Orleans | 436. carol Cunningham, Marmora |
| 390. Janet Esford, Kingston | 437. Alex Kroeze, Plainfield |
| 391. sandra & wayne moase, sharbot lake | 438. Delores Willoughby, Summerland |
| 392. Barbara Funk, Kingston | 439. Beth Wartman, Kingston |
| 393. David Fudge, Odessa | 440. Bryan Walsh, Kingston |
| 394. Patricia Korhonen, Clarendon Station | 441. Mike Fischer, Kingston |
| 395. Nicholas Veenendaal, Westbrook | 442. Heather Hanna, Ottawa |
| | 443. Arthur Kalnins, Burlington |
| | 444. Sherri Deslippe, Kingston |

- 445. Terry Deslippe, Kingston
- 446. Elena St. George, Kingston
- 447. Kate Dee, Kingston
- 448. angie janczyszyn, napanee
- 449. Jennifer Dee, Kingston
- 450. Elizabeth Poser, Kingston
- 451. Melanie Payne, Kingston
- 452. Mary MacEachern, Kingston
- 453. Wendy Schulze, Sarnia
- 454. nora burton, Kingston
- 455. Margie Gordon, Kingston
- 456. Scott Shorkey, Kingston
- 457. Mary Syrett, Kingston
- 458. Lindsay Mooij, Ottawa
- 459. Christine Finlay, Ottawa
- 460. Andrea Baker, Kingston
- 461. Robert Heintz, Kingston
- 462. Melanie Trottier Curran, Canada
- 463. Chris Wight Perth, Road
- 464. Antonio Valentine, Ajax
- 465. wendy Flaherty, carleton place
- 466. john makey, Calgary
- 467. Dale Ham, Parham
- 468. Jeff Sanders, Kingston
- 469. Stephanie Murphy, Kingston
- 470. Meghann Hughes, Corbyville
- 471. Stephanie Poulin, Bourget
- 472. Kelly Meeussen, Rockwood
- 473. April Beeg, Plevna
- 474. Danielle Stewart, Barrie
- 475. Joshua Witteveen, Kingston
- 476. Amanda Kring, Plevna

Upon signing the petition, people had the choice to send an email titled "Why I Signed". Each message follows the same format with the opportunity for a customized message after "Here's why I signed" (the full format is shown in the first response, with only the customized message and sender's name shown for all other messages). The following 132 "Why I Signed" messages were received:

1. Dear Paul Charbonneau (Chief of Paramedic Services, County of Frontenac),

I just signed OPSEU Local 462's petition "[County of Frontenac: STOP the ambulance cuts!](#)" on Change.org.

Here's why I signed:

I worked as a paramedic in Kingston for over 20 years. Many of those years we worked with minimal resources. This created terrible working conditions for the staff, but most importantly it caused regular delays in transportation of patients.

Sincerely, Ross Brown, Kingston, Canada

2. Because I am concerned that lives will be lost due to this decision.
Sincerely, Véronique Trottier, Kingston, Canada
3. I think cuts to ambulatory services is a crime. By reducing service hours you are increasing the odds that people WILL die because their medical emergencies are not tended to in a timely manner.
Sincerely, Rebekah Yates, Ottawa, Canada
4. You don't make cuts gambling with people's lives. When someone is having a heart attack, they don't have the time to wait for the bus, catch a ride. Certainly can't drive themselves. Get creative and think outside the box when looking to work within your budget but do not cut an already strained service. Ridiculous!
Sincerely, Jacki Armstrong, Kingston, Canada
5. Cuts to ambulance services will cost someone their life!
Sincerely, Alexis Purvis, Amherstview, Canada
6. Paramedic services are an essential medical service and should not be cut. Our lives are more important than money!
Sincerely, Melissa Tessier, Embrun, Canada
7. I was in a bad car accident and had to wait 20 minutes for an ambulance. It felt like a lifetime. I cannot imagine the wait times extended even longer now that the ambulance service is to be cutback. Unpardonable.
Sincerely, h eagen, Sharbot Lake, Canada
8. diabetic with heart problems
Sincerely, lou cucoch, tichborne, Canada

9. living with health problems that may need help at a drop of a hat
Sincerely, kimberley cucoch, tichborne, Canada
10. For heaven's sake, I hear about Kingston hiring Firefighters, but the actual fires
faught vs victims that need to be tended to by Paramedics is laughable.
Paramedic assisting victims is much higher. CUT expenses by hiring LESS
firemen in fancy suits and fancy trucks...
Sincerely, Stephane Trottier, Kingston, Canada
11. My cousin is an paramedic and really good one who deserves to keep her job
and everyone needs to be able to get the help when they need it
Sincerely, Robyn Crawford, McDonalds Corners, Canada
12. You can,t play with life and death situations.
Sincerely, Adele Colby, Tichborne, Canada
13. With changes to yearly medical visits, First responders are important to the
possible un-diagnosed emergencies.
Sincerely, Martin Lepine, Ottawa, Canada
14. When in need, is anybody going to think that this cut back was a good thing?
Sincerely, Bonnie Stewart, kingston, Canada
15. i do not live in Frontenac County BUT I live in a rural area just minutes from the
County Line. If these cuts backs are allowed to progress unprotested, the cut
backs will fall across the entire provice, leaving everyone at risk of not being
provided when they need help the most. Rural areas absolutely have to have
First Response vehicles in place to support the regular ambulance service, that
can be several minutes to hours away. Help protect ALL citiziens of Ontario,
starting with Frontenac County.
Sincerely, Donna Hall, McDonald's Corners, Canada
16. I live on Amherst Island. It is hard enough to get ambulances over here.
Sincerely, Valerie Wolfreys Stella, Canada
17. This is important to everyone! Sadly, they may not realize it until it affects them or
someone they love. STOP the ambulance cuts!!!!
Sincerely, Jessica Munro, Elgin, Canada
18. Jobs, and health
Sincerely, Casey O'Neil, Scarborough, Canada
19. I am a senior living a long distance from hospitals
Sincerely, Brenda Piat, Tichborne, Ont., Canada
20. Elderly parent, kids
Sincerely, Linda Brent, Kingston, Canada

21. Paramedics are an essential part of Ontario's emergency services and Ontario's health care. When has anyone ever cut a fire truck or a police car?
Sincerely, James O'Leary, Sioux Lookout, Canada
22. Paramedics save lives. Don't take that ability away from us by limiting how quickly we can get to the people that need us.
Sincerely, Lise-Anne Lepage, Seeley's Bay, Canada
23. People's health and welfare are at risk!
Sincerely, Kenny Heintz, Kingston, Canada
24. We moved here from the city as many of our friends have and are retired. Ambulance service becomes an important question for those who are in that situation. It affects those of us who are already living here and those retirees who are looking to relocate. I think this is a no-brainer issue and can't understand why it is even being considered.
Sincerely, Marlene and Al Wheeler, Sharbot Lake, Canada
25. EMS should not be cut!!
Sincerely, Heather Davidson, London, Canada
26. How can you cut a service that is seeing constant growth and expecting the current service level to not be adequate?
Sincerely, Ryan Thielman, Amherstview, Canada
27. This is insanity! Why are you cutting ambulances when calls go up every year?
Sincerely, Lindsay Munro, Kingston, Canada
28. Paramedics are needed in an emergency. Paramedics cannot be expected to be able to physically and emotionally provide service, if the county they serve does not provide adequate coverage. When response times are longer do you think that the patients are going to be upset with their county or the paramedic arriving.
Sincerely, Tracy Renaud, Rockwood, Canada
29. The cuts to health care need to stop
Sincerely, Peggy Jeavons, Brantford, Canada
30. If my life or more importantly, the life of my mother, was hanging on by thread, I would want to see and hear an ambulance approaching very fast. With cutting so many person hours, you are endangering all the citizens. QUIT cutting health care cuts!
Sincerely, Judy Davis, Kingston, Canada
31. These people are amazing,, I have had to use the ambulance 3 times in the last few years,,, Gallbladder attacks ,,the third one just happened to be on a night with freezing rain and they still made it safely! We live a good 25 to 30 minutes to the hospital,, so cutting back would seriously affect us out in the country ! We have built this beautiful building in Sydenham ,, so lets make sure we used it !! They would only be 15 to 20 minutes from Sydenham Making sure I was

comfortable in the mean time,,, they let the doctors in emergency know what & who was coming in so they could be prepared !They first come in and introduce themselves and then go from there , everything is done quickly, efficiently, & professionally ! Making sure I was comfortable in the mean time,,, they let the doctors in emergency know what & who was coming in so they could be prepared !They first come in and introduce themselves and then go from there , everything is done quickly, efficiently, & professionally!
Sincerely, Roberta Rider, Battersea, Canada

32. Our health & life are at stake with fewer ambulances as our serviced will be serving the Kingston area rather than our own here in Central Frontenac and surrounding townships.

Sincerely, June & Vernon Crawford, Sharbot Lake, ON, Canada

33. Ambulance service is an ABSOLUTE necessity in ALL regions of Ontario 24 hours a day, 7 days a week. Emergencies are unpredictable and prompt expert intervention is an ABSOLUTE necessity. This is outrageous and potentially harmful!!!

Sincerely, Mary Ritter, Ottawa, Canada

34. This service is very much needed on Amherst Island, as it already takes awhile to get an ambulance over here.

Sincerely, Laureen Kilpatrick, Stella, Canada

35. I worked in the Emergency Department at KGH for years and saw first hand the consequences of delayed first responses---cases now are more complex and as result more staff are needed!!!!

Sincerely, margaret yeldon, Brockville, Canada

36. If you were able to start making the idiots who cause car crashes pay full rate for all Police, Fire and Ambulance who attend, your problems would be over. Once the insurance investigation is complete and blame is assigned, I would love for you all to be paid your full share. It would also an "Asshole Tax" where the more severe the injuries (ie excessive speed crashes) the higher the tax to be paid. Really, most ignorant drivers in high speed killing machines could care less about the tickets. \$1000.00 is nothing to them. Try making them pay the whole accident scene cost plus what fines and see how that works. They won't be able to afford to drive much longer. With those costs recouped you wouldn't have pay freezes or job losses and your "family" of workers can go back to the brave and honourable work instead of worrying about getting screwed sideways by their employers.

Sincerely, Julia Pedersson, Surrey, B.C., Canada

37. My community means a great deal to me. My work community, the folks I live near & who work and play in the same places as me, and the patients I've seen every shift for the last 23 years. I know first-hand the impact these cuts will have, and I am honestly fearful, for my community, my family, and my patients.

Sincerely, David Parkhill, Kingston, Canada

38. As an ambulance manager during the social contract days we had to take similar cost saving actions by down staffing but never had to lay medics off and it was temporary. Even back then, it was just luck that no one died as a result. Surrounding services were dispatched to stand by locations to cover our area which made response times to both areas longer than acceptable while increasing their workload. Today, crews are much busier and tied up with long off loads but the same band aid solution will probably be used and hopefully, you will be as lucky as we were with no fatalities. Cutting your front line is not the answer. Money aside, from past experience, you are opening yourself up to unforeseen complications both in house and out. God forbid that a death is contributed to the down staffing. In these busy and unpredictable times it makes absolutely no sense to decrease your front line assets.

Sincerely, Patrick Hogan, Kitchener, Canada

39. I grew up in Kingston. The greater Kingston area covers a large chunk of geography. The ambulance service doesn't just cover the city but a very large out lying rural area as well. Cutting any ambulances will cost lives without doubt.

Sincerely, Kate Howard, Australia

40. My dad is a paramedic and I don't want him to lose his job. He loves what he does and he saves lives

Sincerely, Alexandre Lackey, Smiths Falls, Canada

41. Frontenac based, but coming to Toronto !! If it stops now... the domino effect is lessened.

Sincerely, Ken Johnson, Toronto, Canada

42. As a paramedic in Ontario, I see the difference we make. I am not a resident, but I know the importance of a good EMS system, in both urban and rural environments. Cutting service is not the answer.

Sincerely, Chris Koropeski, Thunder Bay, Canada

43. Paramedics save lives.

Sincerely, Joe Crawford, Sarnia, Canada

44. I would like to know HELP is there if I need it ...You are risking valuable lives with the cuts to these services.

Sincerely, Carol Reid, Brockville , Ont, Canada

45. All it takes is one person to lose their life in order for you to say "What have we done?". Please prevent unnecessary tragedy by making cuts where it makes sense.

Sincerely, Lynn Hannah, Ottawa, Canada

46. By reducing ambulance service, especially without consulting the tax-payers, the "decision makers" are jeopardizing people's lives instead of looking for a different solution. By setting the ambulance response times very low they are attempting to justify an imminent increase in response and transport times to hospital. I wonder how long are they willing to wait for a paramedic to walk through their

door when their loved ones are in critical need of medical attention? Paramedics provide the public with a service that is too often taken for granted – we expect an ambulance to be there when we need it but now we will just have to hope for one.

Sincerely, Ilya Personov, Kingston, Canada

47. I Have multiple medical conditions and may need to call an ambulance again.

Sincerely, Penny Macdonald, Sharbot Lake, Canada

48. This is important to me because I know it will affect the most vulnerable segment of our community--who were not asked their opinion before the cuts were made.

Sincerely, Susan Hannah, Kingston, Canada

49. public safety

Sincerely, Dave Doran, Kingston, Canada

50. I have had to call an ambulance on several occasions to help people in need, be them friends, coworkers, or strangers. I value the quick response time and think reducing our fleet of vehicles to be a decline in our healthcare system that stands out as one of the best in the world.

Sincerely, Erinn Doherty, Kingston, Canada

51. We need people to help others in a timely matter. People have just minutes sometimes. Taking away trucks & paramedics is only going to hurt our healthcare system more. This is unacceptable!

Sincerely, Chelsea Murphy, Kingston, Canada

52. to allow patients quick access to the hospital in an emergency situation

Sincerely, Elizabeth morton, gananoque, Canada

53. As a regular visitor to your area I would be concerned to know that I would not be able to receive the best, immediate medical care because an ambulance isn't available to care for me or my loved ones in an emergency.

Sincerely, ken smith, orillia, Canada

54. They were there when I needed them .

Sincerely, Lise Lysight, North Bay On, Canada

55. I work for an emergency service located elsewhere and have seen the difference one ambulance, one officer or one fire engine can make. Cutting service in any way with growing populations, aging populations and growing call volumes is an unnecessary risk. Make the right decision and keep providing excellent service in Kingston.

Sincerely, Stephen Beloniak, Mississauga, Canada

56. I travel to Kingston, and spend time there on a regular basis. I would hope that if i required emergency medical attention that first medical response would be there in minutes to assist me .. Think about this SERIOUSLY ,, lives are at risk

Sincerely, john Davey, Owen Sound. Ontario, Canada

57. This is ridiculous. How can you put a price on a life? Will it really be worth it in the end, knowing that a family has lost someone because of you wanted to save a couple bucks every year?
Sincerely, brittany Houston, Uxbridge, Canada
58. The existing number of ambulances cannot deal with all the calls. Getting to a call even minutes sooner can save someone's life!
Sincerely, Cheryl Rider, Tichborne, Canada
59. Prompt ambulance service is essential. I have personal experience with the difference it can make.
Sincerely, juliann Mcdonell, kingston, ontario, Canada
60. This is terrible, we are already very rural and isolated and wait times are already too long for immediate assistance. Now you want to do this?? Just sad for all of us. I will pray for you.
Sincerely, Marcie Asselstine, Sharbot Lake, Canada
61. these services need to be available in a timely manner-I am an ER nurse.
Sincerely, Dianne Fyn , Brockville, Canada
62. It is just unacceptable to cut any of our emergency services period.
Sincerely, Tracey Leonard, Dunrobin, Canada
63. This is important to me because my mother died of a treatable matter while waiting for an ambulance in Frontenac County on April 21, 2013.
Sincerely, Teller Oftales, Algonquin Territory, Canada
64. We own a trailer at O'Reilly Lake Family Campground (with children) and would like the peace of mind of knowing that if anyone in the campground gets into trouble, they will get immediate help.
Sincerely, Jackie Duggan, Stittsville, Canada
65. As a doc in Napanee er, I work closely with paramedics. Not infrequently a crew from our area has to go to K-town to help or vice versa. We also transfer to KGH a lot, less ambulances on the road will be lousier service. We already have to wait too long for transfer sometimes. Seems like a bad idea.
Sincerely, Matthew Martin, kingston, Canada
66. I would like to know HELP is there if I need it ...You are risking valuable lives with the cuts to these services
Sincerely, Lolly Challice St. Catharines, Canada
67. Life or Death (??) - May it not be someone who did not make this decision
Sincerely, Kathy Smith, Godfrey, Canada
68. My family spends a lot of time in the County of Frontenac. It's very important for young and old!
Sincerely, Linda Sellery, Kingston, Canada

69. I work in Napanee, having effective medical care is not a luxury... its a necessity
Sincerely, Elizabeth Bradlynn, Inverary, Canada
70. We have a daughter with epilepsy and other disabilities. It frightens me to consider dropping the number of hours that paramedics are available because we can never predict when we need to rely on our emergency services. Please reconsider cutting ambulance hours!
Sincerely, Erin Sheldon, Kingston, Canada
71. It is important to know that my family and friends can get fast service from the ambulance if needed.
Sincerely, Charlotte Osborn, RR#1 Chester Basin, Canada
72. Friends and family live in Frontenac County. Cutting ambulances is dangerous and wrong.
Sincerely, Peri McQuay, Westport, Canada
73. I am a Nurse Practitioner in an Emergency Department and I know how vital rapid access to medical care is in an emergency situation. Cutting ambulance services puts patients at risk. A delay of even a few minutes can cost a person his or her life or leave them with a permanent disability. In trauma situations, such as serious car accidents, we speak of the "Golden Hour" - if patients are treated and stabilized within one hour of the trauma, they have a much better chance of survival and recovery. In the "Golden Hour", every moment counts and we depend on our EMS team members to get to the patient, begin treatment, and get them to us in the ER as quickly as possible. Cutting ambulance services means that more patients are not going to meet the target of the "Golden Hour," resulting in poorer outcomes. Paramedics are the first link in the chain of emergency medical care and we can't afford to lose any of them.
Sincerely, Angela Connelly, Milton, Ontario, Canada
74. A friend of the family died of a treatable condition while waiting for an ambulance to arrive in Frontenac County. Cutting ambulance hours is not appropriate. If anything the number of ambulances on call should be increased!
Sincerely, Jessica McCuaig, Ottawa, Canada
75. I have had to use an ambulance for both myself and loved ones and friends . I personally do not want my friends , relatives or myself to be that one statistic and lose a life over something like this . Do something about the hardened criminals that are costing us millions , dont cut the ambulance services What is this were to happen to you how would you fell and deal with it ..
Sincerely, Dave Hagerman, Kingston, Canada
76. Life is precious, no need to say more. THINK ABOUT IT. REALLY
Sincerely, alan eyre, Wilton, Canada

77. Being a Paramedic myself and having friends within the County of Frontenac Service, it seems ridiculous to me that one of these great people should lose their jobs because of cutbacks.
Sincerely, Vanessa Hudson, Walkerton, Canada
78. this means lifes!!!!
Sincerely, Christine Scott, Arden, Canada
79. My Aunt Marg died on April 21, 2013 in Frontenac county awaiting an ambulance.
Sincerely, peggy mills, peterborough, Canada
80. We need the services available and fast when we need them. Not when they are scheduled to be, because of cuts!
Sincerely, Cheri Lavergne, Godfrey, Canada
81. I'm a Volunteer Firefighter and am concerned about response times that will affect our Emergency calls.
Sincerely, Douglas Banks, Enterprise, Ontario, Canada
82. when it effects one community it will effect every community
Sincerely, lisa bilow, kingston, Canada
83. I live in an aging rural community. It makes little to no sense to decrease the ambulance services in an aging community (which includes both Kingston and the county). In the U.S. litigation would definately be taken for wrongful death. You are leaving yourselves open to alot of heart ache.
Sincerely, Sandra Esford, Verona, On, Canada
84. it will dramatically decrease response times, resulting in peoples health and lives
Sincerely, Chris Carvalho, Kingston, Canada
85. So people's lives are safe
Sincerely, Wendy Blais, Gatineau, Canada
86. Sauver des vies est plus important que de sauver quelques dollars.
Sincerely, Simon Levesque, Gatineau, QC, Canada
87. Cutting ambulance service will put people at risk and could cost a life! Toronto's lack of service did and that lesson must not be repeated here.
Sincerely, Erik Snider, Kingston, Canada
88. Cutting any sort of emergency services in a day of ever increasing populations is pure insanity. Save money on politicians pays and perks.
Sincerely, Anneke Preyde, Ohsawa, Ontario, Canada
89. Reducing emergency service hours and budget cuts is absolutely ridiculous ~ what are they thinking?
Sincerely, Eric Farrelly, Mallorytown, Canada

90. The City of Kingston is a recognized community internationally for it's historic significance to the formation of Canada, the birthplace of our national sport and home to one of the most prestigious universities in the country. It is fair to say that it is a world attraction. It's a shame that county council chooses to jeopardize the safety of all who visit this wonderful city, not to mention their own citizens. Shame on them!
Sincerely, Randy Snider, Napanee, Canada
91. Fellow emergency services provider.
Sincerely, Dean Snider, Hartington, Canada
92. Valuable lives are being risked with these cutbacks.
Sincerely, fay jackson, Sharbot Lake, Canada
93. As a fellow health care worker I understand first hand how cut backs on front-line staff is not the answer to budget restructuring. Not only is it detrimental to people's lives and health care but the trickle down effect is actually less cost effective.
Sincerely, Fiona Weber, Kingston, Canada
94. Beyond my general concern about the impact on the community, as someone living outside the city I feel particularly vulnerable to a health emergency. Therefore I strongly support the need for a well-resourced ambulance service.
Sincerely, Deborah Wilson, Kingston, Canada
95. We need Ambulance service!
Sincerely, denis bedard, Ompah, Canada
96. Its important to everyone, we are so far from medical assistance, it is imperative we keep our ambulance sevice!
Sincerely, Elaine Churchill, Ardoch, Ontario, Canada
97. Very important, my husband and I are seniors living in the remote part of North frontenac Twp. in Co. of Frontenac
Sincerely, Lois Hennigar, Ompah, Canada
98. My Mother and other family members live in this area
Sincerely, Amy Rudd (Lemke), Hamilton, Canada
99. The ambulance services has proved to be life saving. Being on the EFR and mythere's apart of the fire dept in the area for almost 15 years I have seen how important the ambulance services are in those areas.
Sincerely, Hana Churchill, Perth, Canada
100. Medical and particularly ambulance services are absolute necessities not conveniences available for politicians to play with when they are in the mood
Sincerely, Shirley Weeks, Castleton, Canada
101. we need that for our area we people in nee here to

Sincerely, Sharron Turcotte, Northbrook, Canada

102. Cutting the ambulance in the City of Kingston will result in longer response times in the northern areas.

Sincerely, George Ross, Plevna, Canada

103. The response time is to long as is. People are going to suffer.

Sincerely, Lindy Hay, Plevna, Canada

104. A life in need of help and/or transportation is greatly needed. Think of all the lives that has been saves thanks to the ambulances. Cutting them would be ridiculous!

Sincerely, Chantal Berthelot, Ottawa, Canada

105. Because I live in this area, and feel that there are other ways the community can save money, with out putting tax payers at risk.

Sincerely, Elspeth Pearce, Kingston, Ontario, Canada

106. i used the ambulance service two summers ago and was very grate full they were there to help.

Sincerely, steve sunderland, ottawa, ontario, Canada

107. This is an essential service. The city isn't cutting back the firefighters or police so why should they be forced by county council to cut back the ambulance service? This also affects South, Central & North Frontenac.

Sincerely, Valerie Moore, Kingston, Canada

108. Get these supervisors that are driving around in expensive SUV's doing nothing, put them to work. I have yet to see one at a serious accident to help out!

Sincerely, Sharon Reddrop, Kingston, Canada

109. Because a cut in ambulance service in Frontenac has an impact on ambulance availability in Lanark County when our ambulances are doing calls in Kingston

Sincerely, Tony Wilcox, Perth, Canada

110. You are risking people's lives by cutting services.

Sincerely, Lori Steffen, Kingston, Canada

111. As the population ages it follows that there will be more medical emergencies. Now is not the time to be cutting.

Sincerely, Ann Huck, Kingston, Canada

112. accidents can happen to anyone at anytime and be very serious

Sincerely, Ruth Windatt, Amherstview, Canada

113. I have needed it and it came immediately, which was important to my very life

Sincerely, Elinot Montgomery, Kingston, ON, Canada

114. Cuts to health services are never a good idea. With a growing population these cuts go against the need of this community.
Sincerely, Nathalie Soini, Kingston, Canada
115. We require the services being provided any decrease would greatly compromise the the health and safty of our community. I trust you will give this petition due consideration and nnot reduceour ambulance service martina carey
Sincerely, martina Carey, kingston ont, Canada
116. The fact that statistics show that our population is aging and that emergency calls are increasing i find it hard to believe that our first point of access to emergency services is being cut. This kind of reduction of services will only harm both the excellent ambulance workers and the clients that depend on timely emergency services. Please think again, about this downsizing. It will eventually effect the health care system as a whole. Thank-you, Jill Johnston.
Sincerely, Jill Johnston, Kingston, Canada
117. Services need to be improved not cut.
Sincerely, Janice Lumb, Kingston, Canada
118. At any moment any one if us may need the services of our paramedics. Imagine if at that very moment there wasn't one available.
Sincerely, Leslie Deslippe, Kingston, Canada
119. I have needed an ambulance several times not sure how I would manage without there wonderfull care and service
Sincerely, Mary McDonald, Gananoque, Canada
120. The health and wellbeing of our communities..
Sincerely, Karen Brawley, Sydenham, Canada
121. I have family that lives in Kingston. What if it was your loved one and you were waiting for the ambulance to arrive-minutes seem like hours!
Sincerely, carol Cunningham, marmora, Canada
122. I do not want to loose a family member due to financial cuts.
Sincerely, Delores Willoughby, Summerland, Canada
123. We rely too heavily on emergency response to reduce funding. While it may be seen as a way to save a bit of money, given the choice, I think we'd all prefer to look elsewhere for savings.
Sincerely, Mike Fischer, Kingston, Canada
124. I am a Paramedic.
Sincerely, Kate Dee, Kingston, Canada
125. As a member of several committees at KGH and a patient advocate the topic of ambulance service recently came up at the hospital. It seems that lack of service is one of the factors identified in gridlock at KGH emergency. Gridlock is now a

serious problem within the hospital. I raised the service reduction at the value streaming exercise and some of the key members in this group were unaware of the decision to reduce service. Service reduction discussions will escalate soon. Gridlock is a major problem at KGH and more serious than ever. When service is unavailable it makes repatriation to other facilities and institutions impossible and eats up valuable KGH resources. When this happens people in our community wait for prolonged periods at KGH for admission to hospital and a bed.
Sincerely, Jennifer Dee, Kingston, Canada

126. there will be a delay in reaching emergency situations because of lack of available ambulances and paramedic services. currently there are already delays in transferring patients from one hospital to another due to attempts to offload due to decreased available beds, and staff to care for patients.
Sincerely, Elizabeth Poser, Kingston, Ontario, Canada

127. I live in Kingston!!
Sincerely, Scott Shorkey, Kingston, Canada

128. Knowing people who work in dispatching of ambulance; the only thing these cuts are going to amount to is having more ambulances on stand by. Not to mention the potential of live threatening situations becoming fatal due to a lack of resources.
Sincerely, Christine Finlay, Ottawa, Canada

129. Because it is my JOB!!
Sincerely, Jeff Sanders, Kingston, Canada

130. Our ambulance service with its highly trained paramedics is vital to the well being of the community.
Sincerely, Stephanie Murphy, Kingston, Ontario, Canada

131. Frontenac continues to struggle with demands of high call volume. Family and friends are at risk of delayed arrival of EMS.

Sincerely, Meghann Hughes, Corbyville, Canada

The following 10 emails were received:

1. We do not want you to vote in favour of changing the existing ambulance service in our community.

Donald and Diane Tidd

2. To Whom Ever Voted For A Paramedic Services Reduction,

I am writing to inform you that I am highly disappointed by the turning of events following the announcement of a "budget mitigation strategy" by the Frontenac County council, and that I do NOT support the cuts to front-line ambulance resources.

I moved here 3 years ago with my boyfriend, who is a paramedic for the County of Frontenac. We came here thinking that the County of Frontenac and the City of Kingston were a great place to live at. We were proud to say that we were part of this community. Needless to say, all that is now changed.

We strongly believe, and so should you, that public safety should be a TOP PRIORITY and should not be compromised because of budget problems.

I am highly concerned by the fact that it will now take a greater amount of time for an ambulance to get to me, a family member or a friend when in need.
PARAMEDICS SAVE LIVES. ONE DAY, CHANCES ARE THEY MIGHT EVEN SAVE YOURS.

Cutting an ambulance (actually, one of the most busy of them all) because paramedics' overtime and/or sick time is too high, makes NO SENSE AT ALL. High levels of overtime/sick time would seem to suggest that the ambulance service is already operating with insufficient resources, or perhaps that the management of their current resources is ineffective.

My understanding is that, according to the Kingston Whig, EMS call volumes have been STEADILY INCREASING BY 12% EACH YEAR SINCE 2009, and that the population in Frontenac County and in the Kingston area is RAPIDLY INCREASING AND AGING. So, what justification is there then, to reduce the number of ambulances, and paramedics, when demand for their services is rising?

As an active and dedicated resident of this community, I am also very concerned that this decision was made WITHOUT public and actual paramedics consultation. This decision is not in the public's best interest, and I assure you, that this council will be held accountable for its' actions.

I, therefore, urge County council to STOP THE CUTS to front-line ambulance resources, and find savings elsewhere; savings which do not affect frontline EMS delivery in the City of Kingston, and Frontenac County.

Sincerely,
Melissa Groulx,
Concerned citizen.

3. Dear Councillor John Purdon,

I am writing to you to inform you that I do not support the cutbacks regarding the ambulance service. I imagine cutting an ambulance will have a negative impact on our city.

I truly believe that the people of Kingston best interest, is to keep the ambulance on the road. We need to feel safe. We need to know that help is there when we

need it. Please don't make us wait longer than we have to, when time is of the essence.

Thank you.

4. Hello,

My name is Brendan Beloniak and I am writing you as a concerned citizen of Kingston that has lived in the county for the past three years. I am sure you have received many messages already about the cutting of an ambulance in our county.

I think it's a terrible decision to cut an ambulance in the county of Frontenac and it's effects will be seen, the public will suffer. Response times WILL be effected at some point and the patients that rely on this service are going to be the ones who really feel the effects of this cut.

The population is aging and the demand for emergency response is going to increase and resources are being taken away. I take a small amount of comfort in knowing the elderly members of my family don't live in this county and don't have to rely on services that are being cut in order to save money.

Public safety SHOULD be a top priority. Stop the cuts to ambulance service.

Sincerely,
Brendan Beloniak

5. Dear Councillers / Citizens

I am writing to inform you, and Frontenac County council, that I do NOT support the cuts to front-line ambulance resources, as a budget mitigation strategy.

Public safety should be a top priority and should not be compromised because of budget problems.

Cutting an ambulance because paramedics' overtime and/or sick time is too high, makes no sense at all. High levels of overtime/sick time would seem to suggest that the ambulance service is already operating with insufficient resources, or perhaps that the management of their current resources is ineffective.

My understanding is that EMS call volumes have been steadily increasing. So, what justification is there then, to reduce the number of ambulances, and paramedics, when demand for their services is rising?

As a resident of this community, I am also very concerned that this decision was made without public consultation. This decision is not in the

public's best interest, and I assure you, that this council will be held accountable for its' actions.

I, therefore, urge County council to STOP the cuts to front-line ambulance resources, and find savings elsewhere; savings which do not affect frontline EMS delivery in the City of Kingston, and Frontenac County.
Sincerely, Michael DesRoche

6. To whom it may concern; and I hope it concerns you all,

My name is Charlotte Teasdale and I am a Registered Nurse at Kingston General Hospital. I wanted to take this time to let you know my disappointment in recent developments with council planning. As a front-line worker I know how over-burdened the health-care system is. I work in Pediatrics at this time, but have worked in our Emergency Room. I get the constant emails about "Code Gridlock" occurring almost every single week in the past few months. Code Gridlock is when there are too many patients in the Emergency room, and no beds in the hospital to put them!! So what do you think this means when a paramedic brings their patient to our emergency room? If there is no bed, and no nurse to take responsibility for the patient, those paramedics have to sit there at the hospital and wait until a bed opens up. This can take hours. So, not only is code gridlock occurring over and over again at our one and only hospital, taking up our paramedics time, but now you want to take a full-time ambulance from the road? I have to say that this sounds like a terrible idea to me.

It scares me to think that there might not be an ambulance available or one that is delayed, when I or a loved one might need one the most.

Please re-consider your stance on cutting ambulance hours. I witnessed a car accident a few months ago on Sir John A MacDonald and Bath Rd. As a nurse I responded to the emergency and tried caring for those involved. I know that the ambulance station is located about a kilometer away down Sir John A. It probably took about 5 minutes for an ambulance to show up. Those minutes felt like hours. I can only imagine how long it felt for those who were hurt and in pain.

Thanks for your time,

Charlotte Teasdale, RN

7. Dear Elizabeth Savill,

I am writing to inform you that I do not support the decision to remove an ambulance. I imagine this will have a negative impact on Kingston and the surrounding areas.

The people of Kingston need to feel safe by knowing that help is just around the corner. Please don't delay me or my family from getting help when we need it. Please don't delay all of Kingston from getting help when they need it.

Time is of the essence.
Thank you.

8. I think reducing ambulance services is fucked up, your to be saving lives not killing them. you should have more ambulances.
I would rather save lives then save money.

9. Dear John,

I am writing to inform you, and Frontenac County council, that I do NOT support the cuts to front-line ambulance resources, as a budget mitigation strategy.

Public safety should be a top priority and should not be compromised because of budget problems.

Cutting an ambulance because paramedics' overtime and/or sick time is too high, makes no sense at all. High levels of overtime/sick time would seem to suggest that the ambulance service is already operating with insufficient resources, or perhaps that the management of their current resources is ineffective.

My understanding is that EMS call volumes have been steadily increasing. So, what justification is there then, to reduce the number of ambulances, and paramedics, when demand for their services is rising?

As a resident of this community, I am also very concerned that this decision was made without public consultation. This decision is not in the public's best interest, and I assure you, that this council will be held accountable for its' actions.

I, therefore, urge County council to STOP the cuts to front-line ambulance resources, and find savings elsewhere; savings which do not affect frontline EMS delivery in the City of Kingston, and Frontenac County.
Sincerely, Sylvia

10. Hello Janet,

I'm a Sharbot Lake resident, and a cancer patient, and was impressed with Ryan Conboy's letter to the Frontenac News last Thursday. It seems to me that he told it like it is, from the point of view of the front-line paramedic.

I am taking him up on his suggestion to get in touch with you to let you know that we are concerned about the cutback in services for this area. It

seems another case of urban vs rural, with no common sense being applied.

Given that more serious trauma incidents (many more!) occur in rural areas like ours, and how thinly spread the medical and ambulance services are anyway, this latest cutback is very worrying.

I hope that with your influence and savvy, and devotion to this area, you can help do something to reverse this disastrous shortage of paramedic and ambulance services before, as Mr. Conboy says, there is a tragedy that could have been prevented.

Yours sincerely,
Sharon Siamon

Though it is impossible to track all of the public comments made online through social media and news media message boards, following are the comments made on Twitter that have mentioned Frontenac County:

Twitter: May 19, by Ryan Conboy, @ConboyRyan

How does @cfmayor and @FrontenacCounty celebrate EMS week? They eliminate an ambulance and lay off 4 medics #partyoopers #findcutselsewhere

Twitter: May 24, by CKWS Television, @CKWS_TV

More on the fallout between #ygc and @FrontenacCounty on the reduction of paramedic services. @CKWS_Maegen reports on #Newswatch

Twitter: May 24, by Shauna Dunn, @shaunadunn

@CKWS_TV And medic told to remove car from parking lot b/c #OPSEU shirt against EMS cuts visible in window! Bravo @FrontenacCounty! #YGC

Twitter: May 24, by Lindsay, @EssieL84

@FrontenacCounty feeling the pressure. Medic ordered to move vehicle onto the road b/c of t-shirt supporting #OPSEU
pic.twitter.com/61RWwpMCgw

Twitter: May 25, by Shauna Dunn, @shaunadunn

.@CKWS_TV @FrontenacCounty @CKWS_Maegen Glad that @cfmayor is "comfortable" w/ EMS cuts in #YGC b/c I'm not! Nor are a lot of other people!

Twitter: May 27, by CKWS Television, @CKWS_TV

.@FrontenacCounty council finds a solution to its dysfunction challenge.
@CKWS_Maegen will details on #Newswatch

Twitter: May 31, by Dave Parkhill, @Parkeythemedic

RT @FrontenacCounty: Celebrate #EMSweek2013 with FPS at the Cataragui Mall... talk to paramedics, ask about cuts!
pic.twitter.com/LokoLmAlnr

Twitter: June 3, by Dave Parkhill, @Parkeythemedic

A 10% cut to #ygk EMS demands a 10% cut to transfers from #ygk to @FrontenacCounty . OMB would agree no consult prior to cut warrants this.

Twitter: June 3, by Lindsay, @EssieL84

.@FrontenacCounty Comments like these only illustrate the ignorance of county council. emcfrontenac.ca/20130530/News/...

Twitter: June 5, by Shauna Dunn, @shaunadunn

Completely dumbfounded by @FrontenacCounty council. Millions in reserves. CUT ambulance. Plans to build EMS stn on Montreal St?? #priorities

Twitter: June 5, by Shauna Dunn, @shaunadunn

News shouldn't come as surprise, given that councillors in @FrontenacCounty say @OPP_News r overpaid bc rural policing less dangerous! ½

Twitter: June 6, by Shawn Craven, @RevShawnWCraven

Great letter regarding paramedic cutbacks @ConboyRyan A must read for anybody living in @FrontenacCounty frontenacnews.ca/2013/13-22_jun...

Twitter: June 11, by Dave Parkhill, @Parkeythemedic

Have you been wondering why @FrontenacCounty suddenly can't afford Paramedic services in #YGK? emckington.ca/20130606/news/...

The following hardcopy petition with 22 signatures was received on May 27:

Petition

RECEIVED

MAY 27 2013

County of Frontenac

Dear Frontenac County Council

It is our understanding that you want to reduce our ambulance services by 4,300 hours per year despite the fact emergency calls increase every year.

An Emergency is a serious, unexpected, and often dangerous situation requiring immediate action: It is something you can't reduce by spending less.

As residents of this community we urge you not to reduce my ambulance service. It could cost me or my loved ones their life.

Name	Address	Signature
SUE McDonald	1120 Bittersweet/Kingston	S.McDonald
Jennifer Maloney	1000 Gardiners/Kingston	J.Maloney
Vicky BEAZER	1000 Gardiners /Kingston	V.Beazer
Sharon Wilson	1330 Grace Ave/Kingston	S.Wilson
Tracy Greenwood	99B EMBROUUGH CRES	
Lorne Glasspole	168 Greenlees Dr. Kingston	
John RYCH	2130 BALANTINE CIRCUIT	J.Rych
Ken Hall	2-418 College St., Kingston	K.Hall
Sandra Brown	397 Cavendish Cres, Kingston	
Dan MacLennan	3241-1385 Princess St	D.MacLennan
Jeff Turcotte	437 Brock St. Lanarkshire	J.Turcotte
SUSAN REYNOLDS	52 Herchmer Cr. Kingston	S.Reynolds

Please mail the signed petitions to: County of Frontenac 2069 Battersea Road, Glenburnie, Ontario, K0H 1S0

Petition

RECEIVED
MAY 27 2013

Dear Frontenac County Council

It is our understanding that you want to reduce our ambulance services by 1,380 hours per year despite the fact emergency calls increase every year.

An Emergency is a serious, unexpected, and often dangerous situation requiring immediate action: It is something you can't reduce by spending less.

As residents of this community we urge you not to reduce my ambulance service. It could cost me or my loved ones their life.

Name

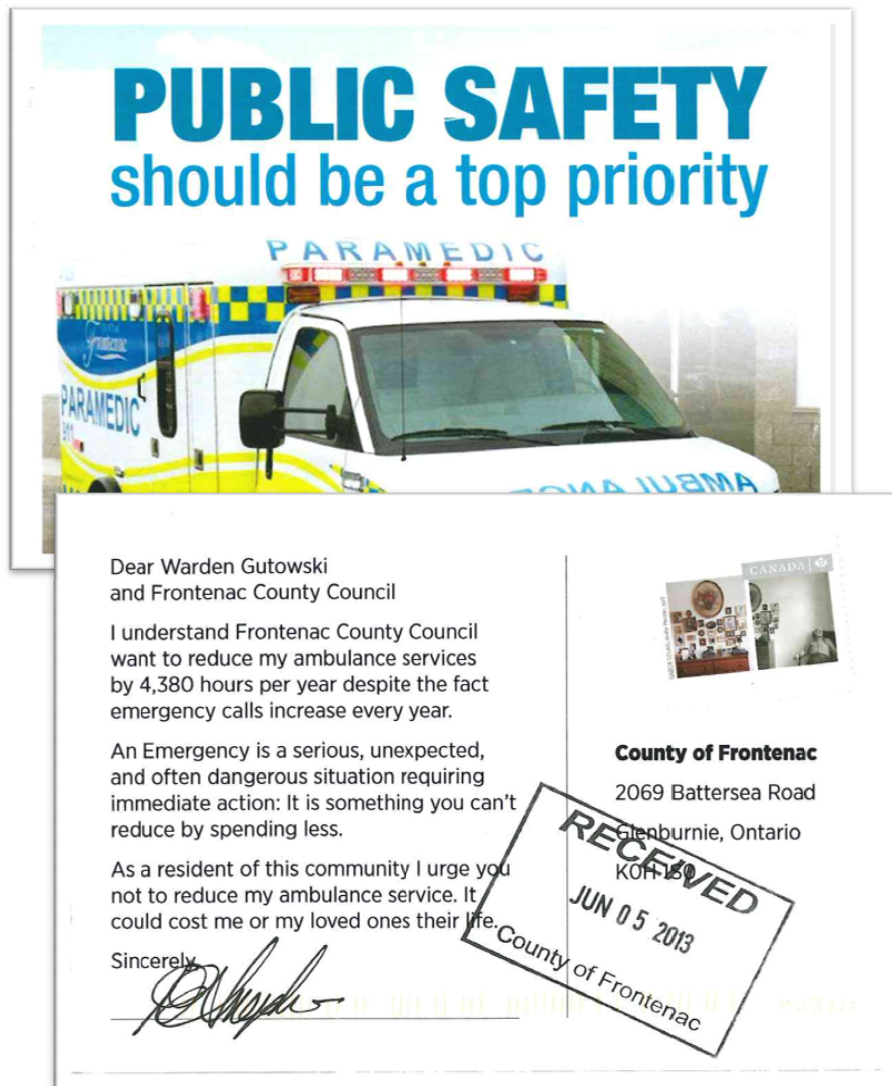
Address

Signature

Carol Ann Budd	655 Arbour Cres Kingston	Carol Budd
Rea-Anne Weekly	856 Lakes Ave Kingston	Rea-Anne Weekly
Deon Demist	207 MONTREAL ST	Deon Demist
DAVE CUNNINGHAM	838 LUDGATE KINGSTON	D Cunningham
Yi Jiang	Kingston, ON	Yi Jiang
Howard Lancaster	941 Ambrosia Cres	Howard Lancaster
Sarah Gonske	545 Evangeline Ave.	Sarah Gonske
SCOTT WATSON	2428 FREEMAN RD	Scott Watson
CHARLES JEAN DENNIS	2 KINGSTON	Charles Jean Dennis
CAROL POWLEY	1323 MONTREAL ST. KINGSTON	Carol Powley

Please mail the signed petitions to: County of Frontenac 2069 Battersea Road, Glenburnie, Ontario, K0H 1S0

12 of the following postcards were received by mail between May 27 and June 6:



Administrative Report
Administrative Services - Communications of Interest to Council
June 19, 2013

Page 34 of 34

**Kingston & Frontenac Housing Corporation
Finance & Administration Committee
Draft Minutes for Meeting No. FA- 03-2013
Tuesday, April 23, 2013
10:30 a.m.-Boardroom 119 Van Order Drive**

In Attendance:

Ms Karen Pagratis Vice-Chair
Councillor Liz Schell
Mary Lynn Cousins Brame, CEO
Dan Song, Manager Finance & Administration
Scott VanderSchoor, Manager Technical Service
Janice Dobler, Recorder

Regrets: Ms Humphries Blake

APPROVAL OF THE AGENDA

Moved by Councillor Schell

Seconded by Ms Pagratis

THAT the Agenda for the Meeting No. FA – 03-2013, held on Tuesday, April 23, 2013 be approved with amended to add a) 2012 Capital Reserve Fund Air Report (a6) and b) 7 Wright Crescent to the Agenda.

CARRIED

APPROVAL OF THE MINUTES

Moved by Councillor Schell

Seconded by Ms Pagratis

THAT the draft Minutes for Meeting No. FA-02-2013, held on Tuesday, March 19, 2013 be approved.

CARRIED

DECLARATION OF PECUNARY INTEREST – None

PRESENTATIONS - None

BUSINESS

Moved by Councillor Schell

Second by Ms Pagratis

1. Vacancy Loss Report

The CEO advised the Vacancy Loss has been broken up into area's A & B and we will receive a report for each area going forward. The Technical Service Manager gave an update on the report and addressed units of concern of going over the 31 day turn around.

2. Consolidated Income & RGI Reports ending March 2013

The Finance & Administration Manager updated her report for the 1st quarter and reported over all the corporation is in good standing.

Page 2

Meeting No. FA03-2013 April 23, 2013

3. Arrears Report

The CEO gave a brief update on the Arrears Report and discussed process's put in place to monitor the arrears. CEO noted the corporation will be taking back Compton House effective July 1st. It will be set up as an office and will be manned by staff on certain days to offer easy access to tenants to pay rent, come in for lease signings. It will also work for our maintenance staff for breaks, storage for equipment and will be offered to the Rideau Heights Consultants to hold meetings.

5. 2013 Capital Budget

The Technical Service Manager gave a brief update on the 2013 Capital Budget.

6. Minutes Public Tender Evaluation / Award Committee

Moved by Ms Pagratis

Seconded by Councillor Schell

THAT the minutes of the tenders were received for information.

NEW BUSINESS:

Capital Reserves

The Finance & Administration Manager advised there was a surplus of \$181,557.00 in the 2012 Capital Reserve. She noted she transferred the surplus of \$181,557.00 to the Investment Fund with Philip Hager North.

7 Wright Crescent

CEO reported KFHC will be putting in a Request for Information to the City for the 7 Wright Crescent property and advised she will be presenting this to the Board of Directors at our next meeting.

NEXT MEETING – May 21, 2013 - 10:30 a.m. - KFHC Boardroom

ADJOURNMENT

Moved by Councillor Schell

Second by Ms Pagratis

There being no further business, the meeting was adjourned at 12:00 p.m.

KINGSTON & FRONTENAC HOUSING CORPORATION

Ms K. Pagratis Vice-Chair
cc: Board of Directors

Mary Lynn Cousins Brame, CEO

MINUTES OF THE GENERAL MEETING OF THE BOARD OF HEALTH
April 24, 2013

Wednesday, April 24, 2013

1:00 p.m. (Boardroom)

Minutes of the meeting of the Kingston, Frontenac and Lennox & Addington Board of Health held at 221 Portsmouth Avenue, on Wednesday, April 24, 2013.

Present: Councillor B. Clayton, Councillor B. Cox, Mr. C. Simonds (Chair), Mrs. R. Spooner, Mr. I. Wilson

Dr. I. Gemmill, D. Barr, S. Blanchet, T. Button, M. Demers, H. Gilchrist, K. Gimby, S. Hegarty, C. Howard, C. Koob (Recorder), P. Lavalley, D. McWilliam, K. Millan, P. Muis, K. O'Connor, K. Shaw, S. Sleeth, V. Stenzl, S. Stewart, C. Wowk

Regrets: Councillor D. Hector, Councillor L. Schell, Councillor J. Scott

Guests: Dr. D. Lu (Queen's Public Health Preventive Medicine Resident), Dr. J. Pope (Queen's Family Medicine Resident)

1. Call to Order

Chair C. Simonds called the meeting to order.

2. Roll Call

Roll call was taken by C. Koob

3. Approval of Agenda

It was **MOVED** by Mr. I. Wilson and **SECONDED** by Councillor B. Cox **THAT** the Board of Health approve the agenda for the meeting of April 24, 2013.

CARRIED

4. Conflict of Interest

No conflict of interest was declared.

5. Confirmation of Minutes:

a) General Meeting of February 27, 2013

It was **MOVED** by Mrs. R. Spooner and **SECONDED** by Councillor B. Clayton **THAT** the Board of Health approve the minutes of the meeting of February 27, 2013.

CARRIED

b) General Meeting of March 27, 2013

It was **MOVED** by Councillor B. Cox and **SECONDED** by Mr. I. Wilson **THAT** the Board of Health approve the minutes of the meeting of March 27, 2013.

CARRIED

Board of Health Minutes
April 24, 2013

Presentations

6. Contraband Tobacco

D. McWilliam introduced P. Muis, Public Health Promoter with the Tobacco Control Team. Illegal, or contraband, tobacco is any tobacco product that does not comply with the provisions of all applicable federal and provincial statutes. Legislation that regulates the sale of tobacco includes: *Customs and Excise Act*, *Tobacco Tax Act* and the *Smoke-Free Ontario Act*. KFL&A Public Health's involvement with contraband tobacco has been in enforcement, public awareness and police officer education. This agency also has representation on the Joint Agency Group for Tobacco Control, a working group of 15 agencies that meets quarterly. Suggestions to reduce tobacco consumption include increased provincial taxes and a province-wide public awareness campaign. For every 10% increase in the price of tobacco, consumption decreases by 4%. There is currently no fee associated with the permit required by retailers for the sale of tobacco.

Discussion followed on the complexity of enforcement of the sale of illegal tobacco on First Nations land and what the KFL&A Board of Health can do to bring this issue before the proper authorities.

It was MOVED by Mr. I. Wilson and SECONDED by Councillor B. Clayton THAT whereas the increase in the price of tobacco results in a decrease in consumption;

THAT the KFL&A Board of Health encourage the provincial government to increase the excise tax on tobacco products in the Province of Ontario to the level of the province or territory that currently has the highest tax on tobacco; and,

THAT other boards of health and municipalities be encouraged to support this increase in excise tax.

CARRIED

Mr. Simonds thanked P. Muis for the presentation and her efforts in tobacco enforcement.

7. Baby Friendly Initiative

C. Wowk introduced M. Demers, Public Health Nurse with the Reproductive and Child Health Team. The Baby Friendly Initiative (BFI) is an internationally recognized designation for facilities that increase breastfeeding initiation and duration by protecting, promoting and supporting breastfeeding through best practices. The Ministry of Health and Long-term Care requires all public health agencies in Ontario to achieve BFI designation as part of their Accountability Agreements. Ms. Demers described the pre-assessment and final assessment process and criteria that public health agencies must undergo to achieve BFI designation. To become baby friendly in Canada, the following criteria must be met;

- $\geq$ 75% any breastfeeding rate at entry to service
- Compliance with the ten steps for successful breastfeeding
- Respect of International Code of Marketing of Breastmilk Substitutes.

Board of Health Minutes
April 24, 2013

The final BFI assessment from April 15 to 17, revealed this agency's strengths and areas for improvement. These points were reviewed by M. Demers, along with initiatives that will continue to promote and support a breastfeeding culture at this agency. The final outcome of the BFI assessment is that KFL&A Public Health has been awarded BFI designation. Ms. Demers responded to a few questions and the team was congratulated and thanked by Chair C. Simonds.

Action Items

8. By-law, Policy and Procedure Manual

Revised:

a) By-law Number 3, *A by-law to provide for an auditor for the agency.*

During the accreditation process in early March, it was recommended by the reviewers that the Board of Health pass a motion annually to appoint an auditor at the time of presentation of the audited financial statement to the Board. The appointment of the auditor is in accordance with the *Health Protection and Promotion Act* and the *Municipal Act*.

It was MOVED by Councillor B. Cox and SECONDED by Councillor B. Clayton THAT the Board of Health approve revised By-law Number 3, A by-law to provide for an auditor for the agency.

CARRIED

b) IV-460, *Immunization*

The Immunization policy and procedure were recently reviewed and revised. Revisions were made to broaden the scope of the policy to include students, to enhance immunization requirements and to clarify the processes related to immunization as conditions of employment. These changes demonstrate to the public and to partner agencies the value and safety of comprehensive immunization against influenza and this agency's advocacy for it.

It was MOVED by Mrs. R. Spooner and SECONDED by Councillor B. Clayton THAT the Board of Health approve revised Policy IV-460, Immunization.

CARRIED

8. 2013 100% Budgets:

V. Stenzl provided a review of the 100% Ministry of Children and Youth Services (MCYS) budgets:

- a) Preschool Speech and Language
- b) Infant Hearing
- c) Blind Low Vision
- d) Healthy Babies Healthy Children

Information was also provided on grants received for special projects related to these four 100% budgets. All four of these programs continue to face challenges owing to a provincial freeze that is eroding services.

Board of Health Minutes
April 24, 2013

It was MOVED by Councillor B. Clayton and SECONDED by Mrs. R. Spooner THAT the KFL&A Board of Health approve reluctantly the 2013-2014 Ministry of Children and Youth Services Budget Submission for the Preschool Speech and Language Program as presented,

THAT the KFL&A Board of Health approve reluctantly the 2013-2014 Ministry of Children and Youth Services Budget Submission for the Infant Hearing Screening Program as presented,

THAT the KFL&A Board of Health approve reluctantly the 2013-2014 Ministry of Children and Youth Services Budget Submission for the Blind and Low Vision Program, as presented, and

THAT the KFL&A Board of Health approve reluctantly the 2013 Ministry of Children and Youth Services Budget Submission for the Healthy Babies Healthy Children program as presented.

CARRIED

Discussion followed on what action the Board could take to facilitate and encourage discussion between the MCYS and the Ministry of Health and Long-term Care to address the shortfalls in these 100% programs.

Direction: The Board of Health will send a letter to the Minister of Children and Youth Services, asking this Ministry to co-ordinate with the Ministry of Health and Long-term Care the approach to children's health services and to provide the inflationary increases needed to prevent these programs from being eroded.

It was noted that the lack of support for these programs for children is in direct conflict with Ontario's Public Health Sector Strategic Plan: *Make No Little Plans*.

10. 2013 alPHa Annual Conference, June 2 to 4, 2013

The 2013 alPHa Annual Conference will be held in Toronto June 2 to 4. Board members were encouraged to attend. Councillor B. Cox expressed his interest in attending the conference.

It was MOVED by Mr. I. Wilson and SECONDED by Mrs. R. Spooner THAT the Board of Health appoint Councillor B. Cox as its delegate for the 2013 alPHa Annual Conference in Toronto on June 2 to 4, 2013, and that Board members not present be contacted regarding their interest in attending the conference.

CARRIED

11. Needle Exchange Program

Dr. Gemmill summarized this agency's involvement with the Needle Exchange Program from its inception in the 1990s. A revised Memorandum of Agreement with the Kingston Community Health Centres was brought before the Board for

Board of Health Minutes
April 24, 2013

consideration. The original agreement was previously reviewed by legal counsel for this agency.

It was MOVED by Mr. I. Wilson and SECONDED by Councillor B. Clayton THAT the Board of Health approve the new Memorandum of Agreement between the Kingston Community Health Centres and KFL&A Public Health pertaining to the administration of the Needle Exchange Program, and

THAT the Board of Health approve the resulting \$1,210.00 increase in funding for this program.

CARRIED

Discussion Items

12. Call for Board of Health Nominations to 2013-2014 alPHa Board of Directors

There was no expressed interest by any Board members in serving on the alPHa Board of Directors.

Information Items

13. Report of the Medical Officer of Health

Dr. Gemmill reviewed the highlights of his report.

14. Ontario Council on Community Health Accreditation

The Ministry of Health and Long-term Care has terminated OCCHA's transfer payment agreement as of April 1, 2013. KFL&A Public Health will continue the process of setting goals and standards on which to assess this agency's services. It is hoped that KFL&A Public Health will be awarded accreditation status from its survey in March of 2013 before OCCHA ends its business, and whether any third-party assessment process will be adopted for local public health agencies is yet to be determined.

15. 2013 National Volunteer Week

Chair C. Simonds noted the important role that volunteers play at KFL&A Public Health. The Board of Health thanked the volunteers for their contribution to this agency.

16. Replies to Board Correspondence

Received for information.

17. Finance

Received for information.

18. Correspondence and Announcements from Public Health Ontario

Received for information.

Board of Health Minutes
April 24, 2013

19. Correspondence and Announcements from the Ministry of Health and Long-term Care, Public Health Division

Received for information.

20. Other Correspondence

Received for information.

21. Media Report

Received for information.

22. Personnel Items

Received for information.

23. Executive Committee Minutes – February 12 and March 12, 2013

It was MOVED by Mr. I. Wilson and SECONDED by Councillor B. Clayton THAT information items 13 to 23 be received.

CARRIED

24. Other Business

There was no other business.

25. Move In Camera RE: Management Structure Review

It was MOVED by Councillor B. Clayton and SECONDED by Councillor B. Cox THAT the Board of Health move In Camera.

CARRIED

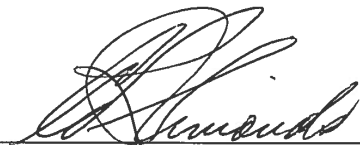
26. Report and Motion(s) from the In-Camera Session

Dr. Gemmill provided Board members with an overview of the management structure review currently underway.

27. Adjournment

It was MOVED by Councillor B. Cox THAT the Board of Health meeting of April 24, 2013, be adjourned.

Date of Next Meeting: May 22, 2013 – 1:00 p.m.


Chair


Recorder



MINUTES
Regular Meeting #2013-04
Kingston Frontenac Public Library Board
April 24, 2013 - 4:00 PM
Delahaye Room, Central Library

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

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

Regrets: Erik Knutsen, Councillor Jim Neill

1. CALL TO ORDER

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

2. ADOPTION OF THE AGENDA

The agenda was accepted as distributed.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. ACCEPTANCE OF MINUTES

4.1 Kingston Frontenac Public Library Meeting #2013-03 held March 27, 2013

2013-23 KENNY – PURDON

That the minutes of Regular Meeting #2013-03 of the Kingston Frontenac Public Library Board held March 27, 2013 be approved as circulated.

CARRIED

CONSENT AGENDA

5. INFORMATION ITEMS

5.1 Correspondence / Information Received and Sent

- 5.1.1 From the Ontario Trillium Foundation a letter to inform us that we were approved for a grant in the amount of \$36,100 to support improvements to the Hartington branch.
- 5.1.2 To the City of Kingston, a letter dated March 28, 2013, outlining the term and conditions of board membership as per the Public Libraries Act, in response to the motion passed by City Council to limit the term of a committee member to six years.

6. MONITORING REPORTS

6.1 Communication and Counsel

- 6.1.1 Chief Librarian's Report (attached)
- 6.1.2 1ST Quarter Statistical Report (attached)

6.2 Financial Condition (1st quarter) (attached)

6.3 Treatment of Public (attached)

7. Motion to Accept Consent Agenda

2013-24 AITKEN – KENNY

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

CARRIED

ACTION AGENDA

8. Business Arising from the Minutes

It was reported that copies of the Annual Report will be going out to members of City council and County council.

9. Action Items

9.1 Update regarding Community Complex Development – North end of Kingston (attached)

Ms. Enright reported that a meeting took place to discuss budgets and timelines. To build and operate the branch the Library would require capital and ongoing operating funding from the City. The next step will be based on the outcome of the City Strategic Planning process.

2013-25 COUSINEAU – PURDON

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

CARRIED

OTHER BUSINESS

10. NEXT MEETING DATE AND ADJOURNMENT

There will be Strategic Planning sessions for the Board on: Wednesday, May 15, 5-7 PM; Thursday, May 23, 5-9 PM; Saturday, May 25, 9 AM-4 PM, Delahaye Room

The next regular Board Meeting will be held at 4:00 PM, Wednesday, May 22, 2013, in the Delahaye Room, Central Library.

There being no further business, the meeting was adjourned at 4:30 PM.

Claudette Richardson, Chair

Mary Glenn, Recording Secretary

DRAFT Minutes of Meeting 03-2013
Kingston & Frontenac Housing Corporation
Monday April 29, 2013 at 1:00 p.m.
Boardroom, 119 Van Order Drive Kingston

Present Mr. Geoff Heminsley, Chair
Ms Karen Pagratis, Vice-Chair
Councillor Schell
Ms Beth Moore
Ms Penny Wall
Councillor Neill
Councillor Hector

Regrets: Mr. Hunt
Ms Humphries Blake

Also Present:
Ms Mary Lynn Cousins Brame, CEO
Ms Janice Dobler, Executive Assistant, Recorder
Mr. Scott VanderSchoor, Manager Technical Services

MEETING TO ORDER

The Chair called the meeting to order, time being 1:05 p.m.

DISCLOSURE OF PECUNIARY INTEREST - None

APPROVAL OF AGENDA

Moved by Councillor Hector

Second by Ms Pagratis Vice-Chair

That the agenda for April 29, 2013 meeting No. 03-2013 be approved.

CARRIED

CONFIRMATION OF MINUTES

Moved by: Ms Moore

Second by: Councillor Schell

THAT the minutes of the Kingston & Frontenac Housing Corporation, Meeting No. 02-2013 held on Monday March 25, 2013 be approved.

CARRIED

PRESENTATIONS – None

BUSINESS

Chief Executive Officer

a) **Summary Report April 2013**

Moved by Councillor Hector

Second by Councillor Neil

THAT the Kingston and Frontenac Housing Corporation Board of Directors receive the Summary Report for April 2013

CARRIED

Minutes of Meeting No. 03-2013
Kingston & Frontenac Housing Corporation
April 29, 2013

Page 2

b) **RFI 7 Wright Crescent**

Moved by Councillor Neill

Second by Councillor Schell

THAT the Kingston & Frontenac Housing Corporation Board of Directors approve Kingston & Frontenac Housing Corporation to submit a proposal for the RFI Affordable Housing Land Acquisition and Disposition Program, 7 Wright Crescent.

Recorded Vote – All in Favour

CARRIED

c) **Operational Plan**

Moved by Councillor Hector

Second by Councillor Neill

THAT the Kingston & Frontenac Housing Corporation Board of Directors receive the Kingston & Frontenac Housing Corporation updated 2013 Operational Plan as presented by the Chief Executive Officer.

CARRIED

Other Business

Moved by Ms Moore

Second by Councillor Neill

THAT the Kingston & Frontenac Housing Corporation Board of Directors receive items i) and ii) for information.

i) Receive Minutes of Meeting No. FA 02-2013, Finance & Administration Committee, held on Tuesday March 19, 2013.

ii) Report from Manager, Finance & Administration – Arrears Analysis Comparison for March 31, 2013 and Consolidated Income Statement month ending March 31, 2013

CARRIED

Date of Next Meeting

It was agreed that the next Board meeting will be held on Monday May 27, 2013 at 1:00 p.m. in the Boardroom, 119 Van Order Drive.

Adjournment

Moved by Councillor Hector

Second by Ms Pagratis

THAT the meeting be adjourned, the time being 3:06 p.m.

CARRIED

Kingston & Frontenac Housing Corporation

Geoff Heminsley, Chair

Mary Lynn Cousins Brame, CEO



Cunningham Swan
LAWYERS

Timothy J. Wilkin
Professional Corporation
Direct Line: 613.546.8074
E-mail: twilkin@cswan.com

April 29, 2013

Solicitor-Client Privileged

The Corporation of the County of Frontenac
2069 Battersea Road
Glenburnie, Ontario
K0H 1S0

Attention: Ms. Jannette Amini
Deputy Clerk

Dear Ms. Amini:

**RE: Participation by Members of Council at Public Meetings
Our File No. 12991-46**

We understand Council recently convened a public meeting as required by Section 219 of the *Municipal Act* to consider proposed changes to the composition of County Council under section 218. You asked for our opinion on whether members of Council have the right to speak during such public meetings.

Section 219 (1) states:

"Before passing a by-law described in section 218, the municipality shall give notice of its intention to pass the by-law and shall hold at least one public meeting to consider the matter."

Though the term "public meeting" is not defined in the *Municipal Act*, it is generally understood to mean a Council meeting for which the public has been given notice that Council will allow members of the public to comment on the particular matter for which the notice was given. Evidence of this legislative intent is seen in several instances throughout the Act. For example, section 173(3) para. 1 requires in circumstances where a municipal restructuring proposal is being considered that "Council shall consult with the public by giving notice of, and by holding, at least one public meeting;"

CUNNINGHAM, SWAN, CARTY, LITTLE & BONHAM LLP

SMITH ROBINSON BUILDING, SUITE 300 - 27 PRINCESS ST., KINGSTON ON K7L 1A3 TEL: 613-544-0211 FAX: 613-542-9814 WEBSITE: WWW.CSWAN.COM

Similarly, section 174 (6) provides in circumstances where a draft report has been prepared on a proposed municipal restructuring that "the commission shall hold at least one public meeting at which any person who attends is given an opportunity to make representations about the draft." Another example is found in section 283 (7) dealing with Council's authority to pass a by-law determining how much of a Council member's remuneration is deemed to be expenses. Under subsection (7), Council must review the by-law at least once during its four-year term of office "at a public meeting."

Lastly, the *Planning Act* requires the holding of public meetings as a prerequisite to Council approving most applications under that Act. Representative of that requirement is the provision in section 34(12)(a)(ii) that states "at least one public meeting is held for the purpose of giving the public an opportunity to make representations in respect of the proposed by-law;"

The fact that Council has expressly invited the public to attend its meeting for the purpose of commenting on a particular matter under consideration does not, in our view, change the meeting's status as a meeting of Council. Instead, it is simply a variation from the normal Council meeting during which the public has the right to be present, but not heard except as may be permitted in accordance with Council's procedural bylaw. For that reason therefore, it is our view that the right of a member of Council to speak during the "public" session is governed solely by Council's Procedural By-law. If that by-law prohibits members of Council from speaking during the "public" session, then that is the rule. If, however, the Procedural By-law is silent on the issue, then in our view the normal rules prescribed by the Procedural By-law govern.

Upon reviewing County Council's Procedural By-law No. 2010-0028, we first note that the definition of a "Meeting" in section 1.3 means "any regular, special, closed or other meeting of the Council or Committee at which a quorum is present". In our view, this would include a "public meeting" called in accordance with section 219 of the *Municipal Act*. There are, however, no other provisions of the Procedural By-law that speak specifically to the rules governing this type of "public meeting" and therefore, it is our view that this portion of Council's meeting should be conducted in accordance with the by-law with appropriate modifications.

For example, section 14.2 f) prohibits a Member from speaking on any subject other than the subject matter under consideration. The Warden would, in our view, be entitled to rely on this provision to restrict members of the public during the "public" session to commenting only on the matter for which they were given the right to speak.

Section 14.3 also permits the Warden to determine the order in which members indicating an intent to speak will speak. Again, the Warden could rely on this provision to resolve the order in which members of the public wishing to address Council could speak during the "public" session. And lastly, Section 17.6 prohibits a member from speaking more than once to the

same question without Council's permission. Again, the Warden could rely on this provision to limit members of the public from speaking more than once on the issue.

While the common practice is for members of Council to use the "public" portion of these types of meetings to listen to the public's input in order to inform themselves before debating the issue, the Warden does not, in the absence of explicit authority in the Procedural By-law, have the power to deny a member of Council the right to speak during the "public" meeting.

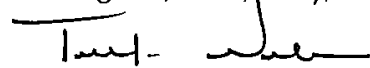
On the other hand, a member of Council who exercises his or her right to speak during the "public" portion of the meeting may later discover that the "speak only once" rule in Section 17.6 may result in him or her being denied the opportunity to speak again when the remainder of Council, who have chosen not to speak during the "public" session, later debate the issue following the end of the "public" session.

If it is Council's wish to limit the right of members of Council to speak during the "public meeting" portion of a statutory meeting, Council must first establish these limits by amendment to its Procedural By-law. Until then, all of the provisions of the Procedural By-law continue to apply.

We trust this has addressed your inquiry.

Sincerely,

Cunningham, Swan, Carty, Little & Bonham LLP



Timothy J. Wilkin
Professional Corporation

TJW:kj

Alison Vandervelde

From: Frontenac County [talktous@frontenaccountry.ca]
Sent: Friday, May 31, 2013 2:15 PM
To: talktous
Subject: May Newsletter



Frontenac County Bytes

Keeping you updated on Frontenac County's 987,503 acres.
 May 2013 - Issue XVII

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

Check out the redesigned www.frontenaccountry.ca

Bring us your e-waste on June 15th and we will turn it into food!

When: Saturday, June 15th, between 11:00 a.m. and 2:00 p.m.
 Where: 2069 Battersea Rd (rear parking lot), [click here for map](#)

STOP Hunger is a worldwide Sodexo initiative to combat hunger wherever it exists. With your help, we will raise 7 cents for every kilogram of e-waste collected. Stop by our fully sponsored BBQ and enjoy lunch, where your donations will be gratefully accepted. All funds raised will be donated to South Frontenac Community Services to help STOP Hunger!



Sydenham Ambulance Station LEED® Gold Certification Celebration

When construction of the Sydenham Ambulance Station began in 2010, the County of Frontenac set out to achieve a LEED® Silver Certification. The County surpassed that goal, and on Friday, May 24th celebrated the station's LEED® Gold Certification. [Click here for the full story.](#)



Photo: From left to right: Tammie Shatraw, Wemp & Smith; Warden Janet Gutowski, County of Frontenac; Mikaela Hughes, Hughes Downey; Chief Paul Charbonneau, Frontenac Paramedic Services, with the LEED® Gold Certification Plaque.

Follow us on **twitter**

Like us on **Facebook**

[Sign Up for Newsletter](#)

[Reply to Newsletter](#)

[Forward Newsletter](#)

www.FrontenacCounty.ca

www.DirectionsforOurFuture.ca

www.FrontenacMaps.ca

[Council Agendas & Minutes](#)

Upcoming Events

North Frontenac

Sciensational Sssnakes

June 30, 11 a.m.- 1 p.m.

Bon Echo Provincial Park

Staff from Sciensational Sssnakes will give two interactive presentations on snakes and other reptiles.

[Click here for more info.](#)

Central Frontenac

Bass Derby

June 15, Weigh-Ins:

7 a.m. - 6 p.m., Arden Legion
 Any Lake. Adult & Kid Tickets on sale now. Dinner starts at 5 p.m., Prizes at 8 p.m. Call



Complete our survey on the County's 150th Anniversary Celebrations

In 2015, the County of Frontenac will celebrate its 150th Anniversary. Over the course of 2013 and 2014, the 150th Anniversary Planning Advisory Committee will attend events throughout the County to promote the 2015 anniversary and gather input and ideas from residents. The Committee has preliminary plans for a central celebration to take place over the last weekend in August 2015. In order to ensure the commemoration is fitting of 150 years of our vast County's colourful history, the Committee needs your input.

[Click here to complete the survey.](#)

Accessibility News

The Joint Accessibility Advisory Committee is sending a report to County Council recommending the creation of an "[International Day of Persons with Disabilities](#) Access Award" that recognizes a person, group or organization that has made or is making a significant contribution beyond legislated requirements, towards improving access for persons with disabilities in the County. The City of Brockville developed this awards program in 2008 with the City of Kingston following suit in 2011.

The County is drafting its 2014 Annual Joint Accessibility Plan. Public input is welcomed and should be forwarded to Jannette Amini, Deputy Clerk at jamini@frontenacounty.ca, or by mail at the County Administration Office, 2069 Battersea Road, Glenburnie ON K0H 1S0.

Help the Kingston Community build a Climate Action Plan

Did you know that the City of Kingston, County of Frontenac and the Townships are part of the Federation of Canadian Municipalities' Partners for Climate Protection (PCP) program? As part of this program, Kingston is now building a Community Climate Action Plan - a set of strategies intended to guide community efforts for reducing greenhouse gas emissions through adaptation and mitigation. Kingston's Climate Action Plan will be built over the next year. Want to stay in the loop? Email climateactionplan@cityofkingston.ca to join the mailing list.

Donnie Scott at 613-305-3754
or Legion at 613-335-2737
[Click here for more info.](#)

South Frontenac
**Music in the Park,
Free Summer Concert**
McMullen Beach, Verona,
June 23, July 28, Aug 25
1 - 3 p.m. Look for the signs.
Bring a lawn chair. Free
parking. BBQ starts at noon!
www.yourverona.com

Frontenac Islands
Barrett Bay Regatta
June 23, starts at 8 a.m. at the
Wolfe Island Boat Club
Races, lunch, prizes, trophies!
Family Registration \$30
[Click here for more info.](#)

[Forward email](#)



Try it FREE today.

This email was sent to talktous@frontenacounty.ca by talktous@frontenacounty.ca |
[Update Profile/Email Address](#) | Instant removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).
County of Frontenac | 2069 Battersea Road | Glenburnie | Ontario | K0H 1S0 | Canada



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

May 7, 2013

Hon. Charles Sousa
Minister of Finance
Frost Building South, 7th Floor
7 Queen's Park Crescent
Toronto ON M7A 1Y7

Dear Minister Sousa:

RE: Tobacco Taxation in the Province of Ontario

At its April 24, 2013 meeting, the KFL&A Board of Health discussed the issues of Ontario's low taxation rate on tobacco and the impact of contraband cigarettes on the health of the people of this area.

We are aware that the taxation on a carton of 200 cigarettes in Ontario is the second lowest amongst the provinces and territories of Canada. The rate at which tobacco is taxed in Ontario is just over half of the taxation in the territory that has the highest rate of taxation, (\$58.00 in Manitoba). It has been well established that the price of tobacco influences whether young people start to smoke, a major health issue for the youth of Ontario, or continue to smoke, an issue for all people who smoke in this province. We cannot exaggerate the negative health effects of smoking and the influence that raising the price will have on decreasing the number of smokers and frequency of smoking. We are urging the Government of Ontario to raise the taxation on cigarettes to match the highest level in Canada, at \$58.00 for a carton of 200 cigarettes.

Raising tobacco taxes cannot work effectively, however, if there is not enforcement of measures to prevent the sale of illegal tobacco. We are aware that tobacco that is produced on some First Nations territories in southern Ontario is purchased by smokers at much lower prices than retail, which makes it extremely difficult for these people to take then necessary steps to stop smoking and make those health gains. Even more pernicious, however, is the fact that cheap contraband cigarettes are being sold in high schools in this area, despite best efforts to control it, with all the negative health consequences that follow. We strongly encourage the Government of Ontario to adopt a much more aggressive approach to enforcement, to ensure that illegal tobacco does not reach the youth of this area and those who are earnestly trying to quit.

... 2

KINGSTON, FRONTENAC AND LENNOX & ADDINGTON PUBLIC HEALTH

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

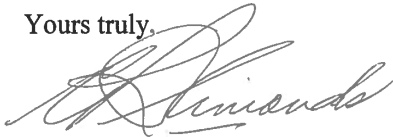


Branch Offices
Cloyne Tel: 613-336-8989 Fax: 613-336-0522
Sharbot Lake Tel: 613-279-2151 Fax: 613-279-3997
Napanee Tel: 613-354-3357 Fax: 613-354-6267

Hon. Charles Sousa
May 7, 2013

Thank you for your considerations of this issue. It is clear that if there are increased revenues that come from cigarette taxation, they could be used to assist smokers in quitting smoking. It is a "win-win" situation for the people of Ontario and the Government of Ontario if we have fewer smokers in this province.

Yours truly,

A handwritten signature in dark ink, appearing to read 'C. Simonds', written over a horizontal line.

Charles Simonds, Chair
KFL&A Board of Health

Copy to: Board of Health members
Hon. D. Matthews, Minister of Health and Long-term Care
Hon. J. Gerretsen, MPP, Kingston and the Islands
R. Hillier, MPP, Lanark-Frontenac-Lennox and Addington



Report 2013-086

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Date prepared: April 12, 2013

Date of meeting: May 15, 2013

Re: **Financial Services – Termination of Contract to Provide Financial Services to the Township of Frontenac Islands**

Recommendation

WHEREAS the County of Frontenac approved the completion of a contract with the Township of Frontenac Islands in July 2008 for the provision of Financial services on a cost recovery basis;

AND WHEREAS the contract staff position originally provided for in the 2013 budget was removed as the representatives of the Township of Frontenac Islands indicated that the Township does not require the financial services provided by the County under the contract as of July 1, 2013;

NOW THEREFORE Council of the County of Frontenac accept this *Financial Services – Termination of Contract to Provide Services to the Township of Frontenac Islands* report;

AND FURTHER THAT the Council of the County of Frontenac shall direct staff to prepare an agreement to terminate the contract for financial services with the Township of Frontenac Islands as of June 30, 2013;

AND FURTHER THAT the agreement to terminate the contract for financial services be forwarded to the Council of the Township of Frontenac Islands for execution;

AND FINALLY THAT the Council of the County of Frontenac authorize the CAO and Warden to execute the termination agreement.

Background

In July 2008, County Council approved the provision of contracted financial services to the Township of Frontenac Islands on a cost recovery basis.

Administrative Report
Financial Services – Termination of Contract to Provide Financial Services to the Township of Frontenac Islands
May 15, 2013 Page 1 of 3

It was understood at that time that most of the transactional and payroll activity could be reasonably accommodated through the regular workload of County clerical staff. However, this was also the period during which municipalities were required to transition to PSAB compliance and the workload implications had not yet become clear. Further, during the course of the contract, a greater time commitment than anticipated has been required to provide support to the senior staff of the Township by County management staff.

Comment

In 2012, the additional County tasks not being addressed as a result of work done for Frontenac Islands was completed through a budget approved allocation of \$25,000 which was offset by the recoveries provided through the Frontenac Islands contract. This work was comprised of tasks that would normally be undertaken by management staff, including a capital replacement schedule review and update, research related to the best options for fuel purchase, an assessment of the County's WSIB NEER premium, and a review of the contract management process.

Prior to the 2013 budget deliberations, consultations were undertaken with Frontenac Islands Township staff and Council members. At the time, it was suggested that to provide a transition to fully supporting its financial activity at the Township office in 2014, that an interim contract position be established in 2013. It was proposed that this position would be funded 60% by Frontenac Islands. Approximately 40% of that contract position would have provided support for ongoing County activities, similar to the contract activity budgeted and undertaken in 2012. **In particular, it was anticipated that the County portion of the contract position in 2013 would support the development of the asset management plan for which no additional funds were provided, other than the MIII funding of \$21,251 which has been included in the 2013 capital budget.**

The County Council representatives from the Township of Frontenac Islands have indicated that the Township will be managing its transition and its financial activities through the Township office and have indicated that the services of the County will not be required after June 2013. As a result, the transitional position originally provided for in the budget was removed. As there is no facility within the current contract with the Township of Frontenac Islands to terminate before December 2013, a new agreement is required to provide for early termination.

With the understanding that the Township contract will be terminated at the end of June, the County no longer has the additional resources it anticipated (a percentage of the contract position) to maintain County service while continuing to deliver service to the Township of Frontenac Islands past the end of June. As a result, staff cannot continue to complete the work of the County, **including the mandatory preparation of the County's asset management plan**, and provide service to the Township for the full year.

Sustainability Implications

Governance – appropriate stewardship of County resources.

Financial Implications

The contract termination will result in a reduction in revenue of about \$25,000.

Organizations, Departments and Individuals Consulted and/or Affected

Township of Frontenac Islands



Report 2013-094

ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared By: Jannette Amini
Deputy Clerk

Date Prepared: May 7, 2013

Date of Meeting: May 15, 2013

Re: **Administrative Services – Code of Conduct for County Council and Committee Members**

Recommendation

BE IT RESOLVED THAT the Council of the County of Frontenac receive this *Administrative Services – Code of Conduct for County Council and Committee Members* report;

AND FURTHER THAT the Council of the County of Frontenac adopt the Code of Conduct for County Council and Committee Members, attached as Exhibit A to this report;

AND FINALLY THAT County Council authorize staff to proceed with the issuance of a Request for Expressions of Interest for the appointment of an Integrity Commissioner to be approved by Council.

Background

In 2007, additions to Part VI of the *Municipal Act*, 2001 create a mandatory requirement for an accountability and transparency policy. Part VI provides that Council shall adopt and maintain a policy with respect to:

The manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public.

Part V.1 of the *Municipal Act*, 2001, as amended by Bill 130, also creates new options for municipalities regarding accountability and transparency. The changes provide the authority, but not the requirement, for County Council to:

Administrative Report
Administrative Services – Code of Conduct for County Council and Committee Members
May 15, 2013

Page 1 of 3

- Establish a code of conduct for County Council
- Appoint an Integrity Commissioner
- Appoint a Meetings Investigator (Provincial Ombudsman can be utilized)
- Appoint an Auditor General
- Appoint an Ombudsman
- Establish a Lobbyist Registry and appoint a Lobbyist Registrar

These provisions were proclaimed and came into force on January 1, 2008.

In 2013, the LHIN L-SAA agreement executed following Council's direction at the regular Council meeting in April requires a code of conduct to be in place covering Fairmount's directors. Council is, under the Long Term Care Act, the board of directors for Fairmount. The L-SAA states:

The representations and warranties for governance have been updated as follows:

(a) *The HSP represents, warrants and covenants that it has established, and will maintain for the period during which this Agreement is in effect, policies and procedures:*

(i) That set out a code of conduct for, and that identify the ethical obligations of HSP's Personnel ¹;

¹ Please note that HSP's Personnel is defined as "The controlling shareholders (if any), directors, officers, employees, agents, volunteers and other representatives of the HSP. In addition to the foregoing HSP's Personnel shall include the contractors and subcontractors and their respective shareholders, directors, officers, employees, agents, volunteers or other representatives".

Comment

In November 2007, County Council passed a by-law to adopt an accountability and transparency policy for the County of Frontenac and in November 2009, County Council passed a by-law to appoint a Closed Meetings Investigator for the County of Frontenac. These were done pursuant to the above noted amendments to the *Municipal Act* as a result of the passage of Bill 130.

Additional work was anticipated to take place with respect to reviewing the provisions of Bill 130 relating to potential guidelines for councillor conduct. However, the adoption of a Code of Conduct is now required by the additional obligation imposed under the L-SAA agreement just executed between the County and the South East Local Health Integration Network (LHIN).

Further to this, a Code of Conduct can be effective only when an Integrity Commissioner is appointed under the *Municipal Act*. The Act permits penalties to be imposed on a member of council or a local board only if the Commissioner reports to the municipality that, in his or her opinion, the member has contravened the Code of Conduct. Council may impose as a penalty either a reprimand, a suspension in office or remuneration for a period up to 90 days or a removal from Committees of Council. An Integrity Commissioner is not required to be an employee of the municipality and Council may appoint an Integrity Commissioner either directly or jointly with its respective townships.

Guidelines for Councillor Conduct

- Section 223.2(1) of the *Municipal Act* authorizes Council to establish codes of conduct for the members of the County Council, as well as the members of its Committees.
- Currently, the County of Frontenac does not have conduct guidelines for the members of County Council or its Committees.
- A set of guidelines is intended to provide County Council and Committee members with assistance in determining appropriate behaviour and conduct that meet the highest ideals of public service. It provides guidelines on ensuring openness, transparency and equity in the County's processes. Such guidelines also serve to distinguish the roles and responsibilities between Council and staff and to determine a benchmark for optimal council/staff relations.

Staff has benchmarked with other municipalities, including the County of Lennox and Addington, the United Counties of Stormont, Dundas and Glengarry, the Municipality of Brighton, the Municipality of Port Hope, the Town of Aurora, the Town of Huntsville, Northumberland County, Lanark County, the City of Barrie, and the City of Kingston, all of whom have passed a Code of Conduct for Council and Committee members within the last 3 years.

Staff is recommending the attached Code of Conduct for County Council and Committee members to ensure the County of Frontenac continues to be accountable and transparent to its citizens and meets the obligations placed by the LHIN.

Sustainability Implications

Good governance is critical to the sustainability of a community. As stated in *Directions for Our Future* government decision-making processes are clear, transparent, forward thinking and focused on the longer term.

Financial Implications

There are no financial considerations associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected

Senior Management Team
Colleen Hickey, Human Resources Specialist/Labour Relations
Kieran Williams, Municipal Intern



DRAFT
County of Frontenac
Code of Conduct for Members of County Council and Committees
Draft 1: May 7 2013

1.0 Application

- 1.1 This Code of Conduct applies to all Members of Council, being the Warden and each Councillor. It also applies to all members of the public appointed to committees by Council.
- 1.2 As Council Chair, the Warden has additional responsibilities and, accordingly, must:
- i. uphold and promote the purposes of the municipality;
 - ii. promote public involvement in the municipality's activities;
 - iii. act as the representative of the municipality both within and outside the municipality, and promote the municipality locally, nationally and internationally; and
 - iv. participate in and foster activities that enhance the economic, social and environmental well-being of the municipality and its residents

The principles set out in this Code of Conduct apply to the distinct role of the Warden as the context requires

- 1.3 All Members of Council and members of the public appointed to a County committee are expected to follow this Code, the Council Procedural Bylaw and other sources of applicable procedural law. They are also subject to other sources of law such as:

- Municipal Act, 2001
- Municipal Conflict of Interest Act
- Municipal Elections Act
- Municipal Freedom of Information and Protection of Privacy Act
- The Criminal Code of Canada

2.0 Responsibilities of Council, the Warden and Councillors

- 2.1 Council as a whole has the authority to approve budget, policy or processes, including the structures and procedures for committees. Authority to act on behalf of Council, including through a committee, can only be delegated by Council or through law.
- 2.2 Council is responsible for and dedicated to providing good and effective government for the public in an open, accountable and transparent manner.
- 2.3 A fiduciary relationship exists between the Council and inhabitants of the municipality.
- 2.4 Members of Council:
- i. when appointed to committees and other bodies as part of their duties must make every effort to participate actively in these bodies with good faith and care,
 - ii. must uphold the law and conduct themselves with the highest degree of ethical behaviour and integrity,
 - iii. must avoid conflict of interest,
 - iv. must seek to advance the public interest with honesty and treat members of the public with dignity, understanding and respect, and
 - v. may not make statements known to be false or make a statement with the intent to mislead Council or the public.

3.0 Members of Council and the Role of Staff

- 3.1 Mutual respect and cooperation are required to achieve the Council's corporate goals and implement the Council's strategies through the work of staff. The role of Council is to lead through setting policy and budget. It is not to manage or administer.
- 3.2 Staff members serve Council and work for the municipal corporation under the direction of the chief administrative officer. Council directs staff through its decisions as recorded in the minutes and resolutions of Council. Members of Council have no individual capacity to direct members of staff to carry out particular functions.
- 3.3 Inquiries of staff from Members of Council should be directed to the chief administrative officer or the appropriate senior staff as directed by the chief administrative officer.
- 3.4 Members of Council must respect that:
 - i. staff provide advice and make policy recommendations in accordance with their professional ethics, expertise and obligations. They must not willfully injure the reputation, impugn the integrity or question the capabilities or performance of staff in a manner that is inappropriate.
 - ii. staff undertake their duties based on political neutrality without undue influence. Members may not invite or pressure any member of staff to engage in partisan political activities.

4.0 County Assets and Gifts

- 4.1 Council is the custodian of the assets of the municipality. The community places its trust in Council and those it appoints to make decisions for the public good in relation to these assets
- 4.2 Members of Council and members of the public appointed to committees must not use municipal assets for personal convenience, for profit or to assist during an election or in relation to a nomination, except where such privileges are granted to the public or provided by law.
- 4.3 Members of Council and members of the public appointed to committees must not accept gifts and benefits except as provided for under law and in the course of their duties. They may accept gifts of token value only but should be aware that even these may place them in a position where their actions are open to serious question.

5.0 Confidentiality

- 5.1 Members of Council have a duty to hold information received at closed meetings in strict confidence for as long and as broadly as the confidence applies. They must not, either directly or indirectly, release, make public or in any way divulge any such information or any confidential aspect of the closed deliberations to anyone, unless authorized by Council or required by law.
- 5.2 Members of Council must not disclose, use or release information in contravention of applicable privacy law. They are only entitled to information in the possession of the municipality that is relevant to matters before the Council or a committee. Otherwise,

they enjoy the same level of access rights to information as any other member of the community and must follow the same processes as any private citizen.

- 5.3 Members of Council must not release information subject to solicitor-client privilege, unless expressly authorized by Council or required by law.

6.0 Committees and Members of Committees

- 6.1 Members of the public appointed to committees are appointed at the pleasure of Council. They do not hold office as elected officials nor do they represent either Council or the committee unless mandated to do so. Members of the public appointed to committees must respect both the word and spirit of this Code as it applies to them and also as it applies to Members of Council.
- 6.2 Committees operate only within meetings for which proper notice has been given or as a matter duly added to an agenda.
- 6.3 Committee work often depends on the specific expertise of members of the public appointed to committees, including their employment or business interests. Interests relating to expertise, knowledge or acquaintance of a topic or an individual does not necessarily constitute a pecuniary interest. Such an interest should still be declared, however, for the purposes of openness.
- 6.4 If a pecuniary interest or an appearance of such arises in relation to any matter, members of the public appointed to a Committee must declare the pecuniary interest in a matter being discussed. The member may participate in the discussion but may not vote on the matter.
- 6.5 Committee work is part of the public record. Committees must ensure that their recommendations are sufficiently detailed and recorded clearly so that they can be relied upon by Council or the standing committee acting upon them.
- 6.6 The minutes of a committee meeting must record when any member has declared an interest or a pecuniary interest well as the circumstances in which the member left the room, the times at which the person left and returned to the meeting.
- 6.7 In addition to the recording of minutes as required by section 6.6, where a member of a committee has declared a pecuniary interest, the declaration as well as the nature of the pecuniary interest must be recorded as part of the recommendation to Council so that Council may be aware of the declaration when making its decision.
- 7.0 Compliance with the Code – Complaint**
- 7.1 Where an alleged contravention of any provision of this Code of Conduct occurs, the following procedures will be adhered to.
- 7.2 Individuals (i.e. Municipal employees, members of the public or Members of Council) or organizations who believe they have identified or witnessed behaviour or an activity by a Member of Council that they believe is in contravention of the Code of Conduct for Members of Council, may wish to address the prohibited behaviour or activity themselves as follows:

- i. advise the Member of Council that the behaviour or activity contravenes the Code of Conduct;
- ii. encourage the Member of Council to stop the prohibited behaviour or activity;
- iii. keep a written record of the incidents including dates, times, locations, other persons present, and any other relevant information;
- iv. advise someone else (for example, another Member of Council or a senior staff member of the Municipality) about their concern, their comments to the Member of Council and the response of the Member of Council;
- v. if applicable, confirm to the Member of Council their satisfaction with the response of the Member of Council or, if applicable, advise the Member of Council of their dissatisfaction with the response: and
- vi. consider the need to pursue the matter in accordance with the formal complaint procedure outlined in Part B, or in accordance with an applicable judicial or quasijudicial process.

Individuals and organizations are encouraged to initially pursue this informal complaint procedure as a means of stopping and remedying a behaviour or activity that they believe to be prohibited by the Code of Conduct. However, it is not a precondition or a prerequisite that they pursue the informal complaint procedure prior to pursuing the formal complaint procedure in 8.2.

8.0 Formal Complaint Procedure - Integrity Commissioner

- 8.1 A Member of Council, Municipal staff or member of the public who has reasonable and probable grounds to believe that a member of Council has contravened the Code of Conduct for Members of Council, may request that the matter, or complaint be reviewed.
- 8.2 The complaint shall be in writing and shall be signed by the complainant(s).
- 8.3 A complaint shall set out the grounds for the belief and the contravention alleged and include a supporting affidavit that sets out the evidence in support of the complaint.

For example, facts should include the name of the alleged violator, the provision allegedly contravened, facts constituting the alleged contravention, the names and contact information of witnesses, and contact information respecting the complainant during normal business hours.

9.0 Initial Classification by Integrity Commissioner

- 9.1 The complaint shall be filed with the Chief Administrative Officer/Clerk who shall forward the matter to the Integrity Commissioner for initial classification to determine if the matter is, on its face, a complaint with respect to non-compliance with the Code of Conduct and not covered by other legislation or other Council policies.
- 9.2 If the complaint does not include a supporting affidavit, the Integrity Commissioner may defer the classification until an affidavit is received.
- 9.3 If the complaint, including any supporting affidavit, is not, on its face, a complaint with respect to non-compliance with the Code of Conduct or the complaint is covered by other legislation or a complaint procedure under another Council policy, the Integrity Commissioner shall advise the complainant in writing as follows:

- i. if the complaint on its face is an allegation of a criminal nature consistent with the *Criminal Code of Canada*, the complainant shall be advised that if the complainant wishes to pursue any such allegation, the complainant must pursue it with the Ontario Provincial Police;
- ii. if the complaint on its face is with respect to non-compliance with the *Municipal Conflict of Interest Act*, the complainant shall be advised to review the matter with the complainant's own legal counsel;
- iii. if the complaint on its face is with respect to non-compliance with the *Municipal Freedom of Information and Protection of Privacy Act*, the complainant shall be advised that the matter will be referred to the Privacy Commissioner for review;
- iv. if the complaint on its face is with respect to non-compliance with a more specific Council policy with a separate complaint procedure, the complainant shall be advised that the matter will be processed under that procedure; and
- v. in other cases, the complainant shall be advised that the matter, or part of the matter, is not within the jurisdiction of the Integrity Commissioner to process, with any additional reasons and referrals as the Integrity Commissioner considers appropriate.

10 Integrity Commissioner Investigation

- 10.1 If a complaint has been classified as being within the Integrity Commissioner's jurisdiction, the Commissioner shall investigate and may attempt to settle the complaint.
- 10.2 The Integrity Commissioner will proceed as follows:
 - i. serve the complaint and supporting material upon the member whose conduct is in question with a request that a written response to the allegation be filed within ten days; and
 - ii. serve a copy of the response provided upon the complainant with a request for a written reply within ten days.
- 10.3 If necessary, after reviewing the written materials, the Integrity Commissioner may speak to anyone relevant to the complaint, examine any other documents relevant to the complaint and may enter any County office relevant to the complaint for the purposes of investigation and settlement.
- 10.4 The Integrity Commissioner may make interim reports to Council as required to address any instances of interference, obstruction or retaliation encountered during the investigation.
- 10.5 The Integrity Commissioner shall submit a final report on the complaint to Council, no later than 90 days after the making of the complaint, outlining the findings, the terms of any settlement, or recommended corrective action.
- 10.6 Any recommended corrective action must be permitted in law and shall be designed to ensure that the inappropriate behaviour or activity does not continue.

11.0 Refusal to conduct inquiry

- 11.1 If the Integrity Commissioner is of the opinion that the referral of a matter to him or her is frivolous, vexatious or not made in good faith, or that there are no grounds or insufficient grounds for an inquiry, the Integrity Commissioner shall not conduct an inquiry and shall state the reasons for not doing so in the report.

- 11.2 If the Integrity Commissioner determines that there has been no contravention of the Code of Conduct or that a contravention occurred although the Member took all reasonable measures to prevent it, or that a contravention occurred that was trivial or committed through inadvertence or an error of judgment made in good faith, the Integrity Commissioner shall so state in the report and shall recommend that no penalty be imposed.

12.0 Reporting

- 12.1 The Integrity Commissioner shall file a copy of the final report with Chief Administrative Officer who will then provide a copy of the report to the complainant and the Member of Council whose conduct is concerned.
- 12.2 The Chief Administrative Officer shall process the report to the next meeting of Council.
- 12.3 Council shall consider and respond to the report within 90 days after the day the report is laid before it.
- 12.4 The Integrity Commissioner shall report annually to Council on complaints affecting the Council of the County of Frontenac, filed with the Integrity Commissioner.

13.0 Municipal Support for Members of Council

- 13.1 In the case of a Formal Complaint, the municipality will provide up to \$1,000. to the Council member to obtain professional advice or assistance. Reimbursement will be made upon provision of original invoices marked paid in full to the Chief Administrative Officer, and processed through regular accounts payable procedures.

14.0 Non-Compliance

- 14.1 The following measures may be instituted and applied to any member of Council under Section 223.4(5) of the *Municipal Act*:
- i. a reprimand;
 - ii. suspension of the remuneration paid to the member in respect of his or her services as a member of Council or the local board, as the case may be, for a period of up to ninety (90) days, and/or
 - iii. censure including removal from appointed Committees, Boards and/or liaison roles.

Signature

The undersigned hereby acknowledges that they have read, understood and accept this Code of Conduct.

Signature of Member

Date

Printed Name of Member

Appendix A – Integrity Commissioner

Duties of the Integrity Commissioner

1.0 The Integrity Commissioner shall:

- 1.1 Conduct inquiries and investigations into alleged contraventions of the Code of Conduct for Members of Council.
- 1.2 Make the decisions, including the imposition of penalties with regards to the alleged contraventions of the Code of Conduct for Council Members. Penalties may include, but are not limited to:
 - i. Reprimand in Open Council (Censure)
 - ii. Suspension of office for a period of not more than 90 business days;
 - iii. Suspension of honorariums for a period of not more than 90 business days;
 - iv. Removal from committees of Council
 - v. Any combination of the above.

A penalty imposed by the Integrity Commissioner takes effect immediately upon the receipt by Council of the report of the Integrity Commissioner regarding the alleged contravention.

- 1.3 Prepare and deliver an annual report to Council containing a summary of the activities of the office of the Integrity Commissioner during the calendar year.
- 1.4 Detailed responsibilities of the office of the Integrity Commissioner will be outlined with the appointment of the position.

2.0 The Integrity Commissioner may, at the request of Council:

- i. Prepare written materials for distribution to and use by members of Council regarding the role of the Integrity Commissioner and ethical obligations and responsibilities of members of Council under the Code of Conduct for Members of Council and any other procedures, rules or policies governing their ethical behaviour.
- ii. Prepare written materials for distribution to and use by the public to aid in their understanding of the role of Integrity Commissioner and ethical obligations and responsibilities of members of Council under the Code of Conduct for Members of Council and any other procedures, rules or policies governing their ethical behaviour.
- iii. Deliver an oral presentation to members of Council regarding their ethical obligations and responsibilities of members of Council and any other procedures, rules or policies governing their ethical behaviour.
- iv. Provide advice and recommendations to Council regarding amendments to the Code of Conduct for Members of Council and in respect of any other procedures, rules or policies governing their ethical behaviour.

3.0 Procedure to Submit a Complaint to the Integrity Commissioner

- i. Council members, employees or members of the public may submit complaints to the Integrity Commissioner relating to compliance with the Code of Conduct for Members of Council.
- ii. All complaints will be treated as confidential at all times.
- iii. Complaints shall be submitted on the established Complaint Request Review Form, attached hereto. The Complaint Review Request Form is also available on the County website or from the Clerk's office.
- iv. All complaints must contain the following information:
 - a. Name of Municipality;
 - b. Complainant's name, mailing address, telephone number and e-mail address (if applicable);
 - c. Nature and background of the complaint;
 - d. Any activities undertaken (if any) to resolve the concern;
 - e. Any other relevant information;
 - f. Original Signature; and a
 - g. Cheque in the amount of \$125.00 made payable to the County of Frontenac
- v. The Complaint Review Request form, accompanied by the prescribed fee, shall be dated and submitted to the Clerk by mail or personal delivery.
- vi. Upon receipt of a complete Complaint Review Request the Clerk shall prepare a package to be forwarded to the Integrity Commissioner that will include the following:
 - a. The Complaint Review Request Form;
 - b. A certified true copy of the Code of Conduct for Members of Council; and
 - c. Any and all such other information or documentation supplied by the complainant that is deemed relevant.
- vii. The information package referred to above shall be forwarded to the Integrity Commissioner in hard copy format by courier or regular mail, whichever is deemed appropriate.

Appendix B – Code of Conduct Complaint Form

County of Frontenac
Integrity Commissioner Complaint Review Request Form
 Section 223 – Municipal Act, 2001, as amended

COMPLAINANT NAME				
ADDRESS				
TELEPHONE	HOME		WORK	
E-MAIL				

PLEASE NOTE: PERSONAL INFORMATION IS COLLECTED UNDER THE AUTHORITY OF SECTION 239 OF THE *MUNICIPAL ACT* AND WILL BE USED BY THE INTEGRITY INVESTIGATOR TO CARRY OUT AN INVESTIGATION UNDER THE ACT.

BACKGROUND	This should provide as much information as is required to explain the nature and background of the particular occurrence. (i.e.) timing, contact and explanation. Please attach applicable documents. Attach additional sheets as needed.

ACTION	Activities that the complainant has undertaken to resolve the matter; if applicable. Attach additional sheets as needed.

SUMMARY / COMMENTS
Attach additional sheets as needed.

 Date of Signature

 Signature of Complainant



Report 2013-102

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: May 31, 2013

Date of meeting: June 19, 2013

Re: **Administrative Services – 2013 Green Energy Act Compliance**

Recommendation

BE IT RESOLVED THAT the Council of the County of Frontenac accept this *Administrative Services – 2013 Green Energy Act Report Compliance* report;

AND FURTHER THAT the Council of the County of Frontenac authorize the CAO/Clerk to submit the County of Frontenac's Energy Consumption and Greenhouse Gas Emissions Template to the Ministry of Energy and to make this Template publicly available in the manner prescribed by regulation.

Background

Ontario Regulation 397/11 of the *Green Energy Act, 2009* requires public agencies to submit an "Energy Consumption and Greenhouse Gas Emissions Template" to the Ministry of Energy, indicating the types and amount of energy consumed by the public agency's operations. The Template to be submitted by July 1, 2013 must cover the energy consumed in 2011, and is to be updated on an annual basis. The Template must also be made available on the public agency's website and be posted in printed form at the agency's head office.

Public agencies are not required to report on all of their energy usage. For the purposes of compliance with O. Reg. 397/11, only those operations designated in the regulation may be included in the Template. The designated operations for municipalities are:

Administrative Report
Administrative Services – *Green Energy Act Compliance*
June 19, 2013

Page 1 of 3

1. Administrative offices and related facilities, including municipal council chambers;
2. Public libraries;
3. Cultural facilities, indoor recreation facilities and community centres including art galleries, performing arts facilities, auditoriums, indoor sports arenas, indoor ice rinks, indoor swimming pools, gyms and indoor courts for playing tennis, basketball or other sports;
4. Ambulance stations and associated offices and facilities;
5. Fire stations and associated offices and facilities;
6. Police stations and associated offices and facilities;
7. Storage facilities where equipment or vehicles are maintained, repaired or stored;
8. Buildings/facilities or facilities related to the treatment or pumping of water or sewage; and,
9. Parking garages.

Within these designated uses, only those operations that meet all of the criteria in the following five part test are actually reported upon:

- Is the operation conducted in a building/facility that the public agency owns or leases?
- Is the public agency issued the utility invoice?
- Is the public agency responsible for paying the utility invoice?
- Is the building/facility within which the operation is conducted heated or cooled?
- Is only part of the building/facility where the operation is conducted heated or cooled?

Comment

The County's Template is complete and prepared for submission to the Ministry of Energy. The following designated operation types and buildings have been included in the Template:

Operation Type	County Building(s) Included
<i>Administrative offices and related facilities, including municipal council chambers.</i>	County of Frontenac Administration Building (Old House and annex).
<i>Ambulance stations and associated offices and facilities.</i>	All paramedic bases open and operating in 2011, excluding Base 5.

Several sources of energy consumption are not included in the Template. These are:

- 1) Fairmount Home: Long-term care homes are not a designated operation
- 2) Vehicle fuel: Vehicle usage is not a designated operation
- 3) Garage on County campus: This building is not heated or cooled
- 4) Base 5, located in North Frontenac Township: Although the County pays for its utility usage at this location through lease payments, it does not receive the utility bill nor is it responsible for paying these bills directly

An abbreviated form of the Template is found in Attachment A of this report. The summary is as follows:

Administrative Report
Administrative Services – Green Energy Act Compliance
June 19, 2013

Page 2 of 3

Greenhouse Gas (GHG) emissions released in 2011 by designated operations:	167,921.83 Kg
2011 Average energy intensity:	30.67 ekWh*/sq ft

*Refers to “equivalent kilowatt hours”. To establish a common unit of measure, the Template converts the amount of energy consumed from sources that are not measured in kWh, such as natural gas and propane, into ekWh.

Sustainability Implications

Reducing GHG emissions is an important aspect of environmental sustainability. Tracking the County’s energy use is a first step towards developing energy conservation strategies that will reduce the County’s emissions over time.

Financial Implications

There are no financial implications directly related to this report.

Organizations, Departments and Individuals Consulted and/or Affected

All County Departments
Ministry of Energy

Attachments

Attachment A – County of Frontenac Energy Consumption and Greenhouse Gas Emissions Template

Administrative Services – Green Energy Act Report Compliance

Attachment A

Energy Consumption and Greenhouse Gas Emissions Reporting for 2011

January 2011 – December 2011

Type of Public Agency: Municipal

Agency Sub-sector: Municipality

Organization Name: County of Frontenac

Operation	Type	Address	Floor Area (Sq. Ft.)	Avg. # Hours Per Week
County Administration Building	Administrative offices and related facilities, including municipal council chambers	2069 Battersea Road Glenburnie K0H 1S0	10,840.00	40
Base 0	Ambulance stations and associated offices and facilities	2069 Battersea Road Glenburnie K0H 1S0	5,000.00	168
Base 1	Ambulance stations and associated offices and facilities	250 Palace Road Kingston K7L 4T2	3,800.00	168
Base 2	Ambulance stations and associated offices and facilities	666 Justus Drive Kingston K7M 4H4	5,000.00	168
Base 3	Ambulance stations and associated offices and facilities	1665 HWY 15 S Kingston K7L 5H6	2,360.00	168
Base 4	Ambulance stations and associated offices and facilities	10579 HWY 38 Parham K0H 2K0	2,800.00	168
Base 6 - Quarters	Ambulance stations and associated offices and facilities	108 HWY 95 Wolfe Island K0H 2Y0	800.00	168
Base 6 - Garage	Ambulance stations and associated offices and facilities	108A HWY 95 Wolfe Island K0H 2Y0	740.00	168
Base 7	Ambulance stations and associated offices and facilities	4254 Stagecoach Road Sydenham Road K0H 2T0	3,000.00	168

Operation	Electricity (kWh)	Natural Gas (M ³)	Fuel Oil (L)	Propane (L)
County Administration Building	146,399.47280	17,743.20539		
Base 0	67,527.43210	8,184.13533		
Base 1	44,748.09000	12,952.40000		
Base 2	51,292.90000	15,743.53000		
Base 3	73,389.78000			
Base 4	25,615.61000		5,383.40000	435.80000
Base 6 - Quarters	15,862.82000			528.20000
Base 6 - Garage	8,531.21000			
Base 7	16,242.85000			8,102.20000

Operation	GHG Emissions (Kg)	Energy Intensity (ekWh/sqft)
County Administration Building	45,257.74100	30.90132
Base 0	20,875.34179	30.90132
Base 1	28,068.00435	48.00087
Base 2	33,868.57489	43.72233
Base 3	5,871.18240	31.09736
Base 4	17,404.83449	30.96450
Base 6 - Quarters	2,084.55795	24.47045
Base 6 - Garage	682.49680	11.52866
Base 7	13,809.09516	24.40194



Report 2013-106

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Colleen Hickey
Labour Relations Specialist/Human Resources

Date prepared: June 6, 2013

Date of meeting: June 19, 2013

Re: Human Resources – Targets for the Reduction of Absenteeism

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Administrative Services – Targets for the Reduction of Absenteeism* report for information;

AND FURTHER THAT the Council of the County of Frontenac support the targets for the reduction of absenteeism as established by the County of Frontenac through our current Employee Attendance Awareness Program;

AND FINALLY THAT the Council of the County of Frontenac direct senior staff to bring forward a report on staff absenteeism every four months commencing with the County Council meeting scheduled in October 2013.

Background

County Council, at its special budget meeting held May 2, 2013, passed the following motion with respect to attendance targets:

Motion #: 214-13 Moved By: Councillor Doyle
Seconded By: Councillor Jones

BE IT RESOLVED THAT the Council of the County of Frontenac, at its June 2013 meeting, set targets for staff to reduce absenteeism issues;

AND FURTHER THAT staff be directed to provide monthly reports on these targets.

CARRIED

Comment

An Employee Attendance Awareness Program (EAAP) is a management tool which allows management to review the attendance of its employees on a regular basis and to communicate and follow up as necessary.

The County's EAAP

The County of Frontenac has a long established Employee Attendance Awareness Program (EAAP) in place. It was established in consultation with CUPE 2290 and the County's legal labour advisors back in 1998 under the direction of the CAO and the current Administrator of Fairmount.

Council members must be aware that the EAAP deals with innocent (non-culpable) absenteeism that arises through the ill-health on an employee. The Employee Attendance Awareness Program (EAAP) promotes consistent attendance and raises awareness of the importance of good attendance, provides a process for improving excessive absenteeism, and assists employees with overcoming difficulties which may adversely affect their regular attendance. Culpable (non-innocent) attendance is abuse of leave and is noted further on in this report.

An employee enters the program when any one of the targets is surpassed during a review period. Reviews are undertaken every four months. The EAAP refers to the targets as goals and so, for the duration of this document, targets will be referred to as goals.

The goals set in the EAAP are:

Employee Group	Goals of the EAPP
Paramedics OPSEU	No more than 12 days in a 12 month period No more than 5 occurrences of absence in any 1 year period
Nursing CUPE Local 2290	No more than 10 days in a 12 month period and or No more than 5 occurrences of absence in any 1 year period
Non-Nursing/Ferry CUPE Locals 2290 & 109 All union staff	No more than 7 days in a 12 month period No more than 5 occurrences of absence in any 1 year period

Setting Attendance Goals

Attendance goals are established to advise employees of the parameters of the attendance program. The County of Frontenac determines the program's goals by assessing data from Statistics Canada as well as industry standards. The chart below provides an overview of data released by Statistics Canada in 2011. The chart indicates absenteeism numbers based on similar demographic work environments within Canada. The County's goals are well within this framework. Setting unrealistic

goals or setting goals without factual data is ill advised by labour lawyers. There are numerous precedent setting cases from arbitrated grievances that advise employers to set reasonable goals and communicate effectively with staff. The County's goals are reviewed on an annual basis by management to ensure they are in line with industry standards and assessed each year to ensure goals are fair and consistent. Information related to the EAAP is shared and communicated with our unionized employees through Joint Labour Management meetings and through individual meetings with all staff on a regular and ongoing basis.

Industry levels reported through Statistics Canada:

Lost Time by Group	Average
Average work days lost for illness for full-time employee	7.7 in a 12 month period
Average work days lost for illness for full-time employees age 55 to 64	11.5 in a 12 month period
Average work days lost for illness for full-time employees – public sector	10.9 in a 12 month period
Average work days lost for illness for full-time employees – health care sector	11.8 in a 12 month period
Average work days lost for illness for those in the nursing profession	13.7 in a 12 month period

Culpable (Non-Innocent) Absence

Culpable (non-innocent) absenteeism refers to absenteeism for which the employee should be held responsible because the problems are within the employee's power to address and correct. If an absenteeism problem is culpable, discipline procedures may be issued by management once the allegation is substantiated. Management reviews the gravity of the offence and reviews any prior disciplinary record. Discipline for such actions can include up to termination of employment. The Human Resource policy on progressive discipline provides the parameters of how disciplinary action is managed.

The four key types of culpable absenteeism are as follows:

- Lateness/leaving early;
- Failure to notify;
- Absence without approved leave; and
- Abuse of leave, an example would be an employee calling in sick and attending an alternative encouragement.

Management of Attendance

Within both the non-union and unionized environments, these plans are approached as part of management's rights to manage. The County's EAAP requires a review of employees' attendance every four months and ensures thorough and appropriate communications are relayed to the employees on their attendance. Communications are delivered from a positive standpoint and the program's intention is to ensure a fair and consistent approach to the management of an employee who has reached and/or exceeded the program's targets.

Human resources and management staff began its most recent review of the County's EAAP during the 4th quarter of 2012 which included discussions with some labour representatives through Labour-Management meetings. Changes to the program will

come into force by mid 2013 beginning first with the Paramedic staff followed by a planned roll-out with all other staff. A report tabled at the May County Council by the Administrator of Fairmount Home provided particulars of the current program as well as factual information on the parameters that attendance management programs are required to have as noted by case law. That report is attached for reference as Appendix A.

Regular Report to Council

Council directed management to report on employee absenteeism through a reporting mechanism to Council. Staff recommends that Council receive an employee attendance report on a four-month basis on the same timetable as the EAAP reviews commencing at the October 2013 regular meeting of council. The report will provide:

- Number of employees who exceed the respective attendance goal per department
- The total hours of paid sick time per department
- Total cost of paid sick time per department

Sustainability Implications

Good governance is critical to the sustainability of our corporation. Managing employee attendance through our EAAP is a fair and consistent practice that allows effective communication with staff to ensure attendance is maintained at an acceptable level and to take actions when appropriate when attendance exceeds the average. Management will continually strive to improve the program as needed to ensure corrective action is taken as deemed appropriate.

Financial Implications

There are no financial implications directly associated with this report. Ongoing management of absenteeism ensures effective responsible financial management.

Organizations, Departments and Individuals Consulted and/or Affected

Senior Management Team
CUPE 2290
CUPE 109
OPSEU
All staff

Appendix "A"

Time Line: January 01, 2013- April 30, 2013

Department	Total Sick Time Costs	Total Sick Hours	* Average # of absences per Department	Employee's Currently exceeding the Attendance Program Goals (12 month period)
Paramedics Services (F/T staff)	177,958	4,857	5.19	49
Marine Services (F/T staff)	8,070	369	3.42	4
Corporate Services (all staff)	6,964	241	1.38	4
Fairmount Home (all staff)	54,596	2,316	4.8	49
Total Costs & Hours	247,588	7,784		106

*Averages are based on all employees' absenteeism per department which includes unionized and non-unionized staff.

**Management's responsibility is to actively work with all staff exceeding the attendance program goal to ensure, in each case, the absences are non-culpable. In the event culpable absences are found or suspected, action is taken within the scope of policy, the parameters of existing collective agreements and current case law. Current records are based on assessments of each individual case. Aggregate analyses have begun and will be reported as part of the information shared with Council in October.



Report 2013-107

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: May 22, 2013

Date of meeting: June 19, 2013

Re: **Emergency and Transportation Services – Refurbishing of
Ambulance Fleet Strategy**

Recommendation

RESOLVED THAT the Council of the County of Frontenac accept the *Emergency and Transportation Services – Refurbishing of Ambulance Fleet Strategy* report for information;

AND FURTHER the Council of the County of Frontenac approve the implementation of a Refurbishing of Ambulance Fleet Strategy for 2013/2014;

AND FURTHER the Council of the County of Frontenac approve the refurbishing of three (3) ambulances for fiscal 2013 and the purchase of three (3) new ambulances for fiscal 2014, in accordance with the Council approved useful life cycle schedule of an ambulance.

AND FINALLY that the Council of the County of Frontenac pass a bylaw later in the meeting to amend the 2013 budget to provide \$115,000 for the refurbishment of 3 vehicles in 2013, to be covered by a transfer from the vehicle replacement reserve.

Background

At its meeting of January 16, 2013, Council received a report regarding useful life cycle of an ambulance and approved the following resolution:

Administrative Report
Emergency and Transportation Services – Refurbishing of Ambulance Fleet Strategy
June 19, 2013

Page 1 of 5

Motion #: 36-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor McDougall

RESOLVED THAT Council for the County of Frontenac adopt a By-law revising the Tangible Capital Asset Useful Life Schedule to amend the useful life of an ambulance from 6 years to 4.5 years;

AND FURTHER THAT all replacement of vehicles must be authorized by Council.
CARRIED

At its meeting of May 15, 2013, Council received a report regarding remounting of ambulance vehicles and approved the following resolution:

a) 2013-089
Ambulance Vehicle Remount versus New Purchase

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

RESOLVED THAT the Council of the County of Frontenac accept the Emergency and Transportation Services – Ambulance Vehicle Remount versus New Purchase report;

AND FURTHER the Council of the County of Frontenac direct staff to proceed with Option 2 as noted in the report;

AND FURTHER that staff bring forward a report to County Council on an annual basis with updates on both options.

CARRIED AS AMENDED
(See motion to Amend below which was CARRIED)

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

BE IT RESOLVED THAT Council direct staff to proceed with Option 2 as noted in the report;

AND FURTHER THAT staff bring forward a report to County Council on an annual basis with updates on both options.

CARRIED

Comment

Vehicle refurbishment has existed in the emergency vehicle fleet market for years, and can result in substantial savings to the municipalities who embrace the strategy. Replacement of the vehicle's major systems with factory remanufactured equipment does return the ambulance to full warranty.

Extending the life of an asset makes good business sense, as high mileage ambulances are structurally sound while mechanically worn. Experience has shown that the operating and maintenance costs for the refurbished vehicle are equivalent to the new units.

What is the refurbishing process?

The concept of matching all vehicle parts - engine, transmission, water pumps or hoses - to the original vehicle identification number must be used, linking all parts to the refurbished vehicle identification number. Another important aspect of the refurbishing process is that only OEM parts are used in replacing vehicle components. This ensures that parts used on the ambulance are the same ones that the vehicle would have had coming from the factory.

The engines and transmissions are replaced utilizing North America's largest engine, transmission, and rear end supplier. This ensures that all engines and transmissions are dyno tested prior to leaving the factory. In addition, warranty issues are not questioned by the manufacturer.

The process is as follows:

- Replace engine and transmission with factory re-manufactured equipment
- Replace all of the suspension components
- Replace all of the steering components from the steering shaft right out to the tie rod ends
- Replace all of the brake components from the master cylinder down to the brake pads
- Remove the complete interior of the car, repairing minor dash damage and replace the rubber floor covering
- Rebuild and recover the driver's seat
- Ensure all wiring is in good shape before re installing the interior
- Detail the car inside and out, inclusive of lighting systems

The vehicle goes back to the agency with the warranty. For all intents and purposes the County is getting back a nearly new vehicle that will be safe and reliable for a second lifecycle.

The refurbishing of the ambulance may extend its life cycle by up to three (3) years. Maintenance costs over those three (3) years are comparable to that of a new vehicle, due to the new warranty that applies to the component parts.

Two Ontario municipalities currently participating in a refurbishing program are the District of Muskoka and the County of Huron.

In an article in The Kingston Whig Standard on June 3, 2013, Chief David Lew stated:

"One reason for the lack of interest in refurbishment is because it is a relatively new procedure", said David Lew, Chief of Emergency Services for the County of Huron.

Huron EMS is about to send an ambulance to be refurbished, its fifth refurbishment in the past six years.

The process Lew said costs between \$58,000 and \$80,000 per vehicle.

"Our process here is that we replace two a year, two vehicles," Lew said. "If we can, we will refurbish one and replace one new. That keeps us with a fairly fresh inventory all the time."

In the same article, Chief Terri Burton was quoted:

Burton said the refurbishing adds about three years to the life of an ambulance and the maintenance costs schedule is similar to a new vehicle.

"The thing with refurbished ambulances is they come back starting at zero with the warrantee, so you are right back at the beginning with a new warrantee period," she said.

Environmentally Conscious

Recycling existing assets is environmentally responsible. The first step is the disassembly of the ambulance mechanical structure. Each of the components removed is sent for recycling. Engines are returned to the manufacturer, and metal and plastics go to recyclers. In a carbon credit-trading environment, one can measure the carbon footprint of this action. In the near future these carbon credits will have a market value.

In addition, to ensure sufficient spare vehicle capacity while ambulances are being shipped back and forth from the refurbishing centre, an additional spare would be required. However, the costs for that spare would be minimal (approximately \$4900/year) as one ambulance would be out of service during the process and offset the costs of the spare being operational.

The total maintenance costs for the proposed vehicles are:

	2006	2007	2008	2009	2010	2011	2012	2013*	TOTAL
	\$	\$	\$	\$	\$	\$	\$		
LA-Veh. 529-08	0	0	3,441	9,060	9,033	22,683	16,683	10,992	71,892
LA-Veh. 530-08	0	0	2,343	10,343	14,682	24,246	20,007	15,495	87,116
LA-Veh. 531-09	0	0	0	6,769	5,153	13,621	21,722	8,047	55,312
LA-Veh. 532-09	0	0	0	2,916	7,382	29,898	24,941	5,637	70,774
LA-Veh. 537-09	0	0	0	1,080	10,483	20,053	29,351	7,198	68,165
LA-Veh. 538-09	0	0	0	744	7,764	25,593	27,063	7,060	68,224

*To April 30, 2013

Sustainability Implications

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

Financial Implications

After discussions with one company providing the refurbishment service, it was estimated that the cost to refurbish one vehicle would be \$38,500 in Frontenac.

By accepting a strategy that refurbishes 50% of the fleet, the annual savings to the County would be \$27,500, the change in the amount to be allocated to the vehicle replacement reserve annually.

The per vehicle savings following the 4.5 year replacement schedule, whether a vehicle is refurbished or purchased new, is \$22,500. Therefore, by accepting the recommendation to refurbish or replace 6 vehicles in 2014, the savings would be 6 x \$22,500 or \$125,000.

Implementing this strategy in a timely fashion would require a budget amendment to embark on the refurbishing process for 3 vehicles in 2013. The estimated cost of the refurbishment is \$38,500 x 3 = \$115,500 to be funded from the replacement reserve.

Organizations, Departments and Individuals Consulted and/or Affected

Marian VanBruinessen, Treasurer
Terri Burton, Director of Emergency Services, District of Muskoka
David Lew, Chief, County of Huron
Brian Bildfell, Chief (retired), County of Essex



Report 2013-111

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Joe Gallivan
Manager of Sustainability Planning

Peter Young
Community Planner

Date prepared: June 14, 2013

Date of meeting: June 19, 2013

Re: **Sustainability – Bridgen's Island Draft Plan of Subdivision
Approval – County File 10T-2008/001**

Recommendation

RESOLVED THAT the Council of the County of Frontenac approve the plan of subdivision submitted by Bridgen's Island Associates Limited for Bridgen's Island, being Part Lot 29, Concession 2, Township of Central Frontenac (Geographic Township of Hinchinbrooke), in the County of Frontenac, County File No. 10T-2008/001: subject to the Conditions of Draft Approval contained in the County Planning Report dated June 7, 2013.

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

Background

The Bridgen's Island proposed plan of subdivision is located in the Township of Central Frontenac on an island in Eagle Lake, near the hamlet of Tichborne. The application is for the creation of a residential subdivision consisting of 10 seasonal dwelling lots, two private open space lots, and one common beach block.

Administrative Report
Sustainability – Bridgen's Island Plan of Subdivision Approval – County File 10T-2008/001
June 19, 2013

Page 1 of 2

Comment

County Planning staff has completed a comprehensive report for draft plan approval of the subdivision (see attached report dated June 7, 2013) and are satisfied that this development as submitted:

- (i) is consistent with the Provincial Policy Statement;
- (ii) meets the tests of the *Planning Act*; and
- (iii) complies with policies of the Township of Central Frontenac's Official Plan.

Financial Implications

The required fees to process draft approval of the plan of subdivision and for processing the revised plan have been paid to the County by the proponent and all funds owed have been paid to the Township.

Sustainability Implications

One of the key focus areas of *Directions for Our Future*, the County's Sustainability Plan, is Land Use Planning and Management. From a sustainability perspective, this involves an approach that ensures a clean and healthy environment, a strong economy, and long term viability. Draft approval of the plan of subdivision will promote a strong economy and long term viability by rectifying the ownerships situation for the cottage owners. Conditions have been placed on the draft plan of subdivision to ensure that the water quality on Eagle Lake will be preserved.

Organizations, Departments and Individuals Consulted and/or Affected

Township of Central Frontenac
Commenting Agencies



PLANNING REPORT

To: Warden and Members of County Council

From: Joe Gallivan
Manager of Sustainability Planning

Peter Young
Community Planner

Re: **Application for Draft Plan of Subdivision – Bridgen’s Island
Township of Central Frontenac – County File #10T-2011/001**

Recommendation: Approval with conditions

Date Prepared: June 7, 2013

Date of Meeting: June 19, 2013

An application was submitted by Bridgen’s Island Associates Limited (BIAL) for draft approval of a plan of subdivision on Bridgen’s Island in the Township of Central Frontenac.

Site Location:

The subject property is 16.2 hectares (40.1 acres) in size and is located the Township of Central Frontenac on Bridgen’s Island, an island in Eagle Lake, near the hamlet of Tichborne. The BIAL lands form the vast majority of the island. The portion of Bridgen’s Island owned by BIAL is currently comprised of one (1) lot with ten (10) existing cottages on that lot.

It is legally described as Part Lot 29, Concession 2, Geographic Township of Hinchinbrooke, Township of Central Frontenac, County of Frontenac, being Parts 1-17 on Reference Plan 13R-2255. A map of the subject site is attached as Appendix A.

Overview of Proposal and Background:

The application is for the creation of a residential subdivision consisting of 10 seasonal residential lots, two private open space lots, and one common beach block. This represents a conversion of the BIAL lands from one property to each having separate ownership and title, similar in nature to the conversions of the Garrison Shores and Sydenham Woods developments to plans of condominium.

The original proposal for this property was to subdivide the BIAL lands, into fourteen (14) lots for seasonal residential or recreational purposes and to retain one lot to continue to be used as common beach area by BIAL. This was presented to the County

and Township in 2006 during a pre-consultation meeting. However, in 2007 the Township was advised by the Ministry of Municipal Affairs and Housing that Eagle Lake became classified as a 'highly sensitive' lake trout lake. Once this designation was put in place, new development on Eagle Lake needed to be severely restricted to ensure no new phosphorous sources affect the lake and reduce oxygen levels. The *Planning Act* had also been revised by the Province as part of Bill 51 in January 2007 to ensure that the decisions made by Council and any advice or recommendations to Council must be based on the provincial policy in place of the date that the decision is made. The BIAL application was submitted in March 2008 and therefore fell under the new legislation, and the policies specific to the re-designation of Eagle Lake were not grandfathered under the previous Township Official Plan which was in effect at the time of the application.

Following the review process, County staff took a report to County Council on May 19, 2010, recommending that the 14 lot subdivision be refused and a revised plan showing 10 lots be brought forward for approval. Council deferred this recommendation and directed staff to prepare a report that would outline the types of planning tools that could be considered to allow for the creation of fourteen (14) lots as proposed by BIAL. The motion stated that staff should "specifically provide Council with options with respect to putting restrictions in place that would prohibit any new construction on the four vacant lots that would be created".

Council considered a staff report with a number of planning tools addressing that motion at its July 21, 2010 Council meeting. Following discussion and consideration, Council passed the following motion at the meeting:

*Motion #210-10 Moved by: Councillor Vanden Hoek
Seconded by: Councillor Maguire*

RESOLVED THAT the Council of the County of Frontenac receive the Land Use Planning – Bridgen's Island (Eagle Lake) Proposed Plan of Subdivision Options Report;

AND FURTHER BE IT RESOLVED THAT:

1) Council endorse the concept of approving fourteen (14) lots as proposed by BIAL, with the four new lots being prohibited from any new construction;

2) That Council direct staff to provide Council with a report that includes all draft conditions to approve 14 lots based on the following:

(i) Prepare conditions of draft approval that would include the two conditions included in the 'Conditions of Draft Approval' section of the May 19th staff report and specifically require a rezoning of the four vacant lots to private open space; and

(ii) Impose additional conditions of approval as set out under the 'Subdivision Conditions' section of the staff report; and

3) That Council inform the Township of Central Frontenac that a rezoning would be required for the BIAL vacant lands to 'Private Open Space' to prohibit any development on those lands.

CARRIED AS AMENDED

The Township then prepared to consider the zoning by-law at its November 23, 2010 meeting. Prior to the meeting a letter was received from the Ministry of Municipal Affairs and Housing, requesting that the by-law be deferred until a meeting could take place between the Township, County, and Ministry, stating that there did not appear to be clear justification that the proposed zoning conformed to the Official Plan and was consistent with the Provincial Policy Statement.

A meeting took place on January 13, 2011 in Sharbot Lake with representatives from the Province, County, Township, and BIAL. At the meeting it was determined that the Ministry could support a "10+4" (10 seasonal residential, four private open space lots) plan provided it was supported by a site-specific Official Plan Amendment ensuring that the OP was clear that no new developable lots could be created and the subdivision was only recognizing existing development.

The Official Plan amendment was prepared by County staff and considered by the Township at its May 10, 2011 Council meeting, but deferred to its May 24, 2011 meeting after a request by one of the landowners to consolidate three parcels into one. This reduced the number of lots from 14 to 12, with 10 existing and 2 private open space lots (the "10+2" plan), in addition to the one open space block.

The adopted amendment was approved by the Ministry of Municipal Affairs and Housing on August 29, 2011 but was then appealed to the Ontario Municipal Board by a member of BIAL based on a perceived loss of development rights for the proposed "private open space lots". The County, Ministry and Township participated in the hearing. An oral decision was issued on August 22, 2012 following the hearing in favour of the Ministry's decision, with a written decision being issued December 14, 2012.

Following the OMB decision on the Official Plan amendment, the Township passed the zoning by-law implementing the Board's decision on October 23, 2012. The revised draft plan was submitted to the County in Spring 2013 and circulated to the Township, KFL&A Public Health, and Rideau Valley Conservation Authority for comment, along with the original 2009 conditions of draft approval. The Township requested that many of these conditions should be changed, as they were now outdated and did not reflect the fact that no new dwellings and development were being proposed. The RVCA and health unit provided comments on these revised conditions, and County staff are of the opinion that the Township's proposed conditions are appropriate, with some minor changes.

Discussion and Analysis:

Provincial Policy Statement, 2005

The Provincial Policy Statement, 2005 (PPS) is a planning document that provides direction on matters of provincial interest related to land use planning and development, such as growth and settlement, servicing, and significant natural features.

Section 3 of the *Planning Act* requires that municipal planning decisions "be consistent with" the Provincial Policy Statement (PPS). The PPS requires that when considering an

application, the PPS must be read in its entirety and all relevant policies are to be applied to each situation. In the case of the Bridgen's Island subdivision, which is proposing to allow the creation of lots on an at-capacity lake trout lake, the key policy section is Natural Heritage (Section 2.1).

Section 2.1 of the PPS requires that natural features and areas be protected for the long term. Policies 2.1.3 to 2.1.6 of the PPS prohibit development and site alterations within natural heritage features – including fish habitat -- and on adjacent lands unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions. 'Adjacent lands' as defined by the PPS includes lands beside a natural heritage area. The extent of 'adjacent lands' may be recommended by the Province. In the case of Eagle Lake, the Ministry of Environment (MOE) has set a 'no development' boundary to protect fish habitat.

MOE reclassified Eagle Lake from a "moderately sensitive" to a "highly sensitive" lake trout lake in 2007. The classification of Eagle Lake as a "highly sensitive" lake trout lake constitutes Provincial policy, and it is applicable for Council when making a decision on this planning application. It results in a significant change to how new development can take place on Eagle Lake. The Province has taken a very strong approach to protection of lake trout lakes because they are such a limited natural resource: there are fewer than 2,100 lake trout lakes in Ontario, but they represent more than 20% of the world supply. Lake trout require well-oxygenated water for their survival. Once a lake trout lake has been identified as "highly sensitive", new development needs to be severely restricted to ensure no new phosphorous sources affect the lake and reduce the oxygen levels.

It should be noted that the definition of "development" in the PPS means, "the creation of a new lot, a change in land use, or the construction of buildings or structures, requiring approval under the *Planning Act*..." The approved Official Plan amendment has established comprehensive policy to create 10 existing seasonal dwelling lots, two private open space lots, and one common area block from the existing land parcel. The main reason for this is to allow the BIAL cooperative to divest itself and create separate ownership of most of the BIAL land for its members, and not to allow for changes in land use or the construction of additional lots. The OPA directs that no new construction can take place on these lands.

Therefore, while new lots have been created for technical reasons, there will be no development permitted that will require approvals under the *Planning Act*, and the twelve lot subdivision will be required to follow stringent planning regulations to ensure there is no impact on Eagle Lake.

The PPS permits resource-based recreational activities and limited residential development in rural areas. Development that is compatible with the rural landscape and can be sustained by rural services should be promoted. The proposed development is existing low density and is compatible with the rural landscape. Access to the island has been well established and conversion of the lands from one lot to individual ownership will not increase the burden on municipal services.

The extensive planning process for these lands has demonstrated that there will be no negative impacts on the natural features or on their ecological functions through the

conversion of these lands from one lot to separate ownership. The proposed draft plan of subdivision is consistent with the Provincial Policy Statement (2005).

Township of Central Frontenac Official Plan (2008)

The subject property is currently designated with a site-specific Official Plan policy (Waterfront Special Policy Area 2) adopted by the Township in 2011 and approved by the OMB. The OPA is explicit that no construction is allowed to take place on any of the lands on which two vacant lots would be created. The OPA also provides a list of land use regulations that Council should consider using to implement the 'no development' policy, and to also have strict control over the redevelopment of any of the ten existing cottages. This OPA implemented the 2005 Provincial Policy Statement and under Section 3 of the *Planning Act* takes precedence over the 2002 Township Official Plan when evaluating significant natural heritage features.

Township of Central Frontenac Official Plan (2002)

The application was submitted when the Township's 2002 Official Plan was in effect. However during the course of the application it was determined that the application was not consistent with the PPS and an Official Plan Amendment would be required. There are still policies that are applicable to subdivision from the 2002 Official Plan. The 2002 Official Plan designated the lands as Waterfront District. Section 2.13 of the Plan states that Council will undertake to protect, maintain, or enhance the quality and quantity of groundwater and surface water through a number of planning measures. The 2002 Plan states that lake management measures described in Section 3.6.3 of the plan apply to all development adjacent to highly sensitive lake trout lakes. The zoning and conditions of draft approval implement these lake management measures.

With the approval by the Ontario Municipal Board to redesignate the subdivision lands with a site-specific designation that prohibits new development on the existing vacant lots, staff are satisfied that the proposed subdivision development conforms to the 2002 and 2008 Township of Central Frontenac Official Plans.

Zoning By-law

The subject property has a site-specific zoning by-law passed in October 2012 that implemented the provisions of the site-specific OPA. It permits seasonal dwellings and accessory uses on the existing developed lots in the RW-X37 zone, and prohibits uses such as boathouses and septic beds within a 30 metre vegetation buffer from the high water mark. The proposed subdivision conforms to the Township's 2011-52 Zoning By-law, as amended..

Servicing

The applicant is proposing to continue the existing arrangements for servicing on the property. Provisions have been included that address any future replacement on the lots. Note that, because of the island setting, it is very likely that the cottages will remain seasonal in nature and therefore have a reduced environmental impact on the lake. The Public Health Unit provided additional comments in correspondence dated June 13, 2013 (see attached as Appendix ???). The Health Unit is recommending traditional sewage treatment systems rather than the use of tertiary systems and the importing of soil to the island for installation. As noted in the correspondence:

"Acquiring the required soil, having it properly analyzed, will be difficult at best, transporting it to an island building site without disrupting the 30 metre buffer, at

a reasonable cost may well be impossible. The end result is that individuals faced with this prospect may be very reluctant to comply and may resort to more 'creative solutions'. This could result in a situation where the result is the opposite of the intended one."

Stormwater

A conceptual stormwater management report was submitted in support of the application. This has been reviewed by the Rideau Valley Conservation Authority and conditions of draft approval and the subdivision agreement will reference the conclusions of this report.

Environment

An environmental impact statement was submitted in support of the application. The study was reviewed by the RVCA. The EIS was not based on the lake being classified as "highly sensitive," but with the removal of additional development lots, the lot creation issue is no longer present and the EIS does not need to be updated. Recommendations in the EIS can be addressed through the subdivision agreement. Additionally the 30 metre minimum setback from the waterfront in the zoning by-law and other on-site Best Management Practices will also reduce any potential nutrient run-off.

Archaeology, Culture, and Heritage

The applicant provided Stage 1 and 2 Archaeological Assessments of the subject property, which evaluated the four undeveloped lots and found no significant archaeological sites or heritage resources. The report recommends that "Since no evidence of significant archaeological sites was encountered, any planning conditions pertaining to archaeology should be waived for this property." A number of standard conditions relating to discovery of previously unknown or unassessed archaeological resources during construction have been included as conditions of draft approval.

Transportation

Transportation to the island is provided through existing arrangements on the mainland for boat docking, and a condition will be placed on the subdivision and notice to be provided to potential purchasers that any changes to these arrangement should be to the satisfaction of the Township.

Boathouses

Township Council requested a revised condition regarding the permission of boathouses on the lands. However the Zoning By-law affecting the lands prohibits boathouses on all lots on the development and County staff recommend this condition not be included.

Parkland

The applicant is required under the Township of Central Frontenac Official Plan and parkland by-law to dedicate parkland or provide up to 5% cash-in-lieu of parkland for development applications. In this case the Township noted that there is no need for parkland dedication since the Council of Central Frontenac by resolution waived this requirement in 2006 (March 2006 per by-law 1999-36). The proposed beach/open space block will be shared by the subdivision lot owners as private open space.

Other Issues/Agency Comments

Other commenting agencies such as Bell Canada, Hydro One, and the school boards provided either no concerns/comments or included a list of standard conditions.

Public Consultation:

A formal public meeting for the development was held on June 8, 2008. The Township Planning Consultant and a representative from the applicant presented an overview of the proposed development. Three members of the public spoke, with two in favour of the proposal and one against. Some of the concerns noted at the meeting were that this was more of a legal than a planning matter, that the docking for the four new lots would need to be addressed, and concerns were also raised about the newly identified sensitivity level for lake trout.

A number of written comments against the proposed development were received based on the prohibition of future development on the undeveloped lots.

Recommendations and Conditions:

It is recommended that Council give draft approval to the plan of subdivision application for Bridgen's Island based on the attached conditions detailed in Appendix B. The application is consistent with the Provincial Policy Statement (2005) through the recognition of an existing situation and the restrictions on future development. It conforms to the Township of Central Frontenac Official Plan, and complies with the Township's Zoning By-law, and has had regard for the criteria of Section 51 (24) of the *Planning Act*. The revised development and draft conditions address the concerns identified by Council at its July 21, 2010 meeting.

Appendix A: Map of Subject Site

Appendix B: Conditions of Draft Approval

Applicant: Bridgen's Island Associates Ltd.,	Date of Decision: June 19, 2013
File No.: 10T-2008/001	Date of Notice:
Municipality: Township of Central Frontenac in the County of Frontenac	Last Date of Appeal:
Subject Lands: Bridgen's Island	

CONDITIONS TO APPROVAL

The conditions of approval for the draft plan of subdivision are as follows:

1. Approved Draft Plan

That this approval applies to the Draft Plan of Subdivision, prepared by Hopkins & Cormier Surveying Ltd. dated February 14, 2013 certified by the offices of Hopkins & Cormier which shows the following:

- 10 lots for seasonal dwelling unit occupancy
- Two (2) private open space lots (Lots 3 and 11)
- One (1) block to be used as a common open space area

2. Subdivision Agreement

That the Owner shall enter into a subdivision agreement with the Township of Central Frontenac, which without limiting the generality of the foregoing, shall provide that the Owner shall undertake the following at the Owner's expense and to the satisfaction of the Township of Central Frontenac:

- A.** Provision that any easements which may be required for utilities, drainage works and services shall be granted to the appropriate authority free of all charges and encumbrances and that provision be made for the registration of such easements against the lands to which they apply.
- B.** Set out the plans, conditions and permits as required by the Township of Central Frontenac, the Kingston, Frontenac and Lennox & Addington Health Unit, the Rideau Valley Conservation Authority, and other applicable agencies or authorities for the development of this Plan.
- C.** Set out all necessary warning clauses and notices to Owners and purchasers resulting from, but not necessarily restricted to, the design and provision of services, including the requirement to provide and maintain private site specific works where necessary, warning clauses, and easements.
- D.** Set out any financial requirements concerning the provision or warranting of services as may be required.
- E.** Provision for the registration of the subdivision agreement against title to the lands to which the Plan applies.
- F.** Provision for engineering, survey and other professional services required for the supervision and approval of services required for development.
- G.** Provision for detailed descriptions of the uses permitted on the private open space lots and common open space block.

Applicant: Bridgen's Island Associates Ltd.,	Date of Decision: June 19, 2013
File No.: 10T-2008/001	Date of Notice:
Municipality: Township of Central Frontenac in the County of Frontenac	Last Date of Appeal:
Subject Lands: Bridgen's Island	

3. Financial Requirements

That the Owner shall reimburse the Township of Central Frontenac and the County of Frontenac for all legal, engineering, planning, administrative expenses and permit fees including the cost of any peer review that the Township of Central Frontenac or the County of Frontenac may require in relation to the subdivision.

4. Access

That the Owner agrees that current arrangements for mainland parking, dockage and launching facilities shall be maintained for each water access lot in the Plan of Subdivision and that the subdivision agreement shall contain a clause providing that any Owner(s) be advised, and also that a notice be placed in the purchase and sale agreement alerting any prospective purchasers that any alterations to the arrangements for parking, docking and launching shall be to the satisfaction of the Township of Central Frontenac.

5. On-Site Sewage Disposal and Water Systems

Any new or replacement sewage disposal system including any filter bed or tile field shall be set back a minimum of 30 m from the normal high water mark measured as the shortest horizontal distance from the high water mark to the outer limit or soil mantle. For certainty, installation of a new system shall meet all of the requirements of the Ontario Building Code.

6. The subdivision agreement shall contain a clause providing that any Owner(s) be advised, and also that a notice be placed in the purchase and sale agreement alerting any prospective purchasers that any existing sewage disposal system and leaching bed shall be maintained in good working order and may be subject to reinspection and any modification or repair shall be subject to the requirements and approval under the Ontario Building Code.

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

8. That the construction of any new drilled well shall comply with Ontario Regulation 903, as amended and shall be separated from any existing sewage disposal bed in compliance with the distances prescribed by the Ontario Building Code.

9. Shoreline Naturalization (30 m Buffer Area)

The subdivision agreement shall contain a clause providing that any Owner(s) be advised, and also that a notice be placed in the purchase and sale agreement

Applicant: Bridgen's Island Associates Ltd.,	Date of Decision: June 19, 2013
File No.: 10T-2008/001	Date of Notice:
Municipality: Township of Central Frontenac in the County of Frontenac	Last Date of Appeal:
Subject Lands: Bridgen's Island	

alerting any prospective purchasers of the subdivision lots that the shoreline along Eagle Lake shall be kept in an natural state except as otherwise permitted in the zoning by-law and devoid of any accessory building within the first 30 m inland from the shoreline of Eagle Lake. Owners and Purchasers shall also be advised that the setback of any development (i.e. buildings, structures, sewage disposal beds etc.) from the high water mark shall be 30 m and that no structures except a dock or boathouse shall be constructed in any flood plain. Purchasers shall be further advised that any proposed alteration of the shoreline (i.e. fill or excavation or grading) or the installation of any works in Eagle Lake is subject to the prior written approval of the Rideau Valley Conservation Authority under the auspices of Ontario Regulation 174/06 (Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses). The Notice shall also indicate the following:

- That within the 30 m buffer area activities such as site grading, tree removal or storage or dumping of soil, stumps and brush is prohibited except for pruning designed to maintain healthy vegetation or to remove noxious weeds
- Minor pruning to improve the viewscape shall be permitted in compliance with the zoning by-law
- That within the 30 m buffer area, there shall be no additional building footprint permitted except for an approved dock.
- That sediment control measures shall be implemented throughout any construction process (mainly the placement of a sediment barrier such as staked straw bales between exposed soil and the lake). The sediment barrier should remain in place until all disturbed areas have been stabilized and revegetated.
- Excavated material shall be disposed of on away from the lake and not within the 30 m buffer.
- Natural drainage patterns shall not be substantially altered such that additional run-off is directed into the lake. In order to achieve this, eaves troughing shall be installed and outlets directed away from the lake to a leach pit or well vegetated area to allow for maximum infiltration.
- That the recommendations of the *Storm Water Management Report – Bridgen's Island* prepared by McIntosh Perry Consulting Engineers Limited should be implemented for any development and redevelopment within the subdivision and used as a guide for storm water management on the site.

10. Fish Habitat

Applicant: Bridgen's Island Associates Ltd.,	Date of Decision: June 19, 2013
File No.: 10T-2008/001	Date of Notice:
Municipality: Township of Central Frontenac in the County of Frontenac	Last Date of Appeal:
Subject Lands: Bridgen's Island	

The subdivision agreement shall contain a clause providing that any Owner(s) be advised, and also that a notice be placed in the purchase and sale agreement alerting any prospective purchasers of the subdivision lots that no in-water removal of trees, boulders and or other naturally occurring objects shall be permitted as a measure to provide cover for fish and their prey; no removal of aquatic vegetation should take place; and no in-water work is permitted between October 1 to June 30 each year.

11. Docks

The subdivision agreement shall contain a clause providing that any Owner(s) be advised, and a notice be placed in the purchase and sale agreement alerting any prospective purchasers that only floating, pipe or cantilever docks may be installed so as to not disturb substrates and natural shoreline processes. New docks shall only be constructed in the late summer or fall to avoid sensitive life stages of fish. No in-water structures (i.e. stumps, logs and boulders) should be removed for dock constructions or any other in-water work. Treatment of limber to be used for docks should take place before the structure is installed and away from the water's edge. One dock is permitted per lot. The dock allowable at Block 13 should not be a communal dock (i.e. generally not for multiple mooring).

12. Human Remains

The subdivision agreement shall contain a clause providing that any Owner(s) be advised, and also that a notice be placed in the purchase and sale agreement alerting any prospective purchasers that in the event that human remains are discovered during construction or site development of a lot, that the property owner shall immediately contact the OPP, the Ministry of Tourism, Culture and Sport and the Registrar or Deputy Registrar of the Cemeteries Unit of the Ministry of Consumer Services Phone: 416-326-8393 or 1-800-889-9768.

13. Archaeological Resources

The subdivision agreement shall contain a clause providing that a notice be placed in the purchase and sale agreement alerting prospective purchasers that should unknown or unassessed deeply buried archaeological resources be uncovered during development, that they are considered to be a new archaeological site and therefore subject to Section 48(1) of the Ontario Heritage Act. Further, that the proponent or person or property owner discovering the archaeological resources must cease alteration of the site immediately and shall engage a licensed archaeologist to carry out fieldwork, in compliance with sec. 48 (1) of the Ontario Heritage Act. Further, the Owner or person discovering the resources shall contact the Algonquins of Ontario at:

Applicant: Bridgen's Island Associates Ltd.,	Date of Decision: June 19, 2013
File No.: 10T-2008/001	Date of Notice:
Municipality: Township of Central Frontenac in the County of Frontenac	Last Date of Appeal:
Subject Lands: Bridgen's Island	

Algonquins of Ontario Consultation Office
31 Riverside Drive, Suite 101
PEMBROKE ON K8A 8R6
TEL 705 735-3759
FAX 705 735-6307
algonquins@nrtco.net

14.911 Services

That the Owner shall maintain the existing 911 property identification markers in good order.

15. Revisions to Draft Plan

- A.** That Prior to Final Subdivision Approval, the Owner shall submit a revised Block Plan, if required, to reflect any significant alterations caused from this Draft Plan Approval.
- B.** That where final engineering design(s) result in minor variations to the Plan (e.g., in the configuration of lots, etc.), these may be reflected in the Final Plan subject to the satisfaction of the Township of Central Frontenac and the County of Frontenac.

16. General Conditions

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

Applicant: Bridgen's Island Associates Ltd.,	Date of Decision: June 19, 2013
File No.: 10T-2008/001	Date of Notice:
Municipality: Township of Central Frontenac in the County of Frontenac	Last Date of Appeal:
Subject Lands: Bridgen's Island	

17. Clearance Letters

- A. That Prior to Final Subdivision Approval, the County of Frontenac shall be advised that all Conditions of Draft Plan Approval have been satisfied; the clearance memorandum shall include a brief statement detailing how each Condition has been met.
- B. That Prior to Final Subdivision Approval, the County is to be advised in writing by the Township of Central Frontenac the method by which conditions 1 to 16 have been satisfied.

18. Lapsing Provisions:

- A. That pursuant to Section 51(32) of the *Planning Act*, this Draft Plan Approval shall lapse at the expiration of three (3) years from the date of issuance of Draft Plan Approval if final approval has not been given, unless an extension is requested by the Owner and, subject to review, granted by the approval authority.
- B. That pursuant to Section 51(33) of the *Planning Act*, the Owner may submit a request to the approval authority for an extension of the Draft Plan Approval. The extension period shall be for a maximum of three (3) years and must be submitted prior to the lapsing of Draft Plan Approval. Further extensions may be considered at the discretion of the Township and the County.

NOTES TO DRAFT APPROVAL

1. It is the applicant's responsibility to fulfill the foregoing Conditions of Draft Plan Approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the County of Frontenac.
2. When requesting Final Approval, the applicant will submit an account of how each Condition of Draft Approval has been satisfied along with the appropriate clearance letter from the Agency, Ministry or body requesting the condition.
3. Prior to Final Subdivision Approval, the applicant shall submit to the County of Frontenac for review four (4) draft copies of all Reference Plans and Surveys and three (3) draft copies of the Final M-Plan.
4. When requesting final approval, such a request must be directed to the Deputy Clerk, and be accompanied with:
 - Eight (8) mylars and four (4) paper prints of the completed Final M-Plan;
 - Four (4) copies of all Reference Plans and (4) copies of all Conveyance Documents for all easements and lands being conveyed to the Municipality; and,

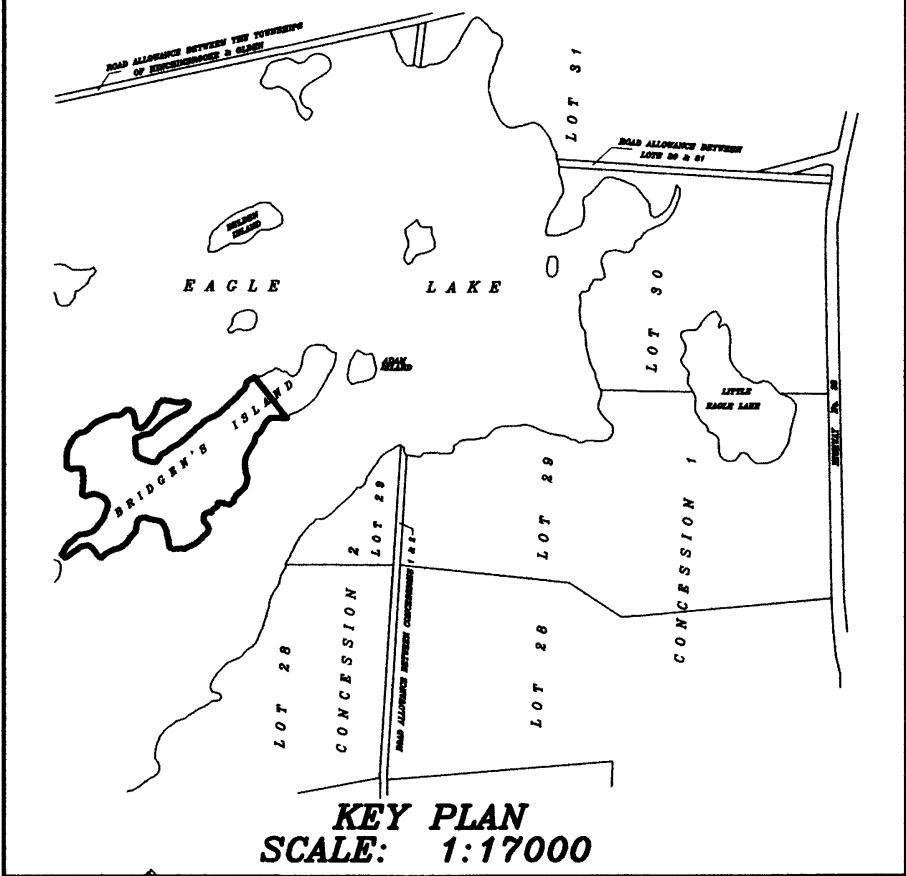
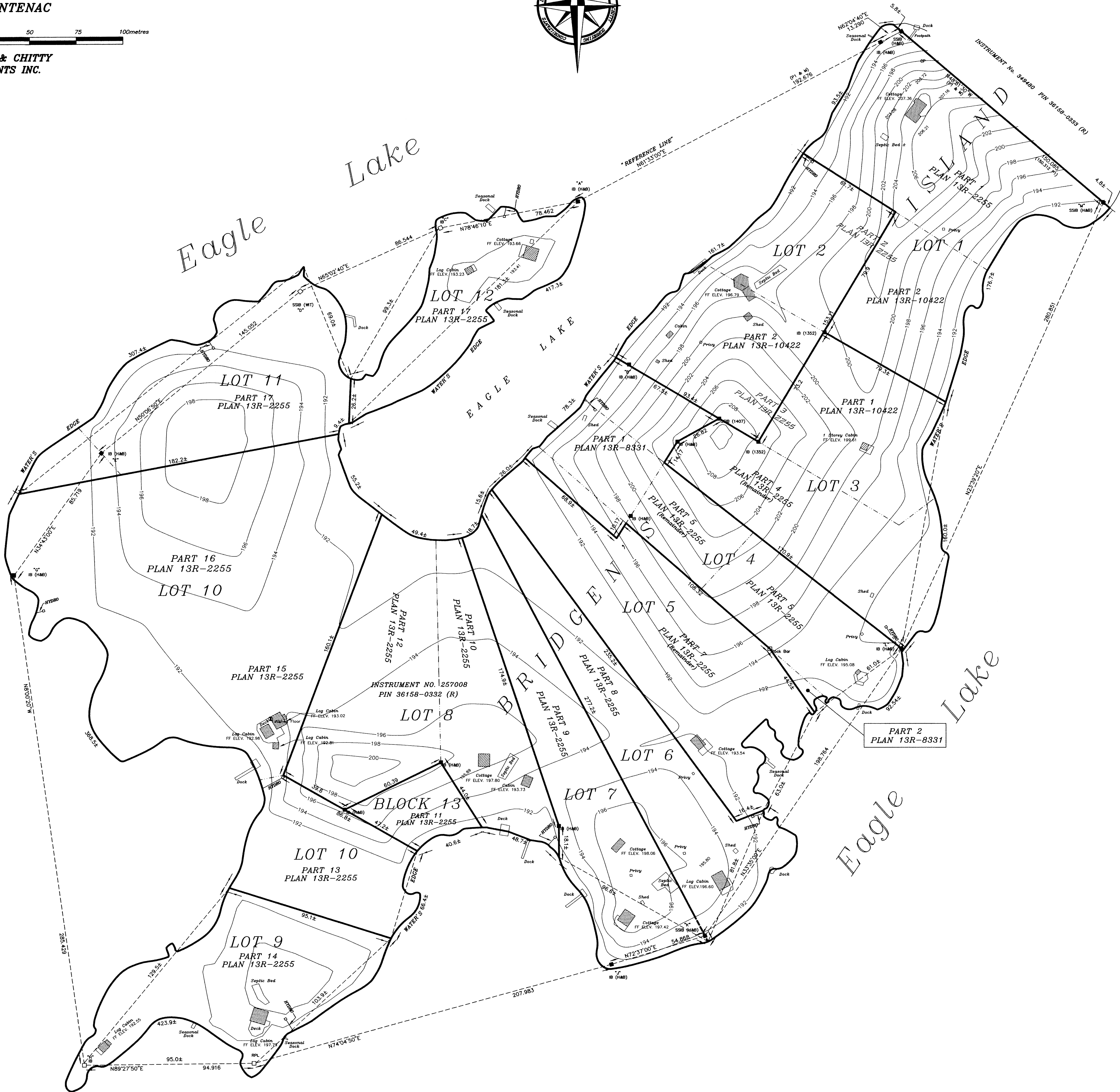
Applicant: Bridgen's Island Associates Ltd.,	Date of Decision: June 19, 2013
File No.: 10T-2008/001	Date of Notice:
Municipality: Township of Central Frontenac in the County of Frontenac	Last Date of Appeal:
Subject Lands: Bridgen's Island	

- A Surveyor's Certificate to the effect that the lots and blocks on the Plan conform to the Zoning By-Law with respect to lot area and lot frontage.
 - A digital file in AutoCad format.
5. All measurements in subdivision final plans must be presented in metric units.
6. The Final Plan approved by the County of Frontenac must be registered within thirty (30) days or the County of Frontenac may, under Subsection 51(59) of the *Planning Act*, withdraw it approval.
7. Clearances are required from the following agencies:
- Township of Central Frontenac

DRAFT PLAN of SUBDIVISION
PART of **BRIDGEN'S ISLAND**
Opposite LOT 29, CONCESSION 2
Geographic Township of Hinchinbrooke
TOWNSHIP of CENTRAL FRONTENAC
COUNTY of FRONTENAC

SCALE = 1:1000
25m 0 25 50 75 100metres

HOPKINS, CORMIER & CHITTY
SURVEYING CONSULTANTS INC.
-2012-



LOT/BLOCK DATA

NUMBER	AREA ±ha	FRONTAGE (m)	
LOT 1	1.64±	93.5±	176.7±
LOT 2	1.17±	161.7±	
LOT 3	1.52±	160.0±	
LOT 4	1.32±	78.3±	92.5±
LOT 5	1.24±	142.3±	26.00±
LOT 6	0.96±	112.3±	15.6±
LOT 7	1.00±	130.6±	18.7±
LOT 8	1.58±	48.7±	49.4±
LOT 9	0.94±	423.9±	
LOT 10	3.28±	368.5±	66.4± 55.2±
LOT 11	1.18±	307.4±	9.4±
LOT 12	0.63±	417.3±	
BLOCK 13	0.19±	40.6±	
TOTAL SITE AREA 16.62±			

LANDS TO BE SUBDIVIDED INTO:

LOTS 1,2,4,5,6,7,8,9,10 & 12 FOR
SEASONAL DWELLINGS
LOTS 3 & 11 FOR PRIVATE OPEN SPACE
BLOCK 13 FOR COMMON OPEN SPACE

**ADDITIONAL INFORMATION REQUIRED UNDER
SECTION 51.17(A-L) OF THE PLANNING ACT**

- a. Shown On Draft Plan
- b. All Lands Owned, or In Which the Applicants Have An Interest
- c. Water-Front Residential
- d. Water-Front Residential Zoning (RW)
- e. Shown On Draft Plan
- f. Shown On Draft Plan
- g. Lake Water
- h. Information Provided By Planning Professional
- i. Information Provided By Planning Professional
- j. Hydro
- k. Shown On Draft Plan

OWNER'S CERTIFICATE

I, GARY RACINE, PRESIDENT
Hereby Authorize
Hopkins, Cormier & Chitty Surveying Limited to Prepare and
Submit This Plan to the County of Frontenac
For Review and Approval.
dated at this day of , 2013.

GARY RACINE, PRESIDENT
BRIDGEN'S ISLAND ASSOCIATES LIMITED
I HAVE THE AUTHORITY TO BIND THE CORPORATION.

BEARING NOTE:

BEARINGS ARE ASTROMOMIC AND ARE DERIVED FROM A
TRAVELER'S LINE ON PLAN 13R-2255 HAVING A BEARING OF
N61°55'00"E AND DESIGNATED HEREBY AS "REFERENCE LINE"

LEGEND:

- SSIB'S PLANTED DUE TO INSUFFICIENT OVERBURDEN
- denotes Planted Survey Monument
- Found Survey Monument
- SSB Standard Iron Bar
- SSIB Short Standard Iron Bar
- IB Iron Bar
- IBR Iron Bar (round)
- RP Rock Post
- RPL Rock Plug
- WIT Witness
- (M) Measured
- (RP) Registered Plan
- (HP) Hydro Pole
- (PI) Plan 13R-2255
- (HAB) Humphries & Burgham Ltd. O.L.S.
- FP ELEV. Finished Floor Elevation
- X Spot Elevation

Denotes area subject to
Plan of Subdivision

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:
1. THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED
AND THEIR RELATIONSHIP TO ADJACENT LANDS ARE
CORRECTLY SHOWN.

REVISED: FEBRUARY 14, 2013

DATE: NOVEMBER 23, 2007

PHIL W. CHITTY-O.L.S.

METRIC

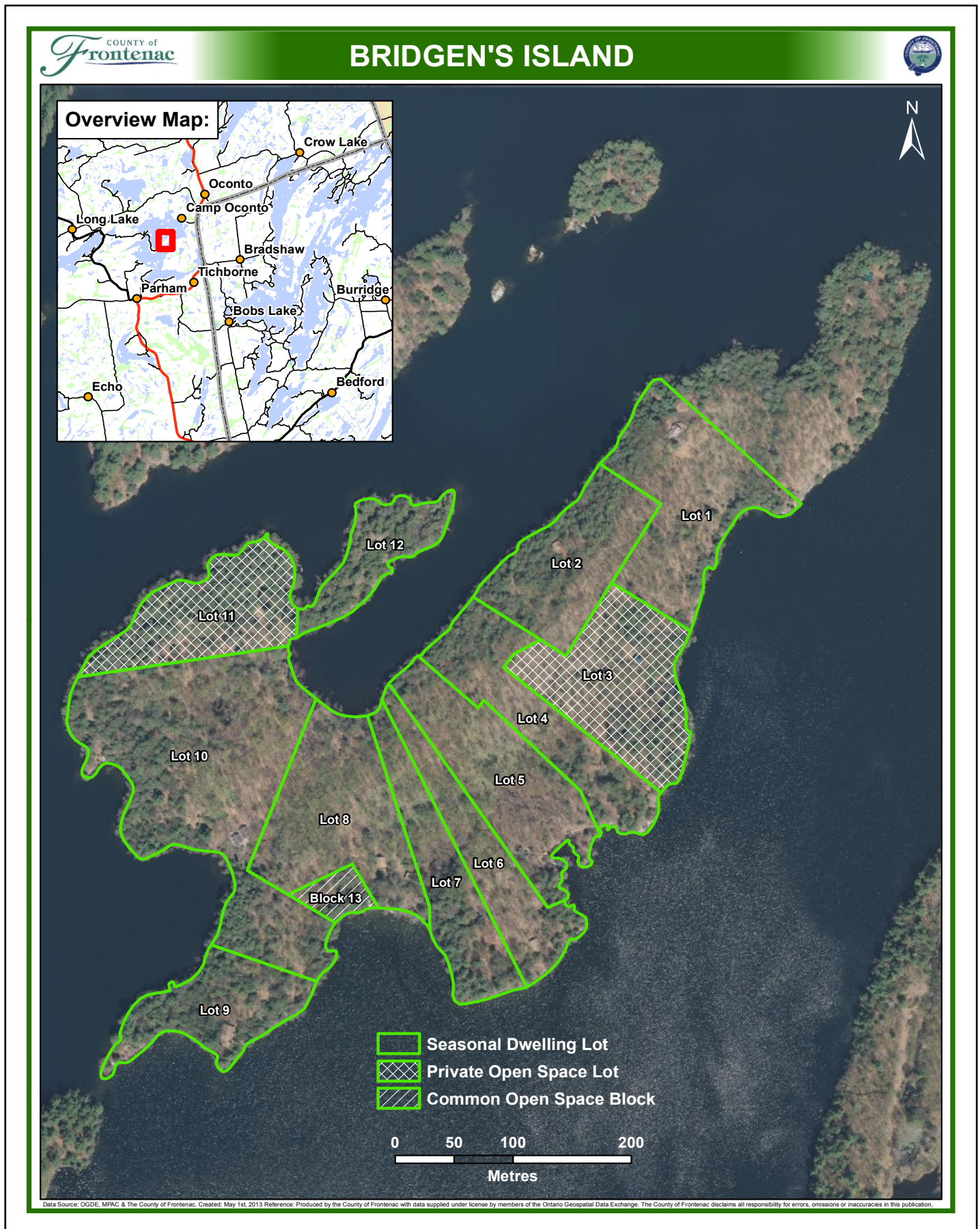
Distances Shown on This
Plan are in Metres and
can be Converted to Feet
by Dividing by 0.3048



HOPKINS & CORMIER SURVEYING LIMITED
Ontario Land Surveyors
www.hopkinscormier.com

634-636 NORRIS COURT
KINGSTON, ONTARIO K7P-2R9
Tel (613) 384-3286
Fax (613) 384-3513

PROJECT No. 2006-167-DRAFT
Bridgen's Island Lot 29, Con. 2
Township of Hinchinbrooke





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

June 13, 2013

Joe Gallivan, Manger of Sustainability Planning
 County of Frontenac
 2069 Battersea Road
 Glenburnie ON
 K0H 1H0

Dear Mr. Gallivan,

Re: Bridgen's Island, Conditions of Draft Approval, Bridgen's Island Associates Limited, Part lot 29
 Concession 2, Municipality of Central Frontenac, District of Hinchbrook County of Frontenac,
 R.P. 13R2255

An inspection of the above proposed subdivision was completed in May 2008 by Joanne McGurn, area inspector and David Cooke, former Chief Building Official (letter enclosed). Their inspection concluded that all of the properties developed to date were served by properly operating onsite sewage systems, in compliance with the Ontario Building Code. It is our current understanding that this will be the extent of the development on Bridgen's Island (i.e. the four current undeveloped lots will be zoned open space).

A review of the proposal draft conditions with respect to sewage disposal reveals a number of items which were not part of Mr. Cooke's original comments. The following comments relate to soil type (phosphorus retentive) and sewage system type (tertiary treatment).

The idea of trying to reduce the amount of phosphorus reaching an at capacity lake, is good. However, specifying the type of soil to be used (phosphorus retention capacity 500ug /g) is problematic particularly when we are dealing with an island property. Further requiring that the capacity be "certified by qualified professional" is also problematic. Discussions with the Ministry of the Environment, consulting soil engineers, and conservation authority staff leave many questions with regards to these conditions, the science around it, and how a cottage owner could comply with this condition. Acquiring the required soil, having it properly analyzed, will be difficult at best, transporting it to an island building site without disrupting the 30 meter buffer, at a reasonable cost may well be impossible. The end result is that individuals faced with this prospect may be very reluctant to comply and my resort to more "creative solutions". This could result in a situation where the result is the opposite of the intended one.

KINGSTON, FRONTENAC AND LENNOX & ADDINGTON PUBLIC HEALTH

Main Office

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



Branch Offices

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

Similarly, on the face of it, requiring the use of tertiary treatment systems on at capacity lake sounds like a logical direction for sewage disposal to go. On year round homes it will make a difference, on seasonal cottages on an island it can be argued that tertiary treatment is not the way to go for a couple of reasons. First tertiary treatment by its nature requires a reliable supply of electricity to function. Secondly, tertiary treatments require regular use to function optimally. Some providers of tertiary treatment systems indicate that it can take up to a year to normalize and produce optimum quality of effluent. Given this development is seasonal and an island it is possible that the on again off again nature of the use of the treatment unit combined with the reduced requirements for final disposal beds could result in higher levels of nutrients reaching Eagle Lake. And again due to the high costs of installation, ongoing maintenance, you again may find cottagers facing the prospect of coming up with "creative" solutions.

The requirements with respect to maintenance agreements, percolation rates of imported material, setbacks from shores, requirements for clay seals, clearances to rock, ground water, heavy soils are all covered by Part 8 of the building code. As such not sure the purpose of their inclusion in draft conditions, particularly the clay seal. Clay seals are a marginal solution at best, KFL&A Public Health has never recommended the installation of sewage disposal systems on site where rock exists, and generally do not consider sites where rock is at the surface as a site suitable for onsite sewage disposal. Certainly we would not suggest or encourage any new lots to be created where "sealing" rock with clay would be needed prior to installation of an onsite sewage system, in our opinion this is bad planning and not in the public's or the environments best interest.

None of the previously mention requirements originated from KFL&A Public Health, we have been unable to determine the origin. As the principal authority for Central Frontenac with respect to Part 8 of the Building Code we felt compelled to bring these items to their[and your] attention.

If you have any questions or require further clarification, or assistance of any sort do not hesitate to contact the undersigned.

A. Gordon Mitchell, CPHI(C)
B.A.Sc. Environmental Health
C.B.O. Part 8, OBC
Public Health Inspector

cc:

Mrs. Cathy MacMunn, Deputy Clerk/Planning Dept.
Central Frontenac
1084 Elizabeth Street PO Box 89
Sharbot Lake ON K0H 2P0

Jannette Amini

Subject: FW: Bridgen Island Plan of Subdivision

From: Glenn Tunnock [mailto:gtunnock@tunnockconsulting.ca]
Sent: Monday, June 17, 2013 1:51 PM
To: Peter Young; 'Cathy MacMunn'
Cc: Joe Gallivan
Subject: RE: Bridgen Island Plan of Subdivision

Cathy

We have reviewed the draft conditions proposed to be approved on Wednesday by County Council with respect to draft approval of Bridgen's Island. The County has chosen to modify the conditions as approved by the Council of the Township of Central Fontenac. The County has opted to remove the requirement for sewage disposal systems which have tertiary treatment based, as we understand it, on the recommendation of the Health Unit. We are disappointed with this change particularly in view of the County's background report which sets out the restrictions imposed in the design and development of this subdivision given that Eagle Lake is classified as a highly sensitive lake trout lake. Conservation of water quality is vital. We are of the opinion that the best technology for on-site sewage treatment should be used and note that this option has been removed from the conditions. We believe that conventional sewage disposal systems should at the very least be a default option such that the onus should fall on the landowner to demonstrate why tertiary treatment is not feasible and that a conventional system is therefore acceptable.

The County has added a requirement that the stormwater report of MPC be utilized for any development or redevelopment. While we do not feel this is necessary, we accept the change.

We do not object to any other of the changes to the conditions.

Please note that the proposed approval of the draft plan of subdivision is set for Wednesday, which does not give Central Frontenac's Council any opportunity for input on the revised conditions if they so choose.

Respectfully submitted,

Glenn Tunnock, MPA, MA, RPP
Tunnock Consulting Ltd
247 Hearst Street
North Bay, Ontario
P1B 8Z2
Tel. 705 475-0040
Fax. 705 475-0030
Toll Free 1 800 924-0128
Cell 705 491-0470





Report 2013-113

ADMINISTRATIVE REPORT

To: Warden and Council of the County of Frontenac

From: Elizabeth Savill
CAO/Clerk

Prepared By: Jannette Amini
Deputy Clerk

Date Prepared: May 31, 2013

Date of Meeting: June 19, 2013

Re: **Administrative Services – 2013 MFOA Annual Conference**

Recommendation

BE IT RESOLVED THAT the Council of the County of Frontenac receive this
Administrative Services – 2013 MFOA Annual Conference report;

AND FURTHER THAT the Council of the County of Frontenac authorize the Deputy
Treasurer to attend the annual MFOA Conference in Huntsville, Ontario from
September 25-27, 2013;

Background

The Deputy Treasurer is a member of the Municipal Finance Officers' Association of Ontario. The MFOA is a professional association of municipal finance officers in the Province of Ontario. MFOA initiates studies and sponsors training for its members to carry out their statutory and financial responsibilities.

Each year, MFOA hosts a three-day annual conference which rotates within municipalities in Ontario. This year the conference is being held at the Deerhurst Resort starting on September 25th and wrapping up during the afternoon of September 27th.

Administrative Report
Administrative Services – 2013 MFOA Annual Conference
June 19, 2013

Page 1 of 2

Comment

The Annual MFOA Conference includes two half-day workshops on (1) Asset Management and your Long-term Financial Plan and (2) The Road to Full Accrual Budgeting. Three training sessions are scheduled for September 26th and September 27th including Best Practices in Managing Internal Controls, Accounting Update and Emerging Issues and Performance Measurement: Enabling Accountability. This year's keynote speaker is David Miller, former Mayor of Toronto, who will speak about his views on the role municipalities play in becoming more fiscally sustainable.

For the past several years, the Deputy Treasurer has attended the MFOA Annual Conference. With Council's direction at its January 16, 2013 meeting, only Managers are now able to attend a conference, and special permission is required from Council for the Deputy Treasurer to attend the conference this year.

Sustainability Implications

It is important that staff at the County keep abreast and up to date on issues and emerging trends related to municipal government.

Financial Implications

Cost for this conference is included in the 2013 Corporate Training, Travel and Conference Fees budget. The MFOA conference costs for the full registration, which includes all conference materials and access to all plenary and workshop sessions, breakfast and lunch is \$890 per person, with hotel accommodations being approximately an additional \$500.

Organizations, Departments and Individuals Consulted and/or Affected

Marian VanBruinessen, Treasurer
Susan Brant, Deputy Treasurer



Report 2013-123

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Joe Gullivan
Manager of Sustainability Planning

Date prepared: June 14, 2013

Date of meeting: June 20, 2013

Re: **Sustainability – County Official Plan – First Draft**

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Sustainability – County Official Plan – First Draft* report, including the First Draft of the County Official Plan dated June 2013;

AND FURTHER THAT Council set the date of July 3, 2013 to hold a working session on the review of the draft Official Plan as part of a Committee of the Whole meeting;

AND FURTHER THAT Council direct staff to begin preparations for public consultation sessions to be held across the County between July and September 2013 and report back to Council with dates and locations of these sessions.

Background

County Council endorsed the initiation of a County Official Plan process on December 14, 2011. At that meeting the following resolution was passed:

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

Administrative Report
Sustainability – County Official Plan – First Draft
June 19, 2013

Page 1 of 3

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

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

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

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

Public open houses were held in each Township in the summer of 2012 to introduce the concept of a regional plan to residents and to explain how the plan would be 'high level' and would differ from the detailed and up to date Official Plans of each of the four Townships. Many written comments were provided.

At a Council Meeting held on February 20, 2013, Council passed a further resolution on the County Official Plan that endorsed the policy sections that should be contained in the Plan and for staff to use that template to prepare the first draft.

Comment

The first draft of the Frontenac County Official Plan will be handed out at the meeting and will be available on the County's web site for review. This first draft of a 'high level' plan is based on the Council endorsed framework of major themes that set the policy direction for a regional plan (e.g., natural environment, economic sustainability, growth and settlement, transportation, etc.). It is intended to reflect the priorities for collaborative, watershed-based planning. The Official Plan will also be written to be consistent with the Provincial Policy Statement (PPS), which is expected to be updated prior to Council adoption of the plan in early 2014. Most important, the intent is to put together an Official Plan that will offer a 'solutions-oriented' planning approach to deal with land use planning issues that are common to the Frontenacs.

This first draft is not set in stone. It serves as the introduction of a regional planning document that requires community consultation and discussion. It is proposed that open house meetings and talking with citizens and Township Councils throughout the County take place beginning as soon as possible and through to September. The County will

also need to consult with the Ministry of Municipal Affairs and Housing who will eventually approve this Plan. Following these conversations, a second draft will be prepared in late fall to update the Plan with the goal of County Council considering adoption in early 2014.

Finally, it is critical to point out that the timeline proposed, adopted by Council and supported through this report will ensure that the final Official Plan document is before the Ministry of Municipal Affairs and Housing within the deadlines established this year by the provincial government for all County governments to have approved Official Plans in place by the beginning of 2015.

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.

From a broader perspective, the County Official Plan will serve as a regional plan to help deal with some of the issues affecting the Frontenacs over the next twenty-five years.

Financial Implications

The 2012 budget included an allocation of \$30,000 for the preparation of a County Official Plan. The unspent balance was carried forward in the 2013 budget. This budget has been developed to cover meeting costs and the possible need for help in public consultation. To date, approximately \$6,450 has been spent.

Organizations, Departments and Individuals Consulted and/or Affected

All Four Townships
Ministry of Municipal Affairs & Housing



Report 2013-108

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: April 26, 2013

Date of meeting: June 19, 2013

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

Recommendation

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

Background

At its meeting on October 17, 2012 the Council of the County of Frontenac received a report and the minutes reflect:

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

At its meeting on November 21, 2012 the Council of the County of Frontenac received a report and the minutes reflect:

Administrative Report
Emergency and Transportation Services – Fire Tiered Response Agreements - Supplemental
June 19, 2013

Page 1 of 2



Report 2013-109

ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared by: Julie Shillington
Administrator of Fairmount

Date Prepared: June 4, 2013

Date of Meeting: June 19, 2013

Re: Fairmount Home – 2013 1st Quarter Consolidated Statistical Report

Recommendation

That Council of the County of Frontenac receive the *Fairmount Home – 2013 1st Quarter Consolidated Statistical Report* for information only.

Background

As the “licensee” of the home under the *Long-Term Care Homes Act* and as a requirement for Accreditation, Council needs to be aware of the performance measures that are being collected at Fairmount, the results of those measures and any action plans that may be developed as a result. The home also has a responsibility under the Quality Improvement section of the *Act* to report our quality improvement activities to our residents, staff, volunteers and family members.

With this in mind, Fairmount’s Quality Assurance and Assessment Committee (QAAC) has developed a Quality Improvement Consolidated Statistical Report (Appendix A). This report contains information on all of the performance measures that were being collected in the home in the first quarter of 2013 and includes information such as goals (if established) and comments about the information collected.

Comment

A variety of methods have been utilized to recognize volunteers.

A new indicator has been added to the dietary department as a result of the dietary workflow project. We are now measuring staff satisfaction within the department. Tracking of this indicator will not start until the second quarter.

Administrative Report
Fairmount Home – 2013 1st Quarter Consolidated Statistical Report
June 19, 2013

Page 1 of 2

We are hopeful that the planned new electronic nursing documentation system will assist us in ensuring we meet documentation requirements regarding restraints and admissions. The RFP for the new software will be released mid-summer.

There were 159 documented resident incidents and near misses. There were 87 falls, eight medication errors, and 27 incidents related to resident aggression. There were several near misses related to residents pulling the fire alarm. There were nine attempted elopements, all within the building.

There were a variety of hazards documented through Risk IDs, inspections, observation, etc. There were several hazards related to staff ergonomics (lifting, pushing hot carts) and several related to resident personal items not being labelled.

Five verbal complaints were received in the first quarter, four of them from staff, three of which related to meal service. All complaints were addressed.

Staff satisfaction was measured through the Accreditation Canada Worklife Pulse survey, the same survey that was used in 2011. Results show significant improvement in satisfaction rates from 2011. Only 48.1% of respondents were satisfied with the organization in 2011, 75.5% were satisfied with their job in 2013 and 83.7% of respondents in 2013 indicate that Fairmount is a good, very good or excellent place to work. Employees of the home are our ambassadors in the community so it is very nice to see that 97% of respondents would recommend Fairmount to friends and family who require care.

We will be sharing these results with Residents' Council, family members and staff in the coming month.

Sustainability Implications

Measuring performance is essential to providing a high quality service. It allows an organization to identify areas where improvement is needed and triggers discussion as to how this can be done.

Financial Implications

Measuring performance is a part of the home's risk management and compliance processes. Failure to manage risk and assess compliance can lead to financial implications.

Organizations, Departments and Individuals Consulted and/or Affected

Fairmount Management Team
Staff
Residents
Volunteers

FAIRMOUNT HOME
QUALITY ASSURANCE & ASSESSMENT COMMITTEE (QAAC)

**Quality Improvement (QI)
Consolidated Statistical Report
2013**

PROGRAMMING															
Statistic / Audit	Measurement	Goal	1 st Quarter Results			2 nd Quarter Results			3 rd Quarter Results			4 th Quarter Results			Comments
Program Attendance: First floor (monthly)	# residents attending at least one program / # total residents		Jan 62/64	Feb 61/64	Mar 62/63	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Enteric Outbreak 1 st fl in March – all large group activities cancelled for both floors
Program Attendance: Second floor (monthly)	# residents attending at least one program / # total residents		59/63	60/64	63/64										
Activity Calendar (monthly)	# 1 st floor programs & # 2 nd floor programs (to ensure equitable)		18/18	23/15	18/20										Feb – 8 on Mondays 1 st fl – 0 on 2 nd – otherwise relatively equal
Activity Calendar	# weekend programs in the quarter / # total weekends		46/13												
	# evening programs in the quarter / # weeks in the quarter		8/12.5												
NEW – Program Descriptions	# completed program descriptions /total # programs	100%	N/A												New indicator - not collected for 1 st quarter

Documentation for 1:1's	Documented progress notes /total # 1:1's facilitated by Recreationists	100%	N/A				New indicator - not collected for 1 st quarter
NEW - Large group activity evaluations	# large group activity evaluations completed /total # large group activities	100%	100%				

VOLUNTEERS							
Statistic/Audit	Measurement	Goal	1 st Quarter Results	2 nd Quarter Results	3 rd Quarter Results	4 th Quarter Results	Comments
Volunteer Hours	# volunteer hours	6500	1151				
Volunteer Survey	# of surveys returned / # surveys issued	35% return rate					
	# of satisfied volunteers / #of volunteers surveyed	95% satisfaction rate					

Volunteer Program Review	# of programs reviewed / # of volunteer assisted programs <i>100% of volunteer suggestions to improve programs considered</i>	4 programs / 12+ programs		Meeting with Pet Therapy vols planned			
Quarterly e-newsletter	# volunteer e-newsletters distributed /4 quarters	4 e-newsletters per year	1 in February	1 in May			
Recognition of volunteer contributions	# methods used to ensure communication of volunteer contributions each quarter		- Article in the County newsletter – hours + contributions in 2012 - Nominations for Ontario Vol Awards - Year in Review brochure produced	- Road sign of total volunteer hours - Newsletter produced highlighting appreciation night			
NEW – Volunteer Education	# of in-services held for volunteers/ # of volunteers attended	1 per quarter / 8 attendees	- 3 in-services - 4 attendees Jan - 14 attendees Feb - 10 attendees March	-			

DIETARY							
Statistic/Audit	Measurement	Goal	1 st Quarter Results	2 nd Quarter Results	3 rd Quarter Results	4 th Quarter Results	Comments
Daily Food Temperature Audit	Weekly audit of individual meals where food temperature was taken and documented	100%	84.5%				
Daily Café Fridge and Freezer Temperature Audit	Monthly audit of days temperatures were taken and documented	100%	TBA				
Weekly BBQ Food Temperature Audit	Weekly audit of individual BBQs where food temperature was taken and documented	100%	N/A				
Refrigerator & Freezer Temperature Log	Monthly audit of days temperatures were taken and documented	100%	91.50%				
Daily Ware-washing Sanitation Logs	Monthly audit of days sanitation logs information was documented	100%	74.50%				
NEW – Dietary referrals	# dietary referrals completed as legislated.	100%	100%				

NEW – Quality initiatives (annual)	# new quality initiatives undertaken	3	3*				*Results of Dietary Workflow project.
NEW - % of dietary staff rating their shifts as a good or great day		75%	n/a				Overarching aim for dietary workflow project – data collection starts 2 nd quarter

HOUSEKEEPING							
Statistic/Audit	Measurement	Goal	1 st Quarter Results	2 nd Quarter Results	3 rd Quarter Results	4 th Quarter Results	Comments
Goldcheck	Weekly audits, monthly and quarterly reports indicating % of perceived cleanliness	90%	1N – 84% 1S – 85% 2N – 91% 2S – 89% 87.25% Avg.				
New - Routine Cleaning Audit	Routine cleaning of resident rooms as recorded by staff. % calculated on number of opportunities vs. completed	92%	1N – 94% 2N – 89% 2S – 88% 2S – 87% Avg. = 89.5%				
NEW – New products & processes testing	# new product & processes tested /total number of new products & processes implemented	100%	100% - new lighting in 1N staff washroom tested -locking door carts trialed Sheets offered no feedback received				

LAUNDRY							
Statistic/Audit	Measurement	Goal	1 st Quarter Results	2 nd Quarter Results	3 rd Quarter Results	4 th Quarter Results	Comments

Laundry Poundage	Measured daily compiled monthly		64000 lbs				
NEW - Lost Clothing	# lost clothing found /total # lost clothing forms submitted	90%	1 item lost to date not recovered 0%				

MAINTENANCE							
Statistic/Audit	Measurement	Goal	1 st Quarter Results	2 nd Quarter Results	3 rd Quarter Results	4 th Quarter Results	Comments
Work Orders	# completed /total # work orders	100%	1223 issued 1183 completed 96.7% completed				
Electrical Inspection - Admission	# of inspections completed / # of new inspections	100%	100% 10 of 10 complete 7 - 6 week follow up inspections done 3 pending				
NEW – Regulatory Testing	# regulatory testing completed /total # regulatory testing scheduled	100%	100%				

NURSING															
Statistic/Audit	Measurement	Goal	1 st Quarter Results			2 nd Quarter Results			3 rd Quarter Results			4 th Quarter Results			Comments
Restraint Use (monthly)	Average # of restraints used (excluding bedrails)		12	12	11										
	Average # of restraints used (including bedrails)		23	21	25										
	# of residents using a restraint		17	17	20										
	# residents with complete restraint documentation / # resident charts audited	100%	1/3	0/2	0/1										
	# residents entries with complete flow sheet documentation / # resident entries audited	100%	19/57=66%	93/124=75%	65/97=68%										
Post-Admission Audit		100%	Labeling 72% done VRE/MRSA 36% done on time and indicated done in computer PRN 45% 1 st Mantoux done												

			on time but 2 nd Mantoux 81% on time				
Medication Reconciliation Verified	# of time admission meds are reconciled/# of admissions	100%	100%				
Medication Sign-off (MDS-RAI audits)	% assessments with all meds signed in 7days	100%	65%				
Do Not Use List (MDS-RAI audits)	% assessments with acceptable abbreviations	100%	100%				
MSSA (completed annually)			N/A				
CIHI Statistics	CIHI measures						
Medication Incidents	# medication incidents	0	8				
	# medication incidents resulting in harm to resident	0	0				

	# discrepancies in count of narcotic & controlled drugs / # time counted	0	0												
	# adverse drug reactions	0	0												
Chart Audits	# completed		79												
Resident Incident Reports	Quarterly reports for trending		159												An increase in resident aggression incidents in first quarter; near miss elopements in first quarter related to several residents
Palliative Care	Number of residents with PPS 30% or less monthly		Jan 0	Feb 0	Mar 0	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	# of compliments, donations and deaths from Memory Book quarterly		Jan 0/3/7	Feb 2/1/2	Mar 1/1/1	Apr 1/2/2	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
NEW - Resident Personal Items Labeling	% admission assessments & labeling completed on time	90%													

NEW – Incidence of Decline in all ADLs		Below 32%	37%				
NEW – Improved Locomotion on Unit		Above 10%	5.8%				

INFECTION PREVENTION & CONTROL															
Statistic/Audit	Measurement	Goal	1 st Quarter Results			2 nd Quarter Results			3 rd Quarter Results			4 th Quarter Results			Comments
Symptoms	# residents displaying symptoms resulting in an infection / 128		39												1 st quarter = 32 r/t enteric & respiratory outbreaks; 1 MRSA; 1 VRE; 1 C-diff
MRSA/CDif	# nosocomial infections	0	0												
Wheelchair Cleaning (monthly)	# wheelchairs cleaned / # scheduled	100%	378/ 477= 80%	277/ 467= 59%	341/ 515= 66%	341/ 486= 70%								Feb dates wrong on sign off sheet	
Hand Hygiene (JCYH audits x2/yr)	# compliant/total # opportunities observed	50%	N/A												
Hand Hygiene (Bi-weekly Nursing Audit)	# compliant/total # opportunities observed		21/26 = 81%												
Handling Dirty Linen	# carts on unit/# staff assignments		11/15= 73% (r/t 1N)												
PPE Use	# staff using proper PPE / # staff observed	100%													

FALLS															
Statistic/Audit	Measurement	Goal	1 st Quarter Results			2 nd Quarter Results			3 rd Quarter Results			4 th Quarter Results			Comments
Falls (monthly)	# of falls	30	Jan 31	Feb 34	Mar 22	Apr 26	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	# residents who have fallen / 128		25	19	18	24									
	Severity of falls	1	2	2	0	1									
	# of near miss falls		1	3	0	0									
	# of residents who have fallen 2 or more times in a week on whom falls round were conducted	100%	2/2	6/7	N/A	N/A									

	/ # of residents who have fallen 2 or more times in a week where falls rounds were not conducted														1 resident did not have formal falls rounds, but we were constantly assessing how to care for her to meet her needs
	# falls prevention education opportunities offered to staff, residents & family members	At least once per year to each group	10 - staff	0	1 – Gazette – all	1 – RNs on Beers list meds	1 – Reg staff								

INCONTINENT & BOWEL MANAGEMENT							
Statistic/Audit	Measurement	Goal	1 st Quarter Results	2 nd Quarter Results	3 rd Quarter Results	4 th Quarter Results	Comments
Voiding record	# residents with completed 3d voiding record on admission	100%	9/11=82%				
	/ #admissions						

SKIN & WOUND MANAGEMENT															
Statistic/Audit	Measurement	Goal	1 st Quarter Results			2 nd Quarter Results			3 rd Quarter Results			4 th Quarter Results			Comments
Pressure Ulcer Prevalence (annually)	# of residents with pressure ulcers	5%	5.5%			N/A			N/A			N/A			
Pressure Ulcer Incidence (monthly)	# of residents with new pressure ulcers	5%	.7%	5.5%	3.1%	3.9%									
Wound Care Sheets (monthly)	# treatments completed / # treatments scheduled	100%	No data	45/47=96%	On hold	On hold									

HEALTH & SAFETY / RISK MANAGEMENT							
Statistic/Audit	Measurement	Goal	1 st Quarter Results	2 nd Quarter Results	3 rd Quarter Results	4 th Quarter Results	Comments
Fire Drill Attendance (annually)	# staff attending at least one fire drill per year / total # of staff	100%	N/A				
Employee Workplace Inspections	# inspections completed on time / # of inspections scheduled	100%	100%				
Management Workplace Inspections	# inspections completed on time / # of inspections scheduled	100%	100%				
Employee Incident Reports (from OHN quarterly updates)	# lost time injuries / # of total injuries	0	69%				29 claims related to outbreak
High Risk Activity Verification Process	# staff knowing 1 identifier / # staff knowing 2 identifiers	100%	N/A	13/13=100% 10/13 = 76%			
Hazards	Quarterly hazard reports for trending		Several related to ergonomics and lifting; resident personal products not				

			labeled				
Floor to Ceiling Poles	# compliant/# rooms checked	100%	17/20 = 85%				

EDUCATION & TRAINING							
Statistic/Audit	Measurement	Goal	1 st Quarter Results	2 nd Quarter Results	3 rd Quarter Results	4 th Quarter Results	Comments
Inservice Attendance	# staff in attendance at all inservices		218				
	# of staff that attend at least one inservice per year / 185 (total # of staff) (annual)	70%	This measure has been discontinued as we have the mandatory training program now				
Inservice Evaluations	# inservices evaluated / # inservices offered	75%	18/22 = 82%				
Topics (annual)	# of educational needs addressed / # of educational needs identified (annual)	100%	N/A	N/A	N/A		
	# of staff attended sessions on	100%	137				

	mandatory topics						
--	------------------	--	--	--	--	--	--

GENERAL							
Statistic/Audit	Measurement	Goal	1 st Quarter Results	2 nd Quarter Results	3 rd Quarter Results	4 th Quarter Results	Comments
Family/Resident Satisfaction Survey (annual)	# respondents satisfied	90%	Issued in May				
	/ total # respondents						
Staff Satisfaction Survey (annual)	# respondents satisfied	80%	83.7%				
	/ total #respondents						
NEW - Staff Absenteeism Rate (not including full 15 week leaves)	# sick days taken	3%	5.3%				Average 522 shifts/3918 hrs per week
	/average # shifts scheduled						
NEW - Staff Turnover	# staff leaving employment		2				2 terminations
	/total # staff						
Complaints (trended quarterly)	# verbal complaints	0	5				
	# written complaints	0	0				
Bed Occupancy	# days bed actually occupied	98%	99.3%				
	/ total number of						

	days						
--	------	--	--	--	--	--	--

PAIN & SYMPTOM MANAGEMENT							
Statistic/Audit	Measurement	Goal	1 st Quarter Results	2 nd Quarter Results	3 rd Quarter Results	4 th Quarter Results	Comments
Prevalence of Daily Moderate-Severe Pain scores	# of residents with moderate-severe daily pain scores / 128 residents	10%	This measure has been discontinued				
Incidence of new Daily Moderate-Severe Pain scores	# of new resident with moderate-severe daily pain scores / 128 residents	10%	This measure has been discontinued				New measures being discussed at pain & symptom management team

RELIGIOUS & SPIRITUAL CARE															
Statistic/Audit	Measurement	Goal	1 st Quarter Results			2 nd Quarter Results			3 rd Quarter Results			4 th Quarter Results			Comments
NEW - Pastoral Visiting (monthly)	# resident receiving a pastoral visit	90%	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	
	/ total # respondents		100%	100%	100%										
NEW - Multi-faith Services provided	# weeks with at least one multi-faith service provided / total # weeks	80%	77%												1 st quarter – 3 services cancelled due to outbreak



Report 2013-110

ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared By: Julie Shillington
Administrator of Fairmount

Date Prepared: May 9, 2013

Date of Meeting: June 19, 2013

Re: Fairmount Home – OANHSS Annual Convention

Recommendation

That Council of the County of Frontenac receive the *Fairmount Home – OANHSS Annual Convention Report* for information only.

Background

The Administrator, Director of Resident Care and Assistant Director of Care attending the Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) annual conference in Toronto on April 29-30 and May 1.

Comment

Speakers at the general conference included the Honourable Mario Sergio, Minister Responsible for Seniors, Arlene Dickinson from the television show *Dragon's Den*, the Honourable Deb Matthews, Ministry of Health & Long-Term Care, Dr. Samir Sinha, Expert Lead for Ontario's Seniors Care Strategy and Dr. Linda Duxbury.

Minister Matthews spoke to the announced 6% increase in funding to community care, the introduction of 250 short stay beds into long-term care and the changes made to physiotherapy funding in long-term care. Dr. Sinha spoke to his report to the Ministry of Health & Long-Term Care entitled "*Living Longer, Living Well*" and the recommendations contained within to inform a Seniors Strategy for Ontario.

I attended the Members Forum at which Helen Angus, an Associate Deputy Minister at the Ministry of Health & Long-Term Care, spoke to Health Links, an innovative approach bringing together health care providers in a community to better and more quickly coordinate care for

Administrative Report
Fairmount Home – OANHSS Annual Convention
June 19, 2013

Page 1 of 2

high-needs patients. Also speaking was Catherine Brown, an Assistant Deputy Minister in the Accountability and Performance Division of the Ministry of Health & Long-Term Care. She spoke to the redevelopment of long-term care beds, design standards, the high intensity needs fund and community paramedicine. Finally, Deb Cooper-Burger, a co-lead on the Rehabilitation Task Force, spoke to the work being done in the area of special rehabilitation relating to RAI MDS.

I also attended the OANHSS Annual General Meeting at which reports were received from the OANHSS Board Chair, CEO and Treasurer.

Workshops attended by myself, the Director of Resident Care and Assistant Director of Care included:

- a) What's Working: Big and Small Picture of Quality Improvement Progress
- b) Using QI to Reduce Medication Pass Interruptions
- c) Mealtime Assistance: Challenges and Solutions
- d) Division of Labour in LTC – New Research on Gender, Power and Context
- e) Improving Intake Processes through LEAN Methodology
- f) Knitting Services at Point of Care: The BSO Mobile Team Experience
- g) Better Dining Service Through QI
- h) The Best of Us: building Partnerships to Improve End of Life Care
- i) The Latest from Ontario's Centres for Learning, Research and Innovation in LTC
- j) Building a Winning Team: Strategies for Recruitment and Retention
- k) From Challenging to Constructive: A Practical Guide to Difficult Conversations

A complete copy of all presentations made at the conference is available on a CD that was provided to all conference attendees by OANHSS.

Sustainability Implications

It is important that staff at Fairmount keep abreast of long-term care issues and emerging trends.

Financial Implications

The early bird registration deadline was met and one hotel room was shared by the three attendees.

Organizations, Departments and Individuals Consulted and/or Affected

Assistant Director of Care
Director of Care
OANHSS



Report 2013-115

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Jannette Amini
Deputy Clerk

Date prepared: June 13, 2013

Date of meeting: June 19, 2013

Re: **Administrative Services – Coming into Force of By-law 2013-0022**

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Administrative Services –Coming into Force of By-law 2013-0022* report for information only.

Background

At the May 15, 2013 regular meeting of County Council, By-law 2013-0022, being a By-law to Change the Term of Office of the Head of Council received all three readings. As noted in Section 219 of the *Municipal Act*, this by-law shall not come into force unless:

- (a) A majority of all votes on the Council of the County of Frontenac are cast in its favour;
- (b) A majority of the Councils of the Township of North Frontenac, Township of Central Frontenac, Township of South Frontenac and Township of Frontenac Islands pass resolutions consenting to this by-law; and
- (c) The total number of electors in the townships that passed resolutions referred to in subsection (b) form a majority of all of the electors in the County of Frontenac whose names appeared on the voters' lists, as amended, up until the close of voting on October 25, 2010, being the last regular municipal Election Day.

Administrative Report
Administrative Services – Coming into Force of By-law 2013-0022
June 19, 2013

Page 1 of 2

Comment

The purpose of this report is to advise County Council that resolutions have now been received by the Councils of the Township of North Frontenac, the Township of Central Frontenac, the Township of South Frontenac, and the Township of Frontenac Islands, all consenting to the by-law and that all provisions of the *Municipal Act* regarding the coming into force of By-law 2013-0022 have now been met.

By-law 2013-0022 will come into force, pursuant to Section 219 (3)(a) of the *Municipal Act*, the day the new County Council is organized following the October 2014 Municipal Election, that being December 1, 2014.

For Council's reference, copies of the resolutions from the Township of North Frontenac, the Township of Central Frontenac, the Township of South Frontenac, and the Township of Frontenac Islands are attached to this report as Exhibit A.

Sustainability Implications

Good governance is critical to the sustainability of a community. As stated in *Directions for Our Future* government decision-making processes are clear, transparent, forward thinking and focused on the longer term.

Financial Implications

There are no financial implications directly associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected

Township of North Frontenac
Township of Central Frontenac
Township of South Frontenac
Township of Frontenac Islands



April 9, 2013

The Corporation of the County of Frontenac
2069 Battersea Road, RR 1
Glenburnie, ON K0H 1S0

Attention: Jannette Amini, Deputy Clerk

Dear Ms. Amini:

RE: Council of the County of Frontenac – Notice of Intention to pass By-law Change in Term of Appointment of Warden and Deputy Warden

Further to your letter dated March 13, 2013 requesting a Resolution from the Council of the Township of North Frontenac consenting to the by-law to amend the term of Warden and Deputy Warden, at their Meeting on April 8, 2013, Council passed the following Resolution:

Moved by Councillor Good, Seconded by Councillor Martin #201-13

WHEREAS the Council of the County of Frontenac passed Resolution #383-12, instructing the County Chief Administrative Officer to prepare a By-law for County Council's consideration to change the term of office of the Warden and Deputy Warden to one year only, effective immediately after the next general municipal election; and to amend the County Procedure By-law to state the term of office of the Warden and Deputy Warden shall be one year;

AND WHEREAS Section 219(2)(b) of the *Municipal Act* states a by-law amending the term of office for an Upper Tier Council Member is not valid unless "a majority of the councils of all lower-tier municipalities forming part of the upper-tier municipality have passed resolutions consenting to the by-law";

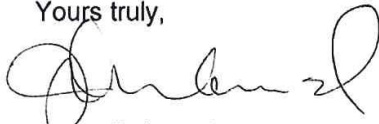
THEREFORE BE IT RESOLVED THAT Council of the Township of North Frontenac consents to the passing of a By-law to change the term of office of the Warden and Deputy Warden from its current four year term to a one year term effective immediately after the next general municipal election;

AND THAT the Clerk is instructed to forward a copy of this Resolution to the County of Frontenac, the Township of Central Frontenac, the Township of South Frontenac and the Township of Frontenac Islands.

Carried

If you have any questions please do not hesitate to contact me.

Yours truly,

A handwritten signature in black ink, appearing to read 'Jenny Duhamel', with a stylized flourish at the end.

Jenny Duhamel
Clerk/Planning Manger
JD/tmm

c.c. Township of Central Frontenac
Township of South Frontenac
Township of Frontenac Islands



TOWNSHIP OF CENTRAL FRONTENAC

1084 Elizabeth Street, P.O. Box 89

Sharbot Lake, Ontario K0H 2P0

Tel: 613-279-2935 Fax: 613-279-2422

www.centralfrontenac.com

April 24, 2013

County of Frontenac
2069 Battersea Road, RR1
Glenburnie, ON K0H 1S0

Attention Jannette Amini, Deputy Clerk

Dear Ms. Amini

Re: Proposed Change to Terms of Office for Warden and Deputy Warden

Please find outlined below a resolution passed by Council last night in support of the County's intention to change the terms of office for the Warden and Deputy Warden.

Resolution #202-2013

Moved by: Frances Smith

Seconded by Tom Dewey

That the Council of the Township of Central Frontenac supports the County of Frontenac passing a by-law to change the term of office for Warden and Deputy Warden from its current term of four years to a one year term effective immediately after the 2014 municipal elections.

Carried

Yours truly,

A handwritten signature in black ink, appearing to read 'John DuChene', written over a horizontal line.

John DuChene
Acting CAO/Clerk

Cc Townships of South Frontenac, Frontenac Islands and North Frontenac



TOWNSHIP OF SOUTH FRONTENAC

*P.O. Box 100
4432 George Street
Sydenham, Ontario, K0H 2T0*

*Telephone 376-3027 / 1-800-559-5862
FAX (613) 376-6657
E-mail: worr@township.southfrontenac.on.ca*

June 5, 2013

K. Elizabeth Savill, Clerk
County of Frontenac
2069 Battersea Road
Glenburnie, Ontario
K0H 1S0

RECEIVED

JUN 07 2013

County of Frontenac

Dear Liz:

The Council of the Corporation of the Township of South Frontenac endorsed the following resolution at their meeting held June 4th, 2013:

“THAT Council endorse County of Frontenac By-law 2013-0022 to establish a one year term of office for the Head of County Council effective with the next Council. Carried.”

A copy of the endorsed resolution is enclosed.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Wayne Orr", is written over a circular stamp.

Wayne Orr,
Clerk-Administrator

WO:am
Encl.



RECEIVED

JUN 07 2013

County of Frontenac

Agenda Item #: 8(e)

**TOWNSHIP OF SOUTH FRONTENAC
RESOLUTION**

2013-19-11

Resolution No.: _____ Date: 4 Jun 2013

Moved by

Ren Vandewal

Seconded by

Wayne Orr

THAT Council endorse County of Frontenac By-law 2013-0022 to establish a one year term of office for the Head of County Council effective with the next Council.

I, Wayne Orr, certify that this is a true copy and has not been altered in any way.

Dated this 5 day of June, 2013.
Township of South Frontenac

CARRIED _____ DEFEATED _____ DEFERRED _____

MAYOR

Wayne Orr

I certify that this is a true copy of No. 2013-19-11 Dated June 4/13 and approved at
Council June 4/13.

CLERK-ADMINISTRATOR

Wayne Orr

RECORDED VOTES

	YES	NO	ABSTAIN
J. McDougal	✓		
A. McPhail	✓		
C. Naish	✓		
B. Robinson	✓		

	YES	NO	ABSTAIN
D. Stowe	✓		
M. Tindin			
R. Vandewal	✓		
L. York	✓		
G. Davison	✓		

THE TOWNSHIP OF FRONTENAC ISLANDS

P.O. BOX 130, WOLFE ISLAND, ONTARIO, K0H2Y0

WOLFE ISLAND OFFICE:
P.O. BOX 130
WOLFE ISLAND, ON K0H 2Y0
Phone (613) 385-2216 Fax (613) 385-1032
Email tquist@kos.net



HOWE ISLAND OFFICE:
50 BASELINE ROAD, R.R.#4
GANANOQUE, ON K7G 2V6
Phone (613) 544-6348 Fax (613) 548-7545
Email cdwyre@kos.net

May 21, 2013

Elizabeth Savill
CAO
County of Frontenac
2069 Battersea Road
Glenburnie, Ontario
K0H 1S0



Dear Ms. Savill:

I wish to confirm that the Council of The Township of Frontenac Islands passed a resolution (copy attached) supporting the County of Frontenac passing a by-law to change the term of office for Warden and Deputy Warden from its current term of four years to a one year term effective immediately after the 2014 Municipal Elections.

Please inform County Council of The Township of Frontenac Islands position on this issue.

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Gordon M. Burns".

Gordon M. Burns
Interim CAO

TOWNSHIP OF FRONTENAC ISLANDS

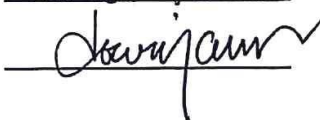
Resolution

May 13, 2013 No. 20 .

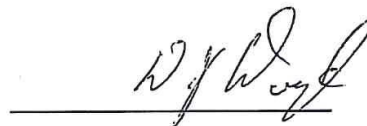
Moved by



Seconded by



That the Council of the Township of Frontenac Islands supports the County of Frontenac passing a by-law to change the term of office for Warden and Deputy Warden from its current term of four years to a one year term effective immediately after the 2014 municipal elections.



✓ Carried

 Lost



Report 2013-117

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

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

Date prepared: June 4, 2013

Date of meeting: June 19, 2013

Re: **Emergency and Transportation Services – City of Kingston
Council Presentation on May 21, 2013 Update**

Recommendation

RESOLVED THAT the Council of the County of Frontenac accept the *Emergency and Transportation Services – City of Kingston Council Presentation on May 21, 2013 Update* for information only.

Background

At its meeting on May 21, 2013, senior staff of the County briefed members of Kingston City Council at its regular meeting regarding the 2013 Land Ambulance and Fairmount Home budgets.

Comment

The Chief of Paramedic Services reviewed the land ambulance budget including information regarding the reduction of service levels at the Palace Road Station.

A PowerPoint presentation included a review of station locations that serve the geographic area of the City of Kingston:

Administrative Report
Emergency and Transportation Services – City of Kingston Council Presentation on May 21, 2013 Update
June 19, 2013

Page 1 of 3

Ambulances at four stations directly serve the residents of the City of Kingston:

- Palace Road Station
 - Four ambulances (currently)
- Justus Drive
 - Two ambulances
- Highway 15
 - One ambulance
- Sydenham
 - One ambulance



An overview of the Paramedic Response Unit (PRU) program serving the downtown core area of the City of Kingston:

Changes at FPS:

What You Need to Know

A Paramedic Response Unit serves the downtown core (Princess / Sir John A. / Lake Ontario) 18 hours a day, seven days a week. The PRU roams constantly and is able to reach patients faster than an ambulance, initiating critical on-site care as soon as possible.



As well, facts were presented regarding the seamlessness of land ambulance and how other municipalities' resources assist in call response as we are obligated to offer resources outside of the County and City boundaries also.

Changes at FPS:

What You Need to Know

FPS uses a seamless deployment plan, not a precinct model – the ambulance closest to the call responds. Resources are repositioned dynamically to maintain coverage and effectively meet requirements.



Changes at FPS:

What You Need to Know

This was a difficult decision for County Council. However, action was required to stem the escalating costs while maintaining effective service and this was the best option available to the County as permissible in accordance with the collective agreement.



At the end of the City Council meeting the following resolution was presented:

WHEREAS EMS Service within the City of Kingston is managed by the County of Frontenac, and City Taxpayers contribute 80% of the operating and capital costs of the County of Frontenac EMS services; and

WHEREAS the County has decided to reduce the complement by 1 ambulance from the Palace Road Station; and further to reduce by 2 FTEs, the paramedics;

THEREFORE BE IT RESOLVED THAT City Staff be asked to prepare a report to Council evaluating these service reductions with input requested from the Fire Department and the Police Department; and

THAT the County be invited to present a briefing to Council to outline their rationale to reduce service at the Palace Road Station; and

THAT Mr. Terry Baker, President of OPSEU Local 462 be invited to present a briefing to Council regarding the reduction of service at Palace Road Station.

CARRIED WITH AGREED TO AMENDMENTS

Correspondence was received by the County's CAO from the CAO of the City with the following request:

We would ask that County staff provide City staff with a written summary detailing a) land ambulances, service responsibilities and accountabilities, b) service levels, past, present and anticipated for the future, c) the rationale for the recent decisions made by the county on service levels, and in particular the impact and predicted impact on the City of Kingston geographic area and population. The summary will assist City staff in preparing our report to City Council.

County staff continues to work with City staff to ensure the flow of service information required is provided in a timely manner.

Sustainability Implications

The good stewardship of the County's resources and the delivery of the most appropriate care of our residents and visitors when in need of paramedic services are assured.

Financial Implications

None

Organizations, Departments and Individuals Consulted and/or Affected

Administrative Report
Emergency and Transportation Services – City of Kingston Council Presentation on May 21, 2013 Update
June 19, 2013

Page 3 of 3



Report 2013-119

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Colleen Hickey
Human Resources Specialist – Labour Relations

Krista Vandewal
Human Resources Generalist/Researcher

Date prepared: June 6, 2013

Date of meeting: June 19, 2013

Re: **Human Resources – 2012 Supplementary Staff Conference Information**

Recommendation

That Council of the County of Frontenac receives these *Human Resources – Supplementary 2012 Staff Conference Information* report for information.

Background

At the May 15, 2013 meeting of Council, the *Human Resources – 2012 Staff Conference, Training and Other Travel Expenses* report was received and more clarification was requested through a supplementary report identifying the specific conferences attended by staff.

Comment

As requested, Appendix A to this report identifies the conferences attended by staff members in 2012.

Administrative Report
Human Resources – 2012 Supplementary Staff Conference Information
June 19, 2013

Page 1 of 2

Sustainability Implications

A well-trained and knowledgeable workforce is a prerequisite to achieving the County's mission of exceptional service delivery. Attendance at conferences and training sessions ensures that County staff develops the skills and competencies needed to perform their duties and achieve overall success for the municipality.

Financial Implications

All conference expenses incurred in 2012 were provided for in that year's approved budget.

Organizations, Departments and Individuals Consulted and/or Affected

Senior Management Team
Finance Staff
Municipal Management Intern

Staff Member	Conference
	Administration
Beckel, Susan	Association of Municipal Clerks & Treasurers of Ontario Annual Conference
Savill, Liz	Rural Ontario Municipal Association /Ontario Good Roads Association Conference Federation of Canadian Municipalities Sustainable Communities Conference Federation of Canadian Municipalities /Canadian Association of Municipal Administrators Conference Association of Municipalities of Ontario Conference
Vandervelde, Alison	Social Media Marketing Conference Events Management
	Finance
VanBruinessen, Marian	Municipal Finance Officers Associations Conference
Brant, Susan	Municipal Finance Officers Associations Conference
	Human Resources
Hickey, Colleen	Ontario Municipal Human Resources Association Conference
	Information Services
Millard, David	Municipal Information Systems Association Security Conference Municipal Information Systems Association Annual Conference
	Fairmount
Kirkpatrick, Dianne	Therapeutics in Primary Care Conference Insulin Therapy Workshop

Lake, Mary	Ontario Association of Non-Profit Homes and Services for Seniors
Shillington, Julie	Ontario Association of Non-Profit Homes and Services for Seniors
Williams, Gail	Ontario Association of Non-Profit Homes and Services for Seniors
Yovanovich, Violet	Music Therapy

Frontenac Paramedic Services

Charbonneau, Paul	Ontario Association Paramedic Chiefs (formerly named AMEMSO) Zoll Data Systems Summit Emergency Medical Services Chiefs of Canada
Chevalier, Gale	Tema Conter Conference Zoll Data Systems Summitt Ontario Association Paramedic Chiefs (formerly named AMEMSO) Ontario Simulation Conference
Gemmill, Dave	Emergency Medical Services Chiefs of Canada Tema Conter Conference Ontario Association Paramedic Chiefs (formerly named AMEMSO)
Herrington, Dave	Zoll Data Systems Summitt
Podgers, Mark	Disaster Management Conference

Sustainability Planning Economic Development

Young, Anne Marie	Federation of Canadian Municipalities Sustainable Communities Conference Ontario East Municipal Conference
Gallivan, Joe	County Planners Conference

Young, Peter

Ontario East Municipal Conference



Report 2013-120

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: June 8, 2013

Date of meeting: June 19, 2013

Re: **Administrative Services – 2012-13 Municipal Management Intern Year End Review**

Recommendation

RESOLVED THAT the Council of the County of Frontenac accept this *Administrative Services – 2012-13 Municipal Management Intern Year End Review* report for information only.

Background

The Ontario Municipal Management Internship Program is a joint venture between the Association of Municipal Clerks and Treasurers of Ontario (AMCTO), the Government of Ontario, and the host municipality. According to the AMCTO, the program's objective is to address the growing need for qualified and experienced new professionals in the municipal sector. The program provides interns with a year-long position in a municipality, during which the intern rotates through the operational departments of the organization on four-week intervals. Additionally, interns work four to six weeks in the local Ministry of Municipal Affairs Municipal Service Office, and frequently have the opportunity to spend time with other organizations where relevant to the intern's work plan.

Interns are also exposed to a number of training and conference events throughout the year. The intern's salary is partially offset by a grant from the AMCTO, and each intern is provided an ancillary fund to cover conference and training costs.

Administrative Report
Administrative Services – 2012-13 Municipal Management Intern Year in Review
June 19, 2013

Page 1 of 4

Comment

The contract for the current Intern will end on June 21, 2013. Over the past year the Intern has lead or been involved in a number of projects and initiatives at the County, including:

CAO-Clerk's Office

- Multi-year Accessibility Plan
 - *Working with the Joint Accessibility Advisory Committee and the Townships, assisted the Deputy Clerk in developing and drafting the final Plan.*
- Green Energy Act reporting compliance template
 - *Lead the County's effort to determine the County's responsibilities under Green Energy Act, compile relevant data and complete the County's reporting template.*
- Procedure by-law
 - *Working with the Deputy Clerk, assisted in recommending revisions to the previous by-law through policy research.*

Finance and Treasury

- Procurement Policy review
 - *Performed policy research to identify areas in need of revision, provided reports to Senior Management on recommended changes, drafted the revised policy and presented to Finance Committee.*

Human Resources

- Policy development
 - *Assisted in reviewing and revising a number of drafted HR policies.*
- Drafting of HR unit plan
 - *Provided an outline and rough draft for a multi-year HR unit plan.*
- Orientation process and package
 - *Developed orientation package for new hires that consolidated key information and checklists for new recruits.*

Economic Sustainability

- Planning for second phase of K&P Trail
 - *Worked with GIS to develop an overview of parcel data for next stage of the Frontenac K&P Trail, identified challenges and opportunities for the future trail route.*
- North Frontenac Community Profile
 - *Compiled data points, including Statistics Canada information, for inclusion in final report.*

Sustainability & Land-Use Planning

- OP public sessions
 - *Assisted in planning and implementing OP public session in North Frontenac Township.*
- Planning reports
 - *Assisted Community Planner in the drafting of a minor variance and zoning by-law amendment report.*
- CIP research (Marysville)
 - *Worked with planning department to identify constraints and opportunities for CIO in Marysville, including a site visit.*
- Annual ICSP workshop
 - *Assisted in the planning of the 2012 workshop.*

FPS/ETS

- Policy development – CISM and pregnancy accommodation
 - *Working with FPS, the Occupation Health Nurse and Human Resources, drafted policies related to Critical Incident Stress Management and pregnancy accommodation.*

Fairmount Home

- Recycling survey
 - *Devised survey to measure Fairmount's use of waste diversion.*
- Inspection form revision
 - *Consolidated inspections forms into single resource.*

MMAH – Municipal Services Office (East)

- Social media presence review
 - *Researched and compiled Twitter and Facebook accounts for all municipalities in Eastern Ontario.*
- Budget data collection template
 - *Developed template to be used in budget analysis project.*

Township of South Frontenac Placement

- Waste management public education materials
 - *Designed a number of pamphlets and posters to be used in assisting residents to understand waste diversion programs.*
- RFP/RFT bid documents template
 - *Worked with Treasurer to develop bid document templates to ensure consistency in procurement documents.*

The above list provides a sample of tasks completed by the Intern over the past 12 months. In addition to these projects, the Intern frequently provided support to staff in completing time-sensitive projects, and attends all Council, Advisory Committee, and Senior Management Team meetings.

Using the ancillary fund provided by AMCTO, the Municipal Intern has attended the following conferences and training sessions:

- AMCTO Annual Conference (2012 and 2013)
- OPPI Annual Symposium
- Ontario East Municipal Conference (OEMC)
- ROMA/OGRA Annual Joint Conference
- Association of Municipalities of Ontario Annual Conference
- AMCTO Workshop: Performance Measurement in Management
- AMCTO Internship Professional Development Workshops
- SWITCH Legal Seminar

The year spent at the County has provided the Intern with invaluable experience in the administration of a municipal government, and the County has benefited from his work.

Sustainability Implications

Succession planning ensures the sustainability of municipal operations. Programs such as the Ontario Municipal Management Internship Program are an important element of succession planning.

Financial Implications

There are no direct financial implications related to this report. Costs related to the County's participation in the internship program were provided for in the approved 2012-13 budgets.

Organizations, Departments and Individuals Consulted and/or Affected

All County Departments
Ministry of Municipal Affairs and Housing
AMCTO
Township of South Frontenac



Report 2013-122

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Elizabeth Savill
CAO

Prepared by: Marian VanBruinessen
Treasurer

Julie Shillington
Administrator Fairmount Home

Date prepared: June 7, 2013

Date of meeting: June 19, 2013

Re: **Financial Services – Fairmount Home Auditorium
Redevelopment Project Manager Award of Contract**

Recommendation

THAT County Council receive this *Financial Services – Fairmount Home Auditorium Redevelopment Project Manager Award of Contract* for information only.

Background

Through the 2013 Budget process the Fairmount Home Auditorium Project was approved by the Council of the County of Frontenac. On May 21, 2013 the City of Kingston endorsed the auditorium redevelopment project after a presentation from County staff.

With the approvals of the project received, the first step is to hire a project manager to be part the project team.

Comment

The Request for Proposals was released on May 13, 2013.

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

Administrative Report
Financial Services – Fairmount Home Auditorium Redevelopment Project Manager Award of Contract
June 19, 2013

Page 1 of 2

<u>Company Name</u>	<u>Contract Price</u>
TCMS	\$ 45,384 + HST
MHPM	\$ 50,530 + HST
P2i	\$ 51,680 + HST
McConnell	\$164,342 + HST

Interviews were held on June 3, 2013.

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

Financial Implications

The low bid is reasonable for the project and is within the amount estimated as part of the total project cost.

Organizations, Departments and Individuals Consulted and/or Affected

Tom Mercer, Director of Support Services, Fairmount Home



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF COUNCIL
June 5, 2013

A Committee of the Whole 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, June 5, 2013 at 9:00 a.m.

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

ALSO PRESENT: **County:** Liz Savill, CAO/Clerk; Marian VanBruinessen, Treasurer; Paul Charbonneau, Director of Emergency & Transportation Services; Anne Marie Young, Manager of Economic Sustainability; Joe Gallivan, Manager of Sustainability Planning; Jannette Amini, Deputy Clerk;
Media: Jeff Green, The Frontenac News and Craig Backay, Frontenac EMC

1. CALL TO ORDER

Ms. Savill called the meeting to order at 9:04 a.m.

Appointment of Chair

Ms. Savill requested direction from the Committee regarding nominations for a Chair. The Committee by consensus agreed that the Chair should be elected on a yearly basis and that those eligible to be nominated as Chair be the Township second County Council representatives.

Ms. Savill called for nominations of the Chair.

Motion #: COW 001-13 Moved By: Councillor Doyle
Seconded By: Councillor Davison

RESOLVED THAT Councillor McDougall be nominated as Chair of the Committee of the Whole for 2013.

CARRIED

Councillor McDougall accepted the nomination.

After receiving no further nominations following the second and third call for nominations, Ms. Savill closed nominations and Councillor McDougall was acclaimed Chair of the Committee of the whole for 2013.

Before taking the Chair, Councillor McDougall requested that Ms. Savill continue to seek a Deputy Chair.

Ms. Savill called for nominations of the Deputy Chair.

Motion #: COW 002-13 Moved By: Councillor Doyle
Seconded By: Councillor Davison

RESOLVED THAT Councillor Jones be nominated as Deputy Chair of the Committee of the Whole for 2013.

CARRIED

Councillor Jones accepted the nomination.

After receiving no further nominations following the second and third call for nominations, Ms. Savill closed nominations and Councillor Jones was acclaimed Deputy Chair of the Committee of the whole for 2013.

2. ADOPTION OF AGENDA

Motion #: COW 003-13 Moved By: Councillor Purdon
Seconded By: Councillor Doyle

RESOLVED THAT the agenda for the June 5, 2013 meeting of the Committee of the Whole be adopted as circulated.

CARRIED

3. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

The Chair requested the Recording Secretary to make note in the minutes that no members of the committee disclosed any pecuniary interests.

4. DEPUTATIONS AND/OR PRESENTATIONS – Nil

5. BRIEFINGS

Ms. VanBruinessen provided the Committee of the Whole with a PowerPoint presentation on the County of Frontenac Reserve and Reserve Funds.

Legally Restricted Reserves

It was understood by the Committee that Legally Restricted Reserves were not up for debate.

Operational Reserves

With respect to Operational Reserves, Ms. VanBruinessen advised the Committee that the Working Funds have been broken down between the Operational Working Fund and a Strategic Working Fund. As such, the full amount of the Working Fund is not identified under the Operational Reserves.

Ms. VanBruinessen clarified that the *Opportunities and Projects to Address Regional Issues* are based on what staff has noted from Council, Committees of Council and the public and do not represent opportunities formally approved or supported by County Council.

Regarding concerns expressed by some members of the Committee that the County is not involved nor needs to be involved in infrastructure (roads) or waste management, Mr. Gallivan clarified that many of these issues are identified in the framework of the County's Official Plan which Council has endorsed. He noted that in 2011, County Council made the decision that the County Official Plan would be seen as a regional document focusing on how the County could take a regional perspective. Should Council deem it appropriate, funds could be provided to support roads or waste management projects. Mr. Gallivan indicated that there was no intent for the County to manage infrastructure or waste management.

To the questions raised regarding the Land Use Planning Reserve, staff noted that this amount is to provide for any OMB appeals. Previous councils have set aside sufficient funds to cover such a possibility and Mr. Gallivan suggested the OP project may face an appeal by the Ministry of Municipal Affairs and Housing over some of the policies yet to be approved in the County's new Official Plan. Once the Official Plan has been approved by the Province, the balance in the reserve should be reassessed. Staff confirmed that the amount in the reserve is expected to be sufficient at this time.

Staff responded to the suggestion that upper limits should be set for all reserves by indicating Council could authorize year-end adjustments. The County's Reserve Fund Policy could provide for this.

Ms. VanBruinessen clarified that only those Reserves held jointly with the City of Kingston retain the interest earned. All interest earned on Reserves held solely by the County of Frontenac is recognized as General Revenue.

The Committee recessed at 10:23 a.m.

The Committee reconvened at 10:43 a.m.

Asset Management Reserves

Ms. VanBruinessen confirmed that the Fairmount Home Capital Replacement Reserve, set aside for the Auditorium Project, provides for the County's share of contingencies related to the project.

Regarding earlier comments/concerns of an additional ambulance station off Montreal Street and all capital and operating costs associated with that, Chief Charbonneau clarified that this would not require an additional vehicle rather it will allow for the relocation of an ambulance to better serve the Rideau Heights area and would not involve additional staff. He noted that the City of Kingston owns the parcel of land at the intersection of Division Street and Elliot which is earmarked for a new fire station. There is the potential to house the ambulance station at this same location; however no discussions have taken place on this with the City and no consideration of possible leasing arrangements or capital investment options. If the County were to be asked to contribute towards the capital costs, the Chief speculated it might be a \$2M facility with the County's portion representing about 25%.

External Agency Reserves

To questions raised regarding the \$414,400 in the FRC Social Housing Out-of-Scope Reserve, Ms. VanBruinessen advised that the County is responsible for 100% of the cost of social housing locating in the County. This Reserve Fund could cover such costs as the replacement of the septic tank and bed last year at McMullan Manor in Verona, which is part of the Kingston Frontenac Housing Corporation. Many of the individual housing projects/units do hold reserve funds for capital costs; however this was not the case with McMullan Manor. Although this particular project was used as an example, Ms. VanBruinessen did indicate that the County was successful in accessing the Out-of-Scope reserve held by the City which had been funded by a one-time contribution from the Province. The costs of the project have been spread over a number of years.

Strategic Regional Reserves

With respect to the Investing in Ontario Reserve, Ms VanBruinessen advised that this money must be directed to "green" projects as per the commitment made by previous County Council. These dollars must be spent on capital projects and these projects (and their funding allocations) are confirmed at the adoption of the budget each year. The County must submit annually to the Province a report on how this money is spent.

Ms. VanBruinessen guided the Committee through the various funds to indicate where staff felt excess funds might exist and the amounts that could be considered for reallocation. With respect to the Working Fund Reserves, she advised that staff has indicated the requirement for \$2.151M, showing in the Working Fund Operational Reserve, to address the need for cash flow requirements. Revenues from the Townships are not received until March and this Reserve is used to pay bills up until that time and periodically through the year. To the question raised on whether other Reserve balances could be used for this, Ms. VanBruinessen advised that staff need direction from Council on its intent before other reserve balances could be redirected in this way.

There was discussion concerning the need for Council to move forward on a strategic plan as it was felt that the Working Fund Reserve need not be used for cash flow if other funds were available; however until a decision is made on Council's strategic direction, any discussion on reducing reserve funds should be put on hold. Staff did note, based on amounts allocated from the Working Fund in 2013 to offset the 2013 budget, that \$214,000 will be required in the 2014 budget to account for this.

RESOLVED THAT the motion regarding the Allocation of Reserve Funds to Support Seniors and Their Continued Independent Living be deferred to the July 3, 2013 Committee of the Whole meeting.

CARRIED

7. RISE AND REPORT

Motion #: COW 006-13 Moved By: Councillor Purdon
Seconded By: Councillor Inglis

THAT Committee of the Whole rise without reporting.

CARRIED

8. PUBLIC QUESTION PERIOD

9. ADJOURNMENT

The meeting adjourned at 11:54 a.m.

John McDougall, Chair

K. Elizabeth Savill, Clerk



**Joint Accessibility Advisory Committee Meeting Minutes
May 27, 2013**

A meeting of the Frontenac Joint Accessibility Advisory Committee (JAAC) was held at the Sydenham Public Library, 4432 George Street, Sydenham on Monday, May 27, 2013 at 10:00 a.m.

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

Regrets: Gary Davison, County Council Representative

Staff Present: Jannette Amini, Deputy Clerk, County of Frontenac
Kieran Williams, Municipal Intern, County of Frontenac

1. Call to order

The Chair called the meeting to order at 10:04 a.m.

2. Adoption of the agenda

Moved By: Ms. Arsenault
Seconded By: Ms. Brewer

RESOLVED THAT the agenda be adopted as circulated.

CARRIED

3. Disclosure of pecuniary interest and general nature thereof

The Chair instructed the recording secretary 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. Adoption of minutes

Moved By: Councillor McDougall
Seconded By: Ms. Arsenault

RESOLVED THAT the minutes of the Joint Accessibility Advisory Committee meeting held February 22, 2013 be approved as circulated.

CARRIED

5. Deputations and/or presentations – Nil

6. Communications

- i. Correspondence from the Ministry of Economic Development, Trade and Employment advising of the upcoming regional forums for municipal Accessibility Advisory Committees.

Ms. Amini confirmed that at present, Councillor McDougall and Ms. Arsenault have been registered for this event. Ms. Brewer will advise Ms. Amini of her availability to attend this forum.

7. Accessibility Advisory Committee Work Plan

- a) **2013-100**
2012/2013 Joint Annual Accessibility Plan Update

Moved By: Ms. Arsenault
Seconded By: Councillor McDougall

RESOLVED THAT the Joint Accessibility Advisory Committee receive the *2012/2013 Joint Annual Accessibility Plan Update* report for information purposes only.

CARRIED

Ms. Amini provided an overview of the report which outlines the progress made to date by both the County and the Townships on the annual Accessibility Plan.

- b) **2013-101**
Creation of an Accessibility Awards Program

Moved By: Ms. Arsenault
Seconded By: Ms. Brewer

RESOLVED THAT the Joint Accessibility Advisory Committee receive the Accessibility Awards Program report for information;

AND FURTHER THAT the Council of the County of Frontenac authorize the establishment of an Accessibility Awards Program for the County of Frontenac;

AND FURTHER THAT Council of the County of Frontenac endorse the Accessibility Award Selection Criteria as noted in Report 2013-101, *Joint Accessibility Advisory Committee – Accessibility Awards Program* as Exhibit A as amended;

AND FURTHER THAT Council authorize an awards ceremony, to include a luncheon, at the conclusion of the December Council meeting of each year;

AND FURTHER THAT staff be authorized to purchase a multi-plated plaque for perpetual recognition of the annual Accessibility Award recipients;

AND FURTHER THAT the Accessibility Award event be given a budget not to exceed \$1,200 for its first year to accommodate the purchasing of a multi plated plaque with approximately \$300 for a sandwich lunch for guests, staff and Council.

County of Frontenac Joint Accessibility Advisory Committee
May 27, 2013

Page 2 of 4

CARRIED AS AMENDED

Discussion points:

1. Who is Eligible for the Award?

It was questioned why an initiative developed within the past three years would be eligible. Given that this is the first year for the award, this was done to ensure that projects or initiatives already underway or complete would not be overlooked or go unrecognized.

2. How is the Award Winner Selected?

The first paragraph was amended to indicate that the selection committee will be the Joint Municipal Accessibility Advisory Committee (JAAC).

The second paragraph of this section was amended to indicate that the awards ceremony will take place at the first December County Council meeting of each year starting with a luncheon. It was also amended to note that the Warden will present the winner with a certificate and whose name will be added to the "International Day of Persons with Disabilities Access Award" plaque. An additional sentence will be added to note that all nominees will receive a certificate of recognition.

The Committee discussed if there would be a separate award given out for each Township or if this would be one award chosen from nominees across the County. The Committee decided that this would be one award chosen from nominees across the County; however all those nominated will be honoured at the awards ceremony.

The Committee discussed what the plaque might look like and what, if any, picture should go on the plaque. It was felt that the plaque should include the County logo along with some type of symbol that represents accessibility. Ms. Amini will research possible symbols as well as discuss with staff at the City of Kingston to see if the County might use its award certificate template.

c) Discussion on Facility Accessibility Design Standards (FADS)

Mr. Allen noted his discussions with a member of the Kingston Municipal Accessibility Advisory Committee who had advised him of the Facility Accessibility Design Standards (FADS) adopted by the City of Kingston. This is a document that originated with the City of London and holds municipal facilities to standards that go beyond the current Ontario Building Code. Ms. Amini provided additional background on these Standards and advised that these Standards only apply to municipal facilities and not the private sector. Given that the County does not have a lot of municipal facilities and that Township endorsement would be required should the County wish to adopt such Standards, the Committee decided it would encourage the Townships to review the document and see if they could hold their municipal facilities to a higher standard. When asked for an example of what standards in the FADS go beyond the current Building Code as well as the proposed accessibility changes to the Building Code, Ms. Amini noted the Building Code Consultation Paper only contains provisions to accommodate persons using a manual wheelchair on the basis that that Ministry of Health and Long-Term Care indicates that funding for manual wheelchairs is significantly more in demand than funding for power wheelchairs and scooters; however the smaller turning space provided in the Building Code may not allow a 90-degree turn by users of electric wheelchairs and scooters. The FADS goes beyond these provisions to ensure all users of mobility aids including the noted electric wheelchairs and scooters can be accommodated.

It was suggested that a representative from the JAAC attend Townships' Council meetings to advise each of this year's recipient of the International Day of Persons with Disabilities Access Award while at the same time, take that opportunity to speak to those Councils on the City of Kingston's FADS and request that it be forwarded to the appropriate Township staff.

8. Other business – Nil

9. Next meeting date

The next meeting of the Joint Accessibility Advisory Committee will be held on Monday, September 9, 2013 at 10:00 a.m. at the Sydenham Public Library.

10. Adjournment

The meeting adjourned at 11:19 a.m.



COMMITTEE REPORT

To: Warden and Council Members of the County of Frontenac

From: Jannette Amini
Deputy Clerk

Date prepared: May 28, 2013

Date of meeting: June 19, 2013

Re: **Joint Accessibility Advisory Committee – Recommendations to Council**

Recommendation

- a) RESOLVED THAT the Council of the County of Frontenac authorize the establishment of an Accessibility Awards Program for the County of Frontenac;

AND FURTHER THAT Council of the County of Frontenac endorse the Accessibility Award Selection Criteria as noted in Report 2013-101, Joint Accessibility Advisory Committee – Accessibility Awards Program as amended noted as Exhibit A to this report;

AND FURTHER THAT Council authorize an awards ceremony, to include a luncheon, at the conclusion of the December Council meeting of each year

AND FURTHER THAT staff be authorized to purchase a multi plated plaque for perpetual recognition of the annual Accessibility Award recipients;

AND FURTHER THAT the Accessibility Award event be given a budget not to exceed \$1,200 for its first year to accommodate the purchasing of a multi plated plaque with approximately \$300.00 for a sandwich lunch for guests, staff and Council.

Exhibit A

**COUNTY OF FRONTENAC
INTERNATIONAL DAY OF PERSONS WITH DISABILITIES
ACCESS AWARD**

What is the International Day of Persons with Disabilities Access Award?

The County of Frontenac, in partnership with the Joint Accessibility Advisory Committee (JAAC), created this award in 2013 to recognize persons, groups or organizations that have made or are making a significant contribution beyond legislated requirements, towards improving access for persons with disabilities in the County of Frontenac.

“Access” can include designing new or renovated buildings, an employment program, a transportation system, a recreational or leisure program, or anything that contributes significantly to persons with disabilities living independently.

Who is Eligible for the Award?

- An individual, team, company or organization living and/or working in the County of Frontenac or involved in a project which directly benefits the citizens of the County of Frontenac, and
- An initiative developed within the past three years

How is the Award Winner Selected?

The Selection Committee will be the Joint Accessibility Advisory Committee (JAAC).

The judging of nominated projects is to take place in early fall, and the Awards Ceremony will be held at the December County Council meeting starting with a luncheon at noon. The nominees will be invited to the ceremony, where the award will be announced and the Warden will present the winner with a certificate whose name will be added to the International Day of Persons with Disabilities Access Award plaque. All nominees will receive a certificate of recognition.

Selection Factors:

The Selection Committee will consider the following factors as it evaluates nominees for the International Day of Persons with Disabilities Access Award:

- The degree to which the initiative demonstrates innovation and creativity in preventing, identifying and removing barriers to accessibility
- The degree to which the initiative enhances accessibility for persons with disabilities
- The degree to which the initiative improves the quality of life for persons with disabilities
- The impact the initiative has on developing and delivering interesting and effective awareness about disability and accessibility issues

Exhibit A

**COUNTY OF FRONTENAC
INTERNATIONAL DAY OF PERSONS WITH DISABILITIES
ACCESS AWARD**

Nomination Form

The County of Frontenac, in partnership with the Joint Accessibility Advisory Committee (JAAC), created this award in 2013 to recognize a person, group or organization that has made or is making a significant contribution beyond legislated requirements, towards improving access for persons with disabilities in the County.

“Access” can include designing new or renovated buildings, an employment program; a transportation system, a recreational or leisure program; or anything that contributes significantly to persons with disabilities living independently.

Who is Eligible for the Award?

- An individual, team, company or organization living and/or working in the County of Frontenac or involved in a project which directly benefits the citizens of County of Frontenac, and
- An initiative developed within the past three years

Nominator Information

Name of Nominator: _____

Company or Organization Name (if applicable): _____

Address: _____

City: _____

Postal Code: _____

Telephone (daytime): _____ **Fax:** _____

Email: _____

Nominator's Signature: _____

Date: _____

Exhibit A

Nomination Form (continued)

Nominee Information

Name of Nominee: _____

Company or Organization Name (if applicable): _____

Address: _____

City: _____

Postal Code

Telephone (daytime): _____ **Fax** _____

Email: _____

Nominators should include sufficient information to give the Selection Committee an understanding of the contributions made by the nominee, such as information about the projects and biographical information.

In the area below, please include the following information:

- A description of what the nominee has done to improve the quality of life for persons with disabilities in the County of Frontenac
- Information on the value and impact of the nominee's contribution

Briefly describe the initiative _____

Exhibit A

Nomination Form (continued)

The questions below have been developed to guide you in the presentation of information on your nominee. Please answer those questions which you feel apply.

1. What makes this initiative innovative and creative? _____

2. In what way(s) does the initiative enhance accessibility for persons with disabilities?

3. In what way(s) does the initiative improve the quality of life for persons with disabilities? _____

4. Describe the impact to which the initiative has on developing and delivering interesting and effective awareness about disability and accessibility issues. _____



**Minutes of the Service Delivery and Organization Review Committee Meeting
June 6, 2013**

A meeting of the Service Delivery and Organization Review Committee was held in the Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie on Thursday, June 6, 2013 at 1:00 p.m.

Present: Warden Janet Gutowski; Deputy Warden Bud Clayton; Councillors Davison and Doyle; Walter Knott, Community Member
Also Present: County Staff: Elizabeth Savill, CAO/Clerk; Marian VanBruinessen, Treasurer; Paul Charbonneau, Director of Emergency and Transportation Services; Julie Shillington, Administrator of Fairmount; Jannette Amini, Deputy Clerk
Media: Elliot Ferguson, The Whig

1. Call to order

Ms. Savill called the meeting to order after welcoming the members and opened the floor for nominations for the Chair.

Motion #: SDORC 001-13

Moved By: Councillor Doyle
Seconded By: Councillor Davison

THAT Mr. Walter Knott be nominated Chair of the Service Delivery and Organization Review Committee for 2013.

CARRIED

After receiving no further nominations during the second and third call, Mr. Knott was appointed Chair of the Service Delivery and Organization Review Committee for 2013.

Motion #: SDORC 002-13

Moved By: Councillor Davison
Seconded By: Deputy Warden Clayton

THAT Councillor Doyle be nominated Vice Chair of the Service Delivery and Organization Review Committee for 2013.

CARRIED

After receiving no further nominations during the second and third call, Councillor Doyle was appointed Vice Chair of the Service Delivery and Organization Review Committee for 2013.

Mr. Knott then assumed the Chair.

2. Adoption of the agenda

Motion #: SDORC 003-13

Moved By: Councillor Davison

Seconded By: Councillor Doyle

THAT the agenda for the June 6, 2013 Service Delivery and Organization Review Committee be adopted.

CARRIED

3. Disclosure of pecuniary interest and general nature thereof

The Chair requested the Recording Secretary to make note in the minutes that no members of the committee declared any disclosures of pecuniary interest.

4. Adoption of minutes – Nil

5. Deputations and/or presentations – Nil

6. Communications – Nil

7. Reports/Topics for Discussion

2013-116

Service and Organizational Review Committee – RFP Process

Concerns were expressed this was to be a Council exercise and questioned the number of staff in the room; however it was clarified that staff were in attendance to ensure the County's Procedural by-law is adhered and to provide support. Staff has a responsibility to ensure that members of this Committee are aware of its obligations under the *Municipal Act* and Committees of Council must be open and transparent to the public.

Mr. Knott questioned how the Committee would like to proceed.

Motion #: SDORC 004-13

Moved By: Councillor Doyle

Seconded By: Deputy Warden Clayton

THAT the Committee proceed with short listing of 2 or 3 proponents.

CARRIED

Based on the evaluation matrices completed by three of the members and circulated to the Committee, it was noted that all matrices ranked KPMG, Ernest & Young LLP and WSCS Consulting Inc. as the top 3 proponents. As such, the Committee decided to focus on these 3 proponents.

The Treasurer cautioned that the Committee should evaluate proposals based on the information in the proposals and not based on comments heard externally.

Motion #: SDORC 005-13

Moved By: Councillor Davison

Seconded By: Councillor Doyle

THAT the Service Delivery and Organizational Review Committee recommend to the Council of the County of Frontenac a short list comprising of KPMG, Ernst & Young LLP and WSCS Consulting Inc. be selected for interviews.

CARRIED

Interview Process

Given that any business done by the Committee would be subject to open meeting requirements, members will send recommended questions to staff for formatting and the interviews would be conducted at the staff level with the Chair and 1 other member of the Committee as part of the interview panel. It was also agreed that the Treasurer would sit in on the interviews as an observer to ensure adherence to the Procurement Policy.

As part of the procurement process and through the RFP, questions must focus only on the requirements detailed in the RFP. If any of those elements has not been fully addressed in the submissions, staff will address this in the questions to ensure that Council's direction is met.

Motion #: SDORC 006-13

Moved By: Councillor Doyle

Seconded By: Councillor Davison

THAT Mr. Knott and Deputy Warden Clayton and the CAO conduct the interviews with the Treasurer to sit as an observer of the interview process.

CARRIED

Questions developed by senior staff will include input from the subject experts within the staff complement to ensure all terms of the RFP are addressed.

All questions should be funneled through the Deputy Clerk to ensure this is a staff exercise.

Motion #: SDORC 007-13

Moved By: Deputy Warden Clayton
Seconded By: Councillor Doyle

The timeline for the project be revised as follows:

- Receive Proposals 1 p.m. Tuesday, May 21, 2013
 - Determine Short List for Interviews Monday, June 10, 2013
 - ADD: Council Approval of Short List Wednesday, June 19, 2013
 - CHANGE: Interviews/Presentations June 27, 28, July 4, 5, 2013
 - ADD: Council Approval of Award Wednesday, July 17, 2013
 - CHANGE: Notification of Award From June 28, 2013 to July 17, 2013
- CARRIED

The next Committee meeting will be set for Friday, July 12 at 10:00 a.m. to confirm the proposal recommendation to County Council at its July 17 meeting.

All proponents will need to be advised of the changes in the timelines as this could affect their proposals.

It was noted an additional committee meeting is required to approve the interview process and make recommendations to County Council.

All questions are to be submitted to the Deputy Clerk by June 14th who will then forward all questions to the interview panel.

8. Other business – Nil

9. Next meeting date

The next meeting of the Committee is scheduled for Friday, July 12, 2013 at 10:00 a.m.

10. Adjournment

Motion #: SDORC 008-13

Moved By: Councillor Doyle
Seconded By: Deputy Warden Clayton

THAT the meeting be hereby adjourned at 2:28 p.m.

CARRIED



COMMITTEE REPORT

To: Warden and Council Members of the County of Frontenac

From: Jannette Amini
Deputy Clerk

Date prepared: June 13, 2013

Date of meeting: June 19, 2013

Re: **Service Delivery and Organization Review Committee –
Recommendations to Council**

Recommendation

- a) THAT the Service Delivery and Organizational Review Committee recommend to the Council of the County of Frontenac a short list comprising of KPMG, Ernst & Young LLP and WSCS Consulting Inc. be selected for interviews;

AND FURTHER THAT Mr. Knott and Deputy Warden Clayton and the CAO conduct the interviews with the Treasurer to sit as an observer of the interview process;

AND FURTHER THAT the timeline for the project be revised as follows:

- | | |
|---------------------------------------|-------------------------------------|
| • Receive Proposals | 1 p.m. Tuesday, May 21, 2013 |
| • Determine Short List for Interviews | Monday, June 10, 2013 |
| • ADD: Council Approval of Short List | Wednesday, June 19, 2013 |
| • CHANGE: Interviews/Presentations | June 27, 28, July 4, 5, 2013 |
| • ADD: Council Approval of Award | Wednesday, July 17, 2013 |
| • CHANGE: Notification of Award | From June 28, 2013 to July 17, 2013 |



TRAILS ADVISORY COMMITTEE MINUTES
June 6, 2013

A meeting of the Trails Advisory Committee (TAC) was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie ON Thursday, June 6, 2013 at 10:00 a.m.

In attendance:

- Allan McPhail, Chair
- Councillor Gary Davison
- Councillor Denis Doyle, Vice-Chair
- Joan Hollywood
- Councillor John Inglis
- Derrick Spafford

Regrets:

- Dieter Eberhardt
- Marc Moeys
- Warden Janet Gutowski

Staff:

- Anne Marie Young, Manager of Economic Sustainability
- Jannette Amini, Deputy Clerk, Recording Secretary
- Kieran Williams, Municipal Intern
- Alison Vandervelde, Communications Officer

1. Call to order

The Chair called the meeting to order and 10:04 a.m.

2. Adoption of the agenda

Moved By: Councillor Doyle
Seconded By: Councillor Davison

THAT the agenda for the June 6, 2013 Trails Advisory Committee be adopted. Add Alison to the agenda communication plan.

CARRIED

3. Disclosure of pecuniary interest and general nature thereof

The Chair requested the Recording Secretary to make note in the minutes that no members of the committee declared any disclosures of pecuniary interest.

4. Deputations and/or presentations – Nil

5. Adoption of minutes

Minutes of Meeting held April 5, 2013

Moved By: Councillor Doyle

Seconded By: Ms. Hollywood

THAT the minutes of the Trails Advisory Committee meeting held April 5, 2013 be amended.

CARRIED

6. Communications

i. Correspondence received from a member of the public regarding trail conditions and maintenance

Ms. Young noted this correspondence brings to her attention specific maintenance issues on the trails that need to be addressed. The correspondence identifies that portion of the trail near Scanlon Road south of the bridge. Staff is aware of this and acknowledges this needs to be addressed.

Ms. Young also noted a telephone conversation from a member of the public who has identified access issues near Murton Road due to the installation of a culvert under the trail which he now believes has caused drainage issues to his property.

7. Reports/Topics for Discussion

2013-105

Trails Advisory Committee – 2013 Work Plan Update

Moved By: Councillor Inglis

Seconded By: Councillor Davison

THAT the Trails Advisory Committee receive this 2013 Work Plan Update report for information;

AND FURTHER THAT the Trails Advisory Committee recommend that County Council authorize staff to seek, on a short term interim basis, a contracted service for trails maintenance as required.

AND FURTHER THAT staff and Committee members be authorized to approach area Service Clubs, Trail Groups and adjacent property owners to monitor portions of the K&P Trail;

AND FURTHER THAT a Trails Maintenance budget be established by the County commencing in 2014.

CARRIED AS AMENDED
(See motion to amend below which was CARRIED)

Moved By: Councillor Inglis
Seconded By: Councillor Davison

AND FURTHER THAT the Trails Advisory Committee recommend that County Council authorize staff to seek, on a short term interim basis, a contracted service for trails maintenance as required.

AND FURTHER THAT staff and Committee members be authorized to approach area Service Clubs, Trial Groups and adjacent property owners to monitor portions of the K&P Trail;

AND FURTHER THAT a Trails Maintenance budget be established by the County commencing in 2014.

CARRIED

Ms. Young provided an overview and highlights of the Work Plan update report.

Ms. Young advised that the next portion of the Trail would be from Verona to Tichborne. The Committee reiterated information identified last meeting that no Trans Canada Trail funding (at 50%) is available for trails that permit ATVs. This Committee needs to provide a recommendation on how to proceed with the trail as the cost will need to be borne by the County for those portions of the trail where ATVs are permitted. During the initial development of the trail, the Committee envisioned that management of the trail north of Verona would be aligned with the Eastern Trails Association who has its own funding stream which is why ATVs were to be permitted and this issue is something the County needs to keep in mind.

It was noted that currently the County is eligible for funding from Trans Canada Trails for trail development up to Craig Road. However the next portion of the trail from this point to Sharbot Lake allows ATVs. With respect to portions of the existing trail where ATVs are not permitted, the Committee discussed how best to keep them off the trail to ensure funding continues to flow, with one option being the installation of gates or signage could be erected that creates public awareness. Staff will report back at the next meeting for Committee direction on this matter.

The Committee also requested that staff report back at the next meeting on how to address how the trail will be crossing railway lines past Tichborne.

Maintenance of the Trail

It was agreed that any maintenance to the trails would be an on-demand contract and the committee discussed who might monitor the trails to make any maintenance requests. It was noted that many area trails are monitored on a volunteer basis by certain community groups and organizations and this Committee could encourage the formation of a community group that the County could help fund such as the creation of a K&P Trail organization. It was also noted that there might be some existing groups

prepared to look after certain portions of the trail. The Committee discussed possible liability issues that could arise if volunteers were required to be trained on equipment and felt that the major issue is creating awareness that could be solved with signage at the road crossings that include contact information should users spot maintenance issues. The Committee also discussed the potential of an "Adopt a Trail" program; however until these issues are solved, vandalized signages will not be replaced.

The Committee was informed of the Old Canal on Wolfe Island which the Township is trying to open as a trail for small watercraft such as canoes and kayaks. The issues being faced are that previous governments had transferred the lands along the side of the canal back to adjacent property owners and it would be required to identify that users are not permitted on adjacent properties. This would be a great connection to the K&P Trail in Kingston and was part of the connection back in the day of Sir John A Macdonald who was involved with the K&P line. It was thought that this could be great project for the County's 150th anniversary as it was opened 150 years ago.

Ms. Young advised that the Mississippi Valley Conservation Authority has invited her to speak about what the County has done with its portion of the K&P trail.

North Frontenac Update

Currently, the development of local groups is being encouraged with the hope that this might suggest new links and connections. The new park will not change the geography of this and a parking area is being considered to encourage more use of the trail as the area is with respect to the number of hiking trails. This is a Provincial Park which the Algonquin's will have a seat at the policy table and may have harvesting rights within the park.

For the next meeting staff will bring ideas for North Frontenac that can be used in the Trails Concept Plan. New infrastructure funding was announced at FCM that will be available later this year and it is suspected that this funding will be for shovel ready projects.

8. Other business

Communications Plan

Ms. Vandervelde provided an overview of the Executive Summary of the Communications Plan which is due as part of Accessibility requirements, a copy of which is available in the Clerk's Office. Members were asked to provide any feedback to Ms. Vandervelde on this Plan which will go to County Council once complete.

9. Next meeting date

The next regular meeting of the Trails Advisory Committee is scheduled for Thursday, August 1, 2013 at 10:00 a.m. at the County Administration Building.

10. Adjournment

The meeting adjourned at 11:15 a.m.



COMMITTEE REPORT

To: Warden and Council Members of the County of Frontenac

From: Jannette Amini
Deputy Clerk

Date prepared: June 7, 2013

Date of meeting: June 19, 2013

Re: Trails Advisory Committee – Recommendations to Council

Recommendation

a) **2013-105**
Trails Advisory Committee – 2013 Work Plan Update

THAT the Trails Advisory Committee receive this 2013 Work Plan Update report for information;

AND FURTHER THAT the Trails Advisory Committee recommend that County Council authorize staff to seek, on a short term interim basis, a contracted service for trails maintenance as required;

AND FURTHER THAT staff and Committee members be authorized to approach area Service Clubs, Trial Groups and adjacent property owners to monitor portions of the K&P Trail;

AND FURTHER THAT a Trails Maintenance budget be established by the County commencing in 2014.



**Minutes of the Sustainability Advisory Committee Meeting
June 3, 2013**

A meeting of the Sustainability Advisory Committee was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie on Monday, June 3, 2013 at 10:00 a.m.

In attendance:

- Geoff Sandiford, Chair
- Ron Hipfner, Vice Chair
- John McDougall, County Councillor
- Warden Janet Gutowski, Ex-Officio

Regrets:

- Denis Doyle, County Councillor
- Don Ross, Community Member was unable to attend the meeting in person but was present via teleconference

Staff:

- Elizabeth Savill, CAO/Clerk
- Alison Vandervelde, Communications Officer
- Jannette Amini, Deputy Clerk, Recording Secretary
- Kieran Williams, Municipal Intern
- Anne Marie Young, Manager of Economic Sustainability

1. Call to order

The Chair called the meeting to order at 10:02 a.m.

2. Adoption of the agenda

Moved By: Councillor McDougall

Seconded By: Warden Gutowski

THAT the agenda be confirmed.

CARRIED

3. Disclosure of pecuniary interest and general nature thereof

The Chair requested the Recording Secretary to make note in the minutes that no members of the committee declared any disclosures of pecuniary interest.

4. Adoption of minutes

Moved By: Mr. Hipfner
Seconded By: Councillor McDougall

THAT the minutes of the Sustainability Advisory Committee meeting held April 3, 2013 be approved as circulated.

CARRIED

5. Deputations and/or presentations – Nil

6. Reports/Topics for Discussion

a) **2013-103
Sustainability Advisory Committee – 2013 Work Plan Update**

Moved By: Mr. Hipfner
Seconded By: Councillor McDougall

THAT the Sustainability Advisory Committee receive this 2013 Work Plan Update report for information only.

CARRIED

The Committee discussed how to maintain expertise in sustainability, specifically around the recent revisions to the *Green Energy Act* and questioned if the County could collaborate with the Townships to understand and ensure compliance with changes. Mr. Peter Young, Community Planner, is closely watching these revisions and will be requested to attend the meeting to provide the Committee with an update on the revisions to the *Green Energy Act*.

With respect to the Community Survey, the Committee discussed ideas for the first speaker series event. Given that the greatest response to the survey was focused around energy retrofits and conservation, it was decided that this topic would be the focus of the first event. Sessions will be held once per quarter, rotating locations through the Townships with the first session around early October. Staff will look into alternative ways to make these sessions available throughout the County such as live streaming online as well as request that Townships offer a community hall where people may gather to watch a live stream session.

It was felt that some of the topics identified in the survey such as local recreational opportunities could be distributed as a publication.

Mr. Ross overviewed the Frontenac Arch Biosphere Reserve website which continues to build as information is received from around the region. Users have the ability to turn on/off the layers of information in which they are interested.

With the Committee's support, staff will approach potential speakers, check other events in the County for possible partnership opportunities and confirm timing for the first event. Staff will work on bringing back to the August meeting suggestions for speakers as well as logistics of the first event. Committee members volunteered to assist with the events.

The Committee also noted that although the preservation of County history, historical events and assets did not make the list, this should be kept in mind over the next year given the County's 150th anniversary. The Committee also felt that an event planned around cottage season would be beneficial and this could be done by having numerous cottage associations come together.

The Committee felt the Annual Breakfast was excellent with no recommended changes and suggested that this format be used again next year. Staff will send follow-up responses to the breakfast attendees with appropriate website links for more information as well as the satisfaction survey. It was noted that the majority of partnerships are coming from South and Central Frontenac and staff asked for suggestions of potential partnerships from North Frontenac and Frontenac Islands. Staff will pursue partnerships with the Kingston Frontenac Public Library as well as the National Farmers Union. A full report on the results of the satisfaction survey will be forthcoming at the August meeting.

Staff is seeking next steps with respect to the Youth Retention and Attraction Working Group and it was suggested that existing groups be contacted to determine how they reach out to and engage youth. Staff felt that knowledge of job opportunities in the area for high school students is a priority and suggested that various professions (with a focus on new and upcoming industries) go to into the schools to speak to students. This could be linked with Local Government Week and staff suggested this might lead to a broader awareness to municipal government job opportunities.

The Committee supported the staff suggestion that the County should pursue a presence at the KEDCO/St. Lawrence College "Live and Work in Kingston Fair" held in late winter. Staff will investigate the opportunity and look ahead to preparing a package of information to market the County to students.

The Committee overviewed the presentations that have taken place at North, Central and South Frontenac Townships with the presentation to Frontenac Islands slated for June 10th. Mr. Sandiford noted that Councillor Doyle had indicated to him that the presentation to Frontenac Islands should be postponed until a presentation could be made on something that might be of more value to Frontenac Islands such as the CHERIO Project; however Mr. Sandiford confirmed that he is not prepared to speak on the CHERIO Project at this time, as no further information has been released. The committee felt the presentation should go forward as planned on the FCM conference as all other Townships have received this information. Mr. Ross and Mr. Sandiford will attend the June 10th meeting and present as scheduled

With respect to the Annual ICSP Workshop, staff suggest September 20th as the date for this. Members will bring to the August meeting suggestions of what they feel should be the goals of workshop for discussion.

Ms. Vandervelde reviewed the Communications Plan Executive Summary for the Committee noting this will be the framework for the development of the County's Communication Plan that is required under the AODA. The Committee felt that the Province and federal government should also be identified as organizations with whom the County communicates. The Committee suggested that the first point listed as a weakness needs to be reworded.

**b) 2013-104
Support to Small Scale Community Sustainability Initiatives (SSS SCI)**

Moved By: Mr. Hipfner
Seconded By: Councillor McDougall

RESOLVED THAT the Sustainability Advisory Committee receive the Sustainability – Support for Small Scale Community Sustainability Initiatives (SSS SCI) Report for information;

AND FURTHER THAT the Sustainability Advisory Committee acknowledge that the program as it has operated over the last four years is both accountable and transparent;

AND FURTHER THAT the Sustainability Advisory Committee recommend to Council of the County of Frontenac that it approve the program, including the funding criteria and the authority of staff to make final funding decisions based solely on merit, assuring the community that the program operates solely on a merit basis free from any influence;

AND FINALLY THAT the Sustainability Advisory Committee recommend to County Council that staff be directed to bring forward information reports to County Council at the approval stage and completion stage of all Small Scale Community Sustainability Initiatives (SSS SCI) applications.

CARRIED AS AMENDED
(See motion to amend below which was CARRIED)

Motion to Amend

Moved by Mr. Hipfner
Seconded by Councillor McDougall

THAT the Sustainability Advisory Committee recommend to County Council that staff be directed to bring forward information reports to County Council at the approval stage and completion stage of all Small Scale Community Sustainability Initiatives (SSS SCI) applications.

CARRIED

Ms. Young provided an overview of the report and provided some examples of recent projects and applications. She noted that local advertisements ensure awareness of the program and staff is always available to assist in the application process.

Ms. Young took the Committee through the steps which are followed during the approval process, noting this has been in place for the past 4 years and the criteria set out in the application process is mandated under the Federal Gas Tax agreement. The application was revised after the first year and now follows a similar format as that used by the FCFDC. Staff has been able to develop a process which gets applications approved in a timely manner as many of these projects are time sensitive.

Councillor McDougall pointed out that the issue raised at Council was that Council has no involvement and there needs to be a role for Council. He suggested that staff make the funding recommendations to the Sustainability Advisory Committee which would then make recommendations to Council; however staff noted that applications come in sporadically and this would delay the process significantly. Warden Gutowski added that this approval process should be non-political. If Council approves the criteria, staff should approve applications based on that, free from politics.

The Committee agreed that the process should remain non-political.

Mr. Ross added that it is discouraging for an organization to go through an application process and at the very end, be faced with a political and public decision and feels council should trust staff. Ms. Vandervelde suggested that publicizing unsuccessful applications would deter applications coming forward.

The Committee felt that reports to Council on approved applications and follow-up reports on completed projects and its benefit to the community might alleviate concerns that Council may have.

7. Other business

It was noted that this will be the last meeting attended by Mr. Kieran Williams, Municipal Management Intern. On behalf of the County of Frontenac, both the Committee and staff thanked Mr. Williams for his assistance over the last year.

8. Next meeting date

The next regular meeting of the Sustainability Advisory Committee is scheduled for Monday, August 12, 2013 at 10:00 a.m.

9. Adjournment

The meeting adjourned at 12:23 p.m.



COMMITTEE REPORT

To: Warden and Council Members of the County of Frontenac

From: Jannette Amini
Deputy Clerk

Date prepared: June 7, 2013

Date of meeting: June 19, 2013

Re: **Sustainability Advisory Committee – Recommendations to Council**

Recommendation

a) 2013-104

Support to Small Scale Community Sustainability Initiatives (SSS SCI)

RESOLVED THAT the Sustainability Advisory Committee receive the Sustainability – Support for Small Scale Community Sustainability Initiatives (SSS SCI) Report for information;

AND FURTHER THAT the Sustainability Advisory Committee acknowledge that the program as it has operated over the last four years is both accountable and transparent;

AND FURTHER THAT the Sustainability Advisory Committee recommend to Council of the County of Frontenac that it approve the program, including the funding criteria and the authority of staff to make final funding decisions based solely on merit, assuring the community that the program operates solely on a merit basis free from any influence;

AND FINALLY THAT the Sustainability Advisory Committee recommend to County Council that staff be directed to bring forward information reports to County Council on the approval stage and completion stage of all Small Scale Community Sustainability Initiatives (SSS SCI) applications.

POSTED CHEQUE LISTINGPAYROLL

FOR THE PERIOD OF: May 7, 2013 - June 10, 2013 (inclusive)

PAYROLL DATE

PP#10	April 22, 2013 - May 5, 2013	Canadian Payroll	\$	267,059.84
PP#10	April 29, 2013 - May 12, 2013	Canadian Payroll	\$	156,760.39
PP#11	May 6, 2013 - May 19, 2013	Canadian Payroll	\$	275,759.17
PP#11	May 13, 2013 - May 26, 2013	Canadian Payroll	\$	163,795.32
SP	May 31, 2013	Canadian Payroll	\$	3,238.45
PP#12	May 20, 2013 - June 2, 2013	Canadian Payroll	\$	256,532.61

<u>PAYROLL TOTAL:</u>			\$	1,123,145.78
-----------------------	--	--	----	--------------

<u>TOTAL:</u>			\$	<u>1,123,145.78</u>
---------------	--	--	----	---------------------



POSTED CHEQUE LISTING

COUNTY OF FRONTENAC

(Great Plains)

FOR THE PERIOD OF: May 7, 2013 - June 10, 2013 (inclusive)

CHEQUE TOTAL:

2,196,279.95

TOTAL:

\$2,196,279.95

**County of Frontenac
Transaction Register Report
May 7, 2013 - June 10, 2013**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
5162013	TDFU0001	TD FUTURE BUILDER	5/14/2013	150.00
5212013	COUN0016	COUNTY OF FRONTENAC	5/21/2013	597.50
5232013	TDFU0001	TD FUTURE BUILDER	5/23/2013	1,640.00
5302013	TDFU0001	TD FUTURE BUILDER	5/28/2013	150.00
5302013	TDFU0001	TD FUTURE BUILDER	5/28/2013	325.00
972891	RECE0002	RECEIVER GENERAL	5/10/2013	46,771.47
973137	RECE0002	RECEIVER GENERAL	5/10/2013	14,007.61
1316338	RECE0002	RECEIVER GENERAL	6/6/2013	125,758.96
1316805	RECE0002	RECEIVER GENERAL	6/6/2013	7,165.07
2178	COUN0016	COUNTY OF FRONTENAC	5/9/2013	572.50
2179	PARA0001	PARAMEDIC ASSOCIATION	5/9/2013	160.00
2183	ROCH0001	ROCHON, SUE	5/14/2013	1,052.60
2185	SODE0001	SODEXO SERVICES CANADA	5/23/2013	58,553.13
2187	PARA0001	PARAMEDIC ASSOCIATION	5/21/2013	150.00
219	ROCH0001	ROCHON, SUE	5/30/2013	705.85
2197	REVE0005	REVEREND LEWIS BRYANT	6/5/2013	914.56
2200	PARA0001	PARAMEDIC ASSOCIATION	6/4/2013	145.00
2201	COUN0016	COUNTY OF FRONTENAC	6/4/2013	546.50
2363	OMER0001	OMERS	5/24/2013	214,951.78
3089414	RECE0002	RECEIVER GENERAL	5/24/2013	46,314.38
3089798	RECE0002	RECEIVER GENERAL	5/24/2013	13,358.71
5092013	TDFU0001	TD FUTURE BUILDER	5/9/2013	1,140.00
6-Jun-13	TDFU0001	TD FUTURE BUILDER	6/4/2013	1,290.00
37558	RUBI0001	RUBINO & CHAPLIN IN TRUST	5/14/2013	1,000.00
37559	ADVA0004	ADVANCED PATIENT N.E.T.	5/16/2013	254.25
37560	ALGO0002	ALGONQUIN AND LAKESHORE CA	5/16/2013	3,660.00
37561	BATT0002	BATTERSEA UNITED CHURCH	5/16/2013	480.00
37562	CAMP0002	JODY CAMPBELL'S SEPTIC SERVI	5/16/2013	124.30
37563	CANA0017	CANADIAN CANCER SOCIETY	5/16/2013	80.00
37564	CANP0001	CANPAR TRANSPORT L.P.	5/16/2013	35.79
37565	CARD0002	CARDS BAKERY	5/16/2013	75.00
37566	CDWC0001	CDW CANADA	5/16/2013	38.52
37567	CENT0008	CENTRE FOR STUDIES IN AGING	5/16/2013	1,500.00
37568	DIGI0001	DELTA PRINTING	5/16/2013	316.97
37569	DISC0003	DISCOUNT AUTO GLASS	5/16/2013	559.35
37570	DOOR0001	DOOR DOCTOR	5/16/2013	690.43
37571	ENVI0001	ENVIRO-GUARD	5/16/2013	63.28
37572	FERE0001	FEDERATION OF CANADIAN MUNI	5/16/2013	3,606.92
37573	FRON0006	FRONTENAC ARCH BIOSPHERE R	5/16/2013	1,200.00
37574	FULT0003	SAVILL ELIZABETH - IN TRUST	5/16/2013	317.85
37575	GASK0001	GASKIN, DR. ANNE	5/16/2013	1,190.40
37576	GLEN0001	GLENBURNIE GROCERY	5/16/2013	149.48
37577	HULT0001	HULTON'S CONSTRUCTION LTD.	5/16/2013	310.75
37578	LAND0002	LAND O' LAKES TOURIST ASSOCI	5/16/2013	10,000.00
37579	LCMS0001	LCM SECURITY	5/16/2013	580.82
37580	LEON0001	LEONARD FUELS LTD.	5/16/2013	855.54
37581	MCKE0003	MCKEOWN & WOOD FUELS	5/16/2013	363.35

**County of Frontenac
Transaction Register Report
May 7, 2013 - June 10, 2013**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
37582	MICH0002	MICHAEL RIDDELL & ASSOCIATES	5/16/2013	2,038.70
37583	ONTA0001	ONTARIO EAST ECONOMIC DEVE	5/16/2013	282.50
37584	RAIN0001	RAINBOW AWNINGS & CANVAS	5/16/2013	203.40
37585	RECE0003	RECEIVER GENERAL	5/16/2013	188.40
37586	REVE0001	REVELL FORD LINCOLN	5/16/2013	1,462.90
37587	SHAR0001	SHARBOT LAKE LAWN SERVICE	5/16/2013	824.90
37588	SHER0001	SHERIFF OF THE COUNTY OF LEE	5/16/2013	232.33
37589	SIEM0001	SIEMENS BUILDING TECHNOLOGI	5/16/2013	4,257.84
37590	SIMP0003	GREG SIMPSON	5/16/2013	847.50
37591	SODE0002	SODEXO CANADA LTD.	5/16/2013	1,118.70
37592	SODE0003	SODEXO CANADA C/O QUEENS H	5/16/2013	28.25
37593	THET0002	THE TEMA CONTER MEMORIAL TI	5/16/2013	1,050.00
37594	BATE0001	LINDA BATES	5/16/2013	1,261.88
37595	STER0001	STERICYCLE INC.	5/16/2013	695.26
37596	ROSS0001	ROSS, DON	5/16/2013	50.88
37597	SYDE0002	SYDENHAM HIGH SCHOOL	5/17/2013	135.45
37598	ADVA0004	ADVANCED PATIENT N.E.T.	6/3/2013	254.25
37599	ALLE0002	NEIL ALLEN	6/3/2013	79.80
37600	BREW0001	DANKA BREWER	6/3/2013	118.20
37601	CANP0001	CANPAR TRANSPORT L.P.	6/3/2013	35.92
37602	CBCI0002	CBCI TELECOM INC.	6/3/2013	8,960.90
37603	DIGI0001	DELTA PRINTING	6/3/2013	243.23
37604	FEDE0002	FEDEX EXPRESS CANADA LTD.	6/3/2013	19.48
37605	FRON0003	FRONTENAC HERITAGE FESTIVAL	6/3/2013	500.00
37606	GLEN0001	GLENBURNIE GROCERY	6/3/2013	110.94
37607	HALL0001	HALLMAN, TIM	6/3/2013	100.00
37608	HUGH0001	HUGHES, B.J.	6/3/2013	45.00
37609	JACK0003	JACK KNOX WELL DRILLING LTD.	6/3/2013	2,938.00
37610	JIFF0001	JIFFY AUTO SERVICE	6/3/2013	59.33
37611	JJEX0001	JJ EXPRESS	6/3/2013	140.35
37612	KING0011	KINGSTON THIS WEEK	6/3/2013	152.55
37613	LEON0001	LEONARD FUELS LTD.	6/3/2013	715.80
37614	LEVA0005	LEVAC PROPANE - BASE 4	6/3/2013	130.28
37615	LOND0002	LONDY ALARMS	6/3/2013	501.72
37616	MCKE0003	MCKEOWN & WOOD FUELS	6/3/2013	214.38
37617	MEMO0001	MEMORY LANE FLOWERS	6/3/2013	79.10
37618	MULT0001	MULTIGEN HEALTHCARE	6/3/2013	349.29
37620	PARA0002	PARACHUTE	6/3/2013	1,150.00
37621	RAIN0001	RAINBOW AWNINGS & CANVAS	6/3/2013	33.90
37622	RECE0003	RECEIVER GENERAL	6/3/2013	94.20
37623	REVE0001	REVELL FORD LINCOLN	6/3/2013	40.68
37624	SHER0001	SHERIFF OF THE COUNTY OF LEE	6/3/2013	316.71
37625	SIEM0001	SIEMENS BUILDING TECHNOLOGI	6/3/2013	4,257.84
37626	STER0001	STERICYCLE INC.	6/3/2013	90.59
37627	TROP0001	TROPHY HOUSE	6/3/2013	45.20
37628	WALM0001	WALMART CREDIT DEPT.	6/3/2013	217.21
37629	FULT0004	SAVILL, ELIZABETH - IN TRUST	6/3/2013	20.20

**County of Frontenac
Transaction Register Report
May 7, 2013 - June 10, 2013**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
37630	MCHE0001	M.C. HEALTHCARE PRODUCTS	6/3/2013	79.03
5235050	RECE0002	RECEIVER GENERAL	6/5/2013	47,500.60
5235385	RECE0002	RECEIVER GENERAL	6/5/2013	14,355.97
7145600	RECE0002	RECEIVER GENERAL	5/17/2013	121,080.90
7146063	RECE0002	RECEIVER GENERAL	5/17/2013	14,043.28
8623754	MINI0001	MINISTER OF FINANCE	5/15/2013	26,374.63
9276665	RECE0002	RECEIVER GENERAL	6/5/2013	115,695.26
9277107	RECE0002	RECEIVER GENERAL	6/5/2013	16,467.72
94	FULT0004	SAVILL, ELIZABETH - IN TRUST	5/16/2013	423.00
A4A2X4	UTIL0001	UTILITIES KINGSTON	5/9/2013	754.37
A4A2X5	HYDR0001	HYDRO ONE	5/9/2013	1,198.91
A4A2X6	HYDR0001	HYDRO ONE	5/14/2013	373.62
A4A2X7	BELL0001	BELL CANADA	5/21/2013	764.27
A4A2X8	BELL0001	BELL CANADA	5/14/2013	121.06
A4A2X9	BELL0001	BELL CANADA	5/15/2013	169.67
A4A2Y2	KING0008	KINGSTON ONLINE SERVICES	5/9/2013	84.69
A4A2Y3	KING0008	KINGSTON ONLINE SERVICES	5/9/2013	98.25
EFT0002395	ALLI0002	ALLIED MEDICAL	5/13/2013	6,356.02
EFT0002396	BENS0001	BENSON TRUCK & TRAILER	5/13/2013	7,760.86
EFT0002397	BOCC0001	LINDE CANADA	5/13/2013	1,380.70
EFT0002398	KING0012	KINGSTON FRONTENAC PUBLIC L	5/13/2013	60,248.21
EFT0002399	MUNI0002	MUNICIPAL PROPERTY ASSESSM	5/13/2013	186,270.26
EFT0002400	TERR0001	TERRY'S PLOWING AND LAWNCA	5/13/2013	1,333.40
EFT0002401	ACKL0001	ACKLANDS GRAINGER INC.	5/27/2013	1,509.25
EFT0002402	AGCF0001	AGC FLAT GLASS NORTH AMERIC	5/27/2013	90.52
EFT0002403	ALEX0001	ALEX MCCOY PLUMBING AND HE/	5/27/2013	3,588.85
EFT0002404	ALLI0002	ALLIED MEDICAL	5/27/2013	2,269.33
EFT0002405	ANDE0001	KYLE ANDREWS	5/27/2013	1,175.20
EFT0002406	ANGL0001	ANGLIN GROUP LTD.	5/27/2013	53,535.20
EFT0002407	BEEH0001	BEEHLER BROS. ELECTRICAL	5/27/2013	299.45
EFT0002408	BLUE0001	BLUE CROSS	5/27/2013	69,003.57
EFT0002409	BOCC0001	LINDE CANADA	5/27/2013	1,100.87
EFT0002410	CANA0041	CANADIAN LINEN AND UNIFORM S	5/27/2013	492.31
EFT0002411	CHOQ0001	CHOQUETTE CKS	5/27/2013	332.58
EFT0002412	COLL0001	COLLINS	5/27/2013	1,034.44
EFT0002413	COUN0005	COUNTY OF RENFREW	5/27/2013	672.70
EFT0002414	CUNN0001	CUNNINGHAM SWAN CARTY LITT	5/27/2013	333.35
EFT0002415	DALT0001	DALTCO ELECTRIC AND SUPPLY I	5/27/2013	2,250.73
EFT0002416	DIGI0002	DIGITAL OFFICE SYSTEMS	5/27/2013	630.90
EFT0002417	DIGI0003	DIGITAL OFFICE	5/27/2013	85.63
EFT0002418	DILL0001	DILLON CONSULTING	5/27/2013	521.08
EFT0002419	ESFO0002	E.S.FOX LIMITED	5/27/2013	2,181.47
EFT0002420	FUTU0001	CARDINAL HEALTH CANADA INC.	5/27/2013	162.61
EFT0002421	GIRO0001	GIROUX, MARCEL	5/27/2013	67.20
EFT0002422	GRAN0003	OFFICE MAX GRAND & TOY LTD	5/27/2013	1,291.20
EFT0002423	HAMI0001	HAMILTON SMITH LTD	5/27/2013	378.02
EFT0002424	HEAL0003	HEALTH SUPPORTS & FITTING SE	5/27/2013	187.00

**County of Frontenac
Transaction Register Report
May 7, 2013 - June 10, 2013**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0002425	HICK0001	HICKS MORLEY HAMILTON STEW.	5/27/2013	5,059.01
EFT0002426	HIPF0001	HIPFNER, RON	5/27/2013	33.60
EFT0002427	HOLL0002	HOLLINGSWORTH SUPPLY SERVI	5/27/2013	1,275.88
EFT0002428	INTE0001	INTEGRATED COMMUNICATION S	5/27/2013	352.00
EFT0002429	INTE0003	INTERDEV TECHNOLOGIES INC.	5/27/2013	5,478.24
EFT0002430	JONE0003	ROSEMARIE JONES	5/27/2013	87.85
EFT0002431	KFLA0001	KFL&A HEALTH UNIT	5/27/2013	5,447.50
EFT0002432	KING0005	KINGSTON GENERAL HOSPITAL	5/27/2013	27,930.47
EFT0002433	KING0009	KINGSTON REGIONAL HOSPITAL	5/27/2013	1,820.58
EFT0002434	KING0047	KINGSTON INJURY MANAGEMENT	5/27/2013	930.00
EFT0002435	LABO0001	L.A. BOB'S CARRY OUT AND CATE	5/27/2013	202.55
EFT0002436	LEON0003	LEONARD, PHIL	5/27/2013	31.20
EFT0002437	LEVA0002	LEVAC PROPANE INC.	5/27/2013	161.63
EFT0002438	LEVA0003	LEVAC PROPANE INC.	5/27/2013	112.76
EFT0002439	LEVA0004	LEVAC PROPANE - COUNTY	5/27/2013	1,224.86
EFT0002440	MALR0001	MALROZ	5/27/2013	2,260.00
EFT0002441	MDSL0001	LIFELABS LP	5/27/2013	60.00
EFT0002442	MEDI0001	MEDICAL MART	5/27/2013	387.95
EFT0002443	MICR0001	MICROAGE KINGSTON	5/27/2013	649.98
EFT0002444	MUNI0005	MUNICIPAL INFORMATION SYSTE	5/27/2013	485.90
EFT0002445	NEXU0001	NEXUS ACTUARIAL CONSULTANT	5/27/2013	1,254.02
EFT0002446	PHYS0001	PHYSIO-CONTROL CANADA SALE	5/27/2013	534.94
EFT0002447	QUAL0001	QUALITY LIFE SERVICES INC.	5/27/2013	1,419.44
EFT0002448	RENT0001	RENTOKIL PEST CONTROL CANAI	5/27/2013	318.66
EFT0002449	ROWL0002	ROWLAND EMERGENCY VEHICLE	5/27/2013	1,259.81
EFT0002450	SAND0002	GEOFF SANDIFORD	5/27/2013	13.44
EFT0002451	SCOT0001	SCOTT INDUSTRIAL SERVICES	5/27/2013	960.70
EFT0002452	SHOP0002	SHOPPERS DRUG MART	5/27/2013	3,446.86
EFT0002453	SPRO0001	SPROULE, BARBARA	5/27/2013	115.20
EFT0002454	SUNL0001	SUN LIFE ASSURANCE COMPANY	5/27/2013	52,271.93
EFT0002455	SWIS0001	SWISH MAINTENANCE LTD	5/27/2013	662.06
EFT0002456	TERA0001	TERANET ENTERPRISES INC.	5/27/2013	8,168.77
EFT0002457	THEK0001	THE KINGSTON WHIG STANDARD	5/27/2013	163.32
EFT0002458	THOM0005	THOMAS LEMMON & SONS (1973)	5/27/2013	741.28
EFT0002459	TRIM0001	TRIM-LINE OF SOUTH EASTERN C	5/27/2013	552.57
EFT0002460	WECA0001	WE CARE HEALTH SERVICES LP	5/27/2013	905.00
EFT0002461	WRBR0001	W.R. BRIGHTMAN & SON LTD	5/27/2013	1,423.80
EFT0002462	XPLO0001	XPLOLNET COMMUNICATIONS IN	5/27/2013	84.73
EFT0002463	CANA0008	CANADIAN TIRE	5/27/2013	155.59
EFT0002464	MAGN0001	AQUALIBRIUM WATER TECHNOLC	5/27/2013	437.52
EFT0002465	PATR0001	PAT ROGERS TOWING SERVICE	5/27/2013	339.00
EFT0002466	SAND0001	SANDS CANADA INC/ANGUS	5/27/2013	196.04
EFT0002467	TAYL0001	TAYLOR CHEVROLET CADILLAC	5/27/2013	373.18
EFT0002468	DACO0001	KINGSTOWN INVESTMENTS INC	5/31/2013	10,617.22
EFT0002469	GEMM0001	GEMMILL,DAVE	5/31/2013	2,636.66
EFT0002470	HOTE0001	HOTEL DIEU HOSPITAL	5/31/2013	2,497.06
EFT0002471	QUIN0002	QUINTE CRANE RENTALS INCORF	5/31/2013	4,859.00

**County of Frontenac
Transaction Register Report
May 7, 2013 - June 10, 2013**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0002472	4OFF0001	4 OFFICE AUTOMATION LIMITED	6/10/2013	818.14
EFT0002473	ACKL0001	ACKLANDS GRAINGER INC.	6/10/2013	100.82
EFT0002474	AIRL0001	AIR LIQUIDE CANADA INC.	6/10/2013	24.41
EFT0002475	ALEX0001	ALEX MCCOY PLUMBING AND HE	6/10/2013	2,067.90
EFT0002476	ALLI0002	ALLIED MEDICAL	6/10/2013	7,170.32
EFT0002477	ANDE0001	KYLE ANDREWS	6/10/2013	587.60
EFT0002478	BAGO0001	BAGOT MEDICAL CENTRE	6/10/2013	1,243.75
EFT0002479	BARD0002	BARDON SUPPLIES LTD	6/10/2013	977.45
EFT0002480	BEEH0001	BEEHLER BROS. ELECTRICAL	6/10/2013	171.76
EFT0002481	BENS0001	BENSON TRUCK & TRAILER	6/10/2013	4,183.50
EFT0002482	BOCC0001	LINDE CANADA	6/10/2013	2,131.82
EFT0002483	CADU0001	CADUCEON ENVIRONMENTAL LAI	6/10/2013	104.95
EFT0002484	CANA0008	CANADIAN TIRE	6/10/2013	250.11
EFT0002485	CANA0016	CANADIAN BEARINGS LTD	6/10/2013	31.13
EFT0002486	CANA0037	WASTE MANAGEMENT	6/10/2013	2,862.76
EFT0002487	CANA0041	CANADIAN LINEN AND UNIFORM S	6/10/2013	188.41
EFT0002488	CHRI0002	CHRISTIE WALTHER	6/10/2013	102.15
EFT0002489	CLEA0001	CLEANING SOLUTIONS 2000	6/10/2013	50.85
EFT0002490	COLL0001	COLLINS	6/10/2013	222.14
EFT0002491	CUPE0001	CUPE LOCAL 109	6/10/2013	552.62
EFT0002492	DIGI0003	DIGITAL OFFICE	6/10/2013	60.07
EFT0002493	ECOL0001	ECOLAB	6/10/2013	540.51
EFT0002494	ESFO0002	E.S.FOX LIMITED	6/10/2013	2,190.39
EFT0002495	ESOL0001	E SOLUTIONS GROUP	6/10/2013	2,905.52
EFT0002496	FOUR0001	FOUR POINTS BY SHERATON HO	6/10/2013	2,486.57
EFT0002497	GRAN0003	OFFICE MAX GRAND & TOY LTD	6/10/2013	182.27
EFT0002498	HAMI0001	HAMILTON SMITH LTD	6/10/2013	245.78
EFT0002499	HEAL0003	HEALTH SUPPORTS & FITTING SE	6/10/2013	152.01
EFT0002500	HOTE0002	HOME CARDIOGRAPIC INC	6/10/2013	15.00
EFT0002501	ICIP0001	DULUX PAINTS	6/10/2013	132.61
EFT0002502	K3CC0001	K3C COMMUNITY COUNSELLING (	6/10/2013	620.00
EFT0002503	KENS0002	1557145 ONTARIO LTD.	6/10/2013	265.55
EFT0002504	KING0005	KINGSTON GENERAL HOSPITAL	6/10/2013	22,503.55
EFT0002505	KING0014	KINGSTON AND AMHERST TAXI	6/10/2013	22.95
EFT0002506	KING0019	KINGSTON ACCESS BUS	6/10/2013	474.00
EFT0002507	LEVA0002	LEVAC PROPANE INC.	6/10/2013	266.14
EFT0002508	MICR0001	MICROAGE KINGSTON	6/10/2013	108.48
EFT0002509	MOTI0001	MOTION SPECIALTIES	6/10/2013	1,694.03
EFT0002510	OPSE0001	OPSEU LOCAL 462	6/10/2013	7,665.34
EFT0002511	QUAL0001	QUALITY LIFE SERVICES INC.	6/10/2013	2,655.45
EFT0002512	RNAW0001	WIRELESS RNA TECHNOLOGY INI	6/10/2013	418.10
EFT0002513	ROWL0002	ROWLAND EMERGENCY VEHICLE	6/10/2013	94.28
EFT0002514	SCOT0002	SCOTT'S SNOW REMOVAL AND L/	6/10/2013	587.60
EFT0002515	SECR0001	CUPE NATIONAL	6/10/2013	9,577.32
EFT0002516	SWIS0001	SWISH MAINTENANCE LTD	6/10/2013	389.63
EFT0002517	THEF0001	THE FRONTENAC NEWS	6/10/2013	507.23
EFT0002518	THEK0001	THE KINGSTON WHIG STANDARD	6/10/2013	517.46

County of Frontenac
Transaction Register Report
May 7, 2013 - June 10, 2013

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
EFT0002519	THOM0006	THOMPSON ELECTRIC	6/10/2013	305.21
EFT0002520	TRIM0001	TRIM-LINE OF SOUTH EASTERN C	6/10/2013	62.15
EFT0002521	WECA0001	WE CARE HEALTH SERVICES LP	6/10/2013	600.00
EFT0002522	WEST0002	WESTBURNE/RUDDY ELECTRIC	6/10/2013	425.72
EFT0002523	WORD0001	REBECCA WORDEN	6/10/2013	495.00
EFT0002524	MDSL0001	LIFELABS LP	6/10/2013	955.00
EFT0002525	KING0012	KINGSTON FRONTENAC PUBLIC L	6/10/2013	60,323.92
EFT0002526	KFLA0001	KFL&A HEALTH UNIT	6/10/2013	56,471.50
EFT0002527	CITY0002	CITY OF KINGSTON	6/3/2013	348,612.69
EFT0002528	SERV0001	SERVE PRO - KINGSTON	6/3/2013	1,869.02
EIPP06052013	IMPE0001	IMPERIAL OIL	6/5/2013	7,377.48
J2L9R5	UTIL0001	UTILITIES KINGSTON	5/21/2013	347.00
J2L9R6	HYDR0002	HYDRO ONE	5/21/2013	150.07
J2L9R7	BELL0001	BELL CANADA	5/21/2013	407.70
J2L9R8	BELL0001	BELL CANADA	5/27/2013	11.88
J2L9R9	UNIO0002	RELIANCE HOME COMFORT	5/15/2013	20.23
J2L9U2	TELU0001	TELUS MOBILITY	5/15/2013	114.81
J2L9U3	STAR0001	SHAW DIRECT	5/15/2013	280.93
J2L9U4	NORT0004	NORTH FRONTENAC TELEPHONE	5/21/2013	311.91
J2L9U4	NORT0004	NORTH FRONTENAC TELEPHONE	5/21/2013	311.91
J5Q2J2	WORK0002	WORKPLACE SAFETY AND INSUR	5/16/2013	65,929.93
K6A7Q4	MINI0024	MINISTRY OF THE ATTORNEY GE	5/21/2013	505.50
K6A7Q5	MINI0024	MINISTRY OF THE ATTORNEY GE	5/21/2013	374.50
K6A8J5	UTIL0001	UTILITIES KINGSTON	5/27/2013	132.50
K6A8J6	UNIO0001	UNION GAS	5/23/2013	487.78
K6A8J7	HYDR0002	HYDRO ONE	5/23/2013	15,705.89
K6A8J8	HYDR0001	HYDRO ONE	5/29/2013	583.86
K6A8J9	HYDR0001	HYDRO ONE	5/23/2013	257.08
K6A8K2	BELL0001	BELL CANADA	6/3/2013	228.21
K6A8K3	BELL0001	BELL CANADA	5/28/2013	365.07
K6A8K4	BELL0001	BELL CANADA	5/28/2013	172.25
K6A8K5	BELL0001	BELL CANADA	5/28/2013	196.44
K6A8K6	BELL0001	BELL CANADA	5/22/2013	189.85
K6A8K7	CULL0002	CULLIGAN WATER CONDITIONING	5/21/2013	291.88
K6A8K8	RONA0001	RONA HOME & GARDEN	5/23/2013	240.40
K6A8L7	CULL0002	CULLIGAN WATER CONDITIONING	5/21/2013	241.51
K6A8Q3	CULL0002	CULLIGAN WATER CONDITIONING	5/21/2013	522.06
K6QA7Q3	MINI0024	MINISTRY OF THE ATTORNEY GE	5/21/2013	202.50
PAP06052013	UNIO0001	UNION GAS	6/5/2013	2,955.13
R8A9Z9	PETR0001	PETRO CANADA	5/31/2013	12,293.07
U5U2R6	INFO0001	INFOSAT TELECOMMUNICATIONS	6/3/2013	144.49
U5U2R7	UTIL0001	UTILITIES KINGSTON	6/6/2013	670.12
U5U2R8	HYDR0001	HYDRO ONE	6/3/2013	218.70
U5U2R9	HYDR0001	HYDRO ONE	6/3/2013	6.10
U5U2U2	BELL0001	BELL CANADA	6/7/2013	264.03
U5U2U4	BELL0001	BELL CANADA	6/3/2013	88.53
U5U2U5	STAR0001	SHAW DIRECT	6/3/2013	93.58

**County of Frontenac
Transaction Register Report
May 7, 2013 - June 10, 2013**

Cheque/Transaction/ Confirmation Number	Vendor ID	Vendor Name	Cheque Date	Amount
U5U2U6	CULL0002	CULLIGAN WATER CONDITIONING	6/3/2013	79.50
U5U2U7	CULL0002	CULLIGAN WATER CONDITIONING	6/3/2013	530.50
U5U2U8	CULL0002	CULLIGAN WATER CONDITIONING	6/3/2013	73.25
U5U2U9	CULL0002	CULLIGAN WATER CONDITIONING	6/3/2013	48.25
U5U2W2	CULL0002	CULLIGAN WATER CONDITIONING	6/3/2013	42.00
U5U2W3	CULL0002	CULLIGAN WATER CONDITIONING	6/3/2013	14.75
U5U2W4	CULL0002	CULLIGAN WATER CONDITIONING	6/3/2013	54.50
U5U2W5	KING0008	KINGSTON ONLINE SERVICES	6/3/2013	84.69
U5U2W6	BELL0002	BELL MOBILITY	6/3/2013	2,737.45
U5U2W7	WTCC0001	WTC COMMUNICATIONS	6/3/2013	295.26
U5U2W8	WTCC0001	WTC COMMUNICATIONS	6/3/2013	847.44
U5U3Q2	INFO0001	INFOSAT TELECOMMUNICATIONS	6/3/2013	130.40
U5U3Q3	HYDR0001	HYDRO ONE	6/3/2013	296.62
U5U3Q4	HYDR0001	HYDRO ONE	6/3/2013	115.86
U5U3Q5	WTCC0001	WTC COMMUNICATIONS	6/3/2013	298.95
U5U3Q6	WTCC0001	WTC COMMUNICATIONS	6/3/2013	858.03
U8Q7Z4	MINI0024	MINISTRY OF THE ATTORNEY GE	6/4/2013	202.50
U8Q7Z5	MINI0024	MINISTRY OF THE ATTORNEY GE	6/4/2013	505.50
U8Q7Z6	MINI0024	MINISTRY OF THE ATTORNEY GE	6/4/2013	374.50
WQ360	TDVI0005	TD VISA (6065) PAUL CHARBONNE	5/21/2013	226.92
WQ491	TDVI0014	TD VISA (6172) TODD FISHER	5/21/2013	60.00
WQ493	TDVI0022	TD VISA (3253) JENNIFER DAWSO	5/21/2013	324.52
WQ502	TDVI0017	TD VISA (6248) INGMAR FREITAG	5/21/2013	29.36
WQ505	TDVI0007	TD VISA (6198) GALE CHEVALIER	5/21/2013	219.36
WQ514	TDVI0008	TD VISA (6180) MICHAEL VAN HAF	5/21/2013	60.00
WQ521	TDVI0003	TD VISA - ROB WRIGHT (6149)	5/21/2013	186.58
WQ530	TDVI0006	TD VISA (6081) DAVE GEMMILL	5/21/2013	30.00
WQ533	TDVI0012	TD VISA (6032) ELIZABETH SAVIL	5/21/2013	827.01
WQ542	TDVI0020	TD VISA (3220) ANGELIQUE TAMB	5/21/2013	954.09
WQ545	TDVI0021	TD VISA (3170) JOE GALLIVAN	5/21/2013	86.33
WQ553	TDVI0024	TD VISA (3154) DAVID MILLARD	5/21/2013	1,112.00
WQ565	TDVI0002	TD VISA (6040) MARIAN VABRUINE	5/21/2013	2,195.95
X5A9Y2	BELL0001	BELL CANADA	5/7/2013	264.40
Z6A9Y9	MINI0024	MINISTRY OF THE ATTORNEY GE	5/7/2013	202.50
Z6A9Z2	MINI0024	MINISTRY OF THE ATTORNEY GE	5/7/2013	505.50
Z6A9Z3	MINI0024	MINISTRY OF THE ATTORNEY GE	5/7/2013	374.50
Total Transactions: 319			Total Amount of Transactions: 2,196,279.95	
Void Transactions: 37619				

BY-LAW NO. 2013-0026

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

Being a by-law to amend By-law No. 2013-0017 (being a by-law to adopt the estimates for the sums required during the year 2013 for the purposes of the County of Frontenac and to establish rates to be levied for same against the Townships of Frontenac Islands, South Frontenac, Central Frontenac and North Frontenac)

WHEREAS on May 2, 2013, the Council of the County of Frontenac adopted By-law No. 2013-0017, being a by-law to adopt the estimates for the sums required during the year 2013 for the purposes of the County of Frontenac and to establish rates to be levied for same against the Townships of Frontenac Islands, South Frontenac, Central Frontenac and North Frontenac;

AND WHEREAS at the regular meeting of County Council held on June 19, 2013, Council adopted Resolution No.xxx-13 as follows resulting in an amendment to the 2013 County Budget:

RESOLVED THAT the Council of the County of Frontenac accept the Emergency and Transportation Services – Refurbishing of Ambulance Fleet Strategy report for information;

AND FURTHER the Council of the County of Frontenac approve the implementation of a Refurbishing of Ambulance Fleet Strategy for 2013/2014;

AND FURTHER the Council of the County of Frontenac approve the refurbishing of three (3) ambulances for fiscal 2013 and the purchase of three (3) new ambulances for fiscal 2014, in accordance with the Council approved useful life cycle schedule of an ambulance.

AND FINALLY that the Council of the County of Frontenac pass a bylaw later in the meeting to amend the 2013 budget to provide \$115,000 for the refurbishment of 3 vehicles in 2013, to be covered by a transfer from the vehicle replacement reserve.

NOW THEREFORE, the Council of The Corporation of the County of Frontenac deems it expedient to enact the following amendment to the 2013 County of Frontenac budget as follows:

1. THAT a transfer from reserves be included in the 2013 budget as follows:

Expenditure:

County of Frontenac By-law No. 2013-0026 - To Amend By-law No. 2013-0017 (2013 Budget)
June 19, 2013

Page 1 of 2

Refurbishment of 3 vehicles	\$115,000
-----------------------------	-----------

Revenue:	
Transfer from Vehicle Replacement Reserve	\$115,000

2. THAT this By-law shall come into force and take effect as of the date of final passing thereof.

Read a First and Second Time this 19th day of June, 2013.

Read a Third Time and Finally Passed, Signed and Sealed this 19th day of June, 2013.

THE COUNTY OF FRONTENAC

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk

BY-LAW NO. 2013-0027

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to confirm all actions and proceedings of County Council
on June 19, 2013

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

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

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

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

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

1. THAT all actions and proceedings of the Council of the County of Frontenac taken at its regular meeting held on June 19, 2013 be confirmed as actions for which the municipality has the capacity, rights, powers and privileges of a natural person.
2. THAT all actions and proceedings of the Council of the County of Frontenac taken at its regular meeting held on June 19, 2013 be confirmed as being matters within the spheres of jurisdiction described in Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto.
3. THAT all actions and proceedings of the Council of the Corporation of the County of Frontenac taken at its regular meeting held on June 19, 2013 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.

By-law No. 2013-0027 – To confirm all actions and proceedings of County Council on
June 19, 2013

Page 1 of 2

Read a First and Second Time this 19th day of June, 2013.

Read a Third Time and Finally Passed, Signed and Sealed this 19th day of June, 2013.

THE CORPORATION OF THE COUNTY OF FRONTENAC

Janet Gutowski, Warden

K. Elizabeth Savill, Clerk