



**County Council Meeting – Regular Meeting
November 20, 2013 – 9:00 a.m.
The Frontenac Room, 2069 Battersea Road, Glenburnie, ON**

AGENDA

Page

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
- 4. ADOPTION OF MINUTES**

12-26

- a) Minutes of Meeting held October 16, 2013

5. DEPUTATIONS AND/OR PRESENTATIONS

6. CLOSED MEETING

- a) As Authorized under Section 239 (2) of The Municipal Act, to consider:
(d) Labour relations or employee negotiations

Closed Meeting Minutes of Meeting held October 16, 2013

Closed Meeting Minutes of the Committee of the Whole Meeting held
November 6, 2013

7. BRIEFINGS

- a) Mr. Peter Young, Community Planner, will brief County Council on Information Report 2013-208, Willowbrook Estates Draft Plan of Subdivision, Township of South Frontenac

8. UNFINISHED BUSINESS

9. COMMUNICATIONS

9. COMMUNICATIONS

27-39

- a) 2013-199
November 20, 2013 Communications of Interest to Council

Fairmount Home Grapevine Gazette (Hard-copy provided)

October 2013 Edition of Frontenac County Bytes Newsletter

August 12, 2013 EOWC Meeting Minutes

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.

40-58

- b) Communications that are requesting Action from Council:

Recommendation:

BE IT RESOLVED THAT the Council of the County of Frontenac authorizes the 2013 and 2014 (if applicable) Federal Gas Tax Eco-Tourism Funding allocated to the Township of North Frontenac to be carried forward to 2014.

10. RECOMMEND REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

59-69

- a) 2013-206
Administrative Services
Reinvested of Surplus Fund from the Residency Benefit Fund into Homelessness Programs

Recommendation:

WHEREAS the Committee of the Whole at its meeting held July 3, 2013 deferred Report 2013-125, Reserve and Reserve Fund Policy, which pending the Strategic Planning Session.

BE IT RESOLVED THAT Council of the County of Frontenac accept the Administrative Services – Reinvested of Surplus Fund from the Residency Benefit Fund into Homelessness Programs report for information;

10. RECOMMEND REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

AND FURTHER THAT Council of the County of Frontenac direct staff to create a Reserve for the Kingston – Frontenac Renovate Program to be utilized for applications received by County of Frontenac residents;

AND FURTHER THAT any County of Frontenac Discretionary Residency Benefit Program surplus for 2013 be transferred to the Kingston – Frontenac Renovate Program County Reserve;

AND FURTHER THAT Council of the County of Frontenac allocate in the 2014 budget the County of Frontenac portion of the 2014 Housing and Homelessness budget that will be reduced from its initial projection (currently anticipated at \$87,176) to \$0 to the Kingston – Frontenac Renovate Program County Reserve. Administrative Report Administrative Services – Reinvested of Surplus Fund from the Residency Benefit Fund into Homelessness Programs November 20, 2013 Page 2 of 5;

AND FURTHER THAT the discussion of homelessness and the provision of self funding to support the Kingston-Frontenac Renovates program as it pertains to the County of Frontenac be incorporated in the Strategic Planning discussion for the County of Frontenac.

70-72

- b) 2013-187
Financial Services
Fairmount Home Interest on Overdue Accounts

Recommendation:

RESOLVED THAT the Council of the County of Frontenac accept this Financial Services – Fairmount Home Interest on Overdue Accounts report;

AND FURTHER THAT the Council of the County of Frontenac direct staff to apply interest on overdue Fairmount Resident Accounts as outlined in this report.

73-75

- c) 2013-198
Financial Services
2014 Frontenac-Howe Islander Ferry Fees and Fares Schedule

Recommendation:

RESOLVED THAT Council of the County of Frontenac accept the Financial Services – 2014 Frontenac-Howe Islander Ferry Fees and Fares Schedule report;

10. RECOMMEND REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

AND FURTHER THAT a by-law be introduced later in the meeting to adopt the 2014 Frontenac-Howe Islander Ferry Fees and Fares Schedule.

76-85

- d) 2013-200
Administrative Services
Appointment of a Closed Meeting Investigator

Recommendation:

RESOLVED THAT Council of the County of Frontenac accept the Administrative Services – Appointment of a Closed Meeting Investigator report for information;

AND FURTHER THAT Council authorize the Warden and Clerk to enter into an agreement with Local Authority Services Ltd. (LAS) for the services of a Closed Meeting Investigator for a period of two years effective from January 1, 2014 to December 31, 2015.

AND FURTHER THAT a by-law be introduced at the December County Council meeting to appoint Local Authority Services Ltd. (LAS) as the Closed Meeting Investigator for the County of Frontenac Pursuant to Sections 8, 9, 10 and 239.1 of the Municipal Act, 2001, as amended.

86-87

- e) 2013-202
Financial Services
Fairmount Home Auditorium Redevelopment Project Award of Contract

Recommendation:

RESOLVED THAT Council of the County of Frontenac receive this Financial Services – Fairmount Home Auditorium Redevelopment Award of Contract report;

AND FINALLY THAT the Council of the County of Frontenac authorize, subject to the satisfaction of the Acting CAO with the final negotiation of the contract, the execution of an agreement with Emmons and Mitchell Construction to undertake the Fairmount Home Auditorium Redevelopment.

88-90

- f) 2013-207
Financial Services
2014 Budget Discussion

Recommendation:

10. RECOMMEND REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

RESOLVED THAT Council of the County of Frontenac receive this Financial Services – 2014 Budget Discussion report for information;

AND FURTHER THAT the Council of the County of Frontenac set the budget meetings at the end of January and/or beginning of February with a goal of budget adoption by February 19, 2014.

91-92

- g) 2013-210
Sustainability
Source Protection Municipal Implementation Fund Grant

Recommendation:

RESOLVED THAT the Council of the County of Frontenac receive the Sustainability – Source Protection Municipal Fund Grant report for information;

AND FURTHER THAT the Council of the County of Frontenac authorize the Warden and Acting Clerk to enter into an agreement with the Province of Ontario to allow for receipt of a grant up to \$61,426 for the implementation of the Source Water Protection Plan as it relates to the County of Frontenac.

93-154

- h) 2013-213
Sustainability
Sustainable Actions 2013

Recommendation:

RESOLVED THAT the Council of the County of Frontenac receive this Sustainability – Sustainable Actions 2013 report;

AND FURTHER THAT Council adopt Directions for Our Future, Sustainable Actions 2013.

155-156

- i) 2013-217
Administrative Services
FCM 2014 Sustainable Communities Conference and Trade Show

Recommendation:

BE IT RESOLVED THAT the Council of the County of Frontenac receive this Administrative Services – FCM Sustainable Communities Conference (SCC)

10. RECOMMEND REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

and Trade Show report;

AND FURTHER THAT the Council of the County of Frontenac authorize the Manager of Economic Sustainability to attend the annual FCM 2014 Sustainable Communities Conference in Charlottetown, Prince Edward Island from February 11 to February 13, 2014;

AND FINALLY THAT the Council of the County of Frontenac determine and authorize other possible attendees for the aforementioned conference.

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.

Recommendation:

RESOLVED THAT the following Information Reports a) through g) received from the Chief Administrative Officer (Consent) be received for information.

157-162

- a) 2013-195
Emergency and Transportation Services
Robertsville Station Construction Progress Report #1

163-164

- b) 2013-197
Emergency & Transportation Services
Township of Frontenac Islands' Resolution Concerning Transport of Dangerous Goods on the Frontenac Howe Islander II

165-166

- c) 2013-201
Sustainability
Frontenac K&P Trail – Development Update

167-173

- d) 2013-203
Fairmount Home
Fairmount Auditorium Renovation Progress Report #1.

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.

Recommendation:

RESOLVED THAT the following Information Reports a) through g) received from the Chief Administrative Officer (Consent) be received for information.

174-180

- e) 2013-204
Financial Services
3rd Quarter Financial Summary Report

181-183

- f) 2013-208
Sustainability
Willowbrook Estates Draft Plan of Subdivision Complete Application –
County File 10T-2013/001

184-234

- g) 2013-216
Sustainability
Second Draft – County Official Plan

[Addenda]

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

235-239

- a) Minutes of Meeting held November 6, 2013

240

- b) Report of the Committee of the Whole

All items listed on the Committee of the Whole Report shall be the subject of one motion. Any member of County Council may ask for any item(s) included in the Committee of the Whole Report to be separated from that motion and considered separately, whereupon the Committee of the Whole Report without the separated item(s) shall be put to the vote and the separated item(s) shall be considered immediately thereafter.

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

Recommendations:

a) **RESOLVED THAT** the Council of the County of Frontenac authorize the Acting Clerk to issue a Request for Proposals for a Strategic Plan for the County of Frontenac, the terms of which have been authorized by Council.

b) **RESOLVED THAT** the County of Frontenac retain the services of an executive search consultant to conduct the search for a new Chief Administrative Officer;

AND FURTHER THAT the County of Frontenac retain the services of an external consultant to advise and manage the RFP for an executive search firm;

AND FURTHER THAT KPMG be requested to take on the latter role and bring forward the terms of reference for the executive search firm to the November 20th Council meeting at a cost no greater than \$7,000.

13. REPORTS FROM EXTERNAL BOARDS AND COMMITTEES

241-243

- 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

244-253

- g) Rideau Corridor Landscape Steering Committee Update - Councillor Jones

14. REPORTS FROM ADVISORY COMMITTEES OF COUNTY COUNCIL

254-259

- a) 150th Anniversary Planning Advisory Committee - Minutes of Meeting held October 30, 2013

260-261

- b) 150th Anniversary Planning Advisory Committee - Report to Council

All items listed on the 150th Anniversary Planning Advisory Committee Report shall be the subject of one motion. Any member of County Council may ask for any item(s) included in the 150th Anniversary Planning Advisory Committee Report to be separated from that motion and considered separately, whereupon the 150th Anniversary Planning Advisory Committee Report without the separated item(s) shall be put to the vote and the separated item(s) shall be considered immediately thereafter.

Recommendations:

- a) 2013-194
2013 Work Plan Update

RESOLVED THAT the 150th Anniversary Planning Advisory Committee accept this 2013 Work Plan Update report for information.

AND FURTHER THAT the Council of the County of Frontenac approved the 150th Anniversary Planning Advisory Committee 2014 Work Plan;

AND FURTHER THAT the proposed 2014 Draft 150th Anniversary Planning Advisory Committee budget be forwarded to staff for inclusion in the 2014 Budget presentation to County Council as amended to include a \$30,000 allocation to the appropriate Reserve Fund;

- b) Funding Application
Building Communities through Arts and Heritage

RESOLVED THAT Council of the County of Frontenac authorize staff to proceed with contracting services to develop the comprehensive plan and all necessary details to support a funding application in support of the 150th Anniversary to Building Communities through Arts and Heritage which offers funding up to a maximum of \$700,000;

AND FURTHER THAT the costs for the contracting services not exceed \$5,000

262-269

15. ACCOUNTS

- a) Posted Cheque Listing for the Period of: October 10, 2013 - November 12, 2013 (inclusive)

16. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN

- a) Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) Education on Long Term Care Governance and Leadership

Moved by Councillor Davison

Seconded by Councillor McDougall

WHEREAS the Council of the County of Frontenac is the Board of Management for Fairmount Home;

AND WHEREAS the Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) is offering an educational session designed for long term care Board and Committee of Management members to gain insights into the current long term care environment and understand the government's expectations for the sector.

THEREFORE BE IT RESOLVED THAT Councillor Gary Davison be authorized to attend the Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) Education on Long Term Care Governance and Leadership to be held in Toronto December 1 & 2, 2013;

AND FURTHER THAT the Council of the County of Frontenac pass a by-law later in the meeting to amend the 2013 budget to increase the operating budget by \$1,000 for the Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) Education on Long Term Care Governance and Leadership and transfer \$1,000 from the FRC Working Fund Reserve to cover this cost.

- b) Moved by Councillor McDougall
Seconded by Councillor Davison

WHEREAS Council has not examined and recognized the financial commitment of the Township of South Frontenac to expanding County planning services, which they themselves are not likely to be needing in the near future;

AND WHEREAS Council has not examined the possibility and the implications of the County assuming all planning for the four Townships;

16. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN

AND WHEREAS with the adoption of the County of Frontenac Official Plan, the relationship between the Townships and the County will change, especially for planning matters with respect to any conflicts of interest if the Townships utilize the County Planning services;

THEREFORE BE IT RESOVED THAT a meeting of the Committee of the Whole be scheduled for Wednesday, February 5, 2013 to allow County Council discuss these planning issues.

17. GIVING NOTICE OF MOTION

18. OTHER BUSINESS

270

- a) AMO Conference Report by Warden Gutowski

271-274

- b) AMO Strategic Planning Symposium Notes
Walter Knott, Bud Clayton & Denis Doyle

19. PUBLIC QUESTION PERIOD

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

275-277

- a) By-Law No. 2013-0039 - To Establish 2014 Howe Island Ferry Fees and Fares

278-279

- b) By-law No. 2013-0040 - To amend the 2013 Budget By-law No 2013-0017

280-281

- c) By-Law No. 2013-0041 - Confirmation of Proceedings

21. ADJOURNMENT

A regular meeting of the Council of the County of Frontenac was held in the Frontenac Room of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, October 16, 2013 at 9:00 a.m.

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

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

Motion #: 377-13 Moved By: Councillor Purdon
Seconded By: Councillor Doyle

CARRIED

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

Motion #: 381-13 Moved By: Councillor Purdon
Seconded By: Councillor Doyle

THAT Council rise from Closed Meeting and the Warden report.

CARRIED

Motion #: 382-13 Moved By: Councillor Davison
Seconded By: Councillor Purdon

THAT Council reconfirm its previous direction to staff to proceed with the expropriation of Part of Lot 10, Concession 9, being Part 3, 13R-19867 in the geographic Township of Portland, now the Township of South Frontenac, County of Frontenac, being part of PIN 36143-0053 (R)- (Registered Owner: Robert Rodney Leonard).

CARRIED

7. BRIEFINGS – Nil

8. UNFINISHED BUSINESS – Nil

9. COMMUNICATIONS

2013-185

October 16, 2013 Communications of Interest to Council

Motion #: 383-13 Moved By: Councillor Purdon
Seconded By: Councillor Doyle

RESOLVED THAT the items listed in the Communications of Interest to County Council report dated October 16, 2013 be received as circulated and filed for information purposes, including the Kingston, Frontenac Public Library Board meeting minutes dated August 20, 2013.

CARRIED

Communications That Require Council Action:

Motion #: 384-13 Moved By: Councillor Doyle
Seconded By: Councillor Purdon

RESOLVED THAT the Council of the County of Frontenac receive the Recycling Council of Ontario correspondence dated October 2, requesting that the County proclaim the week of October 21 - 27, 2013 as Waste Reduction Week in Canada;

WHEREAS the generation of solid waste and the needless waste of water and energy resources are recognized as global environmental problems and;

WHEREAS provincial governments have an important role to play in promoting waste reduction, reuse, recycling, composting and other conservation measures and;

WHEREAS communities, businesses and organizations across Canada have committed to working together to raise awareness of these issues during Waste Reduction Week in Canada, and;

NOW KNOW YE THAT We do by these presents proclaim and declare that Oct. 21 - 27, 2013, inclusive, shall be known as Waste Reduction Week in Canada.

CARRIED

Motion #: 385-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor Doyle

RESOLVED THAT the Council of the County of Frontenac receive the correspondence dated September 2013 from Bancroft & Hasting Highlands Disaster Relief Committee;

AND FURTHER THAT the County of Frontenac provide a monetary donation in the amount of \$200 to be expensed from the Working Fund Reserve to support the Disaster Relief Fund to assist those affected by flooding this past spring.

CARRIED

10. RECOMMEND REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

2013-172

Administrative Services

Code of Conduct for County Council and Committee Members

Motion #: 386-13 Moved By: Councillor Jones
Seconded By: Councillor Doyle

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 as amended to include;

- 1) the wording of Section 13 (j) of Procedural By-law 2013-0020, Duties of the Warden, be added to Section 1.2 (v) of the Code of Conduct;
- 2) Section 1.2 of the Code of Conduct be further amended to include the Chair of the Committee of the Whole

- 3) Section 1.0, Statement of Intent, be deleted and replaced with, "To guide those who are covered by this Code in their day to day responsibilities on behalf of the citizens of the County of Frontenac"

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.

CARRIED AS AMENDED (6:3)

(See Recorded Vote)

(See motions to amend below which were CARRIED at the September 18, 2013 County Council Meeting)

A Recorded Vote was requested by Warden Gutowski

YEAS: Councillor Davison (count 2), Deputy Warden Clayton, Warden Gutowski, Councillor McDougall, Councillor Purdon (6)

NAYS: Councillor Doyle, Councillor Inglis, Councillor Jones (3)

ABSENT: (0)

Motions to Amend made at the September 18, 2013 meeting

Motion #: 353-13

Moved By: Councillor Davison

Seconded By: Councillor Doyle

BE IT RESOLVED THAT the wording of Section 13 (j) of Procedural By-law 2013-0020, Duties of the Warden, be added to Section 1.2 (v) of the Code of Conduct;

AND FURTHER THAT Section 1.2 of the Code of Conduct be further amended to include the Chair of the Committee of the Whole.

CARRIED

Motion #: 354-13

Moved By: Councillor McDougall

Seconded By: Councillor Davison

BE IT RESOLVED THAT Section 1.0, Statement of Intent, be deleted and replaced with, "To guide those who are covered by this Code in their day to day responsibilities on behalf of the citizens of the County of Frontenac"

CARRIED

2013-180

Fairmount Home

Health Care Innovations Conference & Trade Show

Motion #: 387-13 Moved By: Councillor Jones
Seconded By: Councillor Doyle

RESOLVED THAT Council of the County of Frontenac receive this Health Care Innovations Conference & Trade Show report for information;

AND FURTHER THAT the Council of the County of Frontenac authorize the Fairmount Home Occupational Therapist to attend the Health Care Innovations Conference & Trade Show in Toronto on November 18 and 19, 2013.

CARRIED

2013-181

Fairmount Home

Music Care Conference

Motion #: 388-13 Moved By: Councillor Jones
Seconded By: Councillor Doyle

RESOLVED THAT Council of the County of Frontenac receive the Fairmount Home Music Care Conference report for information;

AND FURTHER that the Council of the County of Frontenac authorize the two Fairmount Recreationists to attend the Music Care Conference in Toronto on November 9 and 10, 2013.

CARRIED

2013-186

Human Resources

CAO - Clerk Recruitment Process

Motion #: 389-13 Moved By: Councillor Jones
Seconded By: Councillor Doyle

RESOLVED THAT the Council of the County of Frontenac receive the Human Resources –CAO/Clerk Recruitment Process report for information;

AND FURTHER THAT KPMG be requested to provide preliminary recommendations regarding the CAO/Clerk position in its interim report to County Council in November;

AND FURTHER THAT the commencement of the recruitment process of a CAO/Clerk position be deferred to the November County Council meeting pending interim recommendations from KPMG;

AND FURTHER THAT Marian VanBruinessen be appointed as Acting Chief Administrative Officer, at a salary increase of ten percent (10%) applied to her current rate of pay, until such time as a candidate for the CAO/Clerk position is appointed by the County;

AND FURTHER THAT Jannette Amini be appointed as Acting Clerk at a salary increase of up to ten percent (10%) applied to her current rate of pay, until such time as a candidate for the CAO/Clerk position is appointed by the County;

AND FURTHER THAT Angelique Tamblyn be appointed as Acting Deputy Clerk until such time as a candidate for the CAO/Clerk position is appointed by the County.

AND FINALLY THAT a by-law be introduced later in the meeting reflecting the above noted appointments.

CARRIED

2013-191
Sustainability
Planning Services Contract for the Township of Central Frontenac

Motion #: 390-13 Moved By: Councillor Jones
Seconded By: Councillor Doyle

RESOLVED THAT the Council of the County of Frontenac receive the Sustainability – Planning Services Contract for the Township of Central Frontenac report for information;

AND FURTHER THAT the Council of the County of Frontenac authorize the Warden and Clerk to enter into an agreement with Central Frontenac Township for the County of Frontenac to provide Land Use Planning services beginning January 1, 2014;

AND FURTHER THAT staff be directed to bring forward a Policy on Cost Recovery for Planning Services provided by the County to the 2014 budget;

AND FURTHER THAT the report identify the current cost recovery.

CARRIED AS AMENDED

(See motion to amend below which was CARRIED)

Motion #: 391-13 Moved By: Councillor Doyle
Seconded By: Councillor Davison

BE IT RESOLVED THAT staff be directed to bring forward a Policy on Cost Recovery for Planning Services provided by the County to the 2014 budget;

AND FURTHER THAT the report identify the current cost recovery.

CARRIED

Council recessed at 10:36 a.m.

Council reconvened at 10:45 a.m.

Deputy Warden Clayton assumed the Chair

Warden Gutowski reassumed the Chair

2013-192
Administrative Services
2013 ESRI Canada User Conference

Motion #: 392-13 Moved By: Councillor Jones
Seconded By: Councillor Doyle

BE IT RESOLVED THAT the Council of the County of Frontenac receive this Information Services – 2013 ESRI Canada User Conference - Ottawa report for information;

AND FURTHER THAT the Council of the County of Frontenac authorize the Geographic Information System (GIS) Specialist to attend the 2013 ESRI Canada User Conference in Ottawa Ontario on October 22, 2013.

CARRIED

2013-193
Financial Services
Township of Frontenac Islands Financial Services Contract Transition
Update

Motion #: 393-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor Jones

RESOLVED THAT Council of the County of Frontenac accept the Financial Services – Township of Frontenac Islands Financial Services Contract Transition Update report for information;

AND FURTHER THAT in the absence of a signed termination letter from the Township of Frontenac Islands, that Council direct staff to meet with Township staff and Council members in October to determine next steps;

AND FURTHER THAT should financial support be required after December 31, 2013 by the Township of Frontenac Islands that Council authorize staff, in consultation with Township staff, to develop a new agreement to provide financial support in 2014 based on total cost recovery;

AND FURTHER THAT should a new agreement be developed, the Council of the Township of Frontenac Islands shall execute the agreement for financial services at its November meeting prior to consideration by County Council;

AND FURTHER THAT the Council of the County of Frontenac recognize that the funds generated through cost recovery in 2014 will be required to support additional finance staff resources for the County;

AND FINALLY THAT the Council of the County of Frontenac authorize the inclusion of finance staff resources, offset by the cost recovery from the Township, be included in the 2014 budget.

CARRIED

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.

Motion #: 394-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor Jones

RESOLVED THAT the following Information Reports a) through h) received from the Chief Administrative Officer (Consent) be received for information.

2013-177
Administrative and Financial Services
2013 3rd Quarter Activity Update

2013-178
Emergency and Transportation Services
2013 3rd Quarter Activity Update

2013-179
Fairmount Home
2013 3rd Quarter Activity Update

2013-182
Fairmount Home
2013 2nd Quarter Consolidated Statistical Report

2013-183
Administrative Services
Final Report of the Federal Electoral Boundaries Commission for the Province of Ontario (2013)

2013-184
Human Resources
Attendance Management Update

2013-188
Sustainability
Frontenac K&P Trail – Development Update

2013-190
Sustainability
County Official Plan – Second Draft Update

CARRIED
(Clauses (a) through (h))

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

13. REPORTS FROM EXTERNAL BOARDS AND COMMITTEES

Kingston Frontenac Library Board Update - Councillor Purdon

Councillor Purdon advised that the last meeting of the Kingston Frontenac Library Board was centered around its Strategic Plan and another meeting is scheduled for today to continue those discussions.

KFL&A Public Health Board Update - Councillor Clayton

Deputy Warden Clayton advised that there is a meeting scheduled of the Budget Sub-Committee on October 28, 2013 to discuss the budget.

RULAC, LSR and Other Updates

The minutes of the previous RULAC meeting held September 9, 2013 were attached to the agenda.

Algonquin Land Claim Update - Councillor Inglis

Councillor Inglis advised there were no updates at this time.

DRAFT

Frontenac County Youth Justice Advisory Committee Update - Councillor Davison

Councillor Davison advised there were no updates at this time; however pointed to the meeting scheduled for Friday, November 1, 2013 in Belleville.

Housing and Homelessness Committee Update - Councillor McDougall

Councillor McDougall advised that the Homelessness Point in Time review will take place next week with over 200 volunteers taking to the streets to conduct interviews to determine the number of homeless in Kingston. With respect to the County, interviews will be conducted by the service providers. He noted the long report from the Housing Coalition which includes recommendations that have the County actively participating. He requested that time be allotted at the December Committee of the Whole meeting for the subject of Housing.

Rideau Corridor Landscape Steering Committee Update - Councillor Jones

Councillor Jones advised that the next meeting of the Rideau Corridor Landscape Steering Committee is scheduled for October 18th to discuss the implementation phase.

14. REPORTS FROM ADVISORY COMMITTEES OF COUNTY COUNCIL

Sustainability Advisory Committee Minutes of Meeting held October 7, 2013

Motion #: 395-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor Jones

RESOLVED THAT the Council of the County of Frontenac receive the Sustainability Advisory Committee meeting minutes dated October 7, 2013

CARRIED

Sustainability Advisory Committee Recommendations to Council

Motion #: 396-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor Jones

RESOLVED THAT the County of Frontenac Council receive this Sustainability Advisory Committee – 2013 Work Plan Update and;

AND FURTHER THAT the County of Frontenac the approve of the Sustainability Advisory Committee 2014 Work Plan as amended to move the August meeting to the second Monday of the month;

AND FURTHER THAT the proposed 2014 Draft Sustainability Advisory Committee budget be forwarded to staff for inclusion in the 2014 Budget presentation to County Council.

CARRIED

Trails Advisory Committee Minutes of Meeting held October 10, 2013

Motion #: 397-13 Moved By: Deputy Warden Clayton
Seconded By: Councillor Jones

RESOLVED THAT the Council of the County of Frontenac receive the Trails Advisory Committee meeting minutes dated October 10, 2013.

CARRIED

Trails Advisory Committee Recommendations to Council

Motion #: 398-13 Moved By: Councillor Davison
Seconded By: Councillor Purdon

RESOLVE THAT the County of Frontenac Council receive this Trails Advisory Committee – 2013 Work Plan Update and;

AND FURTHER THAT the Council of the County of Frontenac approve the Trails Advisory Committee 2014 Work Plan;

AND FURTHER THAT the proposed 2014 Draft Trails Advisory Committee budget be forwarded to staff for inclusion in the 2014 Budget presentation to County Council as amended to add under Trails Activities:

Trails Concept Plan Implementation	\$30,000
Student	\$6.500

CARRIED

15. ACCOUNTS

Posted Cheque Listing for the Period of: September 10, 2013 - October 9, 2013

Motion #: 399-13 Moved By: Councillor Purdon
Seconded By: Councillor Davison

RESOLVED THAT the Council of the County of Frontenac receive for information the following accounts for the period of September 10, – October 9, 2013:

- Payroll dated between August 26, to September 29, 2013 in the amount of \$917,237.83, and Cheque Listing in the amount of \$1,138,656.52.

CARRIED

16. MOTIONS, NOTICE OF WHICH HAS BEEN GIVEN – Nil
17. GIVING NOTICE OF MOTION – Nil
18. OTHER BUSINESS – Nil
19. PUBLIC QUESTION PERIOD – Nil
20. BY-LAWS – GENERAL BY-LAWS AND CONFIRMATORY BY-LAW

By-law No. 2013-0037 - To Appoint an Acting CAO, Acting Clerk and Acting Deputy Clerk

By-Law No. 2013-038 - Confirmation of Proceedings

Motion #: 400-13 Moved By: Councillor Purdon
Seconded By: Councillor Davison

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

- By-Law No. 2013-0037 -To Appoint an Acting CAO, Acting Clerk and Acting Deputy Clerk;
- By-Law No. 2013-0038 - Confirmation of Proceedings.

CARRIED

Motion #: 401-13 Moved By: Councillor Davison
Seconded By: Councillor Purdon

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

- By-Law No. 2013-0037 -To Appoint an Acting CAO, Acting Clerk and Acting Deputy Clerk;
- By-Law No. 2013-0038 - Confirmation of Proceedings.

CARRIED

21. ADJOURNMENT

Motion #: 402-13 Moved By: Councillor Davison
Seconded By: Councillor Purdon

RESOLVED THAT the meeting hereby adjourn at 11:20 a.m.

CARRIED

Janet Gutowski, Warden

Jannette Amini, Acting Clerk

Regular Meeting of Council Minutes
October 16, 2013

Page 15 of 15



Report 2013-199

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Angelique Tamblyn
Executive Assistant

Date Prepared: November 8, 2013

Date of Meeting: November 20, 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. Deputy Minister Steven Davidson, October 28, 2013 – Correspondence from Steven Davidson, Deputy Minister Re: 2014 Premier's Awards for Excellence in the Arts. Nominations are open for the 2014 Premier's Awards for Excellence in the Arts. The Premier's Awards recognize artists

Administrative Report
Administrative Services - Communications of Interest to Council
November 20, 2013

Page 1 of 5

and arts organizations for their outstanding achievements and contributions that breathe life into their communities, help drive innovation and strengthen local economies. Each year, two awards are presented: an artist award of \$35,000 and an arts organization award of \$50,000.

Program details and nomination forms are available on OAC's website.

The Nomination Deadline is December 2, 2013.

2. Ministry of Energy, October 28, 2013 – Correspondence from Minister Bob Chiarelli Re: Thank you for participating in the formal review of Ontario's Long-Term Energy Plan (LTEP). They received over 1,000 formal submissions, met with hundreds of stakeholders and interested members of the public through their consultation, and engaged with Aboriginal communities and leaders in every region of the province. They will review all submissions as they finalize the LTEP. Our input will be considered as they make decisions on Ontario's energy future. Aboriginal participation in the energy sector has been a key element of Ontario's energy plan. A number of provincial initiatives and programs have supported First Nation and Metis communities in developing projects and partnerships that provide opportunities for economic development and empower them to take control of their energy needs and interests.
3. City of Kingston, October 21, 2013 – Correspondence from John Bolognone, City Clerk Re: City of Kingston Council Meeting – October 15, 2013 regarding City of Kingston Motion requesting City staff to discuss with the County of Frontenac the reinvestment of potential surplus funds allocated to the County (please see recommend Report 2013-206).
4. Ministry of Municipal Affairs and Housing October 24, 2013 – Correspondence from Ministry Re: Ontario Launches Review of Land Use Planning and Appeals Systems, and Development Charges Systems. Ontario is reviewing its land use planning and appeals system and its development charges system to make sure they are working well and are responsive to the changing needs of their communities. Over the next several weeks they will be consulting municipalities, Aboriginal groups, community groups, the building and development industry, the general public and other key stakeholders on whether changes to the land use planning system and the Development Charges Act, 1997 are needed. For details visit <http://www.mah.gov.on.ca/Page10355.aspx> The deadline for input is January 10, 2014 www.ebr.gov.on.ca

Other Correspondence:

- Cataraqui Region Conservation Authority, November 8, 2013 – Correspondence from Rob McRae, Watershed Planning Coordinator Re: Cataraqui drinking water source protection update (Frontenac) – Provincial funding. The Cataraqui Region Conservation Authority has provided several updates regarding the proposed Cataraqui Source Protection Plan (August 2012) and an introductory guide to associated municipal responsibilities and resources. The source protection plan remains under review by the Ontario Ministry of the Environment. They anticipate that a final version will be approved and take effect during 2014. Conservation Authorities across eastern Ontario are pleased to acknowledge the Source Protection Municipal Implementation Fund

recently announced by the Ontario Ministry of the Environment. The Fund will assist small and rural municipalities to address significant risks to municipal drinking water sources. For more information contact Rob McRae, 613-546-4228 ext. 224 or visit www.cleanwatercataraqui.ca

- Association of Municipalities of Ontario, November 7, 2013 – Correspondence from Russ Powers, President Re: 2012 Annual Expenditure Report. The report highlights the impact of the federal Gas Tax Fund in Ontario's municipalities by summarizing the investments they have made throughout the year. They have developed a template letter that the municipality can send to our Member of Parliament which would include Gas Tax projects (past and present), and talk about the impact these investments have made in our community. In total, \$555 million was invested in over 1500 projects during 2012. In 2011, the Government of Canada made the Gas Tax Fund permanent in legislation. For more information on how the Gas Tax Fund visit www.gastaxatwork.ca or contact Judy Dezell, Manager, 416-971-9856 ext. 306.
- Howe Island Ratepayers Association, October 28, 2013 – Correspondence from Jim Mills, Transportation Chair Re: Howe Island – Ferry Service Disruption. Thank you letter to Paul Charbonneau in response to their letter of October 1st. On behalf of the all Howe Islanders, they would like to thank the ferry crew, paramedic crew, and MTO staff and the Captain and crew of the Loyalist ferry.
- Eastern Ontario Regional Network (EORN), October 24, 2013 – Correspondence from Anita Prosser, Communications Stakeholder and Relations Officer Assistant Re: Broadband World Forum EORN, Ontario's largest rural broadband network, was one of just 5 organizations shortlisted for an international award recognizing its efforts to deliver greater broadband penetration to the region.
- Royal Canadian Legion, October 16, 2013 – Correspondence from Mr. Tom Campbell Re: County of Frontenac Veterans & Troops Recognition Ad. The Military Service Recognition Book will be the first of its kind in Ontario, recognizing Veterans both past and present in print with full biographies and photographs submitted by local legion branches. The special publication will be released by September 2014. They are honoured to invite the County of Frontenac in this important 1st edition by way of purchasing a support advertisement. For further information contact Ontario Command Campaign Office 1-855-241-6967.
- Ron Hipfner, October 8, 2013 – Correspondence from Mr. Ron Hipfner Re: Resignation from Sustainability Advisory Committee. Mr. Hipfner resigned as of October 8, 2013.

AMO Member Communications:

1. News Releases

- AMO Seeks Legislative Action on Key Bills – Proposals on unpaid fines, waster diversion are key priorities (October 28, 2013)
- Municipalities Call for Federal Leadership on Long-Term, National Housing Strategy (October 28, 2013)
- AMO Ad Seeks Greater Support for Waste Diversion (October 21, 2013)

2. AMO Breaking News & Policy News

- 2013 Fall Economic Statement Highlights (November 7, 2013)
- Bill 36, the Local Food Act, Passes Third Reading
- Upcoming Discussions on Interest Arbitration (November 5, 2013)
- Development Charges - Make Municipal Voice Heard (November 4, 2013)
- Status Report on AMO's Top 12 Asks (October 29, 2013)
- FCM Launch "Fixing Canada's Housing Crunch" (October 28, 2013)
- CETA Agreement-in-Principal Announced
- What's it Like to Serve on Municipal Council?
- Breaking News: Small, Rural and Northern Municipal Infrastructure Fund

3. Watch Files

- http://www.amo.on.ca/WCM/AMO/AMO/About/Watch_File.aspx
- October 3, 10, 17, 24, 31, 2013

FCM Member Communications:

1. News Releases

- National Conference to End Homelessness Join Municipal Call to Fix Canada's Housing Crunch (October 30, 2013)
- New Partnership to Benefit Local Governments and First Nations (October 29, 2013)
- Municipal Leaders Launch New Campaign to Fix Canada's Housing Crunch (October 28, 2013)
- Federation of Canadian Municipalities celebrates key partnerships at conference on local economic development (October 18, 2013)
- Statement by FCM President Following the Signing of the Canada-Europe Trade Agreement
- Statement by FCM President following today's Speech from the Throne (October 16, 2013)

2. PCP News

- Free Workshop: Municipal Climate Change Action Training during Quest Conference (November 1, 2013)

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

- August 12, 2013

C Agency/Board Minutes:

1. Kingston Frontenac Public Library Board Minutes
 - September 25, 2013

D The following items of correspondence are requesting action from Council:

1. Township of North Frontenac, October 28, 2013 – Correspondence from Jenny Duhamel, Clerk/ Planning Manager Re: Request for 2013 and 2014 Eco Tourism Project through the Frontenac County Gas Tax Funds.

2. Canadian Union of Postal Workers (cupw sttp), October 21, 2013 - Correspondence from Denis Lemelin, National President Re: The future of Canada Post. Next year, the federal government will look at how it handles public postal service with a review of the Canadian Postal Service Charter. CUPW has enclosed an executive summary of the CCPA study. <http://www.policyalternatives.ca/publications/reports/why-canada-needs-postal-banking>

E County of Frontenac Outgoing Communications:

1. Media Releases:
 - Media Release: Shovels Hit the Ground at Robertsville Station (October 24)
2. E-Newsletters
 - October edition of Frontenac County Bytes (attached)



Frontenac County Bytes

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

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

County of Frontenac Accepting Nominations for Accessibility Award



The County will be accepting nominations for the *International Day of Persons with Disabilities Access Award* beginning on October 1st, 2013. Residents are invited to nominate members of the community who they feel are taking important steps towards enabling persons with disabilities equal access to all opportunities within the County.

[Click here](#) for more information on the award and the nomination process.

Ontario Trillium Foundation Offers Information Session regarding Community Grants

On Thursday, November 7th the Ontario Trillium Foundation (OTF) is hosting an information session about their Community Grants program. During this session you can find out more about OTF priorities, get specific instructions on how to write grant applications and have the opportunity to speak with local program managers. Please register by Monday, November 4th.



[Click here](#) for more information on this OTF event.

150th Anniversary Celebration Survey

In 2015, the County of Frontenac will celebrate its 150th Anniversary. County Council has tasked the 150th Anniversary Planning Advisory Committee with assisting in the provision of a suitable community-wide celebration to mark the sesquicentennial. 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](#). Your time is appreciated.

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Upcoming Events

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Shop South Frontenac 2013

Shop South Frontenac is looking for businesses to participate in their annual campaign. Join a network of business owners to provide local shopping experiences and support local families.

For more information contact tracy@tracyjohn.com.



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Frontenac CFDC Hosts Educational Workshops for Business Owners in Frontenac County



Over the next few months, the Frontenac CFDC will be hosting educational workshops for business owners in the County of Frontenac. Workshops will cover a variety of topics including: government grants, social media, marketing on a budget, excel spreadsheets and more.

Please [click here](#) for more information and the workshops schedules or email info@frontenaccfdc.com to register.

County Trivia: Did you know?

Wolfe Island was rumoured to have been a crossing for American slaves seeking escape during the civil war. A h Point was one of the connections in this underground network.

-from *County of a Thousand Lakes: The History of the County of Fr*

[Forward email](#)



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



Eastern Ontario Wardens' Caucus

M I N U T E S

**Monday, August 12, 2013
10:00 a.m.**

**County of Frontenac
Frontenac Room
2069 Battersea Road
Glenburnie, ON**

The meeting was called to order at 10:00 a.m. with the following individuals in attendance.

Present		
County	Head of Council	Staff
County of Frontenac	Warden Janet Gutowski	Liz Savill, CAO
County of Haliburton	Warden Carol Moffatt	Jim Wilson, CAO
County of Hastings	Warden Rick Phillips, Chair	Jim Pine, CAO, Secretary-Treasurer
City of Kawartha Lakes		
County of Lanark	Warden Bill Dobson	Kurt Greaves, CAO
United Counties of Leeds and Grenville	Warden Ron Holman, Vice Chair	Andy Brown, CAO,
County of Lennox and Addington	Warden Doug Bearance	Larry Keech, CAO
County of Northumberland	Warden Hector Macmillan	Dan Borrowec, CAO
County of Peterborough	Warden J. Murray Jones	Gary King, CAO
United Counties of Prescott and Russell	Warden Rene Berthiaume	Stephane Parisien, CAO
County of Prince Edward	Mayor Peter Mertens	Merlin Dewing, CAO
County of Renfrew	Warden Peter Emon	Jim Hutton, CAO
United Counties of Stormont, Dundas and Glengarry	Warden Bill McGimpsey	Tim Simpson, CAO

EOWC Meeting
August 12, 2013

Regrets		
City of Kawartha Lakes	Mayor Ric McGee	Mark Fisher, CAO

Others Present	
Delegation/Guests	Organization
Lisa Severson	Communications & Stakeholder Relations Officer, Eastern Ontario Regional Network
Stephen Seller	Ministry of Municipal Affairs and Housing
Kathy Wood	Natural Capital Resources Inc.
Justin Bromberg	Executive Assistant to the CAO, UCPR
Justin Watkins	Manager of Strategic Services, UCSDG

1. Call Meeting to Order/Welcome

Warden Phillips called the meeting to order and thanked Warden Gutowski and the County of Frontenac for hosting the meeting.

2. Declaration of Pecuniary Interest - Nil

3. Approval of Agenda

A request was made that the issue of 401 detour/emergency routes be added as an issue to be discussed at the Multi-Ministers meeting at the AMO conference. Jim Pine explained that the CAO's have worked with the Province in advance of this meeting to set the agenda and determining issues to be discussed at the conference. It was felt that Jim Pine should prepare a report detailing the EOWC position on the issue for consideration at the next EOWC meeting.

Moved by Warden Berthiaume
Seconded by Warden Moffatt
Be it resolved the Agenda be adopted.

CARRIED

Page 2 of 6

EOWC Meeting
August 12, 2013

4. Approval of Minutes

Moved by Warden Emon

Seconded by Warden Dobson

THAT the Minutes of the EOWC Inc. meeting of June 14, 2013 and Closed Session Minutes of the same date be approved as circulated.

CARRIED

5. Delegations, Petitions and Presentations - None

6. Reports for Review/Discussion

6.1 White Paper on Municipal Infrastructure - Facilitated by Kathy Woods

Ms. Kathy Wood shared the key elements of the white paper on Municipal Infrastructure. There was lengthy discussion surrounding a definition of small and rural with the EOWC supporting a definition that qualifies municipalities based on population. This definition will be a recommendation in the white paper and also the EOWC will recommend that this definition be used to determine the disbursement of the \$100 million dollars of Infrastructure funding for rural and northern municipalities recently announced. The EOWC also agreed that the infrastructure funding should be allocated based on a municipality's ability to pay and the scale of its infrastructure responsibilities, recommending that the allocation be based on each municipality's share of the total infrastructure assets held by eligible municipalities measured by Net Book Value.

Moved by Warden Jones

Seconded by Warden Gutowski

THAT the EOWC recommends to the province that the definition of rural be defined as based on population of the upper tier and single tier of 50 persons per sq. kilometer or less.

CARRIED

Page 3 of 6

EOWC Meeting
August 12, 2013

**Moved by Warden Bearance
Seconded by Warden Mertens
THAT the EOWC approves the white paper on Municipal
Infrastructure and recommendations contained therein as presented
but with the addition of a 10th point being that the Infrastructure
funding is a separate and distinct fund.**

CARRIED

6.2 White Paper on Municipal Affordability - Facilitated by Kathy Woods

Ms. Kathy Woods reviewed the white paper on Municipal Affordability and the recommendations contained therein.

**Moved by Warden Macmillan
Seconded by Warden Gutowski
THAT the EOWC approved the white paper on Municipal Affordability
and the recommendations contained therein.**

CARRIED

**6.3 AMO Meeting Schedule and coordination (Draft schedule to be
circulated on desk)**

Jim Pine reviewed the draft meeting schedule for the EOWC at the upcoming AMO Conference. He indicated that during the meeting with Mr. Hudak, Leader of the Progressive Conservative Party it was felt that EOWC should ask him to clarify his position on the continuation of the Social Services upload which has been committed to by the Liberal Government. It was agreed that this question will be posed as part of the discussion on the affordability white paper.

7. Correspondence - Nil

8. By-laws – Nil

EOWC Meeting
August 12, 2013

9. Notice of Motions/Other Business

Warden Berthiaume advised the EOWC that Calypso Park is currently operating safely and that the Medical Officer of Health for Eastern Ontario is supportive of the park remaining open but indicated that the Technical Standards and Safety Authority (TSSA) has concerns about the operation of the park. Warden Berthiaume stressed that the park is safe and remains open to the public.

Warden McGimpsey requested that the CAOs review the Drive Clean Program and suggested that the EOWC should support the discontinuation of the program.

Warden Moffatt advised the EOWC that Parks Canada has hired AECOM to undertake a review of the water management decisions made by the Trent Severn Waterway staff in the spring of 2013 that resulted in the Minden flood.

EORN Update – Lisa Serverson indicated that EORN is hopeful that a recommendation for the Business Parks RFP will be brought before the EOWC for consideration at the October meeting.

10. Next Meeting

Sunday August 18, 2013 – EOWC Meeting at AMO Conference

2:00 p.m. – 4:00 p.m.

Provinces 2, 4th Floor Westin Hotel

Sunday August 18th Joint EOWC/WOWC Meeting

4:00 p.m. – 5:30 p.m.

Provinces 2, 4th Floor Westin Hotel

EOWC Meeting
August 12, 2013

11. Confirmation By-law #13-08

**Moved by Warden McGimpsey
Seconded by Warden Jones**

The Board of Directors of the Eastern Ontario Wardens' Caucus hereby enacts as follows:

1. THAT the action of the Board of Directors at its meeting held the 12th day of August, 2013 in respect of each motion, resolution, by-law and other action passed and taken by the Board of Directors at its said meeting, except where prior approval of any other body or agency is required, is hereby adopted, ratified, and confirmed.

2. THAT the Chair and the proper officers of the Corporation of the Eastern Ontario Wardens' Caucus Inc. are hereby authorized and directed to do all the things necessary to give effect to the said action or to obtain any approvals where required, and to execute all documents as may be necessary, and the Secretary is hereby authorized and directed to affix the Corporate Seal to all such documents.

12. Adjournment

**Moved by Mayor Mertrens
Seconded by Warden Moffatt**

THAT the EOWC meeting of August 12, 2013 be adjourned.

CARRIED

Rick Phillips, Chair;

Jim Pine, Secretary-Treasurer



October 21, 2013

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

Attention: Elizabeth Savill, CAO

Dear Ms. Savill:

RE: Request for 2013 & 2014 Eco Tourism Project through the Frontenac County Gas Tax Funds

At a Regular Meeting of Council on October 15, 2013, Council of the Township of North Frontenac passed the following resolution:

Moved by Councillor Good, Seconded by Councillor Watkins #600-13
BE IT RESOLVED THAT Council receives for information the Manager of Community Development's Administrative Report entitled "*Request for 2013 and 2014 Eco Tourism Project through the Frontenac County Gas Tax Funds*";

AND THAT Council approves of the 2013 Eco-Tourism Funds being carried forward to 2014 subject to approval of County Council, to allow these funds to be used in 2014 for the installation of a pavilion; outdoor washrooms; and an information board at the Clar-Mill Community Hall Grounds;

AND THAT Council instructs the Clerk to forward this request (Resolution and Administrative Report which explains the details) to Frontenac County Council for consideration that would allow the 2013 and 2014 (if applicable) Federal Gas Tax Eco Tourism Funding to be allotted to North Frontenac Township be combined in 2014 to allow opportunity to appropriately landscape and fill in the area proposed prior to proceeding with this project;

AND THAT Council directs the Manager of Community Development and the Public Works Manager to further explore the feasibility; proposed Site Plan; and costing of this project as it becomes clearer as to what other assets may be built within the next year on the property at the Clar-Mill Hall in Plevna (based on successful applications for funding to the Trillium Foundation for a Playground and/or the Community War Memorial Program for a War Memorial Monument), as if these proposals are successful, significant planning for the entire property regarding drainage, placement of structures, etc. will need to occur.

Carried

Please add this Resolution to an upcoming County Council Agenda for consideration and provide County Council's response when available.

Please do not hesitate to contact me should you require any further information or have any questions.

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/bm

c.c. Corey Klatt, Manager of Community Development
Jim Phillips, Public Works Manager

Township of North Frontenac

6648 Road 506, Plevna, ON, K0H 2M0
1-800-234-3953 or 613-479-2231 Ext. 225
clerkplanning@northfrontenac.ca

From: Office Support

Sent: Tuesday, October 22, 2013 8:57 AM

To: esavill@frontenacounty.ca

Cc: Manager of Community Development; Public Works Manager; Jenny Duhamel - Clerk/Planning Manager; Tara Mieske; Cheryl Robson, CAO

Subject: re: Request for 2013 & 2014 Eco Tourism Project

Good morning,

Please see the attached letter from Jenny Duhamel, Clerk/Planning Manager of Township of North Frontenac.

Have a great day!

Brooke McGrath

Office Support

Township of North Frontenac

6648 Road 506, Plevna, ON, K0H 2M0
1-800-234-3953 or 613-479-2231 Ext. 239
officesupport@northfrontenac.ca



377, rue Bank Street,
Ottawa, Ontario K2P 1Y3
tel./tél. 613 236 7238 fax/télé. 613 563 7861

October 14, 2013

Janet Gutowski
Warden
County of Frontenac
2069 Battersea Rd
Glenburnie, ON K0H 1S0



Dear Ms. Gutowski:

Re: The future of Canada Post

Next year, the federal government will look at how it handles public postal service with a review of the Canadian Postal Service Charter. This review is important because the government could reduce Canada Post's obligation to provide service or even lay the groundwork for privatizing or deregulating our public post office.

Canada Post has been holding consultations on the future of our public postal service to prepare for the upcoming charter review. The corporation has been clear. It wants to dramatically cut service to improve its financial situation.

Cutting might help Canada Post with its money problems in the short-term but it is not a good long-term strategy and it certainly won't improve the future of postal service in our country. Fortunately, the corporation has other options according to a new study by the Canadian Centre for Policy Alternatives (CCPA).

CCPA study: Why Canada Needs Postal Banking

The CCPA study is entitled *Why Canada Needs Postal Banking*. It makes a powerful case for preserving postal services and improving Canada Post's financial picture through the addition of financial and banking services.

The study looks at the changing banking environment in our country as well as our post office's experience with banking. In addition, it reviews the status of postal banking around the world, highlighting five successful models in the United Kingdom, France, Italy, Switzerland and New Zealand. Having established that there is a need for improved financial services in our country and viable models in other countries, the study concludes by suggesting possible models for postal banking in Canada. It recommends that the federal government and Canada Post immediately establish a task force to determine how to deliver new financial services, and establish priorities for delivering new products.



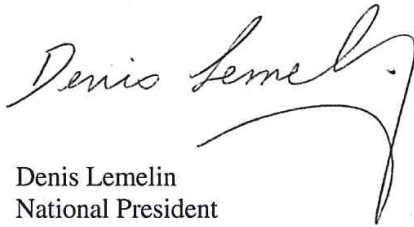
CUPW has enclosed an executive summary of the CCPA study. You can get the full report by going to <http://www.policyalternatives.ca/publications/reports/why-canada-needs-postal-banking>

The union has also enclosed two resolutions that it would like you to consider passing. These resolutions request that you ask the Minister Responsible for Canada Post:

1. To use the upcoming review of the Canadian Postal Service Charter to focus on revenue-generating services, not cuts, including financial services such as bill payments, insurance and banking.
2. To improve the Canadian Postal Service Charter and make the upcoming review of the Charter open to public input.

Thank you very much for considering our request. If you have any questions or concerns, please do not hesitate to contact me.

Yours truly,


Denis Lemelin
National President

Encl.

cc. National Executive Committee, Regional Executive Committees, National Union Representatives, Regional Union Representatives, Specialists

/bk cope 225

**CANADIAN POSTAL SERVICE CHARTER REVIEW
SHOULD FOCUS ON REVENUE-GENERATION, NOT ADDITIONAL CUTS**

WHEREAS the federal government will look at how it handles public postal services with a review of the Canadian Postal Service Charter in 2014.

WHEREAS Canada Post is preparing for the review by campaigning for major service cuts.

WHEREAS Canada Post has already dramatically cut service by closing or downsizing public post offices, eliminating rural mailbox delivery and removing street letter collection boxes.

WHEREAS Canada Post and the federal government should do everything in its power to prevent additional cuts during the upcoming review, and instead deal with financial issues by adding revenue-generating services like many other post offices around the world, including lucrative financial services like bill payments, insurance and banking.

BE IT RESOLVED THAT the (name of municipality, business or organization) write a letter to the Minister responsible for Canada Post to request that the government consider innovative ways to generate postal revenue during the Charter review, including financial services like bill payments, insurance and banking.

MAILING INFORMATION

Please send your resolution to: Lisa Raitt, Minister of Transport, Place de Ville, Tower C, 29th Floor, 330 Sparks Street, Ottawa, Ontario, K1A 0N5.

Please send copies of your resolution to:

1. Denis Lemelin, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
2. Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website: <http://www.parl.gc.ca/common/index.asp?Language=E>
3. Claude Dauphin, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

FOR FURTHER INFORMATION

Contact us at "Charter Review" 377 Bank Street, Ottawa Ontario, K2P 1Y3 or feedback@cupw-sttp.org

/bk cope 225

IMPROVE THE CANADIAN POSTAL SERVICE CHARTER

WHEREAS the federal government will look at how it handles public postal services with a review of the Canadian Postal Service Charter in 2014.

WHEREAS the public has a right to have input on matters involving its publicly owned post office.

WHEREAS the current Charter has a number of serious problems that need fixing.

WHEREAS the government could use the Charter review to reduce our public post office's obligation to provide service (instead of improving the Charter) and even lay the groundwork for privatizing or deregulating Canada Post.

BE IT RESOLVED THAT the (name of municipality, business or organization) write a letter to the Minister responsible for Canada Post to request 1) that the upcoming review of the Canadian Postal Service Charter be open to public input and 2) that the Charter be improved by:

- Ensuring that the moratorium on post office closures in small and rural communities protects the public nature of post offices
- Eliminating the exceptions to the moratorium
- Extending the consultation process over possible closures and making the process and moratorium more transparent
- Establishing an independent Canada Post ombudsperson to report on Canada Post's performance in meeting Charter expectations
- Establishing a reasonable, uniform and democratic process for making changes to the postal and delivery network (closures, downsizing, removal of rural mailboxes, etc), but only after consultation with the public and other stakeholders.

MAILING INFORMATION

Please send your resolution to: Lisa Raitt, Minister of Transport, Place de Ville, Tower C, 29th Floor, 330 Sparks Street, Ottawa, Ontario, K1A 0N5.

Please send copies of your resolution to:

1. Denis Lemelin, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
2. Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website: <http://www.parl.gc.ca/common/index.asp?Language=E>
3. Claude Dauphin, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

FOR FURTHER INFORMATION

Contact us at "Charter Review" 377 Bank Street, Ottawa Ontario, K2P 1Y3 or feedback@cupw-sttp.org

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Canadian Centre for Policy Alternatives
October 2013

SUMMARY

Why Canada Needs Postal Banking

John Anderson

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ABOUT THE AUTHOR

John Anderson is an independent researcher and consultant. He is the former Director of Parliamentary Affairs for the Official Opposition, and, before that was Director of Government Affairs and Public Policy for the Canadian Co-operative Association. He has also been a Senior Policy Analyst at the National Council of Welfare and the Vice-President of Strategic Partnerships and of Research for the Canadian Council on Social Development. In the nineties, he was Co-ordinator of the Technology Adjustment Research Program of the Ontario Federation of Labour. He is the author of and researcher on numerous studies and briefs on the economy, poverty, technology and the workforce, co-operatives and Aboriginal issues. He received his education at McGill University, University of Sussex and the London School of Economics. He has taught at McMaster, Western and York Universities. He has been a long time supporter of and participant in the CCPA Alternative Budget process.

ACKNOWLEDGEMENTS

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Summary

Why Canada Needs Postal Banking

OVER THE LAST two decades, we have seen a major decline in the number of branches and locations for banks and credit unions. In 1990, there were almost 8,000 branches (7,964) and, by 2002, the number had fallen to 5,908, a decline of 26%.

The Canadian Bankers' Association reports that, between 2006 and 2012, there was a small increase in the number of bank branches in Canada: from 5,902 to 6,205. But since 1990, there has been a decline of more than 1,700 branches, a 22% drop, and the number of branches increased by only 5.1% from 2002 to 2012, with most of the new branches added in Ontario (195), Alberta (98), and British Columbia (37).

In many communities today, credit unions or caisses populaires are the only financial institution. In 2012, the Credit Union Central of Canada reported that credit unions were the only financial in-

stitution in 380 communities. The Desjardins Group noted in 2013 that caisses populaires are the only financial institution in 388 towns and villages in Quebec. But the total number of credit union and caisse locations has also dropped from 3,603 in 2002 to 3,117 in 2012, a decline of 13.5%.

The Rise of Banking Fees and High Credit Card Rates

In 2010, a study by Vision Critical (commissioned by ING Direct bank before it was taken over by the Bank of Nova Scotia) found that banking fees in Canada were among the highest in the world. More than half of Canadians (55%) have fee-based chequing accounts and, on average, pay \$185 per year in fees for these accounts. Credit card rates remain high in spite of

low Bank of Canada prime rates. Typical bank card interest rate hover around 20% annually and department store cards are closer to 30%.

ATM, Internet, Telephone Banking

The decline of branch banking is not only linked to banks rationalizing their bricks-and-mortar locations. It is also linked to the rise of ATMs, Internet and telephone banking. Today there are more than 58,000 ATMs across Canada, 61% of them so-called white machines owned by non-bank companies. Online banking has grown at a tremendous rate in recent years, with 67% of Canadians now using this form of banking, according to a CBA study. The study also noted that 47% of Canadians “now use the Internet as their main means of banking, up from 8 % 12 years ago.”

Retail Store Banking

Canadian Tire, WalMart, and PC Financial (to name only the largest) are all major challengers to the traditional banks. Clients of these institutions are not using traditional bank branches. There has also been a rise of branchless banking. ING Direct Canada, a branchless bank, which was originally a subsidiary of a major Dutch bank, now has some 1.8 million clients and almost \$40 billion in assets. It was absorbed by the Bank of Nova Scotia in 2012, but still maintains autonomous activity.

Fringe Financial Institutions

Another major change in the banking environment that shows there is an opening for new financial services is the rise of Fringe Financial Institutions. These FFIs provide short-term loans and cheque cashing services, as well as money transfers and prepaid credit cards.

While offering services customers want, the interest rate charges for their services on an annual basis can only be considered usurious. A study of FFIs in Prince George, B.C., for example, concluded: “Given that the average pay-day loan in Canada is \$280 for a 10-day period, a pay-day lender in B.C. can now legally charge \$64.40 for this transaction. This computes to a nominal annual percentage rate of interest (APR) of 839.5%.”

These are extremely profitable operations. DFC, the owner of Money Mart, the largest Canadian pay-day loan firm, made global profits before tax of \$387 million on revenues of \$1.062 billion in 2012, and 28.7% of their total global revenues for the fiscal third quarter 2013 came from Canada.

A new group of Internet branchless companies, such as Zippy Cash and Wonga, have also started up in Canada in the last few years. In Canada, on the Wonga website, the cost for a \$200 loan for 30 days is \$40.10, or a rate of over 240% per year.

The rise of this kind of institution is linked in a chicken-and-egg fashion to the increase in the number of “unbanked” or “underbanked.” It is estimated that between 3% and 15% of the population do not

have a bank account. If we take the lowest figure of 3% that was estimated to be 842,000 people in 2005. Today, the number of unbanked, using the same method of calculation, would approach 910,000.

Aboriginal communities remain largely without banks or credit unions. Over the past decade, the Aboriginal population has increased dramatically, growing by 20.1% between 2006 and 2011. Some 1.4 million people now identify as Aboriginal, or 4.3% of the Canadian population. But banks and credit unions lag behind in providing services. While the major banks all have Aboriginal services, there are very few branches on reserves. There are 615 First Nations communities in Canada today and many other Métis and non-status communities. A quick tally of branches of banks and credit unions on reserve shows only 54.

All these trends in financial services have opened up the potential for the entry of new banking and financial services in Canada. They show there is a market demand that is not being met by the existing major banks and credit unions.

Postal Banking: The Canadian Debate

Postal banking is not something new to Canada. For over 100 years after Confederation, Canada had a postal savings system.

The high point of deposits for the Post Office Savings Bank was \$47.5 million total in 1908. This would be around \$1 billion in today's money. The total shrank to \$17.2

million in 1968. In 1968, the Postal Savings Bank was closed down, although the legislation still remains on the books.

Today, over 45 years later, the debate around the need to revive or relaunch a Post Office Bank has begun to grow again.

In 2005, a study from Library of Parliament research services supported the extension of financial services as an important means of preserving the post office across Canada, and particularly in rural areas. "At present, the idea of establishing a postal bank underpinned by Canada Post's network is not based primarily on a need to change the banking landscape. Rather, it stems from the growing need to breathe new life into Canada Post so that it can both cope with globalization and guarantee universal postal service, which is a real, if not official, part of its social mandate, particularly in rural areas."

A recent study by the Conference Board of Canada, commissioned Canada Post, provided a positive analysis of the effects of financial services in post offices around the world, but failed to recommend financial services or even to examine their possible application in Canada, on the grounds that a highly developed banking system in Canada left no room for a postal banking option.

Public support has been confirmed in a recent survey by Strategic Communications of 1,514 Canadians from May 24–26, 2013, commissioned by the Canadian Union of Postal Workers. The survey showed that nearly two-thirds (63%) of Canadians "supported Canada Post expanding revenue-generating services, including financial

services like bill payments, insurance and banking.” Politically the New Democratic Party has supported the expansion of financial services in Canada Post.

Postal Banking Around the World

Postal banking has deep roots internationally and is entering a period of expansion of services. This has been shown in a major global study of postal banking recently carried out in 2012 by researchers of the Universal Postal Union, of which Canada is a member.

The UPU report shows that, “After banks, postal operators and their postal financial subsidiaries are the second biggest world-wide contributor to financial inclusion, far ahead of microfinance institutions, money-transfer organizations, co-operatives, insurance companies, mobile money operators, and all other providers of financial services.”

There are many large and important postal banking operations around the world, from Japan Post Bank, the world’s largest deposit holder with ¥203 trillion (C\$2.15 trillion) in assets, to the Postal Savings Bank of China, the fifth-largest commercial bank in China with over 400 million customers, to the Deutsche Post Bank, which is now owned by Deutsche Bank but remains one of the largest in Germany with its own network of over 100 branches and 4,500 postal outlets.

Our study does not examine these banks, but rather looks at five successful

models in industrialized countries — the United Kingdom, France, Italy, Switzerland, and New Zealand — which have all maintained an important relationship between the financial services offered through post office outlets and the post office. These countries have been chosen because of their relevance to Canadian options. In all five countries, the Post Office is publicly owned, although the UK is in the process of privatizing its delivery services, the Royal Mail, while keeping the Post Office public.

The United Kingdom’s Post Office’s financial services, in their present form, offer a model which is based on a major partnership with a private sector financial institution, some new products, as well as access for customers of most existing banking services.

France’s Banque Postale is a chartered bank owned by the Post Office that offers a wide range of products, including insurance, and is particularly concerned with offering products to the NGO and mutual sector, as well as to low-income citizens. The bank makes the list of the world’s top 50 safest banks.

Italy’s BancoPosta presents the model of a non-chartered bank that offers a wide range of services and excels in offering them through mobile phones as well as banking cards.

Switzerland’s PostFinance, wholly owned by the Swiss Post Office, is the leader in money transfers and one of the largest banks in a country famous for its private sector banking. It has just this year become a chartered bank. It also offers

FIGURE 1 Summary of Postal Banking Models and Services
in the United Kingdom, France, Italy, Switzerland and New Zealand

Postal Financial Services	Name of Financial Services Institution(s)	Structure of ownership of Financial Services	Services Offered	Bank Charter	% of Post Office sales or profits for latest year	Rank of Services
United Kingdom	Post Office	Main partnership with Bank of Ireland and agreements with other banks	All financial services, including new chequing accounts	No	25% of sales	No ranking
France	La Banque Postale	La Poste	All services	Yes	36% of before-tax earnings	44 th Safest Bank in World
Italy	BancoPosta and insurance companies	Poste Italiane	All services; savings in partnership with the CDP (Cassa Depositi e Prestiti)	No	67% of total profits	Largest retail bank in Italy
Switzerland	PostFinance	Swiss Post, with partnership on all loan and insurance products	All services	Yes	71% of total Swiss Post operating profits	Number 1 in payment services and number 3 in customers
New Zealand	Kiwibank	NZ Post	All services	Yes	70% of profits	Largest NZ-owned bank

mortgages and loans in partnership with major private sector financial institutions.

Finally, Kiwibank, owned by New Zealand Post, is a relatively new entrant in the world postal banking sector and has been able to offer a wide range of services, including special mortgage products to low-income earners and to the Maori community.

Postal Banking for Canada

When we examined these five national postal banking systems in detail, we found that they were all successful in their own way. However, success did not seem to be

linked to the particular form of structuring of the financial services (which ranged from full ownership by the Post Office to various kinds of partnership with the private sector), or to the kind of products offered, as some offered all major financial products and some fewer. The diversity in successful models shows that the key component for success seems to be characteristics of the Post Office itself, including widespread locations, trust in the institution, and the staff.

Why Postal Banking?

Our study shows clearly that postal banking would succeed in Canada and would help improve and stabilize Canada Post's services and revenues. The five post offices we studied in other countries are all publicly owned, and receive a substantial percentage of their sales and profits from financial services while other sources of revenue declined.

The rise of virtual and new retail banking and the growth of Fringe Financial Institutions in Canada show that the traditional financial banking sector is not meeting all the needs of Canadians. Millions of Canadians have opened accounts in or are using the services of these new institutions; but, although they operate in a similar fashion to traditional banks, they tend to be concentrated in urban areas and are not available in many parts of the country.

A new Canada-wide financial institution could offer products and services that challenge the existing patterns. The ability to offer competition for existing fees would be helped by the fact that banking services would be delivered through existing premises and staff. Use of the e-post system, as well as existing Canada Post delivery services, could help keep costs low.

Clearly, offering postal financial services would allow the millions of Canadians without local bank branches or easy access to banking the access they need.

First, there are many Canadians living in large parts of Canada who lack physical access to banks or credit unions. The

number of bank and credit union branches has shrunk over the last two decades. In rural Canada, many bank branches have closed in small towns and, while credit unions have purchased some of these branches, this process has slowed markedly in recent years.

Because postal outlets are present in both rural communities and inner city neighbourhoods, new postal banking could offer to citizens and businesses in many communities banking services where they do not currently exist. In Northern and rural Canada, on Aboriginal reserves, and in the three Northern territories, there have always been fewer banks and credit unions than are needed. (There are no credit unions in the territories.)

Second, it is estimated that some 3% to 8% of Canadians do not have a bank account. This represents a potential of more than a million new customers for postal financial services. Many Canadians use fringe financial services at a high personal cost. New postal banking services could also be combined with legislation requiring the immediate roll-back of FFI interest rates to bring them in line with existing banking rates.

The Kiwibank and Banque Postale are both excellent examples of how a postal bank can offer special services to low-income people, such as home mortgages, rent-to-buy, and even social housing loans. In the case of Kiwibank, a special mortgage program for Aboriginal peoples has been developed that could be replicated in Canada.

Canada Post's Banking Advantages

- Canada Post has the largest network of retail outlets already in place across Canada.
- Canada Post had a total of almost 6,400 postal outlets in 2012.
- 3,800 Canada Post outlets (60%) are in rural areas where there are fewer banks and credit unions. The post offices in these locations could provide key services for individuals, but also for local businesses.
- Some communities in Canada have a postal outlet, but no other (or limited) banking services, especially since the closure of 1,700 bank branches and hundreds of credit unions over the last two decades.
- Canada Post has a high trust factor among Canadians, and an already existing skilled and stable workforce of 68,000 employees, some of whom could easily be trained to handle financial services. Thus it would not mean starting from scratch, but rather building on what already exists.
- Many Canada Post outlets are already open 6 or 7 days a week and could operate longer daily hours if necessary. Many of them are located in drug stores or small convenience stores with long weekday and weekend opening hours.
- Since Canada Post is owned 100% by the federal government, it could use

the expertise developed at the Bank of Canada, the Business Development Bank of Canada, Farm Credit Canada, Canada Mortgage and Housing Corporation, Export Development Canada, and Canada Savings Bonds.

The financial services Canada Post could provide would be tested regionally first; would be fair and transparent; be delivered from bricks-and-mortar branches as well as through the telephone and Internet; expand existing services; and contribute to financial literacy. All services, of course, would be profitable for Canada Post to provide.

Canada Post already provides some financial services, such as postal money orders, domestic and international money transfers, bill payment and financial transaction and payment notices, and prepaid Visa cards.

Brand new services could consist of:

- access by all banks and credit union customers to their accounts to deposit or withdraw cash, as is the case in the UK;
- savings accounts and low-fee chequing accounts;
- low-interest credit cards; and
- prepaid debit cards.

In the future, services could be extended to:

- mortgages;
- small-business loans and agricultural loans;

- insurance products;
- mutual funds and stocks; and
- special new products for low-income and Aboriginal peoples.

Canada Post financial services should offer new competitive products to all Canadians, but they could also make sure that there were special services offered to low-income and Aboriginal Canadians, similar to services offered by both the French and New Zealand post office financial systems.

The postal bank could also provide special services for NGOs and social economy organizations. The Banque Postale in France has become a banker for NGOs, social economy and mutual organizations in fields such as social housing. For a while it looked as though Citizen's Bank would take on this role in Canada, but its retreat from the sector means that once again there is no bank specializing in the needs of this kind of business.

Delivering Financial Services

Canada Post Corporation could examine the optimum method of delivering these services. This could be done by establishing a task force of experts from the financial and postal services to examine how they are delivered in other jurisdictions, the best method for Canada Post (in terms of profit and sales), and the best method for users of these services.

Who Should Own the Services?

There are several possibilities:

- Create a non-chartered bank — a Canada Post-owned subsidiary — to deliver financial services. This is the route taken in Italy
- Create a chartered bank wholly owned by Canada Post. This is the route taken by France, Switzerland, and New Zealand
- Create a bank to deliver some of the services and partner with banks and others to deliver the rest. This is the route taken by Switzerland.
- Create a national credit union or mutual to deliver the financial services in partnership with Canada Post. A national credit union is one such possibility, as it would allow for widespread ownership by Canada Post employees as well as the public.
- Partner directly with one or more financial institutions to deliver the services. This is the route taken in the U.K.

What Mix of Financial Services Should Be Offered? Who Should Deliver Them?

Canada Post already has partnerships with a number of different institutions that could be approached to assist with these services. Once the first question is answered, the second one could be exam-

ined and the experience of other countries taken into account.

All potential partnerships, if that is a route taken, should be determined by open tender on delivering a service for a specific period of time. With its 6,400 outlets, which often serve populations with no competition in financial services and sometimes no services at all, Canada Post would undoubtedly be courted by many financial institutions anxious to supply services. There is also no reason to necessarily have all services provided by the same stakeholder or stakeholders across the country.

Whatever the ownership mechanisms, some services could be completely owned by Canada Post and others delivered by a partnership with existing credit unions or banks. Partnerships could be made nationally or developed on a regional basis. This would also allow Canada Post to partner with regionally-based credit unions and caisse populaires in different provinces.

The question of delivery has become easier with the uptake in Internet and mobile phone technology. For example, the UK Post Office Ltd. delivers its services with a core of 300 financial specialists, as well as trained Post Office staff for 11,500 outlets. Internet and telephone technologies allow people in remote areas to connect with financial specialists.

Conclusion

- Canada's existing financial and banking system is not providing competi-

tive services to Canadians, nor adequate service to many of the under- or unbanked.

- Canada's postal system has a long history of delivering financial services. Currently delivering some products, it could develop a full banking system.
- Postal banking systems are proliferating around the world and are prominent in most of the developed countries. They have shown themselves capable of generating the additional income needed to preserve the postal system as traditional letter volumes decline.
- Analysis of the postal banking systems in the five developed countries we have selected has demonstrated that there are many ways of creating a successful system. We can use the experience of these countries to create our own model in Canada.
- Our study concludes that the idea of Canada Post expanding into financial services is a sound one. Other studies, as well as opinions of past Canada Post presidents and experts around the world, have reached the same conclusion.
- We recommend that the federal government and Canada Post immediately establish a task force to determine how to deliver new financial services, and determine priorities for delivering new products.



REPORT 2013-206

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Jannette Amini
Acting Clerk

Date prepared: October 31, 2013

Date of meeting: November 20, 2013

Re: **Administrative Services – Reinvestment of Surplus Fund from the Residency Benefit Fund into Homelessness Programs**

Recommendation

WHEREAS the Committee of the Whole at its meeting held July 3, 2013 deferred Report 2013-125, Reserve and Reserve Fund Policy, which pending the Strategic Planning Session.

BE IT RESOLVED THAT Council of the County of Frontenac accept the *Administrative Services – Reinvested of Surplus Fund from the Residency Benefit Fund into Homelessness Programs* report for information;

AND FURTHER THAT Council of the County of Frontenac direct staff to create a Reserve for the Kingston – Frontenac Renovate Program to be utilized for applications received by County of Frontenac residents;

AND FURTHER THAT any County of Frontenac Discretionary Residency Benefit Program surplus for 2013 be transferred to the Kingston – Frontenac Renovate Program County Reserve;

AND FURTHER THAT Council of the County of Frontenac allocate in the 2014 budget the County of Frontenac portion of the 2014 Housing and Homelessness budget that will be reduced from its initial projection (currently anticipated at \$87,176) to \$0 to the Kingston – Frontenac Renovate Program County Reserve.

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AND FURTHER THAT the discussion of homelessness and the provision of self-funding to support the Kingston-Frontenac Renovates program as it pertains to the County of Frontenac be incorporated in the Strategic Planning discussion for the County of Frontenac.

Background

Correspondence was received by the City of Kingston on October 21st, advising the CAO/Clerk that Kingston City Council, at its regular meeting held October 1, 2013 passed the following resolution:

*Moved by Councillor Neill
Seconded by Councillor Hutchison*

WHEREAS the City of Kingston is reinvesting municipal surplus funds from the Residency Benefit Fund into Homelessness Programs, Kingston-Frontenac Renovates, and Poverty Reduction Initiatives, as approved at the October 1, 2013 Council Meeting; and

WHEREAS these programs benefit both the City of Kingston and County of Frontenac; and

WHEREAS the County of Frontenac may also have similar surplus funds;

THEREFORE BE IT RESOLVED THAT the City of Kingston, as the Service Manager, explore the possibility with the County of Frontenac for surplus funds to be similarly reinvested into Homelessness Programs, Kingston-Frontenac Renovates, and Poverty Reduction Initiatives.

CARRIED

Comment

As a result of the above noted resolution passed by Kingston City Council, Frontenac County staff met with City of Kingston staff on October 31, 2013, to review options for the use of any surplus funds for the County of Frontenac with respect to the Discretionary Residency Benefit program. Staff were advised that the Ministry of Community and Social Services (MCSS) provided a onetime grant funding to the City of Kingston (as the Service Manager) in the amount of \$1.113M to support the Service Manager in transitioning to the new consolidated Community Homelessness Prevention Initiative (CHPI) and Kingston City Council approved the allocation of this one-time funding including \$631,327 be allocated to the City of Kingston and County of Frontenac Discretionary Residency Benefit program. This funding was allocated to allow the municipality to top-up the Discretionary Residency Benefit to 70% of the previous Community Start Up and Maintenance Benefit (CSUMB) level, in the anticipation that the DRB would continue to be utilized as in past years. Since more stringent requirements were incorporated into the Discretionary Residency Benefit application process, the utilization of the Discretionary Residency Benefit has been far less than anticipated. Given that the Discretionary Residency Benefit falls within the CHPI

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funding level, this funding can be reallocated in part to other homelessness initiatives; however this funding must be expended by March 31, 2014.

As a result, and in order to spend this funding by the March 31, 2014 deadline, Kingston City Council reallocated this funding for the following purposes:

- \$111K for administration costs for implementation of the 10 Year Housing & Homelessness Plan; and
- \$520K towards the municipal portion of homelessness costs in the first quarter of 2014.

As a result of this one time funding from the Ministry of Community and Social Services (MCSS) it is anticipated the County's contribution made during the 2013 budget process will result in a surplus of funds that could be returned to the County of Frontenac.

Another important factor to consider is that the County of Frontenac portion of the 2014 Housing and Homelessness budget will be reduced from the initial projection of \$87,176 to \$0.

As per the resolution made by Kingston City Council, the City of Kingston has authorized its surplus of funds to be reinvested back into two (2) Homelessness Programs, those being the Kingston-Frontenac Renovates, and the Poverty Reduction Initiatives. The resolution also directs City of Kingston staff to explore the possibility of the County of Frontenac also reinvesting these funds.

Discussion

The Renovation & Repair Assistance Program (RRAP) was a federally funded program through the Canada Mortgage and Housing Corporation (CMHC) that provided financial assistance to both homeowners and landlords to carry out repairs to properties. This funding ceased on March 31, 2012.

In 2011, the Province provided funding through the Investment in Affordable Housing Program funding envelope, which provided an envelope of money from which municipal service providers could invest in various programs including the Ontario Renovates program; however because the City of Kingston devised its own guidelines based on local needs and it is being delivered locally, the program was renamed the Kingston-Frontenac Renovates Program and the City committed \$200,000 per year for 3 years to this program. This Program is designed to assist lower income households in both the City of Kingston and the County of Frontenac, to complete necessary "emergency" repairs to their homes which will allow them to continue to reside within their homes. The Program provides "grants" for accessibility projects (to a maximum of \$3,500) and/or "forgivable loans" (to a maximum of \$10,000) to assist homeowners to complete emergency repairs to their homes. Funding for this program is limited; therefore eligibility is restricted to homeowners, whose combine household incomes fall within pre-determined Income thresholds. Grants/Loans are considered on a priority basis to help ensure the effective use of funds in serving those households in greatest need. Typical projects that would qualify for this funding are roofing, wells, septic systems, foundation repair/stabilization, furnace replacement, oil tank replacement (*Ontario Building Code*), windows & doors, barrier free shower installation, accessibility assists (grab bars, etc), accessible ramps and electrical panel repair.

Loans are forgiven at the rate of 10% per year over a 10 Year Affordability Period. If the homeowner should sell, rent or relocate from their home prior to full forgiveness of the Loan, the remaining un-forgiven portion of the loan is immediately repayable to the Service Manager. Such return of funds is directed back into the program to assist other households in need.

Household Income Thresholds

Household Size	Household Size	Household Size
1 Person	\$26,500	Eligible
2 Person	\$32,000	Eligible
3 – 4 Person	\$45,000	Eligible
5 Persons +	\$61,500	Eligible
Households	\$61,500 - \$73,500	Deferred Eligible
Other	>\$73,500	Not Eligible

Additional eligibility criteria also apply and the Program Guide & Requirements and Eligibility Criteria are attached to this report as Appendix B.

It is important to note that this program has been very well used by Frontenac County residents. In year 1 of this funding envelop, 79.90% of the allocated \$200,000 was utilized by the County of Frontenac and to date in year 2, 75% has been utilized by the County of Frontenac as indicated in statistics provided by the City of Kingston on the Kingston-Frontenac Renovates Program attached as Appendix A to this report. Staff would also point out that this program has been equally utilized throughout all four Townships.

Provincial funding through Investment in Affordable Housing ends at end of 1st quarter in 2015 (March 31, 2015). To date there has been no correspondence from the Province that this funding will be continued and if so what programs would be eligible to continue to be funded. The high demand for Kingston-Frontenac Renovates by Frontenac County residents indicates that there may be significant value in continuing this program. Council may want to consider its long term program commitment over the next years as this funding may end in 2015. On this basis, staff recommends that Council discuss future investment of the program as part of the upcoming development of its strategic plan.

Financial Considerations

Any 2013 surplus will be determined by City staff.

Sustainability Considerations

As noted in *Directions for our Future*, the Frontenacs must have a diversity of housing types to meet the needs of residents of all income levels. Policies and programs address persistent problems and issues such as “hidden homelessness”.

Organizations, Departments and Individuals Consulted and/or Affected

Sheldon Laidman, Director, Housing, City of Kingston
Rob Rowe, Housing Programs Administrator, Housing Department, City of Kingston
Joe Gallivan, Manager of Sustainability Planning

KINGSTON-FRONTENAC RENOVATE PROGRAM
 (Yr. 1 - DISTRIBUTION - Spending to Date - Oct. 21/13)

LOCATION	PROJECTS	%	DOLLAR VALUE	%
City of KINGSTON	7	25%	\$34,616	17.30%
FRONTENAC COUNTY	21	75%	\$171,372	82.70%
TOTAL	28		\$199,485	

KINGSTON-FRONTENAC RENOVATES PROGRAM
 (Yr. 1 - DISTRIBUTION - Spending to March 31, 2013)

LOCATION	PROJECTS	%	DOLLAR VALUE	%
City of KINGSTON	6	20.10%	\$40,367	20.20%
FRONTENAC COUNTY	23	79.90%	\$159,633	79.80%
TOTAL	29		\$200,000	1

Renovation & Repare Assistance Program (RRAP)
 (Period - Year 2008 - Year 2010 - inclusive)

LOCATION & YEAR	PROJECTS	%	DOLLARS	%
2008				
KINGSTON	58	57.40%	\$296,388	58.50%
FRONTENAC COUNTY	43	42.60%	\$210,142	41.50%
	101		\$506,530	
2009				
KINGSTON	44	53.20%	\$244,608	48.30%
FRONTENAC COUNTY	40	46.80%	\$262,066	51.70%
	84		\$506,674	
2010				
KINGSTON	26	68.40%	\$142,179	63.60%
FRONTENAC COUNTY	12	31.60%	\$81,241	36.40%
	38		\$223,420	

Note: 2010 RRAP Spending - likely lower due to program winddown & declining apps'.



KINGSTON-FRONTENAC RENOVATES PROGRAM "PROGRAM GUIDELINES AND REQUIREMENTS"

The Kingston-Frontenac Renovates Program: The Consolidated Municipal Service Manager (CMSM), serving the City of Kingston and the County of Frontenac, has committed funds provided under the Canada/Ontario Investment in Affordable Housing (IAH) program, for the creation of the Kingston-Frontenac Renovates Program to provide grants for accessibility projects (to a maximum of \$3,500) and/or interest-free forgivable loans (to a maximum of \$10,000) to assist Homeowner(s) to complete emergency repairs to their homes.

Program Rules

1. The funding is available only for 'approved' repairs to the applicant's home (other costs that may also be considered are: Building Permit, Consultant Fees and/or Project Management Fees, etc.).
2. The funding cannot be used for any other purpose.
3. Participants must obtain and provide to the Service Manager (SM) at least two (2) eligible competitive quotes including all related costs and applicable taxes (unless an alternate number is specified by the SM).
4. Contractors participating in the program must be fully qualified and able to complete the required work in order to meet codes and other legislative requirements.
5. Contractors must have proper and adequate insurance coverage in place at all times.
6. Approved applicants must fully execute a Letter of Agreement and a Promissory Note within sixty (60) days of receipt of the Conditional Letter of Commitment.
7. The funding will be paid directly to the contractor upon receipt of invoice and confirmation that work is satisfactorily complete. Inspections will be conducted by the Service Manager or its delegated representative.
8. Progress payments may also be considered if required for large, higher cost projects.
9. The maximum amount of the funding will be up to Ten Thousand Dollars (\$10,000).
10. The funding will be in the form of a ten (10) year interest-free forgivable loan documented and supported by a Letter of Agreement and a Promissory Note.
11. The period of forgiveness will be a ten (10) year affordability period and the forgivable loan amount will be reduced annually at an equal rate per year over the affordability period.
12. If, at any time prior to the end of the ten (10) year affordability period, the home is no longer the sole and principal residence of the registered Homeowner(s) or there is any default of the terms and conditions contained within the Letter of Agreement and/or Promissory Note, the full amount of the remaining portion of the loan will immediately become due and payable.
13. The Homeowner(s) will be responsible for any and all unforeseen and non-approved costs associated with completing the approved project.
14. Prior to project approval, the Service Manager (or delegate) may conduct a 'pre-approval' home inspection to determine if there is any other work that needs to be completed prior to or in conjunction with the approved work to ensure that the home will continue to be safe, sound and habitable upon completion of the approved repairs. Depending on the findings of the home inspection, this could result in an application being deemed ineligible.

15. The Homeowner(s) must provide confirmation (in whatever form required by the Service Manager) of their continued residency in their home on an annual basis throughout the ten (10) year affordability period.
16. Any misrepresentation may result in an applicant being deemed ineligible and, if all or a portion of the forgivable loan or accessibility grant has been paid while in default, the loan and/or grant would become refundable to the Service Manager.

Household Eligibility Criteria

1. At least one member of the household must be eighteen (18) years of age to apply.
2. The household must be a permanent resident of the City of Kingston or Frontenac County.
3. The household must own the home for which repair funds are being requested.
4. The home must be the sole and principal residence of the applicant. They must reside there at the time of application and throughout the ten (10) year affordability period.
5. The combined total gross income of the adult members of the household must be at or below the maximum household income limits as set by the City of Kingston and adjusted annually. The income limits will be provided as part of the information package released with each round of program funding.
6. The combined total assets and investments of all adult members of the household must not be greater than thirty thousand dollars (\$30,000). ('Registered' Retirement Savings Plan and 'Registered' Retirement Income Fund assets are not included).
7. The Homeowner(s) must be a Canadian citizen, a landed immigrant or have applied for permanent residency or refugee claimant status and must be able to provide such documentation if requested.
8. The household must not have a mortgage that is in default.
9. The household must not be applying for bankruptcy or have an active bankruptcy file.
10. The applicant must be able to live independently (with or without support services).
11. The **adult household members** must 'each' provide documentation as follows:
 - o The two (2) most current Notice of Assessments (2011 and 2012), and
 - o Verification of current income (pay cheque, Electronic Funds Transfers, passbook, etc.), and
 - o Verification of current banking information, and
 - o Verification of investments.
12. The **Homeowner(s)** must provide (in addition to the above information), the following information:
 - o Copy of mortgage document (if a mortgage still exists) and confirmation that mortgage payments are current, and
 - o Copy of the most recent Municipal Property Assessment Corporation (MPAC) property assessment, and
 - o Copy of Property Tax Statement and confirmation that property tax payments are current.

Eligible Homes

1. The home must be owned by the applicant(s).
2. The home must be located within the City of Kingston or Frontenac County.
3. The home must be at least ten (10) years old (**unless the application is for "accessibility" purposes only**).
4. The value of the home must be at or below the maximum house value as determined by the Service Manager. The current maximum house value is \$250,000.

5. Homes may be detached, semi-detached, row houses or condominiums (Condos: will consider indoor repairs only and which reflect repair requirements separate from those common repairs that are considered part of the collective Condominium Capital Repair Responsibility).
6. Mobile Homes: Structural modifications are not eligible. Some other types of repairs may be considered on a case-by-case basis.
7. Homes must be considered to be habitable pending completion of eligible and approved home repairs (see attachment for examples of some eligible home repairs).

Application and Selection Process

1. Up-to-date information will be posted on the City of Kingston website on an ongoing basis and will include: application forms, program guidelines, current program funding levels, maximum household income limits and maximum house values as well as any other information which may be pertinent at the time of the information release and subsequent updates.
2. All prospective Kingston-Frontenac Renovates Program applicants must complete an application form and provide all specified supportive information and documentation as required.
3. All applications and documentation must be delivered to the **Housing Department, City of Kingston, 362 Montreal Street, Kingston, ON K7K 3H5.**
4. Only complete applications with all required documentation and signatures will be reviewed for eligibility.
5. Eligible applicants will be considered on a priority basis assisting those in greatest need first until all funding is allocated.
6. Eligible applicants will be placed on a waiting list in order of receipt of the completed application and determination of eligibility.
7. If all eligibility criteria are met and the requested project is selected, based upon the priority rating process, the Homeowner(s) will be given a Conditional Letter of Approval confirming program eligibility and identifying the specific work to be done.
8. Upon receipt of the Conditional Letter of Approval, the applicant must immediately obtain a minimum of two (2) written quotes from eligible contractors to complete the same work and submit these quotes to the Service Manager. (NOTE: The Service Manager may request more than two (2) competitive quotes if deemed necessary).
9. The lowest valid bid will be accepted and considered to be the successful bid. If, however, the quotes are within five 5% of each other, the Homeowner(s) may exercise their discretion if there is an identified and valid reason to accept other than the lowest valid bid.
10. If the Service Manager approves this funding, the Homeowner(s) will be required to sign a Letter of Agreement and Promissory Note which sets out the terms and conditions of the funding.
11. Approved applicants will have sixty (60) consecutive days from the date of receiving the Conditional Letter of Approval to assign/commit the work to the approved contractor. (NOTE: **The Letter of Agreement and Promissory Note MUST be signed by the Homeowner(s) prior to commencement of any work.**)
12. Applications will continue to be received, evaluated and funding assigned until such time all funding has been allocated.

Terms and Conditions of Funding:

1. Funding is to be used solely for the 'approved' project located at the 'approved' address and only for the 'approved' work to be done. Any additional work done which was not approved in writing by the Service Manager will be paid solely by the Homeowner(s).
2. Provisions of the Construction Lien Act, R.S.O. 1990, c. C.30, as amended or replaced from time to time will apply to work completed. In accordance with the Act, holdbacks of ten percent (10%) may be retained by the Service Manager.
3. The Homeowner(s) is/are required to collect and submit to the Service Manager, invoices for all progress and/or final payments due to contractors. If an acceptable invoice is not collected and submitted to the Service Manager, payment will be withheld. An acceptable invoice will include the contractor(s) name and address and Business Number or HST Number and the total amount of the contract. (Total amount of the contract = "final costs" including labour, material, soft costs, permits and all applicable taxes).
4. The Homeowner(s) will be required to execute a Letter of Agreement and a Promissory Note.
5. The period of forgiveness is ten (10) years and forgiven at an equal rate per year over the affordability period. The term of loan forgiveness begins on the date of repair completion. If the home is sold, rented, or transferred prior to the loan forgiveness being fully earned, the Homeowner(s) must notify the Service Manager.
6. Funding which was approved for accessibility repairs made to a home, up to a maximum of \$3,500, will be in the form of a grant and will not require repayment.

Continued Eligibility

1. The Homeowner(s) must continue to own and reside in the home, as their sole and principal residence, throughout the duration of the ten (10) year affordability period.
2. On an annual basis throughout the ten (10) year affordability period the Homeowner(s) must provide (in whatever form is required by the Service Manager) confirmation of their continued residency in their home.
3. The mortgage must not fall into Default.
4. House insurance must remain in place and be current throughout the affordability period.
5. If, during the ten (10) year affordability period, the Homeowner(s) breaches or defaults on the terms and conditions of the Letter of Agreement and/or The Promissory Note, the full 'un-forgiven' portion of the loan will immediately become due and payable.

TERMS AND CONDITIONS OF KINGSTON-FRONTENAC RENOVATES HOME REPAIR FUNDING:

Kingston-Frontenac Renovates
Eligibility Considerations

Income Thresholds Limits

<i>Household Size</i>	<i>Income Limit</i>	<i>Status</i>
1 Person	\$26,500	Eligible
2 Persons	\$32,000	Eligible
3 - 4 Persons	\$45,000	Eligible
5 Persons +	\$61,500	Eligible
Households	\$61,500 - \$73,500	Deferred Eligibility
Other	➤ \$73,500	NOT Eligible

Eligible Applicant Type

<i>Category</i>	<i>Status</i>
Person	Eligible
Senior	Eligible
Family	Eligible

Eligible House Value

Maximum Assessment Value	\$250,000
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Examples of some types of repairs that may be considered eligible:

<i>Rating</i>	<i>Repair Type</i>
Health & Safety	Order Issued; (by Fire Dept. / Health Dept.)
	Heat (Furnace / Heaters / other)
	Fire Safety
	Mould
	Septic System
	Water Quality
	Well Drilling
	Structural (threatens life safety)
Accessibility	Ramp
	Lift
	Structural Modifications;
	Bathroom Fixture
	Door Widening
	Countertops
	Hand Rails
Structural	Roof
	Foundation
	Soffits & Fascia, etc.
Energy Efficiency	Furnace (e-star rating)
	Insulation (to R-40 rating)
	Window Replacement (e-argon)
	Other (doors, etc.)

Funding Types:

<i>Funding Type</i>	<i>Maximum Amount</i>	<i>Purpose</i>
Grant	\$3,500	Accessibility Repairs / Upgrades
Forgivable Loan	\$10,000	General Home Repairs
Combination: Grant & Forgivable Loan	\$10,000	Accessibility Repairs in excess of \$3,500



Report 2013-187

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Marian VanBruinessen
Acting CAO/ Treasurer

Julie Shillington
Administrator, Fairmount Home

Date prepared: October 1, 2013

Date of meeting: November 20, 2013

Re: **Financial Services – Fairmount Home Interest on Overdue Accounts**

Recommendation

THAT the Council of the County of Frontenac accept this *Financial Services – Fairmount Home Interest on Overdue Accounts* report;

AND FURTHER THAT the Council of the County of Frontenac direct staff to apply interest on overdue Fairmount Resident Accounts as outlined in this report.

Background

The statutory provision to charge interest was introduced in 2010, on the enactment of the *Long Term Care Homes Act*. No particular mechanism for implementing interest charges has been prescribed by the Act or determined in the case law.

Comment

Local municipal long term care homes were surveyed to understand their policy on the charging of interest on overdue resident accounts. Only one home, the John Parrot Centre in Lennox and Addington County, has amended its resident agreement to allow

Administrative Report
Financial Services – Fairmount Home Interest on Overdue Accounts
November 20, 2013

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for the charging of interest, although the Administrator has indicated that the policy has not been enforced. The municipal long term care homes in Kingston, Brockville, and Hastings County do not charge interest on overdue accounts as they were either unaware that the option was available or felt that the exercise was futile.

In Frontenac, however, it is believed that applying the interest on overdue accounts is a reasonable exercise as it indicates the entire value of the loss to the County in the context of foregone revenues, if the amounts are ultimately uncollectible.

Legal counsel for the County was asked to comment on the requirements under the *Long Term Care Act*. In their opinion the legislations permits a "reasonable" interest and suggest an interest charge of 5 per cent above the prime lending rate of a chartered bank.

To that end the following process will be undertaken:

- The amount payable by the Resident and/or Resident's Representative for accommodation during a month shall be due and payable in full on the 15th day of the following month.
- A statement of account shall be issued to each resident on or before the due date.
- Fairmount Home may charge interest to the Resident or the Resident's Representative for missed, incomplete or late payments if an account is not paid within thirty (30) days of the due date. Amounts shall bear interest from the due date to the date of payment, calculated monthly, at a per annum rate of 5.0% above the prime lending rate of the TD Bank in effect from time to time.
- Interest shall not be charged by Fairmount Home on any missed, incomplete or late payments to a resident who has applied to the Director for a rate reduction until such time as the Ministry approves the maximum amount that Fairmount Home may charge that resident for accommodation.
- If an account remains outstanding for more than forty-five (45) days from the due date, the Resident and/or the Resident's Representative responsible for payment of the account shall be advised in a letter prepared by the Accounts Receivable Clerk and signed by the Treasurer that legal action may be initiated if the account together with all accrued interest is not paid in full within ten (10) days of the date of the letter.
- If an account remains outstanding for more than ninety (90) days after its due date and without acceptable arrangements being made to bring the account to current status, the account will be forwarded to the County's legal advisor for further action.

Accounts must be reviewed in the context of Fairmount's Zero Tolerance for Abuse & Neglect Policy to ensure that resident financial abuse is not evident.

The Resident Admission Agreement will be amended to provide for interest on overdue

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Financial Services – Fairmount Home Interest on Overdue Accounts
November 20, 2013

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accounts as outlined above and only those residents admitted after amendment of the Agreement will be subject to the interest policy.

Sustainability Implications

Governance – appropriate stewardship of County resources.

Financial Implications

At the end of each calendar year the Treasurer brings forward a report to Council with respect to the write off of outstanding accounts, showing the accrued interest separately.

Organizations, Departments and Individuals Consulted and/or Affected

Brian Smith, John Parrott Centre
Deb Green, Rideaucrest Home
Claudette Dignard-Remillard, Hastings Manor & Centennial Manor



Report 2013-198

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Marian VanBruinessen, Acting CAO/Treasurer
Paul Charbonneau, Director of Emergency and Transportation Services

Date Prepared: October 23, 2013

Date of Meeting: November 20, 2013

Re: **Financial Services – 2014 Frontenac-Howe Islander Ferry Fees and Fares Schedule**

Recommendation

RESOLVED THAT Council of the County of Frontenac accept the *Financial Services – 2014 Frontenac-Howe Islander Ferry Fees and Fares Schedule* report;

AND FURTHER that a by-law be introduced later in the meeting to adopt the 2014 Frontenac-Howe Islander Ferry Fees and Fares Schedule.

Background

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

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

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

Administrative Report
Financial Services – 2014 Frontenac-Howe Islander Ferry Fees and Fares Schedule
November 20, 2013

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

Comment

The 2014 pass is again proposed to provide access to both the County and the Township ferries and the common fee structure for the Township and the County ferries is also proposed to continue.

2014 Fees and Fares

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

In 2013 an exemption was provided for all vehicles identified as undertaking business for the Township of Frontenac Islands. No other major change is suggested in the overall principles currently in place for the fees and fares.

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

The discounted tickets to provide to visiting friends and family will be continued in 2014. One book of 10 tickets will be sold per pass holder for a price of \$40.00 to accommodate this requirement.

It is suggested that the cost of the pass and the fees be amended as follows:

Annual pass for a single vehicle	* \$240.00
One additional annual pass for a single vehicle per household **	* \$60.00
Two way trip for single vehicle	\$5.00
Two way trip for single vehicle with trailer in tow	\$10.00
Additional charges for annual pass holder with trailer in tow	\$5.00
Two way trip for any heavy vehicle	\$12.00
Replacement fee per annual pass (Charged for every replacement)	\$25.00

Definitions

Single Vehicle

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

Heavy Vehicle

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

* These fees will be discounted by 10% for applicants who can show documentation indicating they are 65 years of age or older during 2014

** A second pass for \$60 will only be available if the second vehicle involved is registered to:

- The same individual who purchased the first full-price 2014 annual pass
- An individual who is married to or is in a common-law relationship with the full-price 2014 annual pass purchaser
- The dependent child of a full-price 2014 annual pass purchaser or the full-price pass purchaser's married or common-law spouse who is under the age of 18
- The dependent child of a full-price 2014 annual pass purchaser or the full-price pass purchaser's married or common-law spouse who is over the age of 18 only if the dependent child has both the same permanent address as the full-price 2014 annual pass purchaser and is attending school full-time

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

A third pass at a reduced rate is not available.

- Township of Frontenac Islands' vehicles and vehicles which, through previous notification, the Township of Frontenac Islands identifies as undertaking Township business are exempted.

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

The Council of the Township of Frontenac Islands considered this schedule of fees and fares at its meeting in November 2013 and approved the direction recommended.

Organizations, Departments and Individuals Consulted and/or Affected

Mayor and Councillors, Township of Frontenac Islands
Carol Dwyre, Deputy Clerk and Treasurer



REPORT 2013-200

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Jannette Amini
Deputy Clerk

Date prepared: October 25, 2013

Date of meeting: November 20, 2013

Re: **Administrative Services – Appointment of a Closed Meeting Investigator**

Recommendation

RESOLVED THAT Council of the County of Frontenac accept the *Administrative Services – Appointment of a Closed Meeting Investigator* report for information;

AND FURTHER THAT Council authorize the Warden and Clerk to enter into an agreement with Local Authority Services Ltd. (LAS) for the services of a Closed Meeting Investigator for a period of two years effective from January 1, 2014 to December 31, 2015.

AND FURTHER THAT a by-law be introduced at the December County Council meeting to appoint Local Authority Services Ltd. (LAS) as the Closed Meeting Investigator for the County of Frontenac Pursuant to Sections 8, 9, 10 and 239.1 of the *Municipal Act, 2001*, as amended.

Background

On October 21, 2009, the Council of the County of Frontenac adopted By-law No. 2009-0036 being a by-law to appoint Fournier Consulting Services as the Closed Meeting Investigator for the County of Frontenac pursuant to Section 239.2 (1) of the *Municipal Act, 2001*, as amended. Since that time, County Council has authorized a number of contract extensions with Fournier Consulting Services with the current contract extension set to expire December 31, 2013.

Administrative Report
Administrative Services – Appointment of a Closed Meeting Investigator
November 20, 2013

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As per the *Municipal Act*:

239.1 Investigation - A person may request that an investigation of whether a municipality or local board has complied with section 239 or a procedure by-law under subsection 238 (2) in respect of a meeting or part of a meeting that was closed to the public be undertaken,

(a) by an investigator referred to in subsection 239.2 (1); or

(b) by the Ombudsman appointed under the Ombudsman Act, if the municipality has not appointed an investigator referred to in subsection 239.2 (1).

239.2 (1) Investigator - Without limiting sections 9, 10 and 11, those sections authorize the municipality to appoint an investigator who has the function to investigate in an independent manner, on a complaint made to him or her by any person, whether the municipality or a local board has complied with section 239 or a procedure by-law under subsection 238 (2) in respect of a meeting or part of a meeting that was closed to the public, and to report on the investigation.

(2) Powers and duties - Subject to this section, in carrying out his or her functions under subsection (1), the investigator may exercise such powers and shall perform such duties as may be assigned to him or her by the municipality.

(3) Matters to which municipality is to have regard - In appointing an investigator and in assigning powers and duties to him or her, the municipality shall have regard to, among other matters, the importance of the matters listed in subsection (5).

(4) Same, investigator - In carrying out his or her functions under subsection (1), the investigator shall have regard to, among other matters, the importance of the matters listed in subsection (5).

(5) Same - The matters referred to in subsections (3) and (4) are,
(a) the investigator's independence and impartiality;
(b) confidentiality with respect to the investigator's activities; and
(c) the credibility of the investigator's investigative process.

(6) Delegation - An investigator may delegate in writing to any person, other than a member of council, any of the investigator's powers and duties under this Part.

(7) Same - An investigator may continue to exercise the delegated powers and duties, despite the delegation.

(8) Status - An investigator is not required to be a municipal employee.

(9) Application - Subsection 223.13 (6) and sections 223.14 to 223.18 apply with necessary modifications with respect to the exercise of functions described in this section.

(10) Report and recommendations - If, after making an investigation, the investigator is of the opinion that the meeting or part of the meeting that was the subject-matter of the investigation appears to have been closed to the public contrary to section 239 or to a procedure by-law under subsection 238 (2), the investigator shall report his or her opinion and the reasons for it to the municipality or local board, as the case may be, and may make such recommendations as he or she thinks fit.

(11) Publication of reports - The municipality or local board shall ensure that reports received under subsection (10) by the municipality or local board, as the case may be, are made available to the public.

Comment

Staff initiated preliminary discussions with Fournier Consulting Services in September to determine if there was a desire to further extend the contract upon the current contract's expiration date of December 31, 2013. Fournier Consulting Services has advised that it will not be renewing existing contracts for closed meeting services. Mr. Fournier did express that he appreciated the opportunity to serve as the County of Frontenac's Closed Meeting Investigator for a number of years and moreover acknowledged the County's excellent record of receiving no formal or informal complaints by his firm since the County retained his services. He acknowledged that this is a demonstration of how well the County has fulfilled its obligations under section 239 of the *Municipal Act*. Beyond the Ombudsman's Office, Mr. Fournier is unaware of any private firms or individuals who provide this service other than AMO's Local Authority Services Ltd. (LAS). Staff proceeded with a survey of several municipalities, including neighbouring upper tier municipalities, all of which utilize the services of LAS. At present, 134 municipalities utilize the services of the LAS Closed Meeting Investigator program.

As noted in Mr. Fournier's comments, to date, the County has had no closed meeting investigations. The LAS program fees for the 2014-15 term include a program retainer fee of \$330 per annum (\$660 for the two year term), and a daily investigation fee of \$225 per hour should an investigation be required. It should also be noted that past contracts for Closed Meeting Investigator services have been done under one contract for both the County and the Townships of Central Frontenac, South Frontenac and Frontenac Islands; however it is the preference of LAS to have individual contracts for each municipality. Central Frontenac Township, South Frontenac Township and Frontenac Islands Township have been advised of this and will be taking appropriate action. A copy of Frequently Asked Questions regarding the LAS Closed Meeting Investigator Program is attached to this report as Appendix A.

It is the recommendation of staff that the County of Frontenac enter into an agreement with Local Authority Services Ltd. (LAS) for the provision of Closed Meeting Investigator services for the County of Frontenac.

Financial Considerations

Given that to date there have been no Closed Meeting investigations, the 2014 budget for Closed Meeting Investigator will be reduced from \$500 to \$330 to cover the cost retainer fee for LAS; however a contingency reserve amount will need to be available should an investigation arise.

Sustainability Considerations

The focus area of Capacity Building and Governance speaks to providing an equal and equitable level of service across the County as a priority and ensuring that the government decision-making processes are clear and transparent.

Organizations, Departments and Individuals Consulted and/or Affected

Township of Central Frontenac
Township of South Frontenac
Township of Frontenac Islands

Attachments

Appendix A – Frequently Asked Questions regarding the LAS Closed Meeting Investigator Program



LAS Closed Meeting Investigator Program

Frequently Asked Questions

These “frequently asked questions” reflect our best efforts to interpret the legislation (Sections 239.1 and 239.2 of the Municipal Act, 2001) and its intent, and demonstrate how the LAS Investigator Program operates.

What is the Requirement?

Effective January 1, 2008 any person (and this means anyone) can request that an investigation be undertaken respecting whether a municipality or local board, or a committee of either, has complied with closed meeting rules. Municipalities are able to appoint an Investigator for this purpose. If a municipality chooses not to appoint an Investigator, the Provincial Ombudsman assumes the role.

What should be considered in appointing an Investigator?

A municipality can appoint any person, corporation or individual, including a member of municipal staff, to conduct investigations pursuant to Section 239.2.

In making its selection of an Investigator, a municipal Council should consider the intent and wording of the Act. Sections 239.1 and 239.2 were enacted to enhance transparency and accountability. Council needs to consider if its choice achieves that goal.

The Act specifically speaks to impartiality, credibility, confidentiality, and independence with respect to the investigation process.

What is Local Authority Services (LAS)?

Created in 1992, LAS supports municipalities and the broader public sector by delivering programs and services that leverage economies-of-scale and co-operative procurement efforts. Examples of current LAS programs are our Electricity and Natural Gas Procurement Programs, various energy management tools, and The One Investment Program.

LAS is a subsidiary of AMO, however the corporation has independent governance through its own Board of Directors.

Why appoint LAS as Investigator?

LAS offers this service because it is complementary to our existing suite of municipal programs and services whereby value can be enhanced through group procurement. The LAS program also ensures a consistent standard of service to all participants.

Secondly, LAS believes that this initiative assists municipalities in demonstrating that they are a mature and accountable order of government, capable of managing their own affairs. LAS ensures that Review Officers have a knowledge of and appreciation for the municipal environment.

Thirdly, LAS believes it can add an educational component, to a degree not possible if municipalities act independently or in small groups, which serves to enhance transparency and accountability, ultimately reducing the frequency of requests for closed meeting investigations.

How Does a Municipality appoint LAS as Investigator?

A municipality can appoint LAS at any time, but LAS would not be the Investigator for any requests that were made between January 1, 2008 and the date of the later appointment. The Provincial Ombudsman takes on this role.

A standard by-law is provided by LAS which incorporates an agreement between LAS and the municipality. It reflects LAS decision to delegate its authority to a third party company specifically set up for this purpose. At this time LAS delegates this role to Amberley Gavel. This company provides a panel of Review Officers who will conduct investigations.

What background do the Review Officers have?

The Review Officers are persons who have extensive experience with municipal government and municipal processes. This experience might be gained as a staff person or as a previous elected official, or through a close working relationship with municipal government over an extended period of time.

Review Officers are located geographically around the Province to minimize costs to participating municipalities, where possible. At least one Review Officer is able to conduct investigations in French. All Review Officers participate in training regarding municipal and local board meeting processes, as well as investigative processes.

Who appoints an Investigator for a Local Board?

The municipal Council does. It will automatically be the one who is appointed to deal with requests regarding Council meetings.

What is a "Local Board"?

The definition of a local board is derived from two sources for purposes of closed meeting investigations. The first is Section 1 of the Municipal Act 2001, which says:

" "local board" means a municipal services board, transportation commission, public library board, board of health, police services board, planning board, or any other board, commission, committee, body or local authority established or exercising any power under any act with respect to the affairs or purposes of one or more municipalities excluding a school board and a conservation authority".

But Section 238, further states: *" "local board" does not include police services boards or public library boards".*

In short, the closed meeting investigation process covers all Municipal Boards and Committees except: School Boards, Conservation Authorities, Police Services Boards, and Public Library Boards. These are the only exceptions - Business Improvement Area Boards, Arena Boards, Transit Commissions, and Boards of Health, for example, are all covered.

For a specific local situation not addressed above, the municipality should review the establishing by-law and enabling legislation for the Board or Committee, and if necessary consult its solicitor. Such situations would include a corporation established under the Section 203 of the Municipal Act 2001, for example. Other corporations may also be excluded by their enabling legislation.

What is a “Committee”?

Section 238 says that *“committee means any advisory or other committee, subcommittee or similar entity of which at least 50% of the members are also members of one or more councils or local boards”*.

What about Joint Boards and Committees?

Again, guidance should come from the by-laws and legislation creating the specific body.

Section 1 of the Act defines "local board" to mean, "a municipal service board, transportation commission, public library board, board of health, police services board, planning board, or any other board, commission, committee, body or local authority established or exercising any power under any Act with respect to the affairs or purposes of one or more municipalities, excluding a school board and a conservation authority;".

Section 238(1) lists the exclusions for the Part of the Act that includes the closed meeting investigation process. The definitions of “local board” in sections 1 and 238 must be read together to what boards are covered by the closed meeting rules.

The Act is silent with respect to who will investigate in the case of a joint board such as a Board of Health. It would appear that if all of the municipalities appointing to the joint board have appointed the same Investigator, for example LAS, then that Investigator would investigate a request. Each municipality should include the joint board in its list of included boards. If however different municipalities have appointed different Investigators, then it is not clear which Investigator will respond. It is recommended that the joint board decide by resolution which Investigator is to be appointed. Again, this should be reflected in the municipal list of boards included in the program. Finally if one or more of the appointing municipalities has not appointed an Investigator and the Joint Board has not passed a resolution accepting the appointment of an Investigator of one of the appointing municipalities, it is likely that the Provincial Ombudsman will be the Investigator for the Joint Board's situation.

What is a “Person”?

- A “Person” includes an individual,
- “ *“person” includes a corporation and the heirs, executors, administrators or other legal representatives of a person to whom the context can apply according to law.*” (Interpretation Act),
- This was superseded by the Legislation Act, 2006 - Part VI, section 87, states “person” includes a corporation.
- “ *“person” includes a municipality unless the context otherwise requires;*” (Municipal Act, 2001)

What happens if an Investigator is not appointed by the municipality?

Since January 1, 2008, a person may request the Provincial Ombudsman to undertake an investigation of the compliance of a closed meeting with the Municipal Act 2001 or a procedure by-law.

Even if a request has gone to the Ombudsman, the municipality could still appoint an Investigator for subsequent requests. The Ombudsman would complete the work on the requests filed with him.

Can a request be retroactive?

Section 239.2 of the Municipal Act, 2001 was proclaimed effective January 1, 2008. As a general rule, legislation is not retroactive unless it contains specific reference to retroactivity. This section contains no such reference; it is recommended that an investigation only be held for meetings that occur on or after January 1, 2008.

How does a person file a request and is there a required form for a request?

It appears that the municipality can decide upon the form for a request, but presumably the request should be signed by the person requesting the investigation, and should include contact information and sufficient detail to indicate the meeting that the request concerns, and a general indication of why the request has been made.

What are the requirements of an Investigation?

The investigation process is required to be credible, its activities confidential, and it is required to be conducted impartially and independently. Neither Council, nor a Local Board, nor any of its members should attempt to provide direction to the investigation process once a request has been made. Council or Board members could be interviewed as could any other person in attendance at the meeting that is the subject of the request.

What does the Municipality or Local Board do with a request for an Investigation if they have appointed LAS as their Closed Meeting Investigator?

The request should be directed to the Municipal Clerk who will have a checklist of material required for each investigation – this is available from LAS. This standardized checklist is designed to minimize investigation costs and ensure the credibility of the investigation process.

The checklist includes: the request made by the person, procedure by-law(s), contact list of attendees, evidence of notice for the meeting in question, agenda and attachments, minutes, and other relevant materials.

What is the LAS investigation process?

- A person files a request for investigation with the Clerk
- The request and background documentation are sent to the Investigator
- Initial review by Investigator may result in withdrawal by the person filing, a decision not to proceed with reason, or a decision to proceed with the investigation
- In the case of withdrawal, or decision not to proceed, Investigator notifies the parties.
- If decision is to proceed, a Review Officer is assigned and investigation is performed
- Draft report filed with Investigator for review
- If circumstances warrant, municipality or local board given formal hearing opportunity (pursuant to Section 18 of the Ombudsman Act)
- Final report prepared and submitted to the Council, or Local Board and Council, and posted on Investigator website.

A flowchart of the Investigation Request Process can be found on the LAS website at www.LAS.on.ca.

Will all requests proceed to a full investigation?

During the investigative process the person who filed the request may decide to withdraw the request. If that happens, the file will be closed and the action reported to the Council, or to the Council and Local Board.

In addition, some requests may be determined upon preliminary review to be frivolous or vexatious. Following such a determination the requestor will be notified of this decision by the Investigator as will the Council, or the Council and the Local Board.

The credibility of the Investigation process requires that both of the above circumstances be formally undertaken and documented.

Are all draft reports reviewed by more than one person?

Each draft report prepared by a Review Officer is peer reviewed by Amberley Gavel. In most instances this will be undertaken by one of the principals of Amberley Gavel. Only after the peer review has been completed will Amberley Gavel submit the report and any recommendations to the municipality or local board.

What are the fees for this LAS program?

There are two types of fees with respect to a municipality's agreement with LAS. The first is the retainer fee, and the second is the daily rate for actual investigations, along with out of pocket expenses. Specific fee amounts are detailed in the Investigator Services Agreement.

The retainer is to allow for educational materials to be developed and provided to municipalities and local boards, and also for administrative overhead.

Daily fees and reasonable out of pocket expenses will be chargeable to the municipality or local board for each investigation. It is anticipated that a credible investigation process will require a minimum of a half day's time once referred to the Investigator, even if the request is withdrawn or determined not to merit a complete investigation.

Does LAS benefit monetarily from offering this program?

LAS does not intend (nor expect) to generate material net revenue from providing this program. The retainer fee is based on cost recovery for LAS' expenditures to establish and administer the program for participating municipalities.

How is the investigation billed?

Municipalities will be billed on an hourly basis. Members of the Review Officer panel will be located throughout Ontario which will help to reduce travel costs and time.

Is there a policy/guidelines related to the expenses that Amberley Gavel may charge for a Review Officer conducting an investigation?

The municipality or local board will be responsible for the reasonable expenses of conducting the investigation. Travel, meals and accommodation and administration, such as copying, will be the primary expenses. Amberley Gavel is committed to keeping out of pocket costs incurred as a result of the investigation at a reasonable level, consistent with expenses charged by firms and agencies consulting with governments.

How long does an investigation take?

The time spent on conducting an investigation will depend on a number of factors. It could be as short as a few hours to investigate a complaint that is on its face without merit or outside the scope or purpose of the closed meeting investigator. But it could also be a few working days depending upon a number of factors such as the complexity of the situation, the number of persons to be interviewed and the organization of interviews by the Review Officer and the municipality.

A straightforward investigation will take at least a month from the time that a request is received by Amberley Gavel along with all of the stipulated documentation. One critical element will be the availability of all of the persons that need to be interviewed being available to maximize the use of the Review Officer's time. More complex investigations will take longer.

What is investigated under a complaint?

The Act provides in section 239.1 that the mandate of the investigator is to determine whether a municipality or local board has complied with section 239 or the procedure by-law of the municipality or local board. The LAS program reviews only the procedure as it relates to the acceptability of a closed meeting and not the issue at hand in the complaint.

Can a municipality charge a fee for a request for an investigation?

Nothing in section 239 addresses the issue of a fee, however, any fee or charge would presumably be established by the municipality or local board pursuant to Part XII of the Municipal Act, 2001. A municipality may wish to obtain legal advice in establishing such a fee.

Is there an appeal mechanism available for Investigator reports?

The Municipal Act, 2001 does not provide for an appeal of the report.

Does the Municipality have a choice of Review Officer?

The decision as to which Review Officer will be delegated the task of conducting the investigation will be made by LAS' delegate – Amberley Gavel. Factors such as geographic location, type of municipality and availability will be taken into account.

Amberley Gavel will ensure that a Review Officer that has a conflict as a result of an existing relationship with a municipality or local board will not be involved in the investigation.

Who can see a request?

The Municipal Act, 2001 imposes a duty of confidentiality on every person involved with the Investigation. This duty prevails even over the Municipal Freedom of Information and Protection of Privacy Act.

Is the report of the Investigator available to the public?

Yes. The Act requires that it be available to the public.

How long does the appointment of LAS as Investigator last?

The LAS Program Services Agreement provide for a term of two years expiring on December 31 of the second year. The appointment will be automatically renewed on a year-to-year basis unless terminated by the municipality or by LAS with 120 days' notice.

How does LAS help municipalities understand the closed meeting rules?

LAS enhances the service provided to participating municipalities in a number of ways:

- There is a password protected website for participating municipalities that will provide a variety of information resources including access to all reports completed.
- LAS provides information on the panel of Review Officers.
- LAS also provides information and suggestions on closed meetings as part of an ongoing educational program.



REPORT 2013-202

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Date prepared: November 1, 2013

Date of meeting: November 30,, 2013

Re: **Financial Services – Fairmount Home Auditorium
Redevelopment Project Award of Contract**

Recommendation

THAT Council of the County of Frontenac receive this *Financial Services – Fairmount Home Auditorium Redevelopment Award of Contract* report;

AND FINALLY THAT the Council of the County of Frontenac authorize, subject to the satisfaction of the Acting CAO with the final negotiation of the contract, the execution of an agreement with Emmons and Mitchell Construction to undertake the Fairmount Home Auditorium Redevelopment.

Background

County Council committed to the Fairmount Home Auditorium Redevelopment Project through the budget process, finalized on May 2, 2013.

J.L. Richards was hired as architects and TCMS as project manager.

Comment

- Nine (9) firms were prequalified
- The deadline for submitting a response to the Tender call was October 31, 2013, 3 p.m. There were no late submissions.

Administrative Report
Financial Services – Fairmount Home Auditorium Redevelopment Project Award of Contract
November 20, 2013

Page 1 of 2

- Several inquiries were received during the Tender response period resulting in the issuance of three additional contract documents, Addenda No. 1-3
- A total of six (6) firms submitted tender proposals
- One bid was deemed informal after a review by legal counsel and eliminated

<u>Company</u>	<u>Base Bid Price</u>	<u>Bid Status</u>
Van Horne Construction Limited	\$1,736,000.00	Informal
Emmons & Mitchell Construction	\$1,796,000.00	No Irregularities
David J. Cupido Construction Ltd.	\$1,840,000.00	No Irregularities
Mirtren Contractors Limited	\$2,060,000.00	No Irregularities
Ross Claire	\$2,219,000.00	No Irregularities
Bel-Con Design-Builders Ltd.	\$2,457,000.00	No Irregularities

Financial Implications

The low bid is within the project budget.

Organizations, Departments and Individuals Consulted and/or Affected

Patrick Thompson, TCMS



REPORT 2013-207

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO/Treasurer

Date prepared: November 1, 2013

Date of meeting: November 20, 2013

Re: **Financial Services – 2014 Budget Discussion**

Recommendation

THAT Council of the County of Frontenac receive this *Financial Services – 2014 Budget Discussion* report for information;

AND FURTHER THAT the Council of the County of Frontenac set the budget meetings at the end of January and/or beginning of February with a goal of budget adoption by February 19, 2014.

Background

Under the *Municipal Act, 2001, S.O. 2001, CHAPTER 25, as amended*, Section 289(1) states an upper-tier municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the upper-tier municipality.

Comment

Council might want to consider setting a budget timeline and should also be aware of the impact of 2013 Council decisions on the 2014 budget.

A. Budget timeline

1. The Service Delivery and Organization Review will present its final recommendations to Council on January 15th. The impact on the levy related to Council's direction with respect to these recommendations is unknown.

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Financial Services – 2014 Budget Discussion
November 20, 2013

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2. Council is considering a strategic plan, the implications of which should be reflected in a discussion of the reserves and reserve funds. This reserve discussion should have an explicit deadline in 2014, but could be completed outside of the budget process.
3. It is recommended that the budget discussions be planned for the end of January and beginning of February, with a goal of passing the budget at the February Council meeting.

There is value in dedicating blocks of time to the discussion to ensure that the momentum and understanding are maintained.

Proposed dates include January 29, 30, 31, February 5, 6, 7, 2014.

B. Budget Impacts

1. Implications of Working Fund transfers: The 2013 budget brought \$153,164 from Working Funds to offset the operating budget which translates into a 1.88% impact on the net levy.
2. Frontenac's share of the Land Ambulance and Social Service budgets are affected by the relative change in weighted assessment and Frontenac's relative share of weighted assessment is increasing more rapidly than in the City of Kingston, primarily due to waterfront assessment. In terms of Land Ambulance this could result in an annual increase estimated at 0.35% of the net levy. For Social Services the annual increase is estimated at 0.45% of the net levy.
3. There will be no recovery in 2014 from Frontenac Islands – an increase of 0.5% in the net levy.

Prior to any discussion of salary, benefit, other expenditure adjustments County Council should consider the following.

2014 net levy impact

Working Fund reserve to offset operating	1.88%
Frontenac Islands - no recovery	0.50%
Weighted assessment adjustment impact on levy	0.80%
Total 2014 net levy impact	+3.18%

4. Council is aware of the discussion of salary and wage negotiations and the relative impact on the 2014 budget.
5. The OMERS rate will not increase in 2014, but will the cost will increase in relation to any wage increase. CPP and EI rates remain as in 2013, but

the maximum insurable earnings have increased. Medical benefit costs will increase 3.8%.

Financial Implications

None at this time

Organizations, Departments and Individuals Consulted and/or Affected

Senior Management



Report 2013-210

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Joe Gallivan
Manager of Sustainability Planning

Date prepared: November 13, 2013

Date of meeting: November 20, 2013

Re: **Sustainability – Source Protection Municipal Implementation Fund Grant**

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Sustainability – Source Protection Municipal Fund Grant* report for information;

AND FURTHER THAT the Council of the County of Frontenac authorize the Warden and Acting Clerk to enter into an agreement with the Province of Ontario to allow for receipt of a grant up to \$61,426 for the implementation of the Source Water Protection Plan as it relates to the County of Frontenac.

Background

The Province of Ontario, through the Ministry of Environment (MOE), has made available \$13.5 million to work in partnership with small, rural municipalities to protect the quality and quantity of their drinking water supply sources. The Source Protection Municipal Implementation Fund provides one-time funding to offset a portion of the costs for small, rural municipalities in preparing to implement and implementing source protection plans.

Comment

On November 1st, MOE announced the list of municipalities that were being awarded funding for implementation of the Source Protection Plans. Frontenac County was awarded \$46,426, with the opportunity to obtain an additional \$15,000 through collaboration with one or more municipalities. South Frontenac Township also received a \$64,445 grant to implement source water protection planning with a particular focus on protection of Sydenham Lake, which is the Village of Sydenham's drinking water source.

A copy of the Province's *Source Protection Municipal Implementation Fund Guide* is attached to this report as Appendix A. This guide provides the details of funding eligibility, collaboration incentives, and the purposes for which these funds can be utilized. Eligible activities include: development and implementation of land use policies (e.g. County Official Plan) to formally recognize a source protection plan; education and outreach to ensure the public are informed of the planning program; and establishing processes for information sharing among municipalities and source protection authorities.

According to the Provincial contract, the County will have up until December 11, 2015 to use these funds for any of the eligible funding activities. However, to be eligible to receive these funds the Ministry of Environment must have a signed copy of the funding agreement returned by no later than December 11, 2013. Therefore it is necessary for County Council to endorse this receipt of funding as soon as possible.

Sustainability Implications

The possibility of receiving funding to promote and implement the source water protection plans supports the environmental pillar of *Directions for Our Future*.

Financial Implications

This represents the opportunity for a \$61,426 funding source to help implement the Source Water Protection Plan.

Organizations, Departments and Individuals Consulted and/or Affected

Ontario Ministry of Environment
Jannette Amini, Acting Clerk



REPORT 2013-213

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Anne Marie Young
Manager of Economic Sustainability

Date prepared: November 15, 2013

Date of meeting: November 20, 2013

Re: Sustainability – Sustainable Actions 2013

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive this *Sustainability – Sustainable Actions 2013* report;

AND FURTHER that Council adopt *Directions for Our Future, Sustainable Actions 2013*.

Background

Frontenac's sustainability journey began through a formal process in 2006. A strong commitment was made to a highly participative community approach, a true community sustainability plan. After several years of development, including many community meetings and conversations, the final plan was adopted by the Council of the County of Frontenac in 2009. It is a plan that belongs to the community and it is through the ongoing community input gathered during various conversations, consultations, electronic input opportunities and workshops that it remains relevant. It is a living project that commits to an annual review and the publication of *Sustainable Actions* at the end of each year.

Comment

Sustainable Actions 2013 is this year's companion document to *Directions for Our Future*, our shared Integrated Community Sustainability Plan (ISCP) for the area encompassed by the County of Frontenac. It is a living community document, and its

Administrative Report
Sustainability – Sustainable Actions 2013
November 20, 2013

Page 1 of 2

content draws from and incorporates the suggestions made by numerous participants at specific sustainability events like the Annual Breakfast and Sustainability Workshop held this year in May and September respectively, and at the many other meeting opportunities and conversations had throughout the year.

As a result of all of these consultation sessions, a revised *Sustainable Actions 2013* has been drafted and reviewed by the SAC. It contains a list of priority projects that staff will be bringing forward for Council's consideration during the 2014 budget discussions. These budget line items has been vetted and accepted by SAC and as well the Trails Advisory Committee. All of the projects meet one or more of the four pillars of sustainability: social, cultural, economic, and environmental.

Sustainability Implications

The Integrated Community Sustainability Plan is the cornerstone to reaching the community's vision of how the Frontenacs should be and how it should evolve over the next 50 years. It is critical that the annual review be conducted to ensure the community's priorities are understood and documented. This commitment to maintain regular consultation and dialogue with the community was made by Council with the adoption of *Directions for Our Future* in 2009.

Financial Implications

Any financial implications will be addressed through Council's budget deliberations. There are none related to adopting this community document.

Organizations, Departments and Individuals Consulted and/or Affected

ICSP Participants
Townships of Frontenac
Stakeholders
Residents
Business Representatives

Sustainable Actions 2013

Directions for Our Future

County of Frontenac Guide to Sustainability
November 2013 DRAFT

COUNTY of
Frontenac



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Executive Summary

A watershed moment happened at the Sustainability Workshop in September this year. It was the first time that we started our conversation without needing to confirm our definition of sustainability. This is significant mark of success for sustainability across Frontenac.

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

Sustainable Actions 2013 is the latest annual companion document to *Directions for Our Future*, the community's Integrated Community Sustainability Plan (ICSP). Frontenac's sustainability journey began through a formal process in 2006. A strong commitment was made to a highly participative community approach, a true community sustainability plan. After several years of development, including many community meetings and conversations, the final plan was adopted by the Council of the County of Frontenac in 2009 (Appendix H offers more detail concerning this journey). It is a plan that belongs to the community and it is through the ongoing community input gathered during various conversations, consultations, electronic input opportunities and workshops that it remains relevant. It is a living project that commits to an annual review and the publication of *Sustainable Actions* at the end of each year. This annual update tries to reflect the ideas and priorities expressed by members of our community. **This document continues the organic, ongoing effort to listen and compile the thoughts and visions of community members and to reinvigorate our commitment to a vision of sustainability for Frontenac County as a whole.**

As the name implies, *Sustainable Actions 2013* celebrates the many ideas and suggested activities that will lead us toward our sustainability vision, shares successful community actions, identifies opportunities for 2014 and beyond. *Sustainable Actions 2013* also highlights a number of statements that influence all of our endeavours and can guide our future directions in a sustainable manner.

At the end of this document, there are Appendices. **(One includes the priority actions that will be presented during the 2014 Frontenac County Council budget deliberations.)** These actions will inspire and motivate further community engagement and action in the upcoming year. Frontenac County, encompassing our communities, belongs to all of us and it is up to each one of us to participate in ensuring that our current visions develop into tomorrow's realities.

This report must acknowledge the hard work and tremendous efforts expended in 2013 and invites you to further explore the opportunities to develop partnerships and take action on projects that interest you. More detail on ongoing initiatives, and those in need of a champion, can be found at www.directionsforourfuture.ca

Introduction

Sustainable Actions 2013 is this year's companion document to *Directions for Our Future*, our shared Integrated Community Sustainability Plan (ISCP) for the area encompassed by the County of Frontenac. It is a living community document, and its content draws from and incorporates the suggestions made by numerous participants at specific sustainability events like the Annual Breakfast and Sustainability Workshop held this year in May and September respectively, and at the many other meeting opportunities and conversations had throughout the year.

Sustainability, as embraced by our community, focuses on the four areas of culture, social, economic and the environment. These areas are referred to as pillars: a balance is required within all four pillars to have a truly sustainable community. Continuing to recognize the pillars, this year's *Sustainable Actions 2013* again places opportunities into their most relevant pillar of sustainability. This is an interpretive process and we have heard from you that this approach provides a stronger framework within which we construe sustainability.

This document is divided into three sections with appendices attached.

Priority Opportunities 2014:

The first section discusses opportunities that were raised and discussed, and which hold priority among stakeholders for advancement. Some may not come forward immediately but are recognized as opportunities that will play a role in creating a more sustainable Frontenac. Brief background information is offered including what has been happening to date and where things are heading. Many of the actions prioritized will continue on in future years and some flexibility will be inevitable regarding timelines.

Guiding Statements to Direct our Actions:

This section provides general guiding statements that expound key elements of sustainable development. These statements have been made and drawn from many community conversations over the years and continue to resonate. We look to these statements as guides for daily decision-making and hope that this section will highlight and explain their significance in relation to sustainability as a whole.

Current Sustainable Actions and Initiatives:

The final section provides information on ongoing opportunities, their general focus area, as well as who is behind the initiative. There is also a focus on the importance of developing formal partnerships amongst community members, reflecting the recognition that the sustainable vision outlined in *Directions for our Future* cannot be achieved singularly by any one organization. It outlines and provides copies of a partnership agreement, as well as a sample Memorandum of Understanding. Finally, it references the key indicators used to measure progress, as well as a number of unofficial indicators that also illustrate successes from 2013.

The Appendices offer additional information including the projects that are being brought forward to County Council for consideration as part of its 2014 budget deliberations. These projects have been supported by the County's Sustainability and Trails Advisory Committees to date. Also included as an appendix is information about the Federal Gas Tax Program from which the County and the Townships of Frontenac all benefit. A number of sustainability projects are supported through this federal funding program which is aimed at helping all municipalities across Canada achieve significant sustainability improvements on an annual basis. The final appendices provide us all with a reminder of past years' priorities and accomplishments as well as how we began our journey to reach sustainability.



Priority Opportunities - 2014

The following provides a brief description of the success achieved in 2013 and the priority directions for 2014 and beyond, as identified by stakeholders during the 2013 Sustainability Workshop and through the many other conversations had throughout the year. An integral part of sustainable development is having a vision for the future. **A vast number of good ideas have been generated by stakeholders; however, not all of these opportunities can be developed simultaneously.**

1. Environmental Pillar of Sustainability

Increasing awareness of the negative impact of many human activities on the natural environment began decades ago. The environmental movement has developed in sophistication and scope and aspects of it have become important elements of sustainable development. The following discussion presents ongoing environmental sustainability concerns and opportunities for our land and water. We all have a responsibility to protect the large volume of fresh water in the Frontenacs over the long-term. Our varied uses of water have resulted in an organic division of efforts aimed at protecting large natural bodies of water such as our lakes, as well as ensuring safe sources and processing of water for domestic use. And, although our air is not discussed again this year, the rural nature of Frontenac County has endowed us with excellent overall air quality. The importance of clean, fresh air is acknowledged and while there are no current initiatives underway, future efforts to maintain air quality will be an integral part of sustainable development.

1.01 Protection of Natural Areas

Protection of our natural areas must involve stewardship of the environment. It is the responsibility of every individual through a personal commitment to ensure environmental sustainability, not only for those currently here but also for the generations to come. The importance of supporting the projects and programs of groups and organizations like the Frontenac Stewardship Foundation, the Frontenac Arch Biosphere Network and other agencies is generally recognized. Encouraging the various levels of government to provide necessary financial supports is also a consistent point of discussion.

1.02 County-wide Stewardship Plan

In order to provide effective conservation of our natural heritage, we need a clear vision of what we aim to achieve. A county-wide stewardship plan is a progressive document that provides information and guidance for citizens and local governments who wish to protect

natural sites. This stewardship document goes beyond planning legislation to actively outline areas, as identified in the Natural Heritage Study, which the community wants to preserve, and potentially expand, by detailing short and long-term stewardship measures.

The First Nations communities have long shared their commitment to the sustainability of our lands, waters and air. Partnership opportunities between First Nations, municipalities, agencies, lake and property associations, et al should be encouraged and actively sought.

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

The Natural Heritage Study, completed by the County in 2013, is providing the solid data needed for the development of a Stewardship Plan and for making sustainable, environmentally conscious planning decisions.

1.03 Resource Assessments and Rejuvenation

There are a number of sustainability issues concerned with how we use the land around us. A regional forestry inventory will provide useful information including potential areas of feedstock for future bio-energy applications. Soil mapping is another initiative which has been delayed due to government cost constraints but continues to be an important project to move forward. Existing agencies (including municipal governments) and individuals should be sharing information as it is collected and lobbying government for support.

1.04 Regional Salt Management Plan

Efforts to protect our natural environment will be ongoing and efforts by our municipal governments are acknowledged to ensure the health of our waterways, farms and landfills. A specific desire to formulate a Regional Salt Management Plan for the various public works departments in Frontenac County has also been suggested. The Plan should focus on reducing the environmental impacts on our land and groundwater and should support the introduction/continued use of salt alternatives along lakeshore roads.

1.05 Education

Strong messages continue to underline the need to offer information, training and support across the community. Specific topics include septic systems, forest and water systems management, impacts of lead bullets, bulk insecticide programs, impact of residential and farm fertilizer use, fish monitoring and screening programs, increasing biodiversity, dealing with beavers, etc

1.06 Solid Waste

Landfills

The availability of land for landfill is a serious issue. As a number of our rural landfill sites reach capacity and face closure, the need for current Waste Management Strategies has been highlighted. Townships' staffs have been discussing this concern collaboratively and alternative and innovative solutions such as those being introduced by the Regions of Durham and York need to be monitored for applicability/transferability to our rural region.

Management Plan

A desire for a community-wide solid waste management plan continues to be voiced and would build on the work being done by the Townships. Increased recycling and diversion rates are helping but the increased level of contaminants in recycling bins is necessitating interventions by Township staff and the implementation of additional educational programming.

Diversion Planning and Education

Current efforts to delay landfill closures have included diversion planning and education. Recent efforts by the Limestone District School Board have focused on encouraging students to divert recyclables from landfill sites through in-house education and awareness programs.

Packaging Reduction

Community members in the County have supported the idea of further packaging reduction initiatives locally and setting targets to zero are encouraged. One example is the Government of Manitoba's program which sets targets for reductions on plastic carrier bags and all retailers who supply such bags are required to participate. A reduction on non-degradable waste entering our landfills will continue to be important and this links with the development of a solid waste strategy.

1.07 Lake Management Planning

Many of our community residents living near and enjoying the larger lakes have organized into lake or community associations. They are actively involved in efforts to preserve and restore, where needed, the ecological resilience of their lakes. On a lake by lake basis, people have interest in invasive species, shoreline development, lake-carrying capacity as well as a number of other issues. Going forward, it is anticipated these plans may begin to incorporate vessel restrictions on small and/or ecologically sensitive waterways. Bow wakes from large and fast vessels can cause significant shoreline erosion and disturbance of wild fowl and animals. The County has supported several groups with the creation of lake management plans. These smaller, lake by lake projects have a great impact over the long term.

1.08 Septic Systems

Alternatives

A leading issue affecting overall lake health has been the effects of septic systems close to the water. Exploring septic system alternatives has become important as the community struggles to address the regulatory requirements. Within our settlement areas, very small lots can become an impediment to replacing old septic systems. In our rural areas, interest is growing in finding new and greener ways to address waste water concerns in both domestic and more commercial settings. Bio-nesting systems are one alternative being used. This continues to be an area with community support.

Inspections/Re-inspections

Calls for septic system inspections and re-inspections grow louder, going beyond the voluntary efforts being offered by some Townships Further work may involve the introduction of mandatory septic inspections/re-inspections especially in areas close to water. Beyond this, future efforts in many communities may move away from independent septic systems as the desire for municipal water systems increases. The growth and development of such systems would be anticipated in Official Plans assessed in a Long-term Integrated Management and Investment Plan.

1.09 Water Conservation

Water conservation initiatives have been proposed by the community and this may become increasingly important in scenarios of future climate unpredictability. Local conservation efforts from the four Conservation Authorities active in Frontenac County include issuing water level warning advisories, which some of the Townships have included on their websites.

1.10 Municipal Bylaws and Enforcement

Growing interest in maintaining the canopy of trees throughout the rural areas, including the hamlets, is prompting calls for the introduction of tree cutting bylaws. There is also a growing interest in ensuring that the bylaws in place are enforced to protect the natural environment across the County. Residents are also expressing the need for Official Plans and Zoning Bylaws, and other municipal policies to encourage and support farming in general and organic farming specifically. There is also interest in maintaining and improving habitat and corridors both in municipal documents and also in lake plans.

1.11 Groundwater and Aquifer Study

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

1.12 Centre of Excellence in Water Management

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

2. Economic Pillar of Sustainability

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

2.01 Sustainable Tourism Strategy

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

2.02 Employability Service Training Plan

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

2.03 Trails Network

The vast area encompassed within Frontenac County is endowed with substantial natural beauty. As a community, we benefit from the connections and access to nature that is provided by a trails network. The County's Trails Advisory Committee has been very active over the past year and looks forward to expanding on recent successes. The Frontenac K&P Trail will be open from Kingston to Verona by the end of 2013. The focus continues northward to Sharbot Lake. Interest is growing from the community for the development of trailhead buildings that could serve multiple purposes within the communities. Presentations have been

made of concept plans for buildings at Harrowsmith and Sharbot Lake and conversations are starting around Robertsville, north of Highway 7. As more and more of the trail is completed, regional branding and marketing will aid in developing the economic benefits of this asset.

2.04 Local Food

Frontenac County has a rich agricultural heritage and numerous opportunities within its vibrant local food industry. There are an increasing number of independently-led initiatives in the County. The Farmers' Markets in Verona and Sharbot Lake have had a successful year again. A successful Friday afternoon market pilot ran on Friday afternoons through October along Road 38 at Harrowsmith to determine potential interest. The National Farmers Union Local 316 continues to support farmers and provides education through its Food Down the Road programs. The Food Charter has now received the support of the County and the City of Kingston and a Food Council is moving forward. All of these initiatives, and more, can be further supported with regional branding and marketing. In a large stakeholder survey, conducted as part of the County Local Foods Business Retention and Expansion program, stakeholders identified the need for more local abattoirs and noted that the regulation surrounding meat production and sale remains a challenge. A call has been made to allow zoning for backyard, small-scale agriculture. Increasing fuel prices may have an increasing effect on the price of food and local small-scale production will help to ease some of these costs for many families.

2.05 Cellular Service

In an increasingly electronic world, the deficiencies in cellular service coverage have been identified by stakeholders as a challenge to economic growth. Although direct development of such services remains with the private sector, the Eastern Ontario Wardens' Caucus recently passed a resolution recognizing cellular service as an area needing attention, on the heels of its successful roll out of the broadband infrastructure project across the region. All parties appear to agree that public-private initiatives in this sector may provide some relief.

2.06 Green Energy

How we power our homes and workplaces is a key component of sustainability. Newer, green energy alternatives are being developed every day to assist in the transition away from more traditional fossil fuel sources. While many of the developments of the past year have been driven by the Provincial *Green Energy Act*, funding and political changes at this level currently pose a challenge for many in this sector. Potential synergies exist for exciting partnerships between multiple organizations such as the County of Frontenac, Queen's University, SWITCH and St. Lawrence College, to name a few. St. Lawrence College is a post-secondary leader in green energy and has the potential to assist with both technical experiences through its own solar retrofits, as well as through teaching and co-operative learning. Frontenac community stakeholders have identified a need for, and opportunity to, further educate homeowners on energy saving retrofits. Education on energy conservation by everyone will also contribute to a

more sustainable use of existing resources. Municipally, successful installations of solar panels on the Sharbot Lake fire station, on two ambulance stations in Sydenham and Kingston and a third planned in Robertsville, and an installation planned as part of the Fairmount Auditorium redevelopment, mean the public sector is participating and generating a return.

2.07 Transportation Management Plan

The sheer size and rural nature of Frontenac County imposes certain transportation demands on its residents. Daily tasks such as going to work, buying groceries and attending doctor's appointments can pose a serious challenge for those who do not have a personal vehicle and impose associated costs on those who do. County residents identify a need for a Transportation Management Plan and the County of Frontenac has offered assistance to the Townships-led effort.

2.08 Smaller Scale Community-Led Sustainability Initiatives

This County-supported application-based program has supported a number of successful smaller scale community-led sustainability initiatives this year. The Frontenac Stewardship Foundation received support to discover the fundamental steps needed to develop a county-wide Stewardship Plan. In Sharbot Lake, the Farmers' Market was assisted to host a series of workshops which fostered awareness to interested residents of Frontenac for the producing and preparation of local food for one's own consumption. South Frontenac's Battersea-Loughbough Lake Association was one of various lake management groups that received assistance in taking steps to develop its lake management plan.

2.09 Feasibility Study for a Frontenac Agricultural Centre

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

2.10 Feasibility of Establishing Food Processing Facilities

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

2.11 e-Commerce

The broadband infrastructure roll out by the Eastern Ontario Regional Network (EORN) will have increasingly positive impacts on current and future business development. With improved internet communications, more opportunities for e-commerce are becoming apparent.

2.12 Sustainability-minded Business Attraction

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

2.13 Green/Business Park

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

2.14 Services: Hydro Transmission Capacity; Natural Gas Service Expansion

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

2.15 Regional Signage

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

2.16 Renewable Energy Training

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

2.17 County-wide Rural Community Energy Plan

The need to move away from fossil fuel energy sources was touched upon earlier and continues to frame energy development in the County for the foreseeable future. Although County Council disbanded its Green Energy Task Force Advisory Committee which was on track to lead the development of a County-wide Rural Community Energy Plan looking at renewable energy and conservation, community support remains for the project.

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

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

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

3. Cultural Pillar of Sustainability

Culture provides context for human communities and, as such, acts as a pillar for sustainability. Frontenac County has helped shape the people who live here and those who spend time in this area contribute to our rich and colorful history. We develop a deep sense of connection as we learn about and identify with those who have gone before us and there is a strong interest in the cultural heritage of the County. Supporting and enhancing the culture of our community is critical to the long-term sustainability of Frontenac County. It is critical to ensure the availability of places for a diverse demographic to meet, socialize and celebrate our strong sense of community, our talents and heritage. Along with these, striving to enhance the capacity of the community and the strength of local governments' commitment to cultural sustainability including landscapes, land use, design and services are key elements of this pillar.

3.01 Festivals and Events

There is a full calendar of festivals and events in Frontenac County. This year saw a number of events including, but not limited to, another successful Cattail Festival and Jamboree in Verona, a winter Heritage Festival at both Crow and Sharbot Lakes, and the ever-popular Wolfe Island Music Festival. A number of these events benefitted from a small funding contribution from the County of Frontenac. Alongside these annual events, there are a vast number of year-round clubs and associations covering a variety of interests, from ATV clubs to YAPS (Youth Active Program for Students). Additionally, for the musically inclined, the area boasts a number of jam sessions and various music nights throughout the year.

3.02 Youth Retention

Decreasing and aging populations pose a number of challenges in rural regions everywhere and specific concerns have been raised in the Frontenac community regarding youth retention. At the County level, efforts to begin forming a Youth Committee progressed this year. Increasing the number of young adult residents will have a positive impact on a number of areas, including volunteerism.

3.03 Volunteerism

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

3.04 County Official Plan, Growth Management, Strategic Planning Infrastructure and Municipal Asset Management

In order to ensure a cohesive approach to sustainable development within the County, an overarching County Official Plan is in development. This important document will provide particular guidance and direction on cross boundary issues not covered in Township Official Plans. The initial background research (Phase one) and public information and consultation sessions (Phase two) were completed last year and a draft went through a thorough consultation in 2013 and a final draft will be before Council early in 2014. A Growth Management Strategy has informed the Official Plan, and will ensure that future development in the Frontenacs adheres to the vision of sustainability outlined in *Directions for Our Future*. County Council continues its ongoing strategic planning process of liaising with Senior Staff to assess and map a forward-thinking plan to provide direction for County efforts. Asset Management Plans are expected to be before each of the municipal councils before year-end.

3.05 Infrastructure and Municipal Asset Management

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

3.06 Comprehensive Asset Mapping

The ongoing comprehensive asset mapping at the County of Frontenac continues and new layers are being added to the existing Frontenac Maps application (www.frontenacmaps.ca) at the request of the Townships. Cemetery mapping along with other Township-identified priorities continued with the assistance of a GIS summer student this year. Ongoing efforts are being made to incorporate as much data as possible from an extensive list of data sources.

3.07 Community Improvement Plans

There has been great interest in the work currently underway in a number of communities as a result of Community Improvement Plans (CIP). This project, jointly funded by the County of Frontenac and the Townships, has been started in a number of areas: in both South and Central Frontenac, the villages of Verona and Sharbot Lake respectively have taken the initiative and are currently implementing their CIPs; in Frontenac Islands, the Marysville plan has been approved. Public meetings held by County staff will begin in North Frontenac to assess the program's suitability for this rural area. Work will continue in the upcoming year.

3.08 Sustainable Spending Policies and Best Practices Review

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

3.09 Sustainability Training and Education Programs for Public Representatives and the Public at Large

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

3.10 Support Lifestyle Options

The attraction of new residents to the area, especially young people, may be enhanced by the promotion of the unique lifestyle options in the Frontenacs. Our strong tourism sector indicates that many travel great distances to spend time here, while residents can reap those benefits year-round. Many opportunities for outdoor adventure exist in all seasons and for many, nature can be reached at their back doors.

3.11 Enhance Youth Opportunities

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

3.12 Municipal Fleet

One sustainability exercise proposed for local governments is to undertake municipal fleet vehicle analyses to ascertain where energy savings and improvements might be made. It may also encompass an assessment for the use of electric or alternatively powered vehicles. The County monitors its ambulance fleet and has integrated several hybrid vehicles into its fleet.

3.13 Web-based Applications for Community Involvement

As mentioned earlier, an increasing amount of our daily lives involve internet-based interactions. As many social websites have illustrated, there is tremendous power in connecting people. From a sustainability perspective, this manifests itself through web-based applications for community involvement. Volunteer forums can be used for recruiting. The County continues to actively use Twitter, FaceBook and survey tools to engage the community. Regular e-newsletters and e-Agenda applications ensure easy access to all Council and Committee agendas, reports and other documents along with all recent updates.

3.14 Multi-use Public Facilities

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

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

4. Social Pillar of Sustainability

Much like a house, sustainability will collapse without dedicated efforts to each of its pillars. The social element is the final pillar of sustainability and plays a key role in developing a cohesive, yet diverse society. Effective social sustainability ensures adequate housing options, amenities, transportation and care for all age groups. The impacts of our aging populace will continue to dominate our social sustainability agenda for the foreseeable future.

4.01 Healthcare and Social Services

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

Services for the Aging

The need to increase health care services available in the community has been acknowledged for a number of years. There continues to be a need to complete an independent assessment of the need for additional long term care beds. As an increasing number of the workforce retires, there will be a need for professionals to fill roles in the healthcare, social services and community services sectors. One response to this need continues to be work on a Health/Social/Community Services Development and Retention Program which should be devised with multiple partners. Greater networking using the internet are anticipated taking advantage of e-Health web portals and the introduction of Home Health initiatives will provide citizens with greater access to information regarding their health.

4.02 Community Paramedicine

Interest in and evidence of the value of community Paramedicine is growing. Community paramedicine is premised on a preventive approach, aiming to assist County residents. Forward planning has projected a significant increase in call volume as the 'baby-boomer' generation enters its senior years, as well as a subsequent increase in associated healthcare costs. This more patient-focused level of care will relieve some of the pressures and costs of the emergency system by diverting non-emergency medical issues. This progressive idea has further developed with research conducted into various models in use in Ontario. A County pilot is underway on Wolfe Island and the data obtained will provide the basis for future endeavours. It is also hoped that this initiative may also become a platform for connecting residents with other community services that may already be in place to further meet their needs.

4.03 Housing Needs

Our aging population has changing housing needs. An extensive study undertaken through 2012 included eight public meetings and several stakeholder meetings before the County of Frontenac Seniors Housing Study was completed and submitted to County Council. Issues around ownership vs rental, cooperative, affordable, assisted and independent were all assessed and apply to seniors needs as well as the broader community. For seniors, retirement and long term care options are added. The Housing and Homelessness work is progressing at the municipal level but the communities and various levels of government need to come together. Progress will be achieved, one project at a time. The first concrete project needs to come forward to begin alleviating the housing challenges being experienced by all demographic groups within the County.

4.04 Frontenac Transportation Collaborative

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

4.05 Transportation Options

Rural transportation concerns are calling for a greater level of availability and support for community carpooling, bus and ride share programs, and accessible transportation options. Investigations of successes being experienced in other areas, including the success in the north part of Hastings County, are the first steps towards the development of a comprehensive plan. Suggestions also arose this year that County businesses could assess the return on investment of supporting a “shop in Frontenac” transportation service.

4.06 Healthy Building Materials

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

4.07 Re-Use Stores

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

4.08 Public Outreach/Education and Community Self-Help

Further efforts to educate the public regarding sustainability, ongoing initiatives and how they can get involved may be incorporated into community web portals. Further, the value of seniors groups in all communities has been heard clearly as have the suggestions to create mentoring relationships between youth and retirees to ensure opportunities exist to pass along knowledge and skills that help us all live more sustainably.



Guiding Statements to Direct our Actions

Throughout the development of *Directions for Our Future*, Values and Principles statements have helped us to work towards establishing communities as sustainable places now and for future generations. The statements (found on pages 12 and 13 of *Directions for Our Future*) are high level and help us better understand the four pillars of sustainability. The need to bridge the Values and Principles statements and priority projects became obvious in 2012. After consideration, it became apparent that some priority “projects” identified in the 2009, 2010 and 2011 reports were not projects at all – they had no real timeline, no specific budget requirements, no identifiable leader. These were statements of intangible quality and once they were acknowledged as such we began to see them in a more useful way, as guiding statements that help steer the way we work towards sustainability in our day-to-day. More specific than our Values and Principles and outside of our priority projects, these guiding statements allow us to pull into tighter focus the practices which will lead us to a sustainable future.

a. Sustainability Planning

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

b. Support Green Local Businesses

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

c. Promote and Support the Creative Economy

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

d. Ensure Environmental Protection

The biosphere forms the basis of all life, and while its overall health is intrinsically important to us for personal reasons, nature should be acknowledged to have value in its own right. Respect

for nature requires us to consider the impacts of each of our actions on the natural world around us and to not proceed if such actions irrevocably diminish the natural world in which we live. This shift in our interaction with the natural world acknowledges our place as only one component in the web that makes up life on this planet.

e. Re-purpose Public Buildings

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

f. Work Collaboratively with First Nations

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

g. Support Libraries

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

h. Build Sustainable Partnerships with Local School Boards

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

i. Strong Communications

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

j. Leed® for Neighborhood Standards

Our housing and transportation frames how we interact with our environment and it can foster sustainability or impede it. LEED® for neighbourhood standards is an initiative that aims to

create more sustainable environments, thereby making it easier for individual citizens to live more fully within their ecological footprint.

k. Support 'Build Green'

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

l. Support Agriculture

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

m. Age-Friendly Rural and Remote Communities

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

n. Promote Nature-based Recreation and Leisure Activities

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

o. Encourage Sustainability

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

Environment

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



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

Culture and Heritage

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

- Central Frontenac Railway Museum
- Glendower Hall Bedford Museum
- South Frontenac Hartington Old School Museum Project
- Wolfe Island Canal
- County Heritage Museum
- Live Theatre

Health, Social Services, and Housing

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

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

Tourism

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

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

Recycling

Support recycling initiatives from all community groups.

p. Review Best Practices

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

Current Sustainable Actions and Initiatives

Community Plans, Programs and Projects

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

The list of Current Sustainable Actions and Initiatives is an ever-growing database which helps identify and facilitate potential linkages between similar projects in the region. The list currently boasts 65 initiatives which are deemed as ongoing sustainable projects in the Frontenacs.

#	Organization	Primary Focus Area	Plan, Program or Project Name
1.	Wintergreen Renewable Energy Co-op	Energy	Working to develop and invest in community-based renewable energy projects in the KFL&A area
2.	County of Frontenac/ Eastern Ontario Wardens’ Caucus	Economic Development	Regional Economic Sustainability Plan under development
3.	County of Frontenac Trails Advisory Committee	Economic Development/ Recreation and Leisure	Rail-to-Trail Activities: - Implementing Frontenac K&P Trail Plan including trail and loop development - Develop Phase 2 Implementation Plan - Developing Concept Plan
4.	Lafarge Canada/ Natural Resources Canada, Queen’s Institute for Energy & Environmental Policy/ Carbon Management Canada	Energy	Investing over \$8M to develop innovative solutions to power the cement plant in Bath by re-using local surplus materials as low carbon fuels

#	Organization	Primary Focus Area	Plan, Program or Project Name
5.	Wintergreen Renewable Energy Community Working Groups	Energy	Building capacity in the development of green energy Addressing renewable energy issues: - Municipal energy efficiency & conservation - Potential funding supports - Off-grid enterprises - Communications
6.	Greater Bobs & Crow Lakes Association/ Centre for Sustainable Watersheds	Protection of Natural Areas	All shoreline properties on the lakes have been surveyed and the reports printed.
7.	Frontenac Arch Biosphere Network	Economic Development and Culture and Heritage	Local Flavours - Regional Culinary Taste Trail - Building a culinary trail & identity for region www.frontenacarchbiosphere.ca
8.	Frontenac Arch Biosphere Network	Culture and Heritage	Establishing FAB Arts as the regional arts and culture network - creating an arts trail on www.frontenacarchbiosphere.ca and www.FABExperiences.ca
9.	Frontenac Arch Biosphere Network	Economic Development/ Recreation and Leisure/ Sustainable Tourism/ Communications	Constructing a broad regional trails strategy through the Biosphere Trails Council - Completing GIS work and mapping recreational trails on www.frontenacarchbiosphere.ca and www.FABExperiences.ca
10.	Frontenac Arch Biosphere Network	Recreation and Leisure/ Culture and Heritage	Extending the Environmental Educators Network of parks, museums, sites, programmers
11.	Frontenac Arch Biosphere Network	Communications/ Economic Development	Developing a visitor itinerary website at www.FABExperiences.ca

#	Organization	Primary Focus Area	Plan, Program or Project Name
12.	Frontenac Arch Biosphere Network	Economic Development	Continuing work on sustainable tourism education
13.	Frontenac Arch Biosphere Network/ Queen's University	Culture and Heritage	Researching value of our creative economy
14.	South Frontenac Community Services Corporation	Health and Social Services	Delivering 9 seniors health programs to more than 725 local seniors
15.	South Frontenac Community Services Corporation	Health and Social Services	Providing financial assistance for those less fortunate in our communities; includes a Food Bank that is serving more than 70 individuals or families each month
16.	South Frontenac Community Services Corporation, VON Canada	Health and Social Services	The Grace Centre is now home to the VON SMART program, 2 Tai Chi sessions, 3 yoga sessions and a weeking meeting place for Sparks, Brownies, and Girl Guides
17.	South Frontenac Community Services Corporation	Health and Social Services	Renovation of Grace Church, Sydenham, to house all services, programs and staff including new accessible ramp and entranceway; enlarged community garden and greenhouse provide fresh vegetables to the Adult Day program participants and food bank
18.	South Frontenac Community Services Corporation	Health and Social Services	The Grace Centre now displays local artists and their works and hosts local shows
19.	National Farmers Union Local 316	Economic Development	New Farm Project, 2008-2012 -- building farm capacity and farm community Collaborative Regional Alliance for Farmer Training (CRAFT) – ongoing network of local farmers mentoring interns

#	Organization	Primary Focus Area	Plan, Program or Project Name
20.	Sharbot Lake Farmers Market	Economic Development	Providing local products, benefiting local restaurants (300+ patrons/Saturday)
21.	Conservation Authorities/ Frontenac Arch Biosphere Network	Land Use Planning and Management	Creating new soil maps to assist in protecting agriculture lands; project stalled due to funding cutbacks; other partners may be needed to continue
22.	New Leaf Link	Health and Social Services	Aiding adults with developmental disabilities develop skills to contribute to society
23.	Howe Island community group	Culture and Heritage	Howe Island Proclamation Day to become annual event
24.	Fairmount Home/ Community Members	Health and Social Services	Outside the Box Theatre program
25.	County of Frontenac/ Ministry of Municipal Affairs and Housing	Capacity Building/ Governance/ Protection of Natural Areas	Developing/ supporting the County Official Plan
26.	Community Foundation of Kingston	Capacity Building and Governance	Vital Signs Annual Report
27.	National Farmers Union Local 316	Economic Development/ Land Use Planning and Management	Food Down the Road – for more information see www.fooddowntheroad.ca
28.	Frontenac Stewardship Foundation	Protection of Natural Areas	Projects include: - “Naturally Rich Frontenacs” published - Held workshop with landscape planning specialists - Supporting development of a county-wide stewardship plan
29.	Conservation Authority	Land Use Planning and Management/ Protection of Natural Areas	Tree Planting

#	Organization	Primary Focus Area	Plan, Program or Project Name
30.	Frontenac Stewardship Foundation	Culture and Heritage Protection of Natural Areas	Re-establishing prairie grasses on Wolfe Island to bring back song birds
31.	Frontenac Employment Resource Centre	Health and Social Services	Upgrade adults' skills, connect people with employers
32.	KFL&A Public Library	Economic Development and Communications	Providing free wi-fi at all branches
33.	Central Frontenac Economic Development Committee	Economic Development	Annual Heritage Festival
34.	Township of Central Frontenac Economic Development Committee	Economic Development	Sharbot Lake Farmers Market support
35.	Township of Central Frontenac Economic Development Committee	Economic Development	Friends of Arden Clean Up
36.	Thousand Islands Region Workforce Development Board	Health and Social Services	Partner with organizations to implement projects, identify employment trends, Green Energy Guide
37.	KFL&A Public Health	Health and Social Services	Eating Properly Group
38.	KFL&A Public Health/ County of Frontenac/ City of Kingston/ other partners	Health and Social Services	Food Charter in place and Food Council formed
39.	Frontenac CFDC	Transportation	Ride-share web based program
40.	Frontenac CFDC	Economic Development	Interest-free loans for septic retrofits
41.	Frontenac CFDC/ South Frontenac Township	Economic Development	Support buy local initiative
42.	St. Lawrence College Sustainable Energy Applied Research Centre	Energy	Assisting small businesses with research on sustainable energy products and processes

#	Organization	Primary Focus Area	Plan, Program or Project Name
43.	Eagle Lake Property Owners Association	Protection of Natural Areas	Stewardship of Eagle Lake through education of property owners
44.	Sustainable Kingston	All Aspects of Sustainability	Implementing the Sustainable Kingston Plan
45.	Rudy & Joan Hollywood	Health and Social Services	Physical fitness initiatives to encourage healthy living, often with funds raised going to support local causes including food bank and transportation needs
46.	Local Conservation Authorities/ Lake Associations	Protection of Natural Areas	Annual Lake Links Workshop and Learning Session
47.	St. Lawrence College Employment Service	Economic Development	Providing training incentives to employers and skills development to improve employability - improving public areas as part of skills development
48.	Frontenac Islands Township Council	Transportation	Howe Island Transportation Study
49.	Verona & Area Historical Society	Heritage	Leasing the old School House in Hartington
50.	Verona Community Association	Waste	Central Recycling Initiative
51.	Sharbot Lake Multi-Use Centre Committee	Culture	Progressing with plans to construct a Multi-Use Centre at the Trailhead in Sharbot Lake
52.	Central Frontenac Housing	Health and Social Services	Constructed a five unit seniors housing building in Sharbot Lake with a Common Room used by residents and community
53.	Cataraqui Region Conservation Authority	Recreation/ Economic Development	Trailhead planned for junction of K&P and Cataraqui Trails in Harrowsmith

#	Organization	Primary Focus Area	Plan, Program or Project Name
54.	SWITCH Kingston	Capacity Building & Governance	Helping Municipal Councils to understand importance of Green Energy projects
55.	Limestone District School Board	Energy/ Social	Energy Management Plan, Recycling Programs, Green Bin Pilot Project
56.	West Devils Lake Association	Protection of Natural Areas	Dealing with invasion of Eurasian Milfoil
57.	North Frontenac Township	Economic Development	Dark Skies Initiative completed; further marketing projects underway
58.	Frontenac CFDC/ Food Down the Road	Economic Development	Support Local Food Initiative through assistance to small businesses
59.	Robinson Group	Economic Development	Financing small local farming operations
60.	Ompah Community Library	Recreation and Leisure	Providing internet access to local residents and seasonal tourists
61.	Sharbot Lake Property Owners Association	Protection of Natural Areas	Developed a Lake Plan
62.	Friends of Arden	Economic Development	Ongoing beautification of Arden
63.	Township of Central Frontenac	Economic Development	Providing free WIFI at Oso Beach during summer months
64.	Wolfe Island Medical Centre	Health and Social Services	Community Paramedicine – Wellness Clinic
65.	County of Frontenac/ Frontenac Stewardship Foundation/ Queen's	Protection of Natural Areas/ Culture/ Recreation	Development of the Frontenac Centre
66.	Joint Frontenac Accessibility Advisory Committee	Social	Development of the County Accessibility Logo, County Accessibility Statement and International Day of Persons with Disabilities Awards Program



Community Participation

The County of Frontenac recognizes that an Integrated Community Sustainability Plan can be a living document only if it is developed and maintained with strong community participation. A renewed commitment to acknowledging and formalizing partnerships through 2013 has allowed a greater level of celebration and even more momentum of community participation. By the 2014 Spring Celebration Breakfast, the County expects to have five new Community Partnership Agreements formalized with another five for announcement and celebration at the 2014 Fall Workshop. These goals were exceeded in 2013.

Community Partnership Agreement

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

Agreement of a common understanding of sustainability.

Provision of data to support indicator monitoring.

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

Memorandum of Understanding

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

Common ownership of a project or program

Commitment to follow a vision, principles or specific actions

Samples of these two documents along with a list of the Partners are included on the following pages.

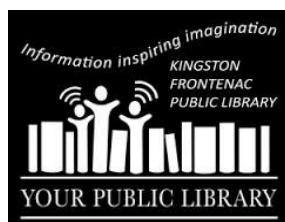
Our Community Partners

A plaque has been established to remind us of our partnerships. To date, 15 partnerships have been established with:

2013



2012



2011



2010



Fresh with Opportunity
Community Partnership Agreement



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

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

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

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

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

Business Name

Business Owner

Warden, County of Frontenac

Social

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

Cultural

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

Economic

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

Environmental

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



Directions for Our Future Memorandum of Understanding

Between the County of Frontenac and

Whereas:

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

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

We agree that we will work together to:

[insert description of initiative and/or actions]

Roles and Responsibilities

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

Role Description	Responsible Party
	[Insert contact name]

And

agrees that it will be responsible for:

Role Description	Responsible Party
	[Insert contact name]

Accountability

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

Targets

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

Resource Contributions

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

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

Additional Documentation

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

List any documents that are appended

Agreement between:

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

Indicators

Sustainability Explained

The terms *sustainability*, *sustainable*, and *sustainable development* are used to describe innovative and holistic approaches towards planning and decision making. Many organizations and municipalities have embraced this concept, which is described as:

Development that meets the needs of the present without compromising the ability of future generations to meet their own needs (from 1987 Brundtland Report).

In the County of Frontenac, *sustainability* is defined as:

Reaching a desired future state that incorporates values - identified by community members and organizations - which integrate social, cultural, economic and environmental issues.

These issues are known as the four pillars of sustainability. Sustainable community planning will be unique to our region since our priorities, pressures, values and opportunities are defined by our community members themselves. Through this process, community sustainability is achieved most effectively.

Monitoring Our Success

How do we track how sustainable and positive our actions are in the Frontenacs? If we undertake a project or initiative which contributes to a healthier community, how do we measure its success? In other words, we need some indication of what we are striving for within each of the four pillars.

Strong public policy and a commitment to accountability are necessary to keep sustainability planning current and fresh in

the Frontenacs. Sustainability indicators are a useful tool to monitor and track progress. They go beyond traditional measures and indices to incorporate factors which contribute to community capacity and development. Appropriate sustainability indicators should be based on the four pillars (social, cultural economic and environmental) to capture the close relationship between the core sustainability principles selected by the residents of the Frontenacs and the focus areas. They are useful in gauging and monitoring the effectiveness of various initiatives as they relate to federal and provincial benchmarks and/or local baseline information. Benchmarks and baselines allow for comparison and help determine our extent of progress.

Within the four pillars of sustainability, broad indicators of sustainability include:

Social

- Reduce poverty
- Sufficient gainful employment
- Higher education levels
- Increase/enhance access to social services
- Increase/enhance access to medical services

Cultural

- Recognize and support existing rural culture
- Protect natural and historic heritage
- Support and encourage the development and growth of local arts and artists
- Support cultural diversity
- Advance the library system

Economic

- Increased standard of living
- Diversity and stability of local job base

- Varied skill levels required for jobs
- Increased level of entrepreneurship
- Investment in skills and knowledge
- Investment in public and private infrastructure
- Promote innovation
- New collaborative opportunities

Environmental

- Cleaner air
- Cleaner water
- Reduced GHG emissions
- Safe, reliable transportation options
- Efficient and sustainable energy systems

Unfortunately, the thorough review of the indicators identified as required in *Sustainable Actions 2012* has not been completed. Resources have been limited and this work has simply not been done. However, it remains relevant, and work can be picked up from the initial reporting cycles that were completed to regain both relevance and usefulness. Although challenges in compiling and reporting on indicators continue, we continue to appreciate that any indicator adopted must be calculable from available data and/or resources.

The progress made of the five years cannot be dismissed. Though none of the official 96 indicators were developed to showcase the specific work that has been done, it seems a shame to abstain from reporting simply because the data is outside of the prescribed realm. And so, in the spirit of 'living documents', the following are the unofficial indicators adopted and reported last year that demonstrate that work the County has led is moving us in a positive

direction down the road of sustainability within the Frontenacs.

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

Smaller Scale Community Sustainability Initiatives

Seven grants have been approved to date for a funding value of **\$41,941.15** and a total investment in the community of **\$114,478**.

Strong Communications

Over the course of **8 public meetings** held by County staff throughout the County during 2013, total attendance reached approximately 213. In addition to public meetings, approximately **176 responses** have been received through online surveys. Just over 720 **active contacts** now populate our electronic newsletter distribution list, many of whom received the **19 e-newsletters** sent out this year. We regularly keep in touch with our **481 followers** on Twitter and the **77 people** who like us on Facebook.

Community Improvement Plans (CIPs)

Joint County/Township CIPs continue to roll out across the Frontenacs. The **Verona** plan, the first CIP approved in the County, has helped to encourage a number of successful projects. As of August 2013, **25 projects** were underway or complete, with **\$60,050 in grants and \$66,069 in loans** provided through the plan and the total value to the community to is **\$719,453**. The **Sharbot Lake** CIP has begun to receive applications with **\$5,395** in grants approved to date. Another CIP was approved for **Marysville** in October 2013. The County has provided **\$210,000 overall** to the CIP program.

Official Plan

The first draft of the Official Plan was received by County Council at its meeting held on June 19, 2013 and subsequently released to the public.

Public consultation on the first draft consisted of five open houses that were held in each Township in August and September 2013 to formally present the first draft of the County's Official Plan to residents. Over 60 people attended these sessions, and additional comments have been submitted by other citizens, public groups/organizations, as well as formal comments from Township Councils. Following these public meetings a second draft is being presented to Council in November 2013.

Frontenac K&P Trail: Phase 2

In the fall of 2013, Phase 2 of the Frontenac Kingston & Pembroke Trail includes the reconstruction of a bridge over Hardwood Creek in Verona and the development of an additional 9.2 km of trail – for a total of approximately **18km** – by year end it will be available for public use. User groups such as walkers, runners, skiers/snowshoers, cyclists, horseback riders and for a portion, snowmobilers, can plan to travel the **Frontenac K&P Trail** from Orser Road to north of Verona.



Appendices



Appendix A/ 2013 Update

The Annual Sustainability Workshops provide the opportunity to review the original and successive documents with a room full of committed and dedicated friends. This year it was held on September 20th at the Verona Free Methodist Church. With facilitation assistance from Don Grant, the stakeholder participants focused attention during four working sessions on each of the sustainability pillars. Each pillar discussion kicked off with knowledgeable speakers, progressed to roundtable discussions and reports back. Speakers through the day included: Gord Rodgers, Frontenac Stewardship Foundation; Carolyn Bonta, Queen's University; Ron Ruttan, Habitat for Humanity; Hugh Cowan, Wolfe Island Paramedicine Pilot Project; Brooke Glimour, Hearthmakers Energy Cooperative; Nicole Van Camp, Nicole's Gifts; Christina Bonner, RKY Camp; and Chief Doreen Davis, Obaadjiwan First Nation. There was representation from across the County and beyond, and success stories abounded. Thank you to all of the participants – your contributions confirmed we are on the right path and we all left with renewed enthusiasm.

As always, the Sustainability Workshop is just one part of the ongoing consultation which continues at community events and meetings. These opportunities can offer perfect settings to talk at length with many people. For the fourth year, the County's Sustainability Advisory Committee also reviewed the draft Sustainable Actions document and offered important comments. Part of our ongoing commitment is to share the sustainability message and to gain both input and feedback.

To this end, we are always pleased to have many community members join us for the mid-

year Sustainability Breakfast in May. We share our progress with each other and appreciate both the small and large projects and activities moving us forward. It is also an opportunity to reaffirm the community commitment to sustainability as detailed in *Directions for Our Future*. Also, throughout the year staff and Council and Committee members capitalize on opportunities to share sustainability messages. At each, we meet many like-minded residents, business people and others with whom shared ideas and excitement often grow into meaningful relationships.

Finally, recognizing that strong communications are key elements of successful sustainability efforts, www.directionsforourfuture.ca, the County's sustainability web site was completely refreshed in early 2012. Unfortunately resources have not been available through 2013 to keep it up to date although the site still provides a focus for stakeholders and also provides a platform to ensure accountability and transparency. We are interested in your thoughts and impressions of the site. Please let us know what you think.

The lists of Priority Projects for 2009-2010, 2011, 2012 and 2013 follow here. Where progress has been/is being made or work is complete, you will find the project has been highlighted.

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

Appendix B/ 2014 County-Led Sustainability Opportunities

Opportunity	Budget
Trail Network Development (FGT):	
Frontenac K&P Trail – Construction of the bridge at White Creek and abutment preparation for a bridge at Elbow Creek; maintenance for the existing 18 km of developed trail; development of the next 9.8 km from Craig Road to White Lake Road; provisions for land acquisition	\$535,000
Concept Plan Implementation – Implement actions in the Trails Concept Plan for connecting local trails in North Frontenac and Frontenac Islands as well as the rest of the County to focus on making our communities more livable and improving our economy through tourism and civic improvement	\$30,000
Small Events (FGT):	
Support to community events in each township. In the past, this has included the Central Frontenac Heritage Festival, Wolfe Island Celebrity Ploughing Match and Village Beautiful Festival of Trees	\$2,000
Support for Smaller Scale Community Sustainability Initiatives program (FGT):	
A continuation of existing program	\$75,000
Signage Strategy Implementation:	
Pending successful obtainment of funding (CFDC) and collaborative partnership with all four townships in developing a signage strategy, this project will allow for the installation of signs	\$50,000

Marketing & Promotion:

- Initiating and/or supporting partnerships for marketing initiatives that promote the County as a place to visit, live, work and play (examples: Land O' Lakes Tourist Association User Guide, Frontenac Arch Biosphere Trails Map) \$10,000

Support to Land O Lakes (FISH TV Project):

- Implement recommendations from Business Retention and Expansion program \$10,000

Official Plan (FGT):

- The first draft of the first County Official Plan was presented to Council, and consultations and open houses were held over the summer. A second draft was presented to Council in November and adoption is anticipated in early 2014. The balance of the the \$30,000 approved in 2012 will cover costs anticipated through 2014. \$30,000

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

- Council has endorsed \$75,000 to prepare and implement a CIP for North Frontenac Township beginning in late 2013 to ensure each municipality has at least one CIP in place. This is the fourth County investment in CIPs.

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

- Council endorsed an update to the work done in 2011 so it can incorporate the most recent Census Canada and MPAC data. It contains growth and employment projections by Township for the period 2011 to 2036. The resulting growth projections will in included in the final draft of the County Official Plan in early 2014.

Additional ICSP Initiatives (FGT):

- To be identified through *Sustainable Actions 2013* \$100,000

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

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

Eligible Recipients

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

Eligible Projects

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

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

Eligible Costs

Eligible costs may include only the following:

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

capital asset and any debt financing charges related thereto;

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

Costs which are not eligible

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

Appendix D/ Priority Projects for 2013

This list is brought forward from Sustainable Actions 2012. Note that the yellow highlighting indicates projects that were underway as of December 2013.

- 01 Protection of Natural Areas
- 02 County-wide Stewardship Plan
- 03 Natural Heritage Study
- 04 Resource Assessments and Rejuvenation
- 05 Waste
- 06 Solid Waste Management Plan
- 07 Diversion Planning and Education
- 08 Lake Management Planning
- 09 Septic System Alternatives
- 10 Water Conservation
- 11 Sustainable Tourism Strategy
- 12 Employability Service Training Plan
- 13 Trails Network
- 14 Local Food
- 15 Cellular Service
- 16 Green Energy
- 17 Transportation Management Plan

- 18 Smaller Scale Community-led Sustainability Initiatives
- 19 Festivals and Events
- 20 Youth Retention
- 21 Volunteerism
- 22 County Official Plan, Growth Management, Strategic Planning
- 23 Infrastructure and Municipal Asset Planning
- 24 Comprehensive Asset Mapping
- 25 Community Improvement Plans
- 26 Sustainable Spending Policies and Best Practices Review
- 27 Sustainability Training and Education Programs for Public Representatives
- 28 Healthcare and Social Services
- 29 Frontenac Transportation Collaborative
- 30 Re-Use Stores
- 31 Community Paramedicine
- 32 Seniors Housing Study



Appendix E/ Priority Projects for 2012

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

- | | |
|--|---|
| 01 Support the <i>Ban Plastic Bags</i> Project | 25 Professional Training and Development for Planning and Inspection Staff to Respond Effectively to Renewable Energy |
| 02 Support for Lake Management Planning | 26 Develop Strategies to Emphasize the Importance of Conservation * |
| 03 Investigate and Present for Council's Consideration a "Legal Rights for Nature" Bylaw * | 27 Investigate Opportunities for Micro-Hydro and Biomass Operations in the County * |
| 04 County Official Plan | 28 Investigate/Pilot Alternatives to Traditional Septic Services |
| 05 Natural Heritage Study | 29 Support Septic System Inspections including Education on Septic Awareness |
| 06 Community Improvement Plans | 30 Develop Waste Management Strategies * |
| 07 Main Street Revitalization | 31 Municipal Fleet Vehicle Analysis |
| 08 Growth Management Strategy | 32 Transportation Management Plan |
| 09 Support for Green Local Businesses | 33 Regional Salt Management Plan |
| 10 Comprehensive Sustainable Tourism Strategy and Training Plan | 34 Regional Signage |
| 11 Frontenac Centre | 35 Expansion of Hydro Transmission Capacity |
| 12 Trail Network Development | 36 Expansion of Natural Gas Service * |
| 13 Support Local Food and Local Farms | 37 Frontenac Transportation Collaborative Initiative |
| 14 Support for Smaller Scale Community Sustainability Initiatives | 38 Support for Health Promotion |
| 15 e-Commerce Activities | 39 Support Community Paramedicine * |
| 16 Tele-Medicine and e-Health Networks for Medical Facilities | 40 Implement the Recommendations of the Municipal Housing Strategy |
| 17 Promote and Support the Creative Economy * | 41 Support for Seniors Community Housing |
| 18 Attract Sustainability-Minded Businesses to the Region * | 42 Work Collaboratively with First Nations Representatives |
| 19 Look for Opportunities to Re-purpose Public Buildings * | 43 Promote and Support Local Festivals, Events and Attractions |
| 20 Green Business Park | 44 Support Libraries |
| 21 Community Capacity Building for Renewable Energy | 45 Sustainability Planning |
| 22 Residential/Commercial/Industrial Green Initiatives for New Developments | 46 Support the Reduction of Greenhouse Gas Emissions |
| 23 Develop Partnerships with St. Lawrence College | 47 Sustainable Partnerships with Local School Boards |
| 24 County-Wide Municipal Energy Conservation Plan | 48 Comprehensive Asset Mapping |

49 Community Training Seminars for New Technology

50 Web-Based Applications Supporting Community Involvement

51 Strong Communications

52 Sustainability Spending Policies and Best Practices Review

53 Sustainability Training and Education Programs for Municipal and Public Representatives

54 Infrastructure and Municipal Asset Management

55 Best Practices Review

56 Facilitate Access to Official Plan and Zoning Bylaw Information *



Appendix F/ Priority Projects for 2011

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

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



Appendix G/ Priority Projects for 2009-2010

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

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. Social Services Development Plan for the County of Frontenac 2. Act on Homelessness and Housing Study Recommendations 3. Review the Need for Long-Term Beds in the Frontenacs 4. Act on Recommendations of Frontenac Transportation Collaborative 5. County-Wide Sustainability Planning 6. Land Use Planner, Sustainability 7. Inventory of Community Assets (Natural and Built) 8. Community Improvement Plans 9. Integrated GIS Mapping 10. Brownfield Identification/Feasibility Study 11. Main Street Revitalization Project 12. County of Frontenac Official Plan 13. Network of Multi-Purpose Cultural and Recreation Facilities 14. Local Food Summit 15. Support for Smaller Scale Community Sustainability Initiatives 16. Completion of Culture-Related Business Retention and Expansion Initiatives 17. Frontenac Agricultural Centre Feasibility Study 18. Municipal Best Practice Review 19. Broadband Access and Support 20. Broadband Community Outreach and Education 21. Identify the Frontenacs as a Renewable Energy Region 22. Renewable Energy Website/Green Business Directory 23. Trails Master Plan and Trail Network Development and Marketing 24. County-Wide Eco-Tourism Strategy 25. County-Wide Tourism Strategy 26. Green Business Park 27. Mandatory LEED® Rating for New Municipal Buildings | <ol style="list-style-type: none"> 28. Updated Frontenac Centre Feasibility Study and Enabling Steps 29. On-Site Renewable Energy Systems for Municipal Buildings 30. Develop a business Case for an Abattoir 31. Transportation Management Plan 32. Salt Management Plan 33. Cost/Benefit Analysis of Uploading Specific Roads to the County of Frontenac 34. County-Wide Stewardship Plan 35. The Naturally Rich Frontenacs Booklet 36. Assessment of Renewable Energy Potential in Frontenacs 37. County-Wide Rural Community Energy Plan 38. Develop a Common Energy Management Plan for All Five Municipalities 39. County-Wide Solid Waste Management Plan 40. Municipal Water Systems – Long-Term, Integrated Management and Investment Plan |
|--|--|



Appendix H/ The History of the ICSP

How We Began

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

Framework for the Integrated Community Sustainability Plan

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

Community Consultation Plan

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

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

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

seasonal populations, and other stakeholders were targeted. This consultation effort required tools and we looked to both traditional and non-traditional opportunities. Tools used by the County for public consultation include the following:

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

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

Sustainability Web Site

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

The History of the ICSP, continued

feedback, project suggestions and contact information from more than 300 stakeholders who were actively engaged. All documents prepared, as well as any interesting information found were posted for review and comment.

Council and Appointed Officials Consultation

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

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

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

Community Consultation

In spring 2007, a website, a series of storyboards and surveys were developed to introduce the ICSP project to the public and to gather feedback and input. The website, found at www.directionsforourfuture.ca, continues to act as the hub for Frontenac ICSP news, updates and project information.

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

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

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

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

From November 25 through December 11, 2008 the County hosted a series of open public

The History of the ICSP, continued

meetings for residents and all those interested in sustainability in the Frontenacs. The meetings were advertised through various media including posters, newspapers and web sites.

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

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

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

- A strong desire to be relatively self-sufficient and independent.
- Support for retaining the best of local traditions, stories and roots, but moving forward with progress, growth and development in a balanced way.
- High resonance with the collaboration/working together theme in the vision.
- A sense of kinship with other rural/agricultural communities.
- Need to further explore a vision for the future relationship with the City of Kingston

and also the east/west nature of interactions with neighbouring jurisdictions.

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

The History of the ICSP, continued

As a final note, a number of collaborative relationships have been developing since the November 18, 2008 workshop. Dozens of cottage and lake associations were contacted before that session with Township offices aiding contacts with these groups. As a result, at least 12 lake associations passed along a poster (electronically) to their respective contact lists. An advertisement appeared in local newspapers and on the website of the *Frontenac News*, a popular site for seasonal residents to visit during the off-season.

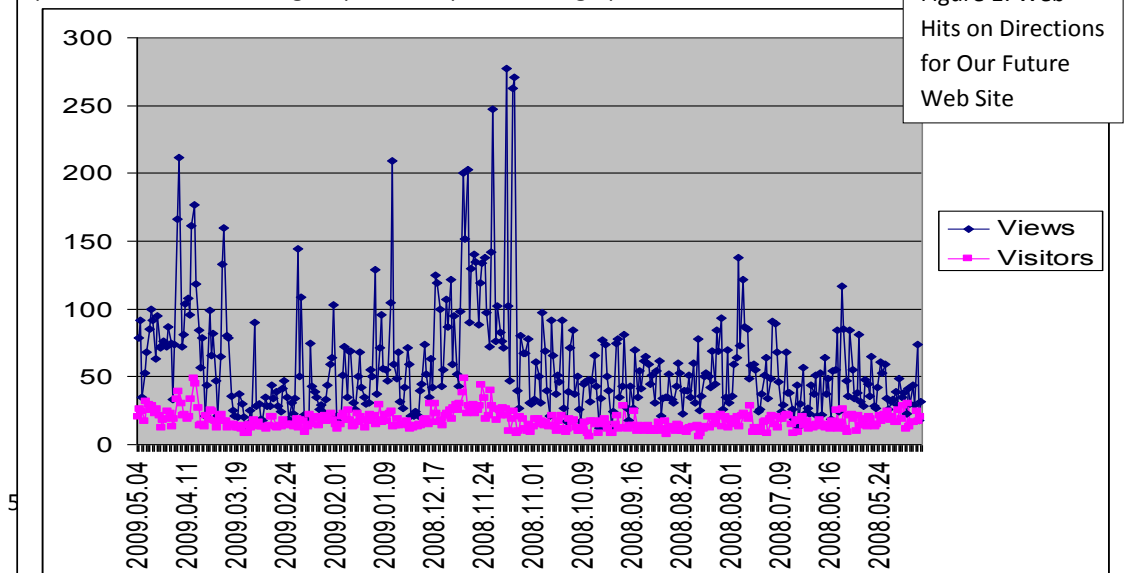
Another advertisement opportunity for the ICSP was enabled through property owners associations and community groups. A poster campaign saw 32 posters encouraging ICSP involvement distributed in high pedestrian traffic areas throughout the community. From North Frontenac to the Islands, libraries, corner stores, municipal buildings, recreation centres, message boards, a ferry, and other high profile areas kindly provided space to advertise the initiative. The poster invited residents and stakeholders to a series of public meetings. Subsequently, Task Force members were

recruited to assist in the development of an action plan to drive sustainability in the Frontenacs forward. This low-cost part of the Communication Strategy yielded positive results since more residents became aware of the ICSP, as tracked by the twofold increase in project website visits.

Permanent and Seasonal Population Engagement

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

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



The History of the ICSP, continued

benefited from the effort.

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

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

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

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

Community Sustainability Planning Workshop

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

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

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

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

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

Task Force Meetings

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

The History of the ICSP, continued

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

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

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

Consultation Results

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

Final Public Consultation

Following the presentation to County Council of *Directions for Our Future* and *Sustainable Actions* in June 2009, staff was asked to consult with the public one final time before their final adoption. Rather than organize public meetings or open houses, staff determined that more people could be reached if we went to activities already organized within the community. As a result, we met with and discussed the plans with over 100 attendees at these events. At each, we set up a display table, and had information pamphlets and copies of the documents available for people to review. The venues included the Frontenac Farmers' Market in Verona one Saturday morning, a visit to the

Parham Fair the following Saturday and the Silver Lake Pow Wow the next day; chatting with Howe Islanders as they waited for the Frontenac-Howe Islander ferry one Thursday afternoon; a Saturday at the Ardoch Algonquin First Nations Manoomin Festival; and finally a Saturday at the Wolfe Island Plowing Match.



Acknowledgements

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

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

County Council

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

Sustainability Advisory Committee

Geoff Sandiford, Chair
Ron Hipfner, Deputy Chair (resigned in October)
Warden Janet Gutowski
Councillor John McDougall
Councillor Denis Doyle
Don Ross

150th Anniversary Advisory Committee

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

Trails Advisory Committee

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

County of Frontenac Sustainability Team

Elizabeth Savill, Chief Administrative Officer
Anne Marie Young, Manager of Economic Sustainability
Joe Gallivan, Manager of Planning Sustainability
Peter Young, Community Planner
Alison Vandervelde, Communications Officer
Kristin Mullin, Communications Officer
Kieran Williams, Municipal Intern

Contact Information

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Tel: 613-548-9400
Fax: 613-548-8460
sustainability@frontenacounty.ca
www.directionsforourfuture.ca

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





Report 2013-217

ADMINISTRATIVE REPORT

To: Warden and Council of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared By: Anne Marie Young
Manager of Economic Sustainability

Date Prepared: November 15, 2013

Date of Meeting: November 20, 2013

Re: **Administrative Services – FCM 2014 Sustainable Communities Conference and Trade Show**

Recommendation

BE IT RESOLVED THAT the Council of the County of Frontenac receive this *Administrative Services – FCM Sustainable Communities Conference (SCC) and Trade Show* report;

AND FURTHER THAT the Council of the County of Frontenac authorize the Manager of Economic Sustainability to attend the annual FCM 2014 Sustainable Communities Conference in Charlottetown, Prince Edward Island from February 11 to February 13, 2014;

AND FINALLY THAT the Council of the County of Frontenac determine and authorize other possible attendees for the aforementioned conference.

Background

The FCM Sustainable Communities Conference (SCC) and Trade Show is an annual national conference held each year in different locations across Canada. Here municipal leaders can find out how they can make their communities safer, stronger and greener - come and join hundreds of municipal colleagues as they meet to discuss how to adapt for extreme weather events and overcome today's challenges to local sustainability.

Administrative Report
Administrative Services – FCM SCC Conference
November 20, 2013

Page 1 of 2

County representatives have attended this conference for the past four years. At the 2013 FCM Conference held in Windsor, Ontario Deputy Warden Bud Clayton gave a well received presentation.

Comment

This year the conference is being held in Charlottetown, Prince Edward Island from February 11 to February 13, 2014. The theme this year's SCC is *Sink or Swim: New Approaches to Adaptation and Resilience*, and for the first time, the conference will offer full-day advanced training sessions to help build knowledge and skills around specific sustainability challenges. It is three days where attendees can talk and experience municipal sustainability with the leaders who are making it happen in their communities.

The following programs streams will be offered to delegates:

- Building resilient, adaptive communities
- Optimizing our assets and infrastructure
- Collaboration and innovation

Sustainability Implications

By attending the FCM Sustainable Communities Conference, the County of Frontenac continues to gain the knowledge and insight needed to identify challenges, analyze options and develop effective ways to overcome the issues it faces to support the main focus areas adopted in *Directions for Our Future*.

Financial Implications

Costs for these conferences are included in the 2014 Corporate Training, Travel and Conference Fees budget.

The FCM 2014 costs for the full registration, which includes all conference materials and access to all plenary and workshop sessions, breakfast and lunch is \$715 per person if registered prior to December 9, 2013 (after December 9, 2013 registration will cost \$870 per person). Costs for flights and accommodations of between the amounts of \$1000 to \$1200 per person will also be incurred.

Organizations, Departments and Individuals Consulted and/or Affected

Marian VanBruinessen, Treasurer



Report 2013-195

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

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

Date prepared: November 4, 2013

Date of meeting: November 20, 2013

Re: **Emergency and Transportation Services - Robertsville Station
Construction Progress Report #1**

Recommendation

That the Council of the County of Frontenac accept this *Emergency and Transportation Services – Robertsville Station Construction Progress Report #1* report for information only.

Construction Update

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

Change Orders – No change orders are being brought forward.

Other Matters – See attached.

Organizations, Departments and Individuals Consulted and/or Affected

Patrick Thompson, Project Manager, TCMS
Marian VanBruinessen, County Treasurer

Administrative Report
Emergency and Transportation Services – Robertsville Station Construction Progress Report #1
November 20, 2013

Page 1 of 6



CONSTRUCTION OF THE ROBERTSVILLE LAND AMBULANCE

PROGRESS REPORT # 1

Prepared by TCMS

November 4, 2013

Administrative Report
Emergency and Transportation Services – Robertsville Station Construction Progress Report #1
November 20, 2013

Page 2 of 6

**NEW ROBERTSVILLE LAND AMBULANCE STATION
PROGRESS REPORT #1**

INDEX

PROGRESS SUMMARY.....4, 5
CONTRACT CHANGE SUMMARY.....attached
PROPOSED AND ACTUAL CASHFLOW – CONSTRUCTION attached

**NEW ROBERTSVILLE LAND AMBULANCE STATION
PROGRESS REPORT #1**

PROGRESS SUMMARY

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

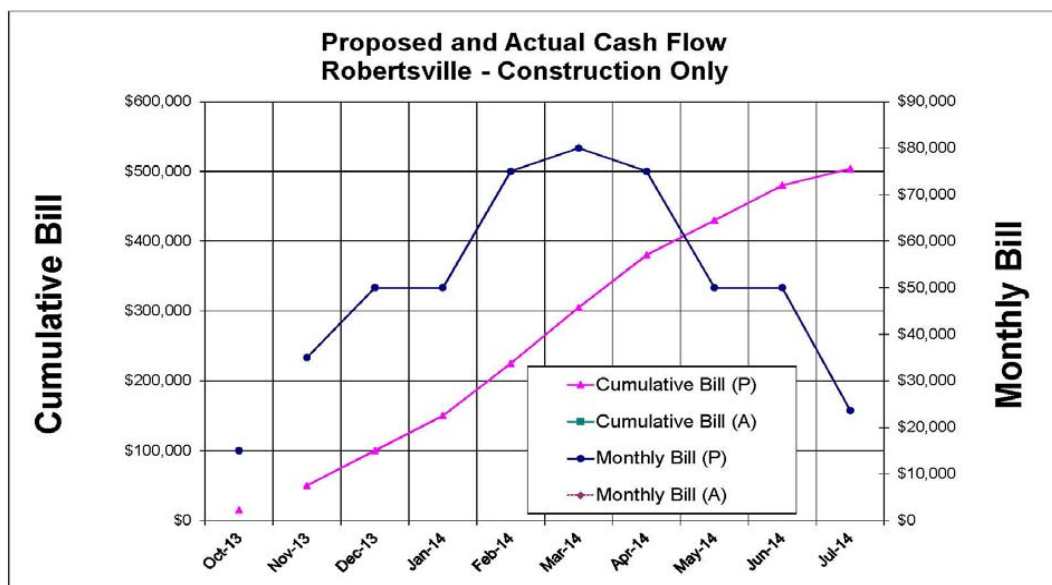
- A Call for Expression of Interest (EOI) document was issued in July, 2013. The purpose of this process was to short list a total of four (4) qualified design-build contractors, who are then invited to participate in the RFP stage of contractor selection. Eight (8) firms responded to the EOI ad by submitting a completed EOI document. The four firms short listed were Argue Construction (Carleton Place), BelCon (Belleville), Mettko (Toronto) and Wemp and Smith (Kingston).
- An RFP was issued to the four firms in August, 2013. A total of four (4) addenda were issued prior to the closing date for RFP submissions, Thursday September 5, 2013. All four firms who were shortlisted responded to the RFP, with detailed submissions.
- Scoring of the four proposals received was completed by an evaluation team consisting of David Gemmill and Patrick Thompson as detailed evaluators, and Paul Charbonneau and Marian Vanbruinessen as supervising evaluators.
- Clarifications to proposals were required for three of the four proposals received. Following receipt of those clarifications, evaluations were completed and Proposal Forms, containing the project cost information, were opened. Argue Construction of Carleton Place were selected as the preferred proponent and a recommendation was made to contract with that firm, for the amount of \$503,650.
- A pre-construction start meeting was held at the FPS headquarters on September 23, 2013. Representatives from Argue Construction – Owner Shawn Argue and Project manager Dave Weir - were in attendance.
- County planning staff have been working with Township of North Frontenac staff to address any site plan and building permit concerns for the new station site, located at 15405 Road 509, Robertsville.
- Building siting, including an alignment for future solar project potential, and preliminary site clearing/excavation was completed on October 25, 2013.
- Concrete footings were placed on October 28, 2013.
- Concrete foundation walls were placed on October 29, 2013.
- A project announcement sign was installed at the site entrance on October 29, 2013.

Project announcement sign located at entrance to site.	
New building siting and foundation layout.	
Concrete footings placed.	
Foundation walls placed.	

**Robertsville Ambulance Station
Proposed and Actual Cash Flow - Construction Only**

Month	Proposed Monthly Bill (P)	Proposed Cumulative Bill (P)	Actual Monthly Bill (A)	Actual Cumulative Bill (A)
31-Oct-13	\$15,000	\$15,000		
30-Nov-13	\$35,000	\$50,000		
31-Dec-13	\$50,000	\$100,000		
31-Jan-14	\$50,000	\$150,000		
28-Feb-14	\$75,000	\$225,000		
31-Mar-14	\$80,000	\$305,000		
30-Apr-14	\$75,000	\$380,000		
31-May-14	\$50,000	\$430,000		
30-Jun-14	\$50,000	\$480,000		
31-Jul-14	\$23,650	\$503,650		

04-11-2013



04-11-2013



Report 2013-197

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

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

Date prepared: September 17, 2013

Date of meeting: November 20, 2013

**Re: Emergency & Transportation Services –Transport of
Dangerous Goods - Frontenac Howe Islander II**

Recommendation

BE IT RESOLVED THAT Council of the County of Frontenac receive this *Emergency and Transportation Services – Township of Frontenac Islands' Resolution Concerning Transportation of Dangerous Goods on the Frontenac Howe Islander II* report for information only.

Background

At its meeting on September 9, 2013, the Township of Frontenac Islands Council passed the following resolution:

That the Township of Frontenac Islands support the recommendation of Paul Charbonneau in his email of August 22, 2013 regarding the transport of Dangerous Goods on the Frontenac Howe Islander ferry (Change 6 cars to 8 and still maintain 1 metre set-back).

Administrative Report
Emergency and Transportation Services – Township of Frontenac Islands' Resolution Concerning Transport of
Dangerous Goods on the Frontenac Howe Islander II
November 20, 2013

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Comment

The issue of transportation of dangerous goods was raised several months ago from multiple stakeholders. The train derailment in Quebec focused Transport Canada's efforts for safe conveyance methods and protocols and local stakeholders questioned the current regime at the County ferry of having to transport **ONLY** the dangerous goods vehicle. Several discussions occurred, and through those discussions and investigation of legislation, it was discovered that the County ferry has exception status regarding the transport of dangerous goods. The exemption is due to the fact that we operate on inland waterways and have less than three (3) kilometres in travel distance.

The vessel is permitted to transport dangerous goods, subject to the Regulations concerning quantities, with other vehicles as long as the following are in place:

- the dangerous goods unit is stowed at either end of the ferry and is separated from all other mobile units or vehicles by a distance of at least 1 m;
- access to, smoking and the use of naked lights or spark producing equipment is prohibited in the vicinity of the unit; and
- parking brakes, where fitted on the unit, are securely set.

Although the Township of Frontenac Island's resolution speaks to specific numbers of cars, we cannot guarantee this will be met. What we can commit to is that once the dangerous goods vehicle is set in place, the Marine Services operators will load as many vehicles as legally allowed on the vessel.

This solution is a win/win as it will move traffic more freely and eliminate the need for scheduled dangerous goods voyages that may have precipitated increase costs to consumers due to higher transportation costs of dangerous goods suppliers.

Financial Implications

None

Organizations, Departments and Individuals Consulted and/or Affected

David Jones, Deputy Mayor, Township of Frontenac Islands
Carol Dwyre, Deputy Clerk, Treasurer, Township of Frontenac Islands
Stuart Jones, MTO
Marian VanBruinessen, Treasurer, County of Frontenac

Administrative Report

Emergency and Transportation Services – Township of Frontenac Islands' Resolution Concerning Transport of Dangerous Goods on the Frontenac Howe Islander II
November 20, 2013

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REPORT 2013-201

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Anne Marie Young
Manager of Economic Sustainability

Date prepared: October 28, 2013

Date of meeting: November 20, 2013

Re: **Sustainability – Frontenac K&P Trail Development Update**

Recommendation

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

Background

The unopened portion of the K&P rail bed, acquired by the County of Frontenac in 2008, runs through the Township of South Frontenac and part of the Township of Central Frontenac. The County's acquisition of the land was undertaken as part of its economic stimulation efforts. The development of this multi-use trail offers an alternative transportation network for our residents and visitors, links us into the Trans Canada Trail system, connects our communities, and provides healthy lifestyle and recreational opportunities. County Council adopted the Implementation Plan of the Frontenac K&P Trail at its October 2009 regular meeting. In 2010 a bridge was reconstructed over Millhaven Creek and in 2012 Phase 1 development work was completed on the trail from Orser Road to the K&P/Cataraqui Split near Harrowsmith.

Comment

The Province of Ontario recently announced a funding partnership with Trans Canada Trail (TCT) Ontario as part of the Pan Am Games Legacy. While the details of the funding allocation and delivery of the program are still being worked out, the plan is to use the additional funding to complete the TCT in southern Ontario by 2015 in time for

Administrative Report
Sustainability – Frontenac K&P Trail Development Update
November 20, 2013

Page 1 of 2

the games. This new funding will be available for trail building projects, which meet the TCT funding guidelines. This is in addition to the current TCT funding opportunities which fund up to 50% of trail building costs, which in the case of the County could be as much \$750,000, to complete the Frontenac K&P Trail to Sharbot Lake.

However, this additional funding, as well as the current funding model, will not be available to the County, since the Frontenac K&P Trail section north of Verona does not meet the TCT Greenways vision and funding guidelines. TCT does not contribute funding to trails where All Terrain Vehicles (ATV) use is permitted.

Sustainability Implications

This project supports a number of focus areas adopted in *Directions for Our Future* and is directly identified in *Sustainable Actions 2012* under the economic pillar of sustainability as Trail Network Development. The project supports the development of a network of trails in the County facilitating recreation and transportation networks and promoting active lifestyles.

Financial Implications

The Development of the Frontenac K&P Trail – Phase 2 falls within the budget allotment for 2013.

Organizations, Departments and Individuals Consulted and/or Affected

Township of South Frontenac
Cataraqui Region Conservation Authority
Quinte Region Conservation Authority
Residents of County of Frontenac
Trans Canada Trail



Report 2013-203

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Julie Shillington
Administrator of Fairmount Home

Date prepared: November 4, 2013

Date of meeting: November 20, 2013

Re: **Additions and Alterations to Fairmount Home Auditorium
Construction Progress Report #1**

Recommendation

That the Council of the County of Frontenac accept this *Additions and Alterations to Fairmount Home Auditorium Construction Progress Report #1* report for information only.

Construction Update

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

Change Orders –The contract is to be awarded November 20th, so no construction is not yet underway.

Other Matters – See attached.

Organizations, Departments and Individuals Consulted and/or Affected

Patrick Thompson, Project Manager, TCMS
Marian VanBruinessen, County Treasurer

Administrative Report
Additions and Alterations to Fairmount Home Auditorium Construction Progress Report #1
November 20, 2013

Page 1 of 4



**Additions and Alterations
Fairmount Home Auditorium
PROGRESS REPORT # 1**

Prepared by TCMS

November 4, 2013

Administrative Report
Additions and Alterations to Fairmount Home Auditorium Construction Progress Report #1
November 20, 2013

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**Additions and Alterations to Fairmount Home Auditorium
PROGRESS REPORT #1**

INDEX

PROGRESS SUMMARY.....4
CONTRACT CHANGE SUMMARY.....attached
PROPOSED AND ACTUAL CASHFLOW – CONSTRUCTION attached

**Additions and Alterations to Fairmount Home Auditorium
PROGRESS REPORT #1**

PROGRESS SUMMARY

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

- JL Richards and Associates, a local Engineering and Architectural design firm, were selected through an open process in the fall of 2012. They were awarded a contract to provide an update to the concept design for renovations to the Fairmount Home Auditorium. Following County Council approval to proceed with the project, a project manager was selected – Patrick Thompson of TCMS - and the JL Richards contract was extended, as anticipated, to the contract documents phase.
- County staff, JL Richards and Patrick Thompson worked through the summer of 2013 to complete a set of tender documents for the renovation project.
- A call for Pre-qualification of General Contractors document was issued September 16, 2013. The purpose of the process was to develop a list of qualified general contractors who are capable of successfully completing this renovation project. Submissions were accepted up until September 24, 2013 at 3:00 PM. A total of fifteen (15) submissions were received from contractors located in the cities of Kingston, Belleville, Ottawa and Toronto.
- An evaluation of the pre-qualification documents was completed by Project Manager Patrick Thompson and the results were reviewed with Marian VanBruinessen. Three (3) firms were excluded from the list on the basis that they did not have the necessary experience and qualifications to complete the work. Two (2) additional firms were excluded because of improper documentation in their submissions. A total of ten (10) firms made it on to the list of pre-qualified General Contractors.
- The Tender call period started on October 11, 2013. Tender documents were issued electronically through the design consultant's FTP (file transfer protocol) website. A total of three (3) addenda were issued during the tender call period, in response to various questions received from pre-qualified general contractors.
- Three (3) general contractors advised during the tender call period that they would not be submitting a tender, due to other project commitments. One (1) general contractor failed to attend a mandatory site visit and was disqualified from submitting a tender on that basis.
- Tenders closed on Thursday, October 31, 2013 at 3:00 PM. A total of six (6) bids were received. At the time of preparing this report, the bid documents are still under review by the project team. A recommendation to award the contract is anticipated to be available by mid-November, 2013.
- Work is expected to commence on site in late November, 2013, subject to approval by County Council.

ADDITIONS AND ALTERATIONS TO FAIRMOUNT HOME AUDITORIUM

CHANGE NOTICE SUMMARY SHEET

Revised 04-Nov-13

General Contractor To be determined
Original Contract Value = \$1,800,000.00
Change Orders to Date = \$0.00
Current Contract Value = \$1,800,000.00
Other Anticipated Changes = \$0.00
Expected Final Value = \$1,800,000.00

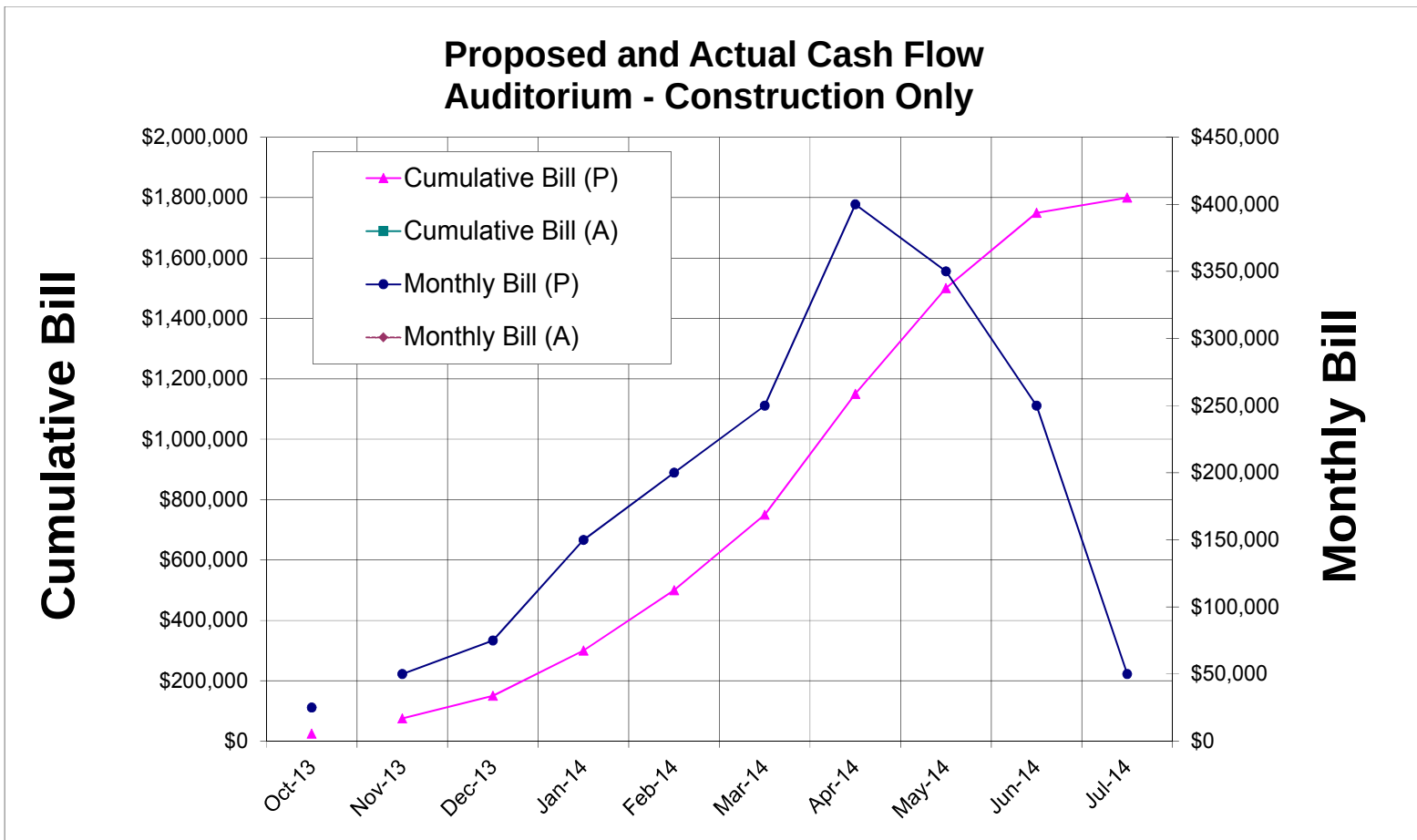
Current Funding (Original Contract Value + Contingency - 5%) = \$1,890,000.00
Remaining Contingency =

CHANGE ID #	DESCRIPTION OF CHANGE	DATE OF ISSUE	ESTIMATE/FINAL VALUE	CHANGE ORDER #	DATE OF ISSUE	CURRENT STATUS
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

ADDITIONS AND ALTERATIONS TO FAIRMOUNT HOME AUDITORIUM
Proposed and Actual Cash Flow - Construction Only

Month	Proposed Monthly Bill (P)	Proposed Cumulative Bill (P)	Actual Monthly Bill (A)	Actual Cumulative Bill (A)
31-Oct-13	\$25,000	\$25,000		
30-Nov-13	\$50,000	\$75,000		
31-Dec-13	\$75,000	\$150,000		
31-Jan-14	\$150,000	\$300,000		
28-Feb-14	\$200,000	\$500,000		
31-Mar-14	\$250,000	\$750,000		
30-Apr-14	\$400,000	\$1,150,000		
31-May-14	\$350,000	\$1,500,000		
30-Jun-14	\$250,000	\$1,750,000		
31-Jul-14	\$50,000	\$1,800,000		

04-11-2013





REPORT 2013-204

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Marian VanBruinessen
Acting CAO / Treasurer

Date prepared: October 30, 2013

Date of meeting: November 20, 2013

Re: **Financial Services – 2013 3rd Quarter Financial Summary**

Recommendation

RESOLVED THAT Council of the County of Frontenac receive this *Financial Services – 2013 3rd Quarter Financial Summary* report for information.

Background

The County of Frontenac Financial Summary for the 3rd Quarter of 2013 is attached.

Comment

Revenue

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

Federal and Provincial Transfers: The Provincial funding for Land Ambulance and Fairmount Home was not finalized until later in the year and exceeded the amount budgeted.

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

Administrative Report
Financial Services – 2013 3rd Quarter Financial Summary
November 20, 2013

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Other Income: Includes the revenue received for the defibrillators from the Heart and Stroke Foundation.

Expenses

General Government: Budget to actual variance is primarily due to timing. Capital projects and new expenses were deferred until budget approval.

Protection to Persons and Property: Defibrillators were purchased through the Heart and Stroke Foundation program. The expense is completely offset with funding.

Transportation Services: The contingency carried for transportation services has not to date been utilized. Other variance is due to timing.

Ambulance Services: Timing differences account for under expenditure in operating. The Robertsville Road Land Ambulance Station project is just getting underway in the last quarter of the year as the process was postponed pending budget approval.

Fairmount Home: Overall wages are under budget by \$299 and severance not yet expensed in the amount of \$40,923. Benefits are under budget by \$118,340. NEER has not been expensed in the amount of \$33,750. This totals \$196,055 under budget. As there have been far fewer injuries, occupational injury treatment is under budget \$9,775.

High intensity needs expenses are under budget by \$30,121. There is \$49,449 in equipment still to be purchased. Incontinence products are under budget by \$4000 (new vendor).

\$35,000 contingency not expensed. The \$20,000 under expenditure in raw food will be spent prior to year end.

Social & Family Services: The City is invoicing based on its budget, but Ministry funding announcements were acknowledged in the County budget. Amounts will be reconciled at year end.

Social Housing: Timing difference accounts for variance.

Planning and Development: Projects were deferred pending budget approval.

Recreation and Culture: On budget.

Other: Includes grants which have not yet been released.

Sustainability Implications

Within *Directions for Our Future*, the vision statement associated with Capacity Building and Governance states that "Government decision-making processes are clear, forward thinking and focused on the longer term". By reviewing quarterly financial statements, Council can assure itself that the direction given through the 2013 budget is being carried out. At the same time, this information is being shared publicly.

Organizations, Departments and Individuals Consulted and/or Affected

Senior Management Team

COUNTY OF FRONTENAC
2013 Variance to September 30, 2013
Summary of Revenue and Expenditure

	2013 Budget \$	to date Budget \$	to date Actual \$	Variance \$	% Total Annual Budget
REVENUE					
Requisition on Municipalities	8,161,907	6,053,655	6,055,732	2,077	74.20%
Federal and Provincial Transfers	13,922,838	10,501,132	11,038,685	537,553	79.28%
Investment Income	144,102	109,102	126,728	17,626	87.94%
Fees and Service Charges	3,362,122	2,483,925	2,489,940	6,015	74.06%
Other Revenue	509,370	216,570	186,323	-30,247	36.58%
Recoveries	161,766	75,230	57,781	-17,449	35.72%
Municipal contribution	10,010,435	7,848,408	6,319,295	-1,529,113	63.13%
Subtotal Revenue before Requisition	28,110,633	21,234,367	20,218,752	-1,015,615	71.93%
Subtotal Revenue With Requisition	36,272,540	27,288,022	26,274,484	-1,013,538	72.44%
Transfer From Reserves/Reserve Funds	4,227,883	874,089	223,233	-650,856	5.28%
Total Revenue and Reserve Transfers	40,500,423	28,162,111	26,497,717	-1,664,394	65.43%
EXPENSE					
General Government	3,053,382	1,829,707	1,762,710	-66,997	57.73%
Less: Non-Cash Items	-222,217	-166,663	-143,375	23,288	64.52%
Net: General Government	2,831,165	1,663,044	1,619,335	-43,709	57.20%
Protection to Persons and Property	17,650	16,475	89,859	73,384	509.12%
Transportation Services	909,399	664,957	648,454	-16,503	71.31%
Land Ambulance	16,893,880	12,229,341	11,528,903	-700,438	68.24%
Less: Non-Cash Items	-903,396	-677,547	-661,457	16,090	73.22%
Net: Land Ambulance	15,990,484	11,551,794	10,867,446	-684,348	67.96%
Health Services	690,736	518,052	518,049	-3	75.00%
Fairmount Home	13,626,283	9,460,892	8,031,265	-1,429,627	58.94%
Less: Non-Cash Items	-540,852	-405,639	-405,674	-35	75.01%
Net: Fairmount Home	13,085,431	9,055,253	7,625,591	-1,429,662	58.28%
Fairmount Home Debenture	1,531,350	1,148,513	1,112,236	-36,277	72.63%
Social and Family Services	1,248,704	936,528	832,784	-103,744	66.69%
Social Housing	769,467	558,353	609,940	51,587	79.27%
Recreation and Cultural Services	819,356	551,097	585,560	34,463	71.47%
Less: Non-Cash Items	0	0	-34,463	-34,463	0.00%
Net: Recreation and Cultural Services	819,356	551,097	551,097	0	67.26%
Planning and Development	1,648,647	1,050,345	366,906	-683,439	22.25%
Other Expenditures	958,034	140,300	85,491	-54,809	8.92%
Total Expense	40,500,423	27,854,711	24,927,188	-2,927,523	61.55%
Accumulated Net Revenue (Deficit)	0	307,400	1,570,529	1,263,129	0.00%

COUNTY OF FRONTENAC
2013 Variance to September 30, 2013
Summary of Revenue and Expenditure

	2013 Budget \$	to date Budget \$	to date Actual \$	Variance \$	% Total Annual Budget
REVENUE					
Requisition on Municipalities	8,161,907	6,053,655	6,055,732	2,077	74.20%
Federal and Provincial Transfers	13,922,838	10,501,132	11,038,685	537,553	79.28%
Investment Income	144,102	109,102	126,728	17,626	87.94%
Fees and Service Charges	3,362,122	2,483,925	2,489,940	6,015	74.06%
Other Revenue	509,370	216,570	186,323	-30,247	36.58%
Municipal contribution	10,010,435	7,848,408	6,319,295	1,529,113	63.13%
Subtotal Revenue before Requisition	28,110,633	21,234,367	20,218,752	1,015,615	71.93%
Subtotal Revenue With Requisition	36,272,540	27,288,022	26,274,484	1,013,538	72.44%
Transfer From Reserves/Reserve Funds	4,227,883	874,089	223,233	-650,856	5.28%
Total Revenue and Reserve Transfers	40,500,423	28,162,111	26,497,717	1,664,394	65.43%
EXPENSE					
General Government	3,053,382	1,829,707	1,762,710	-66,997	57.73%
Less: Non-Cash Items	-222,217	-166,663	-143,375	23,288	64.52%
Net: General Government	2,831,165	1,663,044	1,619,335	-43,709	57.20%
Protection to Persons and Property	17,650	16,475	89,859	73,384	509.12%
Transportation Services	909,399	664,957	648,454	-16,503	71.31%
Land Ambulance	16,893,880	12,229,341	11,528,903	-700,438	68.24%
Less: Non-Cash Items	-903,396	-677,547	-661,457	16,090	73.22%
Net: Land Ambulance	15,990,484	11,551,794	10,867,446	-684,348	67.96%
Health Services	690,736	518,052	518,049	-3	75.00%
Fairmount Home	13,626,283	9,460,892	8,031,265	1,429,627	58.94%
Less: Non-Cash Items	-540,852	-405,639	-405,674	-35	75.01%
Net: Fairmount Home	13,085,431	9,055,253	7,625,591	1,429,662	58.28%
Fairmount Home Debenture	1,531,350	1,148,513	1,112,236	-36,277	72.63%
Social and Family Services	1,248,704	936,528	832,784	-103,744	66.69%
Social Housing	769,467	558,353	609,940	51,587	79.27%
Recreation and Cultural Services	819,356	551,097	585,560	34,463	71.47%
Less: Non-Cash Items	0	0	-34,463	-34,463	0.00%
Net: Recreation and Cultural Services	819,356	551,097	551,097	0	67.26%
Planning and Development	1,648,647	1,050,345	366,906	-683,439	22.25%
Other Expenditures	958,034	140,300	85,491	-54,809	8.92%
Total Expense	40,500,423	27,854,711	24,927,188	2,927,523	61.55%
Accumulated Net Revenue (Deficit)	0	307,400	1,570,529	1,263,129	0.00%

COUNTY OF FRONTENAC
2013 Variance to September 30, 2013
Summary Of Revenue and Expenditure

	2013 Budget \$	to date Budget \$	to date Actual \$	Variance \$	% Total Annual Budget
<u>LAND AMBULANCE SERVICES</u>					
Provincial Funding	7,541,214	5,655,910	5,734,716	78,806	76.04%
Special Projects Revenue	0	0	0	0	0.00%
Sale of Vehicle & Equipment	0	0	0	0	0.00%
Recoveries	0	0	-22	-22	0.00%
Other	0	0	11,970	11,970	0.00%
Total Revenue	7,541,214	5,655,910	5,746,664	90,754	76.20%
Salaries	9,115,868	6,836,901	6,889,087	52,186	75.57%
Benefits	2,883,643	2,162,771	2,160,614	-2,157	74.93%
Office Supplies and Repair	101,000	81,175	41,790	-39,385	41.38%
Medical Supplies and Repair	317,000	237,753	233,816	-3,937	73.76%
Equipment Supplies and Repair	92,900	70,125	51,473	-18,652	55.41%
Public Relations	13,100	9,825	2,350	-7,475	17.94%
Travel, Training, Conference fees	69,500	52,125	24,792	-27,333	35.67%
Professional, Contracted Service, Insurance	180,021	166,021	157,658	-8,363	87.58%
Building Maintenance	150,875	113,156	133,282	20,126	88.34%
Communications Supplies, Service and Equipment	230,336	172,752	165,020	-7,732	71.64%
Vehicle Service and Supplies	658,740	496,790	415,112	-81,678	63.02%
Rentals, Leases, Penalties and Interest	232,074	174,055	150,866	-23,189	65.01%
Utility Costs	79,960	59,970	61,810	1,840	77.30%
External Transfers	233,768	175,326	155,845	-19,481	66.67%
Gain/Loss on Sale of Fixed Asset	0	0	-14,741	-14,741	0.00%
Other	5,500	4,125	697	-3,428	12.67%
Depreciation	903,396	677,547	676,198	-1,349	74.85%
Current Expenditures Subtotal	15,267,681	11,490,417	11,305,669	-184,748	74.05%
Less: Non Cash Items	-903,396	-677,547	-661,457	16,090	73.22%
Net: Service Delivery	14,364,285	10,812,870	10,644,212	-168,658	74.10%
Reserve for Vehicle, Equip, Replacement & Other Projects	737,275	0	0	0	0.00%
Total Direct Service Expense	15,101,560	10,812,870	10,644,212	-168,658	70.48%
Capital Revenue					
City of Kingston Contribution	24,135	24,135	0	-24,135	0.00%
From Reserves	861,662	861,662	223,233	-638,429	25.91%
Total revenue and reserve transfers	885,797	885,797	223,233	-662,564	25.20%
Capital Expense					
Vehicle New	0	0	0	0	0.00%
Vehicle Replacement	237,000	237,000	130,409	-106,591	55.02%
Equipment New	15,264	15,264	0	-15,264	0.00%
Equipment Replacement	171,660	171,660	92,824	-78,836	54.07%
Prior Year Capital	15,000	15,000	0	-15,000	0.00%
Building	450,000	300,000	0	-300,000	0.00%
Total Capital Expenditure	888,924	738,924	223,233	-515,691	25.11%
Total Ambulance Expenditure	15,990,484	11,551,794	10,867,445	-684,349	67.96%
Net Operating Expense	7,560,346	5,156,960	4,897,548	-259,412	64.78%
Net Capital Expense	3,127	-146,873	0	146,873	0.00%
Total Expense	7,563,473	5,010,087	4,897,548	-112,539	64.75%
City of Kingston	6,013,649	3,983,475	3,893,996	-89,479	64.75%
Frontenac	1,549,824	1,026,612	1,003,552	-23,060	64.75%

Administrative Report
Financial Services – 2013 3rd Quarter Financial Summary
November 20, 2013

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COUNTY OF FRONTENAC
2013 Variance to September 30, 2013
Summary Of Revenue and Expenditure

	2013	to date	to date	Variance	Total
	Budget	Budget	Actual		Annual
	\$	\$	\$	\$	Budget
					%
<u>FAIRMOUNT HOME FOR THE AGED</u>					
Revenue					
Provincial/Federal Funding	5,101,205	3,921,046	4,007,345	86,299	78.56%
Other Revenue	1,000	750	780	30	78.00%
Recoveries	85,395	64,046	45,188	-18,858	52.92%
Residents - Accommodation Fees	2,967,670	2,138,961	2,101,186	-37,775	70.80%
Revenue Subtotal Before Municipal Contribution	8,155,270	6,124,803	6,154,499	29,696	75.47%
Transfers - Reserves/Reserve Funds	61,000	5,000	0	-5,000	0.00%
Total Revenue and Reserve Transfer	8,216,270	6,129,803	6,154,499	24,696	74.91%
Program and Support Services	415,853	311,890	299,841	-12,049	72.10%
Direct Nursing and Personal Care	4,438,717	3,327,961	3,227,758	-100,203	72.72%
Nurse Practitioner	137,895	103,196	93,151	-10,045	67.55%
Nursing and Personal Care Administration	1,436,551	1,077,795	955,085	-122,710	66.48%
Raw Food	391,619	293,714	267,472	-26,242	68.30%
Dietary Services	998,721	749,541	699,560	-49,981	70.05%
Housekeeping Services	600,150	450,539	452,673	2,134	75.43%
Laundry and Linen Services	252,113	189,085	177,925	-11,160	70.57%
Building and Property	509,311	383,281	393,799	10,518	77.32%
Facility Costs	278,805	224,230	235,588	11,358	84.50%
General and Administrative	1,599,616	1,148,360	1,082,546	-65,814	67.68%
Less: Non-Cash Items	-540,852	-405,639	-405,674	-35	75.01%
Net: General and Administrative	1,058,764	742,721	676,872	-65,849	63.93%
Operating Expense Subtotal	10,518,499	7,853,953	7,479,724	-374,229	71.11%
<u>Fairmount Capital</u>					
City Contribution to Capital	1,623,794	1,623,794	104,017	-1,519,777	6.41%
Capital Donations	200,000	0	50,000	50,000	25.00%
City Contributions to Capital - Prior Year	95,200	0	0	0	0.00%
Reserve transfer	608,938	0	0	0	0.00%
Total revenue and reserve transfers	2,527,932	1,623,794	154,017	-1,469,777	6.09%
Total Capital Expenditure	2,527,932	1,162,300	106,599	-1,055,701	4.22%
Total expense	13,046,431	9,016,253	7,586,323	-1,429,930	58.15%
Reserve transfer	39,000	39,000	39,000	0	100.00%
Total Expense and Reserve transfer	13,085,431	9,055,253	7,625,323	-1,429,930	58.27%
Municipal Contribution	4,060,223	3,045,167	1,316,807	-1,728,360	32.43%
City of Kingston Share	3,262,633	2,446,975	868,909	-1,578,066	26.63%
County of Frontenac Share	797,590	598,193	447,898	-150,295	56.16%



Report 2013-208

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Joe Gallivan
Manager of Sustainability Planning

Peter Young
Community Planner

Date prepared: November 8, 2013

Date of meeting: November 20, 2013

Re: **Sustainability – Willowbrook Estates Draft Plan of Subdivision
Complete Application – County File 10T-2013/001**

Recommendation

RESOLVED THAT the Council of the County of Frontenac receive the *Sustainability – Willowbrook Estates Draft Plan of Subdivision Complete Application – County File 10T-2013/001* report for information only.

Background

On May 16, 2010, County Council approved a draft plan of subdivision (File No. 10T-2009/001) for a business park in Inverary located in the southwest portion of the village along Perth Road. The previous subdivision included six blocks for development, an environmental protection area block, and an internal road with two access points into Perth Road.

Given market constraints approvals were allowed to lapse by the proponent as a new plan was prepared. On October 16, 2013 the County of Frontenac received a new application for a proposed draft plan of subdivision on the same site. On November 1, 2013 the application was deemed complete pursuant to the *Planning Act*.

Administrative Report
Sustainability – Willowbrook Estates Draft Plan of Subdivision Complete Application – County File 10T-2013/001
November 20, 2013 Page 1 of 2

Comment

The proposed development is for 16 residential lots for single detached dwellings on private services, and one (1) block of Environmental Protection (EP) lands. The lands affected are a 27.8 hectare (68.7 acre) portion of a 34.5 hectare (85.2 acre) parcel located in the southwest corner of the Inverary settlement area, fronting on Perth Road.

Access to the proposed subdivision lots is proposed through an interior road that connects to Perth Road. The plan of subdivision does not include three (3) blocks of commercial land in the north end of the property, which are proceeding through a concurrent consent application with the Township of South Frontenac. A separate rezoning application has also been submitted to the Township proposing site-specific Urban Residential zoning that would recognize reduced minimum lot areas and frontages.

The application will be circulated to public agencies, the Township, and neighbouring property owners for comment. Once any major issues have been resolved through the circulation process, a public meeting will be held by the Township. The Township and agencies will submit proposed draft conditions of approval to the County. Based on an evaluation of the plan and the input received, County staff will prepare a report to County Council recommending draft approval, deferral, or refusal of the subdivision.

Some of the potential aspects the review of this plan will focus on include floodplain/wetland setbacks, the layout of the subdivision, the reduced lot sizes and frontages, the hydrogeological study, and conformity with the Township's Official Plan.

Financial Implications

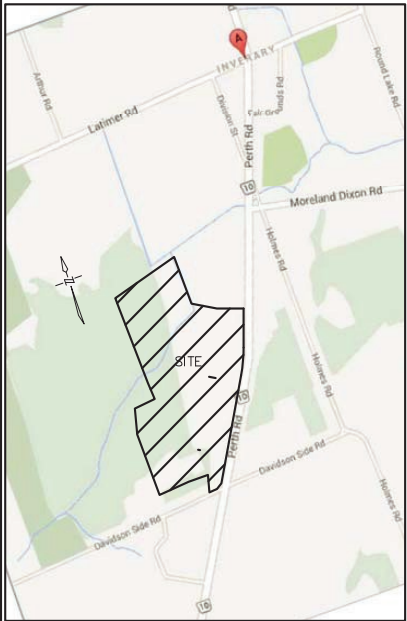
The required fees and deposit to process draft approval of the plan of subdivision have been paid to the County by the proponent to date.

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. The complete application process ensures relevant information is available up front instead of not being ready until later in the development process.

Organizations, Departments and Individuals Consulted and/or Affected

Township of South Frontenac
Commenting Agencies



**DRAFT PLAN
OF SUBDIVISION**
PART OF LOTS 18 AND 19
CONCESSION 2 AND PART OF
ROAD ALLOWANCE BETWEEN
LOTS 18 AND 19
FORMERLY MUNICIPAL TWP OF
STORRINGTON
**TOWNSHIP OF
SOUTH FRONTENAC**
SCALE: 1 :1500
DATE: SEPTEMBER 17, 2013.

- SECTION 51(17)
PLANNING ACT- INFORMATION
- A) BOUNDARY OF LANDS TO BE SUBDIVIDED AS SHOWN ON DRAFT PLAN
 - B) EXISTING AND PROPOSED ROADWAYS AS SHOWN ON DRAFT PLAN
 - C) RELATIONSHIP TO ADJACENT LANDS AS SHOWN ON DRAFT PLAN AND KEY PLAN
 - D) LANDS TO BE USED FOR RESIDENTIAL PURPOSES
 - E) EXISTING USES OF ADJACENT LANDS AS SHOWN ON DRAFT PLAN
 - F) APPROXIMATE DIMENSIONS AND LAYOUT OF LOTS AS SHOWN ON DRAFT PLAN
 - G) NATURAL AND ARTIFICIAL FEATURES AS SHOWN ON DRAFT PLAN
 - H) PRIVATE WATER WELLS TO BE PROVIDED
 - I) SOIL IS 0-2m OVERBURDEN OF CLAY, SAND, AND GRAVEL TILL OVER BEDROCK
 - J) CONTOURS FROM NOVEMBER 2008 TOPOGRAPHIC SURVEY BY JOSSELYN ENGINEERING SHOWN ON DRAFT PLAN
 - K) SERVICES AVAILABLE INCLUDE HYDRO AND BELL
 - L) RESTRICTIONS AFFECTING THE LAND ARE SHOWN ON THE DRAFT PLAN

SITE DATA				
Land Use	Number of lots	Number of units	Area (ha.)	Percent (%)
RESIDENTIAL LOTS (Lots 1 to 16)	16		15.15	54.49%
EPA BLOCK (Block 17)	1		10.87	39.10%
Road	1		1.78	6.41%
Total			27.81	100%

OWNER'S CERTIFICATE
I, Tony Matias, hereby authorize Josselyn Engineering to prepare and submit this plan to South Frontenac Township, for review and approval.

SIGNED: _____ DATE: _____
1059823 Ontario LTD.
O/A Tagus Landholdings & Development

- LEGEND:**
- SSIB'S PLANTED DUE TO INSUFFICIENT OVERBURDEN
 - denotes Planted Survey Monument
 - Found Survey Monument
 - SSIB Short Standard Iron Bar
 - IB Iron Bar
 - IRB Iron Bar (round)
 - RB Rock Bar
 - RP Rock Post
 - RPL Rock Plug
 - (WIT) Witness
 - (M) Measured
 - (R.P.) Registered Plan
 - (HP) Hydro Pole
 - (P1) Easement Plan No. 1401
 - (P2) Plan 138-8825
 - (P3) Plan 138-8036
 - (1022) N.B. Campbell O.L.S.
 - (1120) James A. Minnes O.L.S.
 - (1407) M.P. Allen O.L.S.
 - (1801) Hopkins, Cormier & Chitty O.L.S.

SURVEYOR'S CERTIFICATE:
I CERTIFY THAT:
The boundaries of the lands to be subdivided and their relationship to adjacent lands are correctly shown.
HCC SURVEYING CONSULTANTS Inc.

DATE: _____ PHIL W. CHITTY - O.L.S.



HOPKINS, CORMIER & CHITTY
Surveying Consultants Inc.
Ontario & Canada Land Surveyors
www.hopkinscormier.com
634-636 NORRIS COURT
KINGSTON, ONTARIO K7P 2R9
Tel (613) 384-9266
Fax (613) 384-3513

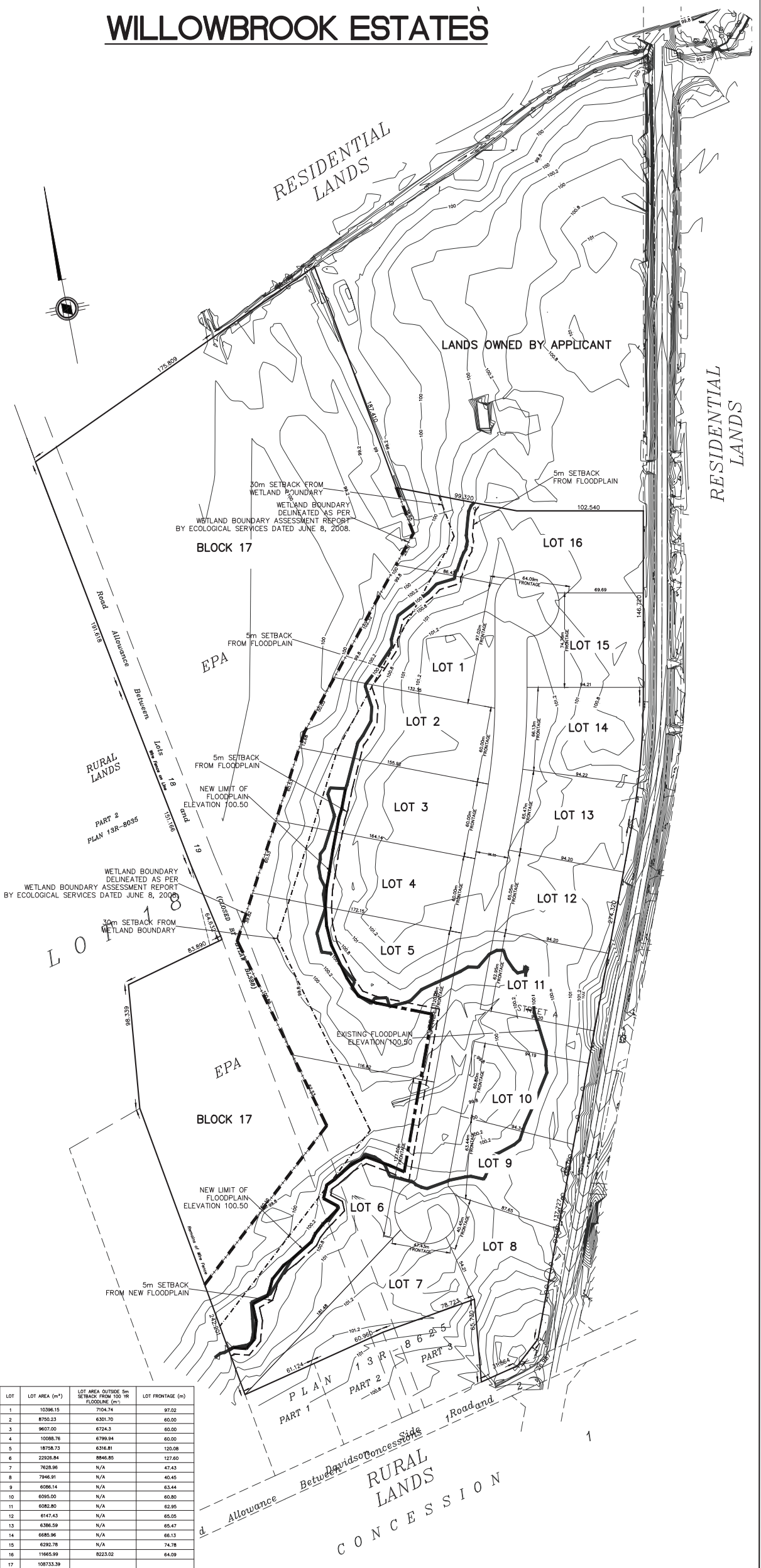
PROJECT No. 2007-229
LOT 18 & 19, CONCESSION 2
Township of Storrington



Josselyn Engineering Inc.

1225 GARDINERS ROAD, #105
KINGSTON, ONTARIO K7P 0G3
TEL : 613-634-9278
FAX : 613-634-9138
E-MAIL : mjosselyn@josselyn.ca

WILLOWBROOK ESTATES





Report 2013-216

ADMINISTRATIVE REPORT

To: Warden and Council Members of the County of Frontenac

From: Marian VanBruinessen
Acting CAO

Prepared by: Joe Gallivan
Manager of Sustainability Planning

Date prepared: November 18, 2013

Date of meeting: November 20, 2013

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

Recommendation

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

AND FURTHER THAT Council hold a working session on the review of the draft Official Plan as part of a Committee of the Whole meeting on December 4th, 2013;

AND FURTHER THAT Council direct the Manager of Sustainability Planning to formally present a copy of Second Draft to each Township Council in December 2013 or January 2014.

Background

County Council endorsed the initiation of a County Official Plan process almost two years ago. At the meeting held on December 14, 2011 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 – Second Draft
November 20, 2013

Page 1 of 5

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.*

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.

The first draft of the Official Plan was presented to County Council and released to the public on June 19th, 2013.

Open houses for the Official Plan were held across the County in the summer of 2012 (to generate ideas and comments on a regional plan) and the summer of 2013 (to present the first draft of the Plan and receive public comment). Citizens have provided written and oral comments throughout this period, and written comments have also been received from the Townships of North, Central, and South Frontenac. Also, comments have been submitted from organizations including the Nature Conservancy of Canada, Parks Canada, the Frontenac Stewardship Foundation, and the Kingston Coalition for Active Transportation.

Comment

The second draft of the Frontenac County Official Plan will be handed out at the meeting and will be available on the County's website for review. The draft document has been highlighted to identify sections of the plan that have been removed or added.

A detailed review of the changes that have been made to the draft Plan, section by section, are attached as Appendix "1" Written comments submitted are attached as Appendix "2".

Many useful suggestions have been provided and have resulted in the majority of the changes to the plan, and reflect the need to have a regional plan rather than a prescriptive plan.

The changes can be summarized by three categories:

- 1) More Discretionary Wording – the County Official Plan contains policy direction for cross-jurisdictional issues that County Council may choose to act upon in the future, based on needs and resources. Therefore some of the action words have been changed from “will” and “shall”, to “may” or “could” or “might”. This will allow Council flexibility in determining what planning issues should be prioritized, and also recognizes that the County Plan, like all Official Plans, has a twenty year vision and that priorities likely need to be adjusted over time.
- 2) Details Moved to Appendix – the following details have been removed from the body of the Official Plan and placed in the Appendices: (i) the Natural Heritage System mapping is now in Appendix 1 of the Second Draft as it is very general in nature and is intended to serve as a ‘high level’ illustration of the linkages of the system throughout the Frontenacs; (ii) the list of lake trout lakes in the County that are currently identified as being ‘at capacity’ by the Province and which are subject to stringent development rules has been placed in Appendix 2; and (iii) the scope of the work that would be required as part of an Environmental Impact Study (which is sometimes needed as part of development proposal) are now in Appendix 3.

In all three cases, having this information in the Appendix will allow for the information to be kept up to date and revised without needing a formal Official Plan Amendment.

- 3) Focus on Regional Perspective – The first draft of the Official Plan had a number of policy sections that had too much detail regarding land use policy, especially in the context of Council’s direction to adopt a ‘high level’ plan. This was reinforced following discussions with Township planning staff of both North Frontenac and South Frontenac where there was agreement that these types of policies are better placed in the Township Official Plans. As a result, a number of policy sections have been revised to reflect this regional perspective, including Agriculture (Section 2.1.1), Mineral Aggregates (2.1.2.2), Archaeological Resources (6.2), Wetlands (7.1.4.1), and Significant Areas of Natural and Scientific Interest (7.1.4.2).

Two new maps have also been added to clearly identify boundaries of areas described in Section 6 (Heritage and Culture). Figure 6 illustrates the Algonquin Land Claim (Section 6.2) traditional territory which is subject to the ongoing land claim with the federal and provincial governments. Figure 7 illustrates the portion of the Frontenac Arch Biosphere Reserve (Section 6.5) that covers lands in the County.

Summary and Conclusions

The proposed revisions contained in the Second Draft of the County Official Plan are designed to better meet Council's direction to establish a regional plan that will support collaborative, watershed-based planning throughout the Frontenacs over the next twenty years. The policies are now more discretionary in nature to allow County Council to establish regional priorities as necessary.

It is the opinion of planning staff that this Second Draft meets the balance of establishing a vision for a regional plan for the Frontenacs and at the same time being consistent with the Provincial Policy Statement. It is hoped that this vision will provide the Ministry of Municipal Affairs and Housing (MMAH) with a clear understanding of how County Council will be involved in regional planning issues to help with the stability and growth of the Frontenacs, and curb any need by MMAH to propose a more standardized and more detailed plan.

Next Steps

County Council will review the second draft in detail at a Committee of the Whole meeting set for Wednesday, December 4th. Following these discussions there may be additional changes made to the draft.

The Manager of Sustainability Planning is proposing to meet with each Township Council in December, 2013 or January, 2014 to formally present the revised draft Official Plan and request comments.

The Plan also needs to be presented to the Ministry of Municipal Affairs and Housing so that Council can receive the Ministry's first set of comments from all Ministries as part of MMAH's 'One Window' review. It is important to allow MMAH to get engaged at this point so that Council has an understanding of the Province's expectations and is able to respond to them.

The second draft of the Official Plan will be posted on the County website and notices will be given on the County and Township websites as well as through local advertising to request any additional public comment. At this time no additional public open houses are proposed however Council can decide to hold additional sessions if necessary. Once a 'final draft' is prepared Council will be in position to hold the required Public Meeting as required by the *Planning Act* and can then decide to adopt the plan and send to MMAH for approval. This meeting is scheduled to be held in Spring 2014.

This schedule can still meet Council's goal of having a County Official Plan approved and in place during this term. The one significant intangible is the time that will be needed by MMAH to respond to the draft plan. The Ministry is aware of Council's work plan and that may be helpful in preparing for their review. Also, as Council is aware, MMAH has established its own deadline that requires all County governments to have

adopted Official Plans by the end of March, 2015, and this deadline may help in the efficiency of the Ministry's review process.

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, printing, and public consultation. To date, approximately \$5,755.05 has been spent.

Organizations, Departments and Individuals Consulted and/or Affected

All Four Townships
Ministry of Municipal Affairs & Housing

Attachments

Appendix 1 – Detailed review of the changes to the draft plan
Appendix 2 – Comments received to date

Section 2 – Economic Sustainability

2.1 Natural Resources

2.1.1 Agriculture

-- detailed policies that are better placed in Township Official Plans have been removed, including permitted uses for 'secondary uses' and 'small scale commercial and industrial uses', as these are local issues.

2.1.2 Mineral Aggregates

-- the permitted and prohibited uses have been removed for inclusion in the Township Official Plans.

2.2 Built Resources

2.2.1(a) Commercial

-- "highway commercial" has been added to permitted uses.

2.2.2.1 Tourism

-- "resorts" have been added as a tourism use.

2.2.3 Business Parks

-- significant revisions have been made to establish development and location criteria, as well as possible municipal tools to assist in the creation of a business park.

Section 3 – Growth Management

3.2.2.2 Settlement Area Boundary Expansion

-- wording has been added to clarify that a settlement area study is required for any boundary expansion.

3.3.3 Rural Areas

-- wording has been added to describe how new rural residential needs to be designed to fit into the existing landscape.

Appendix 1

- policy added to allow consideration of new rural servicing methods (e.g., new technologies, communal servicing, etc.)
- wording added to clarify that Township Official Plans rather than the County Official Plan are responsible for establishing a base minimum lot size.
- policy added to attempt to minimize any impact of new residential development on existing farming operations.

3.4 Waterfront Areas

- wording has been added to clarify that the intention of establishing a waterfront boundary is to define a general area around a waterbody that recognizes that there is a need to consider possible impacts on the lake or river.

3.4.4 Policies

- policy added to encourage lake stewardship planning by lake associations.

Section 4 – Community Building

4.1.3 Pedestrians

- construction of sidewalks beside new roads in settlement areas has been changed from “be required” to “encouraged” to allow each Township to determine the timing of construction.

4.2.1 Municipal Services

- minor word changes have been made to the ‘Objectives’ and ‘Policies’ sections for clarification.

4.2.2 Storm Water Management Planning

- the policy section wording has been changed to allow the Township Official Plans to have discretion in determining the requirements and necessity of a storm water management plan.

4.3.4 Waste Management Policies

- minor word changes have been made to clarify that the County and the Townships may work together should there be opportunity and rationale to do so.

4.4 Utility and Communications Facilities

- 4.4.1 – wording has been added to recognize that there are underwater utilities that service some waterfront properties in the County.

4.6 Parks and Open Space

- 4.6.1 – paragraph has been added to recognize that the Rideau Canal lockstations also provide public open space.

Section 5 – Housing and Social Services

5.1.2 Municipal Housing Strategy

- specific targets have been deleted as it has been recognized that the housing needs over the twenty year time frame of this Plan will change, in part due to an aging population.

5.6 Secondary Suites

- wording has been changed to allow Township Official Plans to determine the methods of implementation.
- specific wording has been added to state that ‘secondary suites’ are not to be considered to sleeping cabins (‘bunkies’) on waterfront properties.

Section 6 – Heritage and Culture

6.1 Policies

- wording has been added to clarify the need to prepare a heritage impact assessment on lands adjacent to cultural heritage resources that have already been identified.

6.2 Archaeological Resources

- marine archaeological policies have been removed as the detailed policy set is more appropriate to be implemented through the Township Official Plans.

6.3 Algonquin . . .

- a map has been added to illustrate the boundaries of the Algonquin land claim area and to highlight the lands that are affected in the Frontenacs to clarify where those policies apply.
 - 6.3.1
 - necessary consultation with the Algonquins has been changed from “will” to “may” in order for County and the Townships to determine whether or not there is a ‘duty to consult’ on a particular development application.
 - 6.3.1(b) – the word “undertaking” has been changed to “development” for clarity purposes.

6.4 Rideau Canal

-- wording has been added to clarify that the Rideau Canal is managed by Parks Canada, and to also clarify the area of the canal jurisdiction within the actual waterbody.

6.5 Frontenac Arch Biosphere

-- a map has been added to illustrate the location of the biosphere reserve within the Frontenacs.

Section 7 – Environmental Sustainability

7.1.4 Wetlands

-- wording has been added in the Introduction section to help illustrate the connectivity of wetlands within the entire water system of the Frontenacs.

-- 7.1.4.1 Policies

-- the Natural Heritage System map has been moved to Appendix “1” for two reasons: (i) the high level perspective that is generalized and serves more as an illustration of the natural heritage system rather than a detailed ‘snapshot’; and (ii) it is easier to update when new information is provided as no Official Plan Amendment will be required for changes to the Appendices.

-- the detailed policies have been removed as they are already included in all of the Township Official Plans and are consistent with the Provincial Policy Statement (note: this also applies to ANSIs per Section 7.1.4.2)

-- 7.1.4.4 Fish Habitat

-- 7.1.4.4.1 Lake Trout Lakes

-- new wording has been added to emphasize the importance of protecting the lake trout.

-- the list of ‘at capacity’ lake trout lakes has been removed and moved to Appendix “2” so that it will be possible to update and revise the list on a regular basis with information supplied by the Ministry of Natural Resources and the Ministry of Environment without an Official Plan Amendment.

-- policies have been revised to require lake trout lake protection policies be included in Township Official Plans.

Appendix 1

-- 7.1.4.5 Endangered and Threatened Species

-- the preamble wording has been added to explain the rationale for not identifying the location of endangered and threatened species on a map in the Official Plan.

-- an additional policy has been added to attempt to place the protection of endangered and threatened species within the context of the largely rural and undeveloped nature of Frontenac County

-- 7.1.4.7 Significant Valleylands

-- wording has been revised to allow the detailed policies to be included in the Township Official Plans.

-- 7.1.4.10 Environmental Impact Study

-- policy added to recognize that an EIS, where necessary, may be reduced in scoped or eliminated where the potential impact is reduced or non-existent.

-- 7.1.4.13 Lake Management Plans

-- a new section has been added to recognize lake management plans, the general components that should be part of such plan, and also policies to note that the Township Official Plans may include policies to identify lake management plans and their stewardship value.

7.3.2 Hazard Lands

-- 7.3.2.3 – 'Special Policy Areas' policies have been removed as they are not required in Frontenac County.

Section 8 – Implementation

8.5 Zoning By-laws

-- a new section has been added to make it clear that Zoning By-laws and their associated amendments and interpretation are the responsibility of each Township.

8.6 Subdivisions and Condominiums

-- a sentence has been added for clarity to describe the types of subdivisions that are subject to approval by County Council (e.g., residential, commercial, business park, etc.)

8.7 Planning Applications

Appendix 1

-- complete applications – revisions clarify that this section only applies to planning applications where County Council is the approval authority (subdivision approval).

Appendix 2

**Comments Received to Date
County of Frontenac Draft Official Plan**

- 1) Correspondence received from Bob Garrett, dated August 6, 2013
(Schedule Pages 1 – 6)
- 2) Correspondence received from James Osborne, dated August 8, 2013
(Schedule Pages 7 – 8)
- 3) Correspondence received from James Osborne, dated August 9, 2013
(Schedule Pages 9 – 12)
- 4) Correspondence received from Susan Millar, dated August 12, 2013
(Schedule Pages 13 – 17)
- 5) Correspondence received from Phil Somers, dated August 28, 2013
(Schedule Page 18)
- 6) Correspondence received from the Frontenac Stewardship Foundation, dated
September 4, 2013
(Schedule Pages 19 – 20)
- 7) Correspondence received from Bob Garrett, dated August 6, 2013
(Schedule Pages 21 – 24)
- 8) Correspondence received from Tara Mieske, Deputy Clerk, Township of North
Frontenac, regarding the Township of North Frontenac Council resolution and the
comments from North Frontenac's Planning Consultant and its Committee of
Adjustment dated September 24, 2013
(Schedule Pages 25 – 32)
- 9) Correspondence received from Cathy MacMunn, Deputy Clerk/Planning
Coordinator, Township of Central Frontenac, providing the comments from Central
Frontenac's Planning Consultant, dated September 26, 2013
(Schedule Pages 33 – 35)
- 10) Correspondence received from Gary P. Bell, Program Manager – Eastern Ontario,
Nature Conservancy Canada Ontario Region, undated
(Schedule Pages 36 – 38)
- 11) Correspondence received from the Kingston Coalition for Active Transportation
(KCAT), undated
(Schedule Page 39)

Joe Gallivan

From: Bob Garrett [mailto:]
Sent: Tuesday, August 06, 2013 2:22 PM
To: Joe Gallivan
Subject: North Frontenac Open House re County OP
Attachments: CoF_OP201306comments.pdf

Dear Joe,

We are not going to be able to attend the August 19th Open House in Plevna, I have to be in Prince Edward County that day.

I finished going through the draft OP over the weekend and have put all my comments and notes together in the attachment. Some of them may seem 'nit picking', but that kind of editing is necessary at some stage to get to a quality product. I was happy to do it, takes me back to when I was working on environmental policy documents, etc., at NRCan.

I think the document is an excellent start. I do wonder if you are going to be held up by the Ministry as the new PPS is not in place yet; the same way the North Frontenac By-laws are held up because the Ministry has not yet OK'd our OP.

I hope you have a good meeting with plenty of useful input from the community.

With best wishes,

Bob

**County of Frontenac Official Plan
First Draft, June 2013**

Comments and Suggestions

First some general comments:

1. The Objectives and Policies outlined in the separate Sections of the Plan are inconsistent in their style of presentation. The selection of a single style would make the Plan easier to follow, and enhance its presentation as a coherent document;
2. There is great variation in the way lists are itemized, all of:
 1. (1) a. a) (a) i o •
 are used in different Sections of the Plan. Adoption of a single style and hierarchy would enhance the presentation of the Plan;
3. The current PPS (2005) is under review. Will approval of the County OP be held up until the new PPS is in place and it is ensured that the County OP is consistent with the new PPS?
4. Does the Algonquin Park to Adirondacks Park Corridor merit mention in Sections 1.1 and 7.1.4.8.1? See: <http://www.a2alink.org/> & <http://www.ancientforest.org/a2a.html>
5. Re 2.1.1, Policy 5. "Facilities that add value to farm products from the farm operation may be used co-operatively; however, the scale of operations may not exceed the needs of the surrounding agricultural community". This would seem to preclude taking advantage of business and employment opportunities. How does this interact with Policy 7 and the Objectives in Section 3.2.2? This may need clarification.
6. Re 3.2.2, Objective (5). How does this relate to Section 2.1.1, Policy 5? Are there contradictions? What is the relationship of this Objective to Agricultural Policy 7?
7. Re 4.1.1.3. Concerning the Regional Road Network, personally I regret that authority and related funding, the Federal Gas Tax Agreement, were entirely transferred to the Townships. I believe a Regional Road Network must have material regional leadership to ensure good access to the County and internal transportation corridors. The contrast between the roads in Lanark Highlands and North Frontenac is stark. Lanark County Road 16, the South Lavant Road, from the Perth to Calabogie Highway 511 to the County boundary via Poland, Robertson Lake (Lavant) and Lavant Station is well maintained. That cannot be said for the continuation of the Lavant Road in North Frontenac to Lantana on Road 509. Some remedial work is to be done in August 2013, but I fear that until the foundation of the road is brought up an appropriate standard it will continue to pose a continuing maintenance challenge;
8. Re 4.2.1.4.5. Most of the County is underlain by Precambrian Shield rocks, whatever 'limestones' are there are now marbles. Virtually all of North and Central Frontenac are underlain by the Precambrian Shield. The boundary between them and the St. Lawrence platform limestones to the south runs through Sheffield, Camden, Portland, Loughborough, Storrington and Pittsburgh historical Townships;

9. Re 4.2.1.4.5. The use of future Federal Gas Tax Agreement monies as a source of reserve funds for drinking protection is no longer an option, the Councillors having voted to pass on all future funds to their Townships;
10. Re 4.4.1. Not all services are 'strung up' on poles, some waterfront lots are serviced by underwater Ontario Hydro and Bell Telephone cables;
11. Re 7.1.4.9. Why is there no mention of non-aggregate mineral resources? None are being exploited today, but that does not mean that none may be found and be exploitable in the future; and,
12. The Schedule A and B maps should be reversed, A should be before B, as in Annexes, Appendices, etc.

The following items are largely of a wording, formatting and typographic nature, some suggested changes relate to the comments made above:

- Page 3, para 1, line 4. "... small size of communities ..."
- Page 3, para 1, line 5. "... travel to urban centres for health and professional services, cultural and ..." [I think that access to health and professional services is an important issue. Speaking to residents, access to health services is a major determinant in deciding how long to stay as a retiree in North Frontenac Township before moving 'into town'.]
- Page 3, para 2, line 3. "... that include Frontenac ..."
- Page 3, para 3, line 2. "Cataraqui, Salmon, ..."
- Page 3, para 3, line 4. "... St Lawrence River at the exit from Lake Ontario."
- Page 3, para 4, line 2. "... wetlands that are within ..."
- Page 3, para 6, line 2. "... wind turbines located across ..."

Page 7, para 3, line 4. "by defining strategic goal, ..."

Page 9, para 7, line 2. "... the Plan:"

Page 9, para 8, line 3. "... applications; and,"

Page 10, para 5, line 3. "... the County will:"

Page 10, para 5, line 6. "... puposes; and,"

Page 11, item 4, last line. No period at end of sentence, however as this is a list should it be a ; See comments about consistency of list structures.

Page 11, item 5, line 6. Extraneous "24"

Page 11, item 6, last line. "...Zoning By-law." See comment above, should this be a . or ;?

Page 11, item 7, sub-items a) and b). Variable indent positioning.

Page 12, item 10, sub item b), line 3. "by; or,"

Page 12, Section 2.1.2. "Currently mineral resources exploited in Frontenac ...". This relates to the comment about Section 7.1.4.9 above.

Page 13, Section 2.1.2.2, item 4, sub-item 7, last line. "... space; and,"

Page 14, para 1, line 3. "... resource areas."

Page 14, Section 2.1.4.1, line 4. “energy production and encouragement.” Sentence is incomplete, ‘encouragement’ for what?

Page 17, Section 3.1, sub-item (a), last line. “the city;”

Page 17, Section 3.1, sub-item (b), last line. “areas;”

Page 17, Section 3.1, sub-item (c), last line. “... the County; and,”

Page 18, para 1, “item (d)”, last line. “... the Official Plan.”

Page 19, Section 3.2.2.2, last line. “whether:”

Page 19, Section 3.2.2.2, sub-item a., line 3. “... assimilate effluent;”

Page 19, Section 3.2.2.2, sub-item a., last line. Delete “implications of the expansion”?

Looks like a fragment left over from editing.

Page 19, Section 3.2.2.2, sub-item d., last line. “... and infill; and,”

Page 20, Section 3.3.2, Objective (5), last line. “... craft breweries; and,”

Page 20, Section 3.3.3, Policies (1), last line. “...the County.”

Page 21, para 2, item b., last line. “... expense; and,”

Page 21, para 2, item c., sub-item ii., last line. “analysis;”

Page 21, para 2, item c., sub-item iii., last line. “standards;”

Page 21, para 2, item c., sub-item iv, last line. “private services; and,”

Page 22, Section 3.4.3, sub-item (6), last line. “stewardship; and,”

Page 23, line 2. “... character;”

Page 23, sub-item (2), last line. “users;”

Page 23, sub-item (3), last line. “agencies;”

Page 23, sub-item (4), last line. “... watershed basis.”

Page 23, sub-item (5), last line. “... new development;”

Page 23, sub-item (6), last line. “... accessory buildings; and,”

Page 23, Section 3.5, line 4. “... municipalities. Local Official Plans will ...”

Page 23, Section 3.5, last line. “... the local Official Plan and/or Zoning By-law.”

Page 27, para 1, past line. “allow people to remain living in the rural area ...”

Page 27, para 7, line 2. “... other organizations, such as the Trillium Fund, to operate”

Page 33, para 2, line 5. “... building lots in the village cores are too small”

Page 33, para 2, line 8. “... well and septic systems. The ...”

Page 33, para 2, penultimate line. “... on the Precambrian Shield, which ...”

Page 33, para 4, sub-item 4. “Establishment of a reserve fund for drinking water ...”

Page 34, Section 4.2.2.2, line 3. “industrial developments with large areas of impervious surface ...”

Page 35, para 2, line 1. “With landfills reaching carrying capacity ...”

Page 35, Section 4.3.3, line 1. “To ensure that all Frontenac County citizens ...”

Page 36, Section 4.4.1, line 3. “facilities that service the region. These ...”

Page 37, para 2, penultimate line. “... of land (e.g., a ...”

Page 38, Section 4.6.1, para 2, line 1. “Four Provincial Parks are present in the County ...”

Page 38, Section 4.6.1, para 2, line 2. “..., and Frontenac Parks. All provide ...”

Page 38, Section 4.6.1, para 2, line 3. “... County contains a large area of Crown land, ...”

Page 38, Section 4.6.1, para 2, line 4. “... region. Crown land and ...”

Page 40, Section 5.1.2, para 1, sub item (c). “... at rates up to the ...”

Page 40, last para. Incorrect indent.

Page 42, first two paras. Incorrect indent.

Page 43, Section 5.3.2, para 3, lines 3 & 4. Should there be a paragraph break here?

Page 44, Section 5.7.2, sub-items b) & c). “... By-laws, ...”

Page 46, para 1, sub-item a), last line. “... submerged;”

Page 46, para 1, sub-item b), last line. “... archeologist; and,”

Page 46, Section 6.3.1, sub-item c), last line. “... been identified; and,”

Page 47, Section 6.5, line 1. “... as a Precambrian rock bridge between the”

Page 48, Section 7.1.1, lines 2 & 3. “... system connected, or to be connected, green ...”

Page 49, para 1, line 2. “... Mississippi Valley Conservation Authority) ...” [They have reverted to their original name]

Page 51, Section 7.1.4.2, para 1, penultimate line. “... to Provincial Parks and Conservation Reserves as ...”

Page 52, bullet 4, last line. “development.”

Page 56, top of page, bullet 1, line 3. “... islands (i.e. within ...”

Page 57, Section 7.1.4.8.1, line 1. “... wildlife that traverse eastern”

Page 59, bullet 3, line 4. “with the Conservation Authority having ...”

Page 60, top of page, bullet 1, line 2. “... of an Environmental ...”

Page 60, Section 7.1.4.11, line 2. “... in their Zoning By-”

Page 60, Section 7.1.4.12, line 6. “Horseshoe area. ...”

Page 60, Section 7.2.1, lines 1 & 2. “... context, Source Protection Plans are ...”

Page 60, Section 7.2.1, line 4. “... of Source Protection Plans”

Page 60, Section 7.2.1, lines 7 & 8. "... relevant Source Protection Plan policies ..."

Page 60, Section 7.2.1, last line. "... of Source Protection Plans."

Page 61, Section 7.3.2.1, bullet 2, last line. "hazards; and,"

Page 61, Section 7.3.2.2, bullet 2, last line. "... St Lawrence River;"

Page 61, Section 7.3.2.2, bullet 3, last line. "... hazard; and,"

Page 62, Section 7.3.2.4, first line. Extraneous 'carriage return' inserted.

Page 62, Section 7.3.2.4, bullet 2, last line. "and,"

Page 62, Section 7.3.2.5, first line. Extraneous 'carriage return' inserted.

Page 62, Section 7.3.2.6, bullet 2, line 2. Extraneous 'carriage return' inserted.

Page 62, Section 7.3.2.6, bullet 3, last line. "aggravated; and,"

Page 64, Section 8.2, para 2, sub-item 4., last line. "... environment; and,"

Page 65, Section 8.4, para 3, last line. "... to its Official Plan."

Page 65, Section 8.5, para 1, line 3. "... by By-law to ..."

Bob Garrett

Ompah, Ontario

and

Nepean, Ontario

email: ... -

Joe Gallivan

From: Mr. James G Osborne
Sent: Thursday, August 08, 2013 10:07 AM
To: 'Mr. James G Osborne'; Joe Gallivan; joborne@mts.net
Cc: 'Tara Mieske'; 'Jenny Duhamel - Clerk/Planning Manager'
Subject: RE: Township Official Plan-Revision process

Mr Gallivan:

Am trying to provide some further comments prior to the meeting on the 12th.
 Unfortunately, I only have an hour or so before I prepare to fly East arriving at the Lake
 Fri night.

BASIS DOCUMENT MAY 2012

1. in 1.2, the first sentence refers to "...land use policies regarding growth and development...". While this may be 'motherhood' to many residents, government representatives and staffers, it is not to all. I assume that the majority of the Township (and perhaps, the County's) tax base is derived from shoreline property owners, and further percentages from those businesses dependent upon such. Do you have a rough percentage breakdown of the tax base contributors? As many of these shoreline property owners are 'urban refugees' from exactly this kind of thinking, I would suspect that many, if not most, would disagree with this opening statement-or at minimum, would want strong assurances that all the 'water protection' and 'environmental concern' language is not sacrificed on the altar of 'economic growth and development'.

2. In 1.4, in defending the primacy of the County OP it is stated that "It will NOT be the intention...to interfere with those matters considered to be the responsibility of the Townships" Who adjudicates/decides this when conflict arises over jurisdiction, as it surely will, and what recourse is available to a Township?

3. At 64%, North Frontenac has the largest component of Crown Land. In my experience in AH, this is a matter of vulnerability to shoreline property owners in NF. In AH we experienced a cabal between MNR, Lennox and Addington staffers and some misguided and naive elected officials in the Township of Addington Highlands concerning a grant of Crown Land between Sheldrake and Skootamatta Lakes for an Eco Tourism lodge. It made little economic/financial sense, we believed that ultimately access to Skootamatta was the real target and several of us worked very hard to 'kill' this interest, and ultimately we were successful.

COUNTY OF FRONTENAC OFFICIAL PLAN
FIRST DRAFT JUNE 2013

1. On p. 7, 3rd para. It states that "...the Plan ...a strategic approach to land use planning based upon a watershed planning process." What does this mean? The county has 5 Conservation districts to contend with.
 Frankly, I get a little suspicious when confronted with 'sweeping generalisms'.

2. On p.9, 1st para.-Growth Mgmt. It states that "...future residential development...new development in rural and waterfront areas." Is it the County's intent to actively seek further Crown Land releases by MNR, or are you just referring to existing privately owned land?

3. On p.14, 2.1.4.2 "The County and the Townships will work collaboratively to assist in Green Energy activities." This despite the horrible cost to the Provincial taxpayers for such solar and wind activities? Conservation is a high return activity but the Province's lust for 19th century technology-burning wood pellets- is 'nutsy' (clear cutting 7 million

8

acres a year). When is a forest going to be valued as such, including its carbon capture potential, and not just as a revenue source? This comment appears to be 'PC to the max'. What are you thinking!

4. p.17, Waterfront Development "...establish parameters for new development...". Again, I would be concerned about any expectation that Crown Land releases will be part of this focus.

5. P.22 3.4.3. (4) I congratulate you on the objective to "To improve water quality on a watershed-wide basis;" Hopefully, this will have primacy over the growth and development objectives.

6. P.23 3.4.4. (4) "The County shall participate with ... cottage associations in promoting public responsibility for water quality and ...shoreline management. This is all well and good but really there is no 'teeth' in this. Sure, everyone is concerning about lake pollution from septic systems, fertilizer leaching etc, but until there are enforcement mechanisms, these are just 'feel good' statements. Further, I assume that Frontenac has a few Lake Management Plans completed and more in process.

This document makes no reference to such. The people that carry the highest tax burden, are the most directly affected by activity near the lakes-and the most concerned by such-are virtually ignored in their thrust to have a strong influence over such via a binding LMP. This is a major omission in this Official Plan, and a LMP which may have a Conservation District as a partner, is not the same as the latter's Source Protection Plan.

I have run out of time but think I have captured most of my main concerns.

Jim Osborne,
VP MPOA

-----Original Message-----

From: Mr. James G Osborne [mailto:joborne@mymts.net]
Sent: August-07-13 8:54 AM
To: 'Joe Gallivan'; 'joborne@mts.net'
Cc: 'Tara Mieske'; 'Jenny Duhamel - Clerk/Planning Manager'
Subject: RE: Township Official Plan-Revision process

Mr Gallivan

Thank-you for the reply. I have read the draft County OP, which led to my comments concerning potential abuse due to the County Plan primacy. There is a logic in having an umbrella County Plan, but given the treatment of 'north of 7'-at least in AH-I have become somewhat jaundiced by 'south of 7' initiatives. However, as it is now mandated by the Province, my concerns become academic. Is there to be an appeal process back to the Province if a Township is unhappy with a decision? If I have any further comments/questions, thank-you for your willingness to entertain such. My initial review was somewhat cursory.

While I plan/hope to be at the meeting in Plevna on the 12th, my interest is on behalf of the Mazinaw Property Owners Association for which I am the VP.

As I am a seasonal shoreline resident/property owner in AH (on both Skootamatta and the Mazinaw), not NF, this is a monitoring role on behalf of those MPOA Members who are in NF.
Jim

-----Original Message-----

From: Joe Gallivan [mailto:JGallivan@FRONTENACCOUNTY.CA]
Sent: August-07-13 8:05 AM
To: joborne@mts.net
Cc: Tara Mieske; Jenny Duhamel - Clerk/Planning Manager
Subject: RE: Township Official Plan-Revision process

Joe Gallivan

From: joborne@mymts.net
Sent: Friday, August 09, 2013 10:20 AM
To: Joe Gallivan; joborne@mts.net
Subject: Re: Still kicking is good!

Joe

Very much appreciate your comments. I suspect this will be greeted favourably by the NF voters on the East side of Mazinaw-and the MPOA will certainly acknowledge your collaborative approach to this process when we report to them.

Once again, many thanks for your cooperation.

Jim

Sent from my BlackBerry® smartphone on the MTS High Speed Mobility Network

-----Original Message-----

From: Joe Gallivan <JGallivan@FRONTENACCOUNTY.CA>
Date: Fri, 9 Aug 2013 12:40:57
To: <joborne@mts.net>
Subject: RE: Still kicking is good!

Thanks for the comments, Jim. There are a lot of lake management plans being prepared in the Frontenacs so it could make sense to specifically mention the intent and value of such plans.

Joe

Joe Gallivan MCIP RPP
 Manager of Sustainability Planning
 County of Frontenac
 2069 Battersea Road
 Glenburnie ON K0H 1S0
 phone 613.548.9400 extension 350
 fax 613.548.8460
 email jgallivan@frontenaccounty.ca

-----Original Message-----

From: joborne@mymts.net [mailto:joborne@mymts.net]
Sent: Friday, August 09, 2013 5:54 AM
To: Joe Gallivan
Cc: clerkplanning@northfrontenac.ca ; tmieske@live.ca
Subject: Fw: Still kicking is good!

This was sent to me yesterday after my last e-mail. Unfortunately, I couldn't find a way to send the attachment only.

With respect, I would ask that you give serious consideration to adopting similar language to give importance to LMPs in the OP document. Looking forward to seeing you on the 12th, Jim Jim

Sent from my BlackBerry(r) smartphone on the MTS High Speed Mobility Network

-----Original Message-----

From: Malcolm Stewart
Date: Thu, 8 Aug 2013 15:16:43

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To: <[redacted]@engines.net>
Subject: Still kicking is good!

Hi Jim

Read your exchange with NF planners with interest. As you likely know, there will also be a public meeting on Aug 29 to get input on the AH OP Amendment. Happily, section 7.7.5 of the Amendment is a supportive statement on the need for LMPs and involvement of all stakeholders.

Did you get the June draft of our LMP of Skoot District I sent?

Comments w/b gratefully received!

It's a long way from ready for lake resident perusal, but we plan to finish the penultimate draft and collect reactions from all interested parties by spring 2014.

Hope to see you soon at the lake. keep looking to see if you're there!

Best,
Malcolm

Excerpt from Addington Highlands Official Plan Amendment, July, 2013**7.7.5 Lake Management Plans**

Lake Management Plans (LMPs) are an important planning tool in the effective environmental stewardship of lakes and rivers in the Township. Council recognizes the need to develop LMPs for all lakes experiencing development pressures. It is also recognized that there are a number of stakeholders who have a role to play such as property owners, cottage associations, environmental partnerships, agencies and the municipality. A cooperative and coordinated approach is necessary for the development and implementation of LMPs. Technical data and information is important, but so is the process in preparing an LMP.

Lake Management Plans should include a number of components such as:

- i) A lake capacity assessment to determine the carrying capacity for development and the opportunities to improve or enhance water quality
- ii) An inventory of existing and proposed development by type, and characteristics of sewage and water services
- iii) A shoreline capability assessment to determine lands which are suitable for development based on such features as slope, vegetation cover, depth of overburden, and the presence of sensitive natural heritage features and areas
- iv) A resource inventory
- v) An assessment of fish habitat
- vi) The nature of public access and the use of the lake for aquatic and boating activities
- vii) Road access to shoreline development
- viii) Flood plain management

- ix) Shoreline management principles that provide for appropriate development setbacks and the retention/conservation or restoration of natural features
- x) Criteria for septic tank (sewage disposal system) reinspection
- xi) Assessment of potential for conversions of seasonal residential uses to year round residential uses, commercial to residential conversions, other potential changes of use, large scale redevelopments and upgrades to commercial and/or residential properties
- xii) Public education
- xiii) Implementation and monitoring

Lake Management Plans will be prepared as a partnership initiative.

Joe Gallivan

From: susan.millar@pc.gc.ca
Sent: Monday, August 12, 2013 3:52 PM
To: Joe Gallivan
Subject: RE: Official Plan progress
Attachments: Frontenac County OP - PCA comments_9Aug2013.docx

Hi Joe,

Please see attached a word document, containing some suggested minor revisions to the current draft OP.

In light of current and further conversations with the RCLS Planners group re what we want to see in upcoming OPs, I may have some more comments for you, however our focus will be more in the detailed policies and specifics of the lower-tier OPs.

(See attached file: Frontenac County OP - PCA comments_9Aug2013.docx) Thanks again for sharing, Susan Millar, BComm, MSc Planner / Planificatrice Ontario Waterways/Voies navigables de l'Ontario Parks Canada / Parcs Canada

Rideau Canal Office / Canal-Rideau
 34 Beckwith St. S. / 34, rue Beckwith Sud Smiths Falls, ON K7A 2A8

susan.millar@pc.gc.ca
 Telephone / Téléphone 613-283-7199 ext 242 Facsimile / Télécopieur 613-283-0677

www.parkscanada.gc.ca | www.parcscanada.gc.ca

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From: "Joe Gallivan" <JGallivan@FRONTENACCOUNTY.CA>
 To: <susan.millar@pc.gc.ca>
 Cc: <lmills@township.southfrontenac.on.ca>, <nreeve@tayvalleytwp.ca>, <sandy.hay@uclg.on.ca>, "Peter Young" <pyoung@FRONTENACCOUNTY.CA>, "Gummo, Andrea \ (MAH\)" <Andrea.Gummo@ontario.ca>
 Date: 11/07/2013 12:40 PM
 Subject: RE: Official Plan progress

Hi, Susan,

Frontenac County has just released the first draft of the County Official Plan. You can find a pdf version of the plan as well as some of the background information on this page on our web site:

<http://www.frontenaccounty.ca/en/corporate/OfficialPlanCurrentProjects.asp>

Please see Section 6.4 in particular, which is a special policy on the Rideau Canal.

I have met with Andrea Gummo of MMAH and provided her with a copy of this 1st draft but have requested that there be no One Window circulation until a 2nd draft is finished. The 2nd draft will incorporate comments from the public, Township Councils and staff, etc.

I look forward to receiving any comments you may have.

Thanks

Joe

Joe Gallivan MCIP RPP
Manager of Sustainability Planning
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2069 Battersea Road
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phone 613.548.9400 extension 350
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email jgallivan@frontenaccounty.ca

-----Original Message-----

From: susan.millar@pc.gc.ca [mailto:susan.millar@pc.gc.ca]
Sent: Wednesday, July 10, 2013 1:26 PM
To: Joe Gallivan; lmills@township.southfrontenac.on.ca;
nreeve@tayvalleytwp.ca; Peter Young; sandy.hay@uc1g.on.ca
Subject: Official Plan progress

Hi folks,

I just wanted to touch base to find out where you are at with your OPs (review or new), as Parks Canada (being me) is keen to be a part of the process. We (generally) are included as part of the provincial one-window process, invited to attend a preliminary meeting to help guide the OP, or at the least we are circulated for comments on drafts. This is also an opportune and exciting time to include information, values, etc arising from the RCLS landscape character assessment.

Thanks very much,

Susan Millar, BComm, MSc
Planner / Planificatrice
Ontario Waterways/Voies navigables de l'Ontario Parks Canada / Parcs Canada

Rideau Canal Office / Canal-Rideau

15

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**Frontenac County Official Plan - First Draft June 2013
Parks Canada comments - August 2013**

1.1 Context of the Plan, page 3

- Revised wording "The Rideau Canal National Historic Site and UNESCO World Heritage Site, travels through the southeastern part of the County."

2.2.2 Tourism page 15

- The Introduction (2.2.2.1) could make reference to both the Rideau Canal National Historic Site and UNESCO World Heritage Site and the Frontenac Arch Biosphere Reserve

3.4.1 Waterfront Areas - Introduction, page 21

- Revised wording "... as well as the southern section of the Rideau Canal National Historic Site and UNESCO World Heritage Site

3.4.3 Waterfront Areas – Objective, page 22

- Suggested revised wording for:
- (3) "To protect and enhance the heritage character of the Rideau Canal National Historic Site and UNESCO World Heritage Site and its associated cultural and natural heritage resources and scenic landscape setting."
- (5) and (6) may also benefit from some minor rewording

4.4.2 Utility and Communications Facilities Corridors – Policies, page 36

- It may be appropriate here to note compatibility with cultural and natural heritage resources such as the Rideau Canal National Historic Site and UNESCO World Heritage Site and the Frontenac Arch Biosphere Reserve. Communications facilities such as cell towers along the Rideau have long been raised by the public as a concern due to its visual impact. It was again raised during the RCLS Landscape Character Assessment project. Recent concerns from the community in and around Beckett's Landing resulted in an increased setback from 200m to 900m from the canal, while still providing the communication necessity.

4.6.1 Parks and Open Space – Introduction, page 38

- There is an opportunity here to highlight the lockstations along the Rideau Canal that are located within Frontenac County, as they serve as passive, recreational/cultural heritage open spaces for land-based visitors and boaters alike.

6.4 Rideau Canal UNESCO World Heritage Site, page 47

- Parks Canada's jurisdiction extends from the bed of the canal *up to the upper controlled water elevation* and the associated locations along the canal.
- It may be appropriate to note here that a heritage impact assessment / conservation plan / cultural heritage impact assessment may be required, prior to development taking place on lands adjacent to the canal.

- It is important to note that any in-water and shoreline works on the Rideau Canal, such as docks, require an approved work permit from Parks Canada before work can proceed. In-water and shoreline works are guided by Parks Canada's *Policies for In-Water and Shoreline Works and Related Activities*
- Revised wording for the second paragraph "A goal of the Strategy is to develop and recommend planning and management tools that municipalities and other jurisdictions may choose to implement to protect the visual values and scenic landscapes of the Rideau Canal corridor, that:"

Joe Gallivan

From: info@esolutionsgroup.ca on behalf of PhilWSomers
Sent: Wednesday, August 28, 2013 10:07 AM
To: Joe Gallivan
Subject: Business Parks in Official Plan

Hello Joe,

Last night in Sydenham, we discussed the Business Parks section of the Official Plan. In Section 2.2.3 Business Parks, the Plan "recognizes the importance of the goal of attracting business to the County ..." However, the section on Business Parks is only four sentences. I believe that, due to the importance of business parks in attracting businesses, this section should be considerably expanded to include plans and a pathway toward promoting, encouraging and supporting the development of business parks. The difficulty of establishing business parks is fairly well known, but that in itself should not be a reason for not pursuing this important component of business development in the County. Business parks are a critical component of attracting business and industry to the County, and I believe the Plan should have this as a clear goal with a strong commitment. You asked for ideas for fleshing out the Business Parks section. (see below)

Thanks.

... Phil Somers

 Suggestions for Business Parks in the Official Plan

Section 2.2.3 Business Parks

1. List the existing business parks, with a brief explanation of their location, size, current types of businesses, infrastructure and growth potential.
2. Same information on any known proposed business parks.
3. Discussion of the infrastructure requirements to develop a business park, such as power, water, communications, broadband Internet, transportation, etc.
4. Outline of proposal and approval process for business parks.
5. Suggested locations for business parks that would be encouraged.
6. Support that could be expected from the County to establish and promote business parks, including land acquisition, environmental assessments, tax-breaks, and collaboration with the Townships.

 Origin: <http://www.frontenacounty.ca/en/corporate/OfficialPlanCurrentProjects.asp>

This email was sent to you by PhilWSomers@gmail.com through <http://www.frontenacounty.ca/>.

September 4, 2013



The Frontenac Stewardship Foundation offers the following comments on the June 23, 2013 Draft County of Frontenac Official Plan:

General Comments:

1. The county is to be commended for developing a comprehensive and thoughtful Official Plan document. We concur with most of the content, and offer our comments only where we felt some improvement could be made.
2. Frontenac County has a unique political history in Ontario, and partly because of this history, the county-wide plan is very much needed.
3. Frontenac County also has a unique set of social and environmental conditions that demand consideration of some different approaches than those prescribed by the province's standard planning requirements, notably some elements of the Provincial Policy Statement (this point will be referenced again later in our comments).
4. Climate change may be a subject that should be specifically addressed as a part of the official plan. Adaptation to climate change could be a consideration in new development, and in the identification of a natural heritage system.

Section 3 – Growth Management:

5. As a land and water stewardship proponent, we would normally endorse a strict policy of directing growth to villages and hamlets. However, since none of the hamlets nor villages (except Sydenham) are likely to develop centralized water or sewage systems, impact on ground and surface waters could be greater if such a strict policy were adopted. We therefore support the flexibility provided in the policies of Section 3.2.
6. The policies of Sections 3.2, 3.3, and 3.4 might benefit from the inclusion of recommendations to examine alternative solutions for sewage treatment. Traditional use of septic fields could be improved upon by consideration of alternatives such as gray water treatment, newer technologies using biofilters, or small scale communal systems. Alternatives could significantly reduce the footprint required for a traditional septic tile field.
7. Waterfront Areas, Section 3.4, are vitally important in a county blessed with so many natural water bodies. We endorse and support the proposed policies, and would suggest addition of another to specifically address lake stewardship planning: "The County shall encourage and support lake associations to conduct lake stewardship planning, and shall consider the resulting lake plans as input to planning decisions at the local level."

Section 7 – Environmental Sustainability:

8. The Frontenac Stewardship Foundation supports protection of species at risk, through our support for specific projects and our public education/awareness program. However, we have some concerns for the policies as proposed in Section 7.1.4.5, which reflect the

Provincial Policy Statement. We are particularly concerned for those species that are designated as endangered or threatened at the provincial level, but are found in abundance in Frontenac County. A key example is the gray rat snake (aka eastern rat snake or black rat snake), a species very common to a large portion of the southern part of the county. The ubiquitous nature of this threatened species may cause real difficulty and hardship in applying some of the more restrictive policies.

9. We strongly support inclusion of Section 7.1.4.12, Stewardship Planning. Development of a County Stewardship Plan will allow for better recognition of the unique condition of the natural environment of Frontenac County than might occur through a strict application of Ontario's Provincial Policy Statement. A "landscape-based" approach would serve the county much better than a "jewel and necklace" approach, such as the Natural Heritage approach from the Provincial Policy Statement, which works well in suburban areas where the natural environment is extremely fragmented. The Frontenac Stewardship Foundation will offer our expertise and assistance in developing such a plan.
10. Waterfront or riparian areas of the county should be given specific policy protection to support the policies of Section 3.4. The riparian areas support important life functions of the flora and fauna of the county, and are continually threatened by residential and cottage development. The Environmental Sustainability section of this official plan would be an appropriate location for recognition of the role played by riparian areas, and policies for their protection would enhance environmental sustainability across the County. Along with protection of riparian areas, specific consideration of watersheds and subwatersheds would give protection of lakes a sound landscape-scale basis.

-30-

Planning Report:

**Township of South Frontenac
Prepared for Council**

Planning Department

Agenda Date: September 17, 2013

Date of Report: September 12, 2013

**Subject: Township of South Frontenac Comments on First Draft of
Proposed County of Frontenac Official Plan Dated June 2013**

Summary of Recommendation:

The recommendation is that Council endorse the Planning Report dated September 12, 2013 which provides comments and concerns related to the first draft of the proposed County of Frontenac Official Plan and that the comments be forwarded to the County as representing the Township's comments on the document.

Purpose of the report:

The purpose of this report is to bring to Council a review of the proposed County of Frontenac Official Plan and to advise Council on the implications of its policies on future development in the Township of South Frontenac.

Background

The Province of Ontario has mandated that all upper tier levels of government (County-level) establish Official Plans. The County has undertaken to prepare the County-level Plan and has now presented the initial draft for review and comment by the area municipalities and the public.

General Comments

The draft plan describes itself as a framework on which land use changes in the County can be guided over the next twenty years by protecting and managing the natural environment, directing and influencing growth patterns and facilitating the vision of the County.

Positive:

The draft Plan is well laid out with eight sections that are categorized according to their subject area. Each section and subsection includes an introduction that explains the intent of each policy that follows from it. These introductions /preambles seem to be well thought out and are understandable and supportable. The introduction section is especially helpful and informative by offering a history and population breakdown of the subject area.

Also the document explains at the start that its policies are structured on the basis of six sustainability themes namely:

- Economic Sustainability
- Growth Management
- Community Building
- Housing and Social Services
- Heritage and Culture
- Environmental Sustainability

These six themes appear to be logical as a general basis on which to accommodate future growth and needs of residents while being sensitive to the existing natural and cultural environments.

The author of the document, Joe Gallivan, Manager of Sustainability Planning for the County, should be commended for his work on the Plan.

Negative:

An introductory note contained at the beginning of the document explains that it is intended to be a 'high-level' regional plan to deal with planning issues that cross political jurisdictions unlike Township Official Plans which are detailed and which focus on growth. It later states that it is not intended to interfere with those planning matters considered to be the responsibility of the local municipalities. **However, in reality, under its present wording, the document is exactly the opposite.**

1. In general, the document is much too detailed. Each section contains an introduction to explain its intent and each subsection that follows has an introduction and, accordingly, follows with a list of policies. These policies are much too intrusive into the decision making authority of the municipalities. For example, section 2.1.1 deals with preserving natural resources and, regarding agricultural land, it lists every possible use that may be permitted on the lands including secondary uses and agriculturally-related commercial and industrial uses. Such uses as carpentry, welding, machine and small engine repair shops are listed. Furthermore the Plan means to apply this level of detail to lands designated 'Agricultural' and lands designated 'Rural'. Thus, this level of detail in the types of permitted uses would apply to virtually all of the areas outside of the hamlets (except environmentally sensitive areas).

This level of detail has no place in a high level official plan such as this and the effect may be that a County Official Plan Amendment is required whenever a proposed use (**in the opinion of the County**) does not conform. These uses are now, and should continue to be, regulated by the Township official plans and zoning by-laws.

The Plan should provide the introduction that explains the intent of the section and then simply state that "municipalities shall ensure that agriculture and the farming community are supported and protected" or wording with a similar intent.

Similarly, section 7 on Environmental Sustainability is much too prescriptive in listing all of the possible items to be addressed in any required environmental study. **In some cases the wording is taken from the Township of South Frontenac Official Plan, word for word. Why state the same policies in each official plan?? This detail is appropriate in the municipal plans but not the County plan.**

The wording of this section also suggests that all development applications near wetlands must get the approval of the County (section 7.1.4.1). **This has huge implications for the area municipalities.**

The above detail is continued elsewhere in the Plan but, it should be noted that some sections do contain acceptably worded policies. Section 2.1.4.2 on Renewable Energy follows an acceptable format of generality. Also, section 7.1.4.11 on land use and zoning states that Townships are encouraged to identify appropriate land uses in zoning by-laws and section 5.3 dealing with seniors housing and group homes is very well written. **This lesser level of detail is appropriate and should be used throughout the document.**

2. The language used throughout the document is not appropriate. It uses words such as "shall", "will", and "permitted" and it uses specific setback numbers. This is not normal language for any official plan and especially for a high-level general plan such as this. Also, it is often stated that the "County and/or the Township shall require....."

It is unclear what this means but it suggests that **the County will be involved in every aspect of any planning approval.** In other parts of the document it is specified that the County will require something and in other parts it states that

Council will require something. Does this always mean County Council or can it sometimes mean Township Council? **Does it depend on how the County interprets it? This wording needs to be substantially tightened up.**

3. Section 6 of the Plan dealing with heritage and Culture is particularly problematic. Regarding archaeological resources (specifically marine archaeological remains), the plan states that:

"In considering applications for waterfront development, the Townships and/or the County shall ensure that cultural heritage resources both on shore and in the water are not adversely affected. Where necessary, satisfactory measures to mitigate any negative impacts on significant cultural heritage resources shall be required."

It is unclear how this is to be interpreted but it says that any application on a waterbody must undergo an archaeological study and must be approved by the County. **This has huge negative implications for the future development in the Townships. This wording must be clarified.**

On the same page of the document (page 46), policies relating to Algonquin aboriginal interests state that:

"the County and/or the Townships will engage the Algonquins of Ontario with regard to land use planning affecting..... any undertaking that would have an impact on navigable waterways or their waterbeds....."

Again, this says that any development must first be cleared by the Algonquins. Thus, any consent application or minor variance or rezoning near any waterbody must first be cleared by the Algonquins. If this policy is applied applications could take years to be approved. This intent must be clarified.

4. It is not clear why some sections are in the Plan at all. Section 2.1.3 on 'Forestry' talks of good forestry practices and promotes a continuous sustainable forest industry. It states that the County and the Townships will work collaboratively to assist in green energy activities. This section is wide open to its interpretation and it should be re-worked and clarified. Also, the wording appears to be dictatorial to the Townships.

Also, section 4.1.1 on 'Transportation' recognizes a County-wide road network and supports the long-term viability of regional road systems to ensure access throughout the Frontenacs. This statement in itself is appropriate for inclusion in the Plan but the remainder of the section refers to a cross jurisdictional collaborative approach to managing and maintaining these regional roads. **There is no explanation as to why or how this would be of any benefit.**

Again on the topic of being too prescriptive, the document states in section 4.5.4.1 that it wishes to establish 'Regional Community Improvement Plans'. As Council is aware, the Township Official Plan already has extensive policies on when and where to establish CIP's to allow for funding for such things as façade and infrastructure improvements among other things. Under the Planning Act these policies only apply to municipalities and not to upper tier governments. However, this section of the County OP states that this may be better addressed at the County level and the County OP will seek to become a prescribed municipality for the purposes of preparing CIP's.

However, there is no real explanation as to why it is better addressed at the County level and it is questionable why the Planning Act itself would not have included the Counties in the purview of CIP's if they could better apply its intended benefits. This seems to be an unnecessary intrusion into the authority of the municipalities.

Other Notes:

Section 8.7 of the Plan specifies that the County may pass Development Charges by-laws under the development Charges Act, 1997.

This implies that the County intends to establish an additional level of charges to any development proposed in the Townships.

There is no actual land use map included with the document that lays out the various official plan designations. This seems to be a positive aspect of the plan in that it is left to the townships to demarcate the land use designations on their individual land use maps. However, the document does include a Schedule "B" which is a Natural Heritage Map. This map is referred to in the text of the document but there are many environmental and habitat designations on the map which are not mentioned in the text of the plan. For example, what is the significance of Earth Science ANSI's (Provincial) as opposed to Earth Science ANSI's (Regional) and opposed to Life Science ANSI's (Provincial) as opposed to Life Science ANSI's (Regional)? These are not referred to in the document but are designated on the map. Other designations on the map that are not referred to are Moose Aquatic Feeding Habitat, Deer Yard and Deer/Early Season Moose Yard.

Possibly the Natural Heritage Map is meant as a guide. The map is referred to in the text of the document but nowhere does the text specifically refer to the areas delineated on the map regarding where to apply the policies. **The relationship between the text of the Plan and the Natural Heritage Map should be clarified.**

Conclusion

As described in this Planning report, the introductions to each of the sections of the Draft Plan are informative and provide a very good rationale for the policies that follow in the section. However, the policies themselves are much too specific and far reaching. As noted, most sections get too prescriptive (in some cases they copy South Frontenac's Official Plan word for word). The Plan also attempts to involve the County in all development. This is too much intrusion into the affairs of the local municipalities. It may be in some cases that the policies were not meant to be this intrusive and may be meant for example to only apply to development of plans of subdivision where the County has some jurisdiction but, the way it is worded, it applies to every type of development. **This has huge negative implications for the local townships and the Plan should be substantially revised accordingly.**

Recommendation

It is recommended that Council endorse the Planning Report dated September 12, 2013 which provides comments and concerns related to the first draft of the proposed County of Frontenac Official Plan and that the comments be forwarded to the County as representing the Township's comments on the document.

Submitted/Approved by: Lindsay Mills

Prepared by: Lindsay Mills

CommentsOnCountyOP

Joe Gallivan

From: Tara Mieske [deputyclerk@northfrontenac.ca]
Sent: Tuesday, September 24, 2013 10:35 AM
To: Joe Gallivan
Cc: Jenny Duhamel - Clerk/Planning Manager; Cheryl Robson, CAO; Betty Hunter; Bud Clayton; Fred Perry; Gerry Martin; Inglis, John; Lonnie Watkins; Wayne Good; Barb Sproule; Carl Tooley; Janice Arthur; Ron Jones
Subject: County Official Plan - Comments from C of A and Tunnock
Attachments: County OP-Tunnock's Comments.pdf; August 15, 2013.pdf

Good Morning Joe – Hope all is well with you. Council of the Township of North Frontenac passed the following Resolution at their Meeting on September 4, 2013:

Moved by Councillor Martin, Seconded by Councillor Good #510-13

BE IT RESOLVED THAT Council receives for information the letter dated August 9, 2013 from Glenn Tunnock, Tunnock Consulting Ltd., Contract Planner regarding the County of Frontenac's Draft Official Plan;

AND THAT Council received the Committee of Adjustment's comments on the County Official Plan and response to Tunnock's comments by email on August 27, 2013;

AND THAT Council instructs the Clerk to forward the Committee of Adjustment's comments and Tunnock Consulting's comments to the County Planner.

Carried

Please find attached the Minutes from the Committee of Adjustment Meeting held on August 15, 2013 and approved by the Committee on September 19, 2013. Also attached are the comments from Tunnock Consulting Ltd. If you have any questions please do not hesitate to contact Jenny or I. Thanks Tara

Tara Mieske

Deputy Clerk /
 Assistant to the Planning Manager
Township of North Frontenac
 6648 Road 506, Plevna, ON, K0H 2M0
 1-800-234-3953 or 613-479-2231 Ext. 231
deputyclerk@northfrontenac.ca


Tunnock Consulting Ltd.

247 Hearst Street
North Bay, Ontario P1B 8Z2

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1-800-924-0128

Email: gtunnock@tunnockconsulting.ca

• community planning • building administration • adult education and training • municipal restructuring

August 9, 2013

Memo to:

Cathy MacMunn, Planning Coordinator, Township of Central Frontenac
Jenny Duhamel, Clerk/Planning Manager, Township of North Frontenac

RE: Draft Official Plan – County of Frontenac

We have reviewed the draft plan and offer the following comments:

- The Plan is intended for the Planning Period 2014-2034 (20 years).
- The Plan is intended to be a “high-level”; specifically the Plan states that: **“It is not the intention of the Frontenac County Official Plan to interfere with those planning matters which are considered to be the responsibility of the local municipalities. Local municipal Official Plans complement the Frontenac County Official Plan by providing detailed strategies, policies, and land use designations for planning and development at the local level.”** This statement must be considered in light of some of the mandatory requirements set out in the document.
- The policies in the upper tier plan in most respects mirror those of the lower tier plans in Central and North Frontenac, notably with respect to the scope of permitted uses in both settlement areas, the rural area and waterfront areas.
- The growth management policies establish a medium growth target for the County, but do not impose any growth limitations nor growth allocations to the lower tier municipalities that would restrict development. While the Plan permits development, there are no criteria established for assessing the appropriateness of development by plan of subdivision in rural areas.
- Settlement area boundaries must be established for all settlement areas, a task which has been completed for most of the villages and hamlets in Central and North Frontenac; however the Plan has missed Coxvale on Schedule A, Land Use Plan, which should be added. Adjustments to settlement areas will require a justification report and meet other criteria, not unlike what is currently required under the Provincial Policy Statement. We do not anticipate that changes would be required to current settlement area boundaries arising out of approval of the County Plan. The County Plan could be strengthened by making reference to the criteria set out for a comprehensive review in the Provincial Policy Statement, since the definition is not properly reflected in the criteria.
- While the Plan encourages mixed use development in settlement areas, the Plan (Section 3.2.2.2) will require a capability study, which is mandatory, to ascertain the capability of settlement areas to accommodate further development since none are serviced by municipal water or sewer. It is unclear as to whether such studies will be required when lower tier plans are updated (5-year review) or whether this applies only to development applications. The costs could be significant for hydrogeological studies required to substantiate the capability for growth.
- The target for housing types (5.1.2) is 92% singles, 4% multiples and 4% apartments; however, it is unclear as to what is meant by multiples. While these targets largely reflect the current housing mix, housing needs over the next 20 years will change with an aging population. It is unclear how

these targets will reflect a changing demographic and how they reflect the needs and policies for seniors housing also set out in the plan (i.e. no target is established for seniors housing).

- The housing policies (5.1.2) will require a 'Housing First' approach to the disposal of surplus lands meaning that any lands to be disposed of by a municipality or school boards and institutions would have to be used for housing as the first consideration.
- Stormwater management plans (4.2.2.1) will be required for any development of 4 lots or more or for commercial and institutional developments with large impervious components. This is not dissimilar to local requirements but is mandatory.
- Rehabilitation of mine hazards will require approval of the Ministry of Northern Development and Mines (2.1.2.1.4). We are not aware that this is mandatory, especially if the lands are privately owned.
- The Plan includes policies intended to reflect the interests of the Algonquins including the recognition of the proposed park at Crotch Lake. While it is important to consult with the Algonquins, (Section 6.3.1) is not clear on the triggers to requiring consultation. For example, Townships will engage the Algonquins of Ontario with regard to land use planning affecting any of the following matters: protection of water quality and utilization of lakes and rivers; any impact on navigable waters; any Environmental Impact Studies where areas of Algonquin Interest are identified. What is unclear, for example, is whether this means that all minor variance, consent, OPA and ZBLA applications must be sent to the Algonquins for review.
- Section 7.1.4.4.1 – Lake Trout Lakes imposes restrictions on development as is required by the PPS but does not include one important exemption set out in the local plans i.e. "The proposed new use, has a scale and density that is less than currently exists on site, and shall demonstrate a net reduction of the phosphorous loading on the lake. Prior to any redevelopment being approved, the Environmental Impact Study (EIS) shall be completed to the satisfaction of the municipality, the Ministry of Natural Resources and the Ministry of the Environment. The Environmental Impact Study (EIS) shall among other things, provide recommendations on implementation tools related to hydro-geology soils and vegetation matters on site." This exemption should be added.
- The plan makes provision for community improvement with a target of having at least one CIP approved in each of the four lower tier municipalities. While this may be appropriate, community improvement should be driven more by the need for community improvement and should not limit the development of CIP's for any community or a rural area.
- The Plan places a strong emphasis on a 30 m setback for shoreline development with a caveat that a lesser setback may be acceptable for existing lots of record where the 30 m cannot be achieved.
- The County Plan does not address the issue of private roads but does require that the approval all plans of subdivision is based on access via a public road.

Based on our review, we would not anticipate the need for a shift in the policy direction of lower tier plans; however municipalities should see clarification on the expectations of the County for studies that may be required in undertaking the next 5-year review of the local official plan especially with respect to the capability of settlement areas to accommodate further development.

Respectfully submitted,



Glenn Tunnock, MA, MPA, RPP

MINUTES of a Meeting of the Committee of Adjustment/Planning Advisory Committee for the Township of North Frontenac, held Thursday, August 15, 2013, at the Clar/Mill Fire Hall, Upstairs Meeting Room, 6648 Road 506, Plevna, Ontario.

PRESENT: Barb Sproule, Chair, and Carl Tooley, Members; Janice Arthur, Alternate Member and Gerry Martin, Council Liaison.

ABSENT WITH REGRETS: Ron Jones, Member.

ALSO PRESENT: Jenny Duhamel, Secretary/Treasurer.

CALL TO ORDER

The Chair called the meeting to order at 9:30 a.m. and read her opening remarks.

APPROVAL OF AGENDA

Moved by Tooley, Seconded by Arthur

#20-13

BE IT RESOLVED THAT the Committee of Adjustment/Planning Advisory Committee approves the Agenda for the August 15, 2013 meeting as circulated.

Carried

DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None declared.

ADOPTION OF MINUTES

Moved by Arthur, Seconded by Tooley

#21-13

BE IT RESOLVED THAT the Minutes of a Meeting of the Committee of Adjustment/Planning Advisory held on July 18, 2013 be adopted as circulated.

Carried

BUSINESS ARISING FROM THE MINUTES

None.

PLANNING APPLICATIONS

a) **B6/13-NF (CI)**– BUCKINGHAM, Lorraine – New Lot, Part of Lots 18 and 19, Concession 10, Geographic Township of Clarendon.

Lorraine and John Buckingham were present.

Tooley advised he attended the property August 2, 2013 to complete the inspection and the signs were posted and the corners of the lots were marked with the ribbon. He advised the proposed lot is well treed with white cedar at the lake side and hardwood at the back. There is a good building site. The shoreline is well vegetated.

The Secretary read the report from Kingston Frontenac Public Health advising the lot is suitable to accommodate a septic system.

Mississippi Valley Conservation had the standard water frontage conditions.

Moved by Tooley, Seconded by Arthur

#22-13

BE IT RESOLVED THAT Severance Application B6/13-NF (CI) - BUCKINGHAM, Lorraine – New Lot, Part of Lots 18 and 19, Concession 10, Geographic Township of

Clarendon, Township of North Frontenac be approved subject to Standard Conditions for Consent 1 to 6; 9 and 11 a to j.

AND THAT Smith Road from the Municipally maintained portion to the newly created lot shall be deemed acceptable by the Fire Chief for unimpeded access of emergency vehicles;

AND THAT the Secretary shall issue a Notice of Decision by August 30, 2013 using the Conditions listed above;

AND THAT the Secretary shall forward the Notice to the Applicant and each person or public body that made a written request to be notified and any other person or public body prescribed.

Carried

The Secretary explained the Conditions of the Severance to Mrs. Buckingham and advised she would mail a copy of the Notice of Decision to her for her records, advising not to begin any work on the conditions until the end of the Appeal Period, which is 20 days following the mailing of the Notice of Decision.

Mrs. and Mr. Buckingham left the meeting at this time.

MINOR VARIANCES

None

OTHER BUSINESS

a) Discussion of County Draft Official Plan

Section 2.1.1 Agriculture – the Committee felt there were too many restrictions. The Committee feels backyard chickens should be allowed for personal use and recommends the term “Commercial” be used under section 2.1.1 (4) for the definition of Agriculture, noting North Frontenac has no “Agriculture” zone, but allows this in the Rural Zone.

Section 2.1.1 (7) – the Committee questioned the need for a ZBLA for small scale agriculturally related commercial and industrial uses.

Section 2.1.3 Forestry – the Committee felt this should also be noted as “Commercial” Forestry operations. Many residents have acreage on which they cut firewood for their own personal use.

Section 3.2 – Settlement Areas – the Committee feels the current boundaries in North Frontenac are too large and restrictive. There are properties within the Hamlet zones in the Township which are large acreages which the property owner uses for hunting; or would like to have a small hobby farm but are not allowed in the Hamlet designation. Robertsville Hamlet consists of approximately 2 houses; Fernleigh about 6 houses – no stores or churches, etc.

Section 3.4 – Waterfront Areas – County Draft says includes all lands extending inland 150 m (500 feet). The North Frontenac final approved OP says, in section 3.19 Waterfront Development says the Lake Development Area is 300m (984 feet).

Section 3.4.3 (2) – statement should be reworded to state “To permit sustainable shoreland development that allows for limited sustainable growth.....”

Section 4.2.1.4.5 – notes 1 hectare as 2 acres – should be 2.5 acres.

Section 5.1.2 – “Each Township shall may consider adopting a “Housing First” approach.....”

Section 5.6.2 – Policies – Township OPs shall include policies to allow the use of a residential unit in a building or structure ancillary to a house if the house contains a single residential unit – Does this mean an apartment above a garage, etc.?

Section 6.2 – Archaeological Resources – “The Townships and/or the County will may require archaeological assessments and the preservation....”

The Committee reviewed Glenn Tunnock’s review of the County Draft Official Plan (see attached).

• *The Plan is intended to be a “high-level”; specifically the Plan states that: “It is not the intention of the Frontenac County Official Plan to interfere with those planning matters which are considered to be the responsibility of the local municipalities. Local municipal Official Plans complement the Frontenac County Official Plan by providing detailed strategies, policies, and land use designations for planning and development at the local level.” This statement must be considered in light of some of the mandatory requirements set out in the document.*

The Committee agrees with this comment.

• *The growth management policies establish a medium growth target for the County, but do not impose any growth limitations nor growth allocations to the lower tier municipalities that would restrict development. While the Plan permits development, there are no criteria established for assessing the appropriateness of development by plan of subdivision in rural areas.*

The Committee disagrees – see section 3.3.3(3) which states “Residential development is permitted in the Rural designation in accordance with the following policies:

a. Lot creation shall take place either through the Plan of Subdivision, Plan of Condominium or Consent.

• *Settlement area boundaries must be established for all settlement areas, a task which has been completed for most of the villages and hamlets in Central and North Frontenac; however the Plan has missed Coxvale on Schedule A, Land Use Plan, which should be added. Adjustments to settlement areas will require a justification report and meet other criteria, not unlike what is currently required under the Provincial Policy Statement. We do not anticipate that changes would be required to current settlement area boundaries arising out of approval of the County Plan. The County Plan could be strengthened by making reference to the criteria set out for a comprehensive review in the Provincial Policy Statement, since the definition is not properly reflected in the criteria.*

The Committee thinks the current Hamlet areas are too large. These could be left the same if the requirements were less restrictive.

• *While the Plan encourages mixed use development in settlement areas, the Plan (Section 3.2.2.2) will require a capability study, which is mandatory, to ascertain the capability of settlement areas to accommodate further development since none are serviced by municipal water or sewer. It is unclear as to whether such studies will be required when lower tier plans are updated (5-year review) or whether*

this applies only to development applications. The costs could be significant for hydrogeological studies required to substantiate the capability for growth.

The Committee agrees with Tunnock's remarks.

• The target for housing types (5.1.2) is 92% singles, 4% multiples and 4% apartments; however, it is unclear as to what is meant by multiples. While these targets largely reflect the current housing mix, housing needs over the next 20 years will change with an aging population. It is unclear how these targets will reflect a changing demographic and how they reflect the needs and policies for seniors housing also set out in the plan (i.e. no target is established for seniors housing).

The Committee Agrees.

• The housing policies (5.1.2) will require a 'Housing First' approach to the disposal of surplus lands meaning that any lands to be disposed of by a municipality or school boards and institutions would have to be used for housing as the first consideration.

The Committee does not agree with this "Housing First" Policy.

• Stormwater management plans (4.2.2.1) will be required for any development of 4 lots or more or for commercial and institutional developments with large impervious components. This is not dissimilar to local requirements but is mandatory.

The Committee agrees.

• Rehabilitation of mine hazards will require approval of the Ministry of Northern Development and Mines (2.1.2.1.4). We are not aware that this is mandatory, especially if the lands are privately owned.

The Committee agrees.

• The Plan includes policies intended to reflect the interests of the Algonquins including the recognition of the proposed park at Crotch Lake. While it is important to consult with the Algonquins, (Section 6.3.1) is not clear on the triggers to requiring consultation. For example, Townships will engage the Algonquins of Ontario with regard to land use planning affecting any of the following matters: protection of water quality and utilization of lakes and rivers; any impact on navigable waters; any Environmental Impact Studies where areas of Algonquin Interest are identified. What is unclear, for example, is whether this means that all minor variance, consent, OPA and ZBLA applications must be sent to the Algonquins for review.

The Committee agrees with Tunnock's comments and advises this needs clarification per the last sentence.

• Section 7.1.4.4.1 Lake Trout Lakes imposes restrictions on development as is required by the PPS but does not include one important exemption set out in the local plans i.e. "The proposed new use, has a scale and density that is less than currently exists on site, and shall demonstrate a net reduction of the phosphorous loading on the lake. Prior to any redevelopment being approved, the Environmental Impact Study (EIS) shall be completed to the satisfaction of the municipality, the Ministry of Natural Resources and the Ministry of the Environment. The Environmental Impact Study (EIS) shall among other things, provide recommendations on implementation tools related to hydro-geology soils and vegetation matters on site." This exemption should be added.

The Committee agrees with this recommendation.

• The plan makes provision for community improvement with a target of having at least one CIP approved in each of the four lower tier municipalities. While this may be appropriate, community improvement should be driven more by the need for community improvement and should not limit the development of CIP's for any community or a rural area.

The Committee agrees.

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Based on our review, we would not anticipate the need for a shift in the policy direction of lower tier plans; however municipalities should see clarification on the expectations of the County for studies that may be required in undertaking the next 5-year review of the local official plan especially with respect to the capability of settlement areas to accommodate further development.

The Committee feels there may be too many policies in the Draft County Official Plan – rather than recommendations, as each Municipality has different factors affecting development.

ADJOURNMENT

Moved by Tooley, Seconded by Arthur

#23-13

BE IT RESOLVED THAT the meeting adjourns at 12:45 p.m., until September 19, 2013 at 9:30 a.m. or at the call of the chair.

Carried

Approved by the Committee September 19, 2013

Chair

Secretary-Treasurer

Received for information by Council _____, 2013.

Jannette Amini

From: Joe Gallivan
Sent: Tuesday, November 19, 2013 2:01 PM
To: Jannette Amini
Subject: FW: County Official Plan
Attachments: Comments from Glenn regarding County OP Review August 2013.pdf

Joe Gallivan MCIP RPP
 Manager of Sustainability Planning
 County of Frontenac
 2069 Battersea Road
 Glenburnie ON K0H 1S0
 phone 613.548.9400 extension 350
 fax 613.548.8460
 email jgallivan@frontenacounty.ca

From: Cathy MacMunn [<mailto:planning@centralfrontenac.com>]
Sent: Thursday, September 26, 2013 11:35 AM
To: Joe Gallivan
Cc: gtunnock@tunnockconsulting.ca
Subject: County Official Plan

Good morning Joe,
 Council have accepted Glenn's comments regarding the County OP and have approved staff to forward them onto you at Tuesday's council meeting.
 Therefore, they are attached.
 Cathy

Cathy MacMunn, AMCT, ACST
 Deputy Clerk/Planning Coordinator
 Township of Central Frontenac
 1084 Elizabeth Street
 P.O. Box 89
 Sharbot Lake, Ontario K0H 2P0
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Tunnock Consulting Ltd.

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Email: gtunnock@tunnockconsulting.ca

• community planning • building administration • adult education and training • municipal restructuring

August 9, 2013

Memo to:

Cathy MacMunn, Planning Coordinator, Township of Central Frontenac
Jenny Duhamel, Clerk/Planning Manager, Township of North Frontenac

RE: Draft Official Plan – County of Frontenac

We have reviewed the draft plan and offer the following comments:

- The Plan is intended for the Planning Period 2014-2034 (20 years).
- The Plan is intended to be a “high-level”; specifically the Plan states that: **“It is not the intention of the Frontenac County Official Plan to interfere with those planning matters which are considered to be the responsibility of the local municipalities. Local municipal Official Plans complement the Frontenac County Official Plan by providing detailed strategies, policies, and land use designations for planning and development at the local level.”** This statement must be considered in light of some of the mandatory requirements set out in the document.
- The policies in the upper tier plan in most respects mirror those of the lower tier plans in Central and North Frontenac, notably with respect to the scope of permitted uses in both settlement areas, the rural area and waterfront areas.
- The growth management policies establish a medium growth target for the County, but do not impose any growth limitations nor growth allocations to the lower tier municipalities that would restrict development. While the Plan permits development, there are no criteria established for assessing the appropriateness of development by plan of subdivision in rural areas.
- Settlement area boundaries must be established for all settlement areas, a task which has been completed for most of the villages and hamlets in Central and North Frontenac; however the Plan has missed Coxvale on Schedule A, Land Use Plan, which should be added. Adjustments to settlement areas will require a justification report and meet other criteria, not unlike what is currently required under the Provincial Policy Statement. We do not anticipate that changes would be required to current settlement area boundaries arising out of approval of the County Plan. The County Plan could be strengthened by making reference to the criteria set out for a comprehensive review in the Provincial Policy Statement, since the definition is not properly reflected in the criteria.
- While the Plan encourages mixed use development in settlement areas, the Plan (Section 3.2.2.2) will require a capability study, which is mandatory, to ascertain the capability of settlement areas to accommodate further development since none are serviced by municipal water or sewer. It is unclear as to whether such studies will be required when lower tier plans are updated (5-year review) or whether this applies only to development applications. The costs could be significant for hydrogeological studies required to substantiate the capability for growth.
- The target for housing types (5.1.2) is 92% singles, 4% multiples and 4% apartments; however, it is unclear as to what is meant by multiples. While these targets largely reflect the current housing mix, housing needs over the next 20 years will change with an aging population. It is unclear how

these targets will reflect a changing demographic and how they reflect the needs and policies for seniors housing also set out in the plan (i.e. no target is established for seniors housing).

- The housing policies (5.1.2) will require a 'Housing First' approach to the disposal of surplus lands meaning that any lands to be disposed of by a municipality or school boards and institutions would have to be used for housing as the first consideration.
- Stormwater management plans (4.2.2.1) will be required for any development of 4 lots or more or for commercial and institutional developments with large impervious components. This is not dissimilar to local requirements but is mandatory.
- Rehabilitation of mine hazards will require approval of the Ministry of Northern Development and Mines (2.1.2.1.4). We are not aware that this is mandatory, especially if the lands are privately owned.
- The Plan includes policies intended to reflect the interests of the Algonquins including the recognition of the proposed park at Crotch Lake. While it is important to consult with the Algonquins, (Section 6.3.1) is not clear on the triggers to requiring consultation. For example, Townships will engage the Algonquins of Ontario with regard to land use planning affecting any of the following matters: protection of water quality and utilization of lakes and rivers; any impact on navigable waters; any Environmental Impact Studies where areas of Algonquin Interest are identified. What is unclear, for example, is whether this means that all minor variance, consent, OPA and ZBLA applications must be sent to the Algonquins for review.
- Section 7.1.4.4.1 – Lake Trout Lakes imposes restrictions on development as is required by the PPS but does not include one important exemption set out in the local plans i.e. "The proposed new use, has a scale and density that is less than currently exists on site, and shall demonstrate a net reduction of the phosphorous loading on the lake. Prior to any redevelopment being approved, the Environmental Impact Study (EIS) shall be completed to the satisfaction of the municipality, the Ministry of Natural Resources and the Ministry of the Environment. The Environmental Impact Study (EIS) shall among other things, provide recommendations on implementation tools related to hydro-geology soils and vegetation matters on site." This exemption should be added.
- The plan makes provision for community improvement with a target of having at least one CIP approved in each of the four lower tier municipalities. While this may be appropriate, community improvement should be driven more by the need for community improvement and should not limit the development of CIP's for any community or a rural area.
- The Plan places a strong emphasis on a 30 m setback for shoreline development with a caveat that a lesser setback may be acceptable for existing lots of record where the 30 m cannot be achieved.
- The County Plan does not address the issue of private roads but does require that the approval all plans of subdivision is based on access via a public road.

Based on our review, we would not anticipate the need for a shift in the policy direction of lower tier plans; however municipalities should see clarification on the expectations of the County for studies that may be required in undertaking the next 5-year review of the local official plan especially with respect to the capability of settlement areas to accommodate further development.

Respectfully submitted,



Glenn Tunnock, MA, MPA, RPP



Mr. Joe Gallivan
 Manager of Sustainability Planning
 County of Frontenac
 2069 Battersea Road
 Glenburnie, ON K0H 1S0

Dear Mr. Gallivan,

Thank for the opportunity to provide comments on the First Draft of the County of Frontenac Official Plan. Our comments are focused upon Section 7 – Environmental Sustainability.

The Nature Conservancy of Canada (NCC) is the nation's largest non-profit land conservation organization. We have been working for many years in the County of Frontenac and have been partnering with private landowners to conserve significant holdings of high-priority conservation lands. Since 2007 we have drafted two iterations of a conservation plan for the Frontenac Arch and in 2008 we completed a similar plan for the Eastern Lake Ontario Coast. Combined, these two plans cover much of the southern portion of the County and may provide you with some additional insight into the environmental resources of the County.

It is gratifying to see mention made of the unique natural character of the County of Frontenac and we were very happy to see the County develop a Natural Heritage System in preparation for this planning effort. It was also good to see the County referring to Ontario Ministry of Natural Resources' "Sustaining What We Value". Most importantly, you recognize the importance of maintaining habitat connectivity by supporting natural linkages; however, I think more could be said and a stronger case made for the unique character and significant ecological features of Frontenac County.

The County is located in Ecological Site District 6E-10, the Frontenac Arch, and is one of the biologically richest areas of Canada. The Arch is a southern extension of the Canadian Shield that joins the main body of the Shield in the Algonquin Highlands with the Adirondack Mountains. Because of the extremely rugged nature of the Arch, although the area was homesteaded after the War of 1812 most of those farms were abandoned and the forests recovered. Today, the Arch is the most heavily forested area in Southern Ontario. Because of that forest cover the Arch is today the critical linkage in Eastern North America's last intact forested migratory route. This area is vital to migrating birds, bats, butterflies, and myriad other wildlife. It is also a dispersal corridor for game and fur-bearing species such as deer, moose, fisher, and others. How the people of Frontenac County treat this landscape and manage this forest into the future will have a profound effect on the wildlife of Eastern Canada.

In addition to the Arch being a forest corridor, the nature of those forests makes them unique in Canada. Although the Arch is Canadian Shield, the tree composition of these forests more closely resembles those in the Adirondacks, the Alleghenys, and the north Appalachians. Along the southern rim of the Arch, along warm, exposed ridges, and in other isolated pockets throughout

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La Société canadienne pour la conservation de la nature
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southern Frontenac County, the forests are dominated by southern oaks (White Oak, Burr Oak, and Chinquapin), hickory (Shagbark and Bitternut Hickory), Rock Elm, Hop Hornbeam and many other trees associated with the Carolinian and Appalachian lifezones. These forests are Frontenac County's unique heritage! When I speak with local groups about the Arch residents are amazed to learn of this unique character and develop a stronger sense of place and pride in their geography. In a similar fashion I think the Official Plan could help engender this pride of place and use the County's unique character as a selling point.

We recognize that OMNR has not been able to update mapping of new Significant Wetlands, ANSIs, Significant Wildlife Habitat, Significant Woodlands, and Significant Valleylands because of insufficient resources. Nevertheless, there is good mapping of many of these areas including candidate wetlands, proposed ANSIs and detailed forest inventory mapping. In addition, NCC has done a great deal of mapping and modeling in the area to identify the most important habitat areas. All these resources could be used as a holding place until more detailed information might be available in the future. In addition, NCC would be pleased to consider a support role to assist the county in developing more detailed information over time. We have experienced GIS staff who could provide technical support for the data access and mapping component of such an undertaking, and NCC might be able to raise funds to lower net costs to municipalities.

On Page 49 of the Draft Plan you note that responsibility for the natural environment of the County is shared among a number of entities including multiple levels of government and private landowners. What you don't mention, however, is the rich assemblage of private conservation organizations and other players who are major contributors to protecting the natural resources of the County. The largest of these are Queen's University, which manages about 6,000 acres of natural lands along Opinicon Road, and NCC which owns approximately 5,000 acres of the most important conservation lands in the County. These lands are focused near Loughborough Lake, near Desert, Canoe, on Bobs Lake, and in the Depot Lakes area. In addition to these two large players, there are four smaller organizations which are critical players in protecting heritage lands in the County. These are the Rideau Waterway Land Trust, the Land Conservancy for Kingston, Frontenac, Lennox and Addington, the Kingston Field Naturalists, and the Mississippi-Madawaska Land Trust. Through their activities these various organizations are assisting the County and the townships to protect their most critical natural resources which makes it easier for local governments to meet their responsibilities under the Provincial Policy Statement. I would therefore encourage you to recognize these efforts in the Official Plan and I wonder if there might not be planning considerations that might be made to make it easier for these organizations to do their important work, to partner with municipalities, and to focus their combined attention on lands that make the greatest contribution to the public good.

One area where the municipalities could make a relatively large contribution to regional conservation and to creating habitat linkages, would be through the development of a more adaptive policy regarding unopened road allowances. The greatest threat to biological diversity worldwide is habitat fragmentation. Across Frontenac County the greatest source of potential fragmentation is opening hitherto unopened road allowances which carve forest blocks into smaller and smaller fragments, alter drainage patterns, and encourage the introduction of weed species. With very little effort and with no real outlay of funding resources the municipalities could support

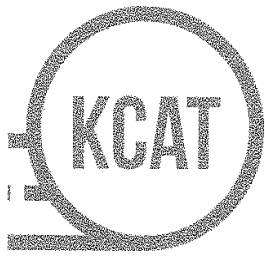


recognized park, conservation organizations and land trusts, make a significant contribution to regional habitat connectivity, and make a notable statement about supporting habitat linkages, by creating a special exception approach to dealing with unopened road allowances that divide otherwise protected lands – closing road allowances with no great strategic transportation purpose and transferring the land to the organization which owns and manages the protected areas. I realize that such a policy would not, and should not, be taken lightly. But these various organizations have invested, literally, tens of millions of dollars in support of the long-term ecological sustainability of Frontenac County. The legal structures protecting places like Elbow Lake, Loughborough Wilderness, and the Helen Quilliam Nature Reserve ensure that those lands have been set aside in perpetuity. Abandoning road allowances in such cases would be a low risk and high gain for the municipalities.

I would be happy to come to the County offices in the coming weeks and make a presentation on NCC's Frontenac Arch Natural Area Conservation Plan. NCC would also be pleased to make our planning document, including our mapping products, available to the County as an additional resource as you work through the planning process. Please feel free to contact me about these or other issues or questions. Thank you again for the opportunity.

Yours in conservation,

Gary P. Bell, Ph.D.
Program Manager – Eastern Ontario



Kingston Coalition for Active Transportation
221 Portsmouth Avenue
Kingston, Ontario K7M 1V5

The Kingston Coalition for Active Transportation (KCAT) would like to offer our support in the further development and implementation of the County of Frontenac Official Plan. KCAT's mandate is to encourage the advancement of active transportation infrastructure in the Kingston, Frontenac, Lennox and Addington areas for the purpose of sustaining and enhancing the health of the general public. KCAT is administered by KFL&A Public Health and is supported by many other local partners.

Complete streets are designed for safe use by all road users, including pedestrians, cyclists, motorists and transit users of all ages. The built environment refers to surroundings that provide the setting for all human activity, including those places where people live, work, learn, rest, and play. These spaces range from rural streets to lively downtown areas and all the places in between. According to a 2009 report from the Canadian Senate, approximately 10% of population health outcomes can be attributed to our physical or built milieu, with an additional 50% associated with social and economic determinants, many of which are profoundly interrelated with environments. Consequently, creating physical environments that facilitate healthy living is an essential component of supporting individuals in making better choices for their health and wellbeing.

Shorter distances for daily trips are achieved in areas with higher building density and a greater mix of land uses (e.g. residential, commercial, office, community service/institutional, etc.). Most studies agree that these two elements of the built environment are positively associated with walking and cycling for utilitarian trips. People who live in well-designed communities with suitable infrastructure can anticipate the majority of their health care costs be associated with end of life care. However, those in communities that are not designed with physical activity in mind can expect increased health care costs from 5 – 20 years before death.

Community design alone may not make active living the most ubiquitous choice for individuals. Changes to the built environment might need to be supported by communications and education programs to help shift the societal values that are linked with the daily choices people make about where to live, how to get around, and personal health.

Please contact us if in any way we can support you in the development of Frontenac's Official Plan.

Jennifer Hroch
Public Health Nurse
Kingston Coalition for Active Transportation
(613) 549-1232 ext. 1620

This letter is informed by the Planning healthy communities' fact sheet series (2013)

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MINUTES OF THE COMMITTEE OF THE WHOLE
November 6, 2013

A regular meeting of the Committee of the Whole was held in the Frontenac Room of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, November 6, 2013 at 9:00 a.m.

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

REGRETS: Warden Janet Gutowski

ALSO PRESENT: **County:** Liz Savill, CAO/Clerk; Marian VanBruinessen, Treasurer; Paul Charbonneau, Director of Emergency & Transportation Services; Julie Shillington, Administrator of Fairmount Home; Jannette Amini, Deputy Clerk; Angelique Tamblyn, Executive Assistant; Colleen Hickey, Human Resources Specialists/Labour Relations
Media: Jeff Green, The Frontenac News; Elliot Ferguson, The Whig

1. CALL TO ORDER

Councillor McDougall, Chair, called the meeting to order at 9:03 a.m.

2. ADOPTION OF AGENDA

Motion #: COW30-13 Moved By: Councillor Jones
Seconded By: Councillor Doyle

RESOLVED THAT the agenda for the November 6, 2013 meeting of the Committee of the Whole be adopted as amended to consider Reports b) and c) directly following the Closed Meeting.

CARRIED

3. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

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

4. DEPUTATIONS AND/OR PRESENTATIONS – Nil

b) Consultant Briefing: Bruce Peever, KPMG, will brief the Committee of the Whole on Report 2013-205, KPMG Report – Chief Administrative Officer Position Review

Mr. Peever provided an overview of the CAO Recruitment Strategy, including steps taken by KPMG in its review of both the CAO and Clerk positions. A copy of the CAO Recruitment Strategy presentation was attached to Report 2013-205 and formed part of the agenda.

With respect to the comparator salaries noted on page 10 of the presentation, Mr. Peever addressed concerns expressed regarding why the City of Sudbury would be included in the list of comparators or why the Muskoka District and Hastings County would be included given the level of service and responsibility that those municipalities provide is far greater than those of the County of Frontenac. He advised that these were included with the comparators to provide Council with the perspective of what larger municipalities are currently offering as a compensation package to their respective COA's.

The Committee discussed the differences in salary between all employees in the County and questioned the rationale between the significance in range from the lowest paid employee to the highest paid employee. It was explained to the Committee that the range between those two groups is approximately 4 to 1 and that many employees are currently at the top level of their respective salary grids with the only increases being receive is the annual cost of living.

With respect to an Executive Search Firm, Council has the ability to decide where the search firm will advertise and can stipulate that the position is advertised locally. He noted that the Executive Search Firm will be able to advise County Council on what media outlets would provide a good investment for attracting suitable candidates.

Council's wishes were questioned with respect to how the RFP to select an Executive Search Firm will be managed by Council and it was suggested that all of Council be involved in this process as opposed to setting a separate committee, to which the Committee agreed.

With respect to the time frame of having a new CAO in place, Mr. Peever did advise that it is standard practice of any candidate taking up to one month to be in place once he/she has accepted an offer of employment.

With respect to the Strategic Plan, it is the responsibility of the CAO to assist Council in its strategic planning and it was felt that this might be clarified to changing "developing" to updating.

11. PUBLIC QUESTION PERIOD

12. ADJOURNMENT

Motion #: COW36-12 Moved By: Councillor Doyle
Seconded By: Councillor Jones

RESOLVED THAT the meeting hereby adjourn at 11:00 a.m.

CARRIED

Councillor John McDougall,
Chair

Jannette Amini, Deputy Clerk



**COMMITTEE OF THE WHOLE
REPORT TO COUNTY COUNCIL**

To: Warden and Council Members of the County of Frontenac

From: Jannette Amini
Deputy Clerk

Date prepared: November 7, 2013

Date of meeting: November 20, 2013

Re: **Committee of the Whole Report to County Council**

All items listed on the Committee of the Whole Report shall be the subject of one motion. Any member of County Council may ask for any item(s) included in the Committee of the Whole Report to be separated from that motion and considered separately, whereupon the Committee of the Whole Report without the separated item(s) shall be put to the vote and the separated item(s) shall be considered immediately thereafter.

Recommendations:

- a) **RESOLVED THAT** the Council of the County of Frontenac authorize the Acting Clerk to issue a Request for Proposals for a Strategic Plan for the County of Frontenac, the terms of which have been authorized by Council.
- b) **RESOLVED THAT** the County of Frontenac retain the services of an executive search consultant to conduct the search for a new Chief Administrative Officer;

AND FURTHER THAT the County of Frontenac retain the services of an external consultant to advise and manage the RFP for an executive search firm;

AND FURTHER THAT KPMG be requested to take on the latter role and bring forward the terms of reference for the executive search firm to the November 20th Council meeting at a cost no greater than \$7,000.



MINUTES
Regular Meeting #2013-07
Kingston Frontenac Public Library Board
September 25, 2013 - 4:00 PM
Delahaye Room, Central Library

Present: Paige Cousineau, Patricia Enright (Chief Librarian/CEO), Ralph Gatfield, Erik Knutsen, Councillor Jim Neill (left at 5:45 PM), Floyd Patterson, Councillor John Purdon, Claudette Richardson (Chair), Somnath Sinha, Monica Stewart

Staff Present: Mary Glenn (Recording Secretary), Shelagh Quigley (Director, Human Resources), Chris Ridgley (Budget / HR Analyst)

Regrets: Barbara Aitken, Wilma Kenny

Guests: Wes Bridges (CUPE Local 2202), Marilyn Birmingham (Delegation, Art Exhibition Committee Chair), Matthew Gventer, Margaret Hughes (Art Exhibition Committee member)

1. CALL TO ORDER

Ms. Richardson called the meeting to order at 4:00 PM, and introduced and welcomed all guests.

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. DELEGATION - Marilyn Birmingham, Chair, KFPL Art Committee *(Correspondence 6.1.4)*

Ms. Birmingham had asked to attend as a delegation to voice her concerns regarding a recent incident where an artist was asked to take down a painting of a nude displayed in the foyer of the Wilson Room.

Ms. Birmingham stated that she has two main concerns. One is with the issue of censorship and her other concern is that she believes the policy was not followed in that she, as Chair of the Art Committee, was not consulted in the decision to have the painting taken down. It was explained by a staff member that the artwork was not taken down immediately and that the artwork was not removed until the day after the Acting Chief Librarian contacted Ms. Birmingham.

A Board member noted that during the selection process when the particular artist brought forward a sample of his materials to be displayed, they were mostly landscapes and there were no nudes.

Ms. Birmingham felt that this is irrelevant, and reported that the Committee does not look at every piece but looks at the quality of the work in general.

A board member stated that he believes that everyone on this Board understands the issues regarding censorship, and that the issue here is not with censorship but with the fact that we are a public building. This is different from books and DVDs which are not displayed in the same way, and when dealing with public spaces we need to find the right balance. Ms. Birmingham, Mr. Gventer and Ms. Hughes were thanked for attending, and left the meeting at this time (4:25 PM).

After further discussion, a decision was made to bring this forward to the November board meeting for further discussion when the annual review of the Art Exhibit policy is on the agenda.

5. ACCEPTANCE OF MINUTES

5.1 Kingston Frontenac Public Library Meeting #2013-06 held June 26, 2013

2013-39 GATFIELD - STEWART

That the minutes of Regular Meeting #2013-06 of the Kingston Frontenac Public Library Board held June 26, 2013 be approved as circulated.

CARRIED

5.2 Kingston Frontenac Public Library Special Meeting held August 20, 2013

2013-40 STEWART - NEILL

That the minutes of the Special meeting of the Kingston Frontenac Public Library held August 20, 2013 be approved as circulated.

CARRIED

CONSENT AGENDA

It was requested that 7.1.1 be removed from the approval of the consent agenda and discussed separately.

6. INFORMATION ITEMS

6.1 Correspondence / Information Received and Sent

- 6.1.1 From the Ministry of Tourism, Culture and Sport, a letter received July 30, 2013 informing us that our Public Library Operating Grant for the 2013-14 fiscal year of \$297,138, which includes library pay equity funding, has been approved.
- 6.1.2 From the Office of the Mayor, City of Kingston, a letter dated August 27, 2013 to extend congratulations to KFPL on the announcement of the inaugural Writer in Residence program.
- 6.1.3 To the City of Kingston, the County of Frontenac, and to the four Townships, a letter dated September 11, 2013 asking them to proclaim the month of October 2013 as Canadian Library Month 2013 and the week of October 20-26 as Ontario Public Library Week.
- 6.1.4 From Marilyn Birmingham, Chair, KFPL Art Committee, a letter dated August 30, 2013 to express her protest of the decision to have a piece of art removed from the foyer of the Wilson Room, and requesting that she attend the next board meeting as a delegation.
- 6.1.5 To Lanie Hurdle, Commissioner, Community Services, City of Kingston, a letter dated August 22, 2013 to report on the motion that was approved at the August 20, 2013 Special Meeting regarding the proposed Rideau Heights Community Complex development.

With regards to 6.1.3, Councillor Purdon reported that the Township of Central Frontenac and the County have passed motions for the proclamation. Councillor Neill reported that the City has passed a motion as well.

7. MONITORING REPORTS

7.1 Communication and Counsel

- 7.1.1 Chief Librarian's Report (attached)
- 7.1.2 2nd Quarter Statistical Report (attached)

7.2 Financial Condition, 2nd quarter (attached)

7.3 Financial Planning and Budgeting - postponed until October

8. Motion to Accept Consent Agenda

2013-41 PURDON - PATTERSON

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

CARRIED

With regards to 7.1.1, a board member wanted to compliment staff on all the outreach and programming that took place during the summer.

ACTION AGENDA

9. Business Arising from the Minutes

There was no business arising from the minutes.

10. Action Items

10.1 Budget Approval Consent (postponed until October)

ITEMS FOR DISCUSSION / EXPLORATION - postponed until October

OTHER BUSINESS

11. Michael and Betty Dicketts Donation (report attached)

2013-42 PATTERSON– PURDON

That the donation be used to upgrade an area of the Central Library and that the Library Board acknowledge the gift by naming the area in memory of Mr. Dicketts.

CARRIED

12. Update – Bargaining (motion to go In Camera / rise from In Camera)

2013-43 COUSINEAU – PURDON

That the Board go In Camera to discuss labour relations (4:50 PM)

CARRIED

Mr. Bridges left the meeting at this time.

2013-44 STEWART – GATFIELD

That the Board rise from In Camera. (5:30 PM)

CARRIED

Mr. Bridges returned to the meeting at this time.

13. Update – Strategic Planning

Although the Board was pleased with how the Strategic Planning process was developing initially, it was felt that the most current draft did not reflect all the discussion which took place at the July 18 Strategic Planning meeting, particularly with regards to the vision and mission statement. A decision was made to meet on Wednesday, October 16 to continue work on Strategic Planning and the document. Mr. Neill left the meeting at this time (5:45 PM).

14. Update – Community Complex Development – North End of Kingston

A report regarding this was to go to City Council in September, however that date has been moved to October 15.

15. Report on Board Yearly Self-Evaluation

Seven completed yearly evaluation forms were received. There were comments regarding the sound quality in the Delahaye Room, otherwise there were no concerns or suggestions.

NEXT MEETING DATE AND ADJOURNMENT

The COW meeting scheduled for Wednesday, October 9 will be cancelled as the Negotiations Committee will be meeting that day.

The next regular Board Meeting will be held at **4:00 PM, Wednesday, October 23, 2013**, in the Delahaye Room, Central Library.

There being no further business, the meeting was adjourned at 5:55 PM.

Claudette Richardson, Chair

Mary Glenn, Recording Secretary

**Rideau Corridor Landscape Strategy
Steering Committee Meeting #17
October 18th, 2013
Smiths Falls Memorial Community Centre**

Steering Committee Members in Attendance: Doug Struthers, Scott Bryce, Dan Grunig, Karen Currie, Susan Freeman, Aubrey Churchill, Mary Kirkham, Mike Dwyer, Sandra Candow, Dennis Staples, Judy Brown, Karl Grenke, Noelle Reeve, John Fenik, Lynn Clouthier, Peter Young, Michael Dakin, Robin Jones, Steve Knechtel, Eric Cosens, Niki McKernan

Secretariat: Susan Millar

Observers:

Regrets: David Chernushenko, David Jones, Bill Dobson, Jewel Cunningham

1. Welcome by Chair Doug Struthers and Dennis Staples

2. Approval of May 3rd, 2013 meeting minutes

- a. **MOVED** by Aubrey Churchill b. **SECONDED** by Frank Kinsella
CARRIED.

3. Business Arising from May 3rd, 2013 meeting minutes

None

4. Planners Group: Implementation Tools and Activities Work Plan - Recap

Susan Millar, Parks Canada Secretariat

On behalf of the Planners Technical Advisory Group, Susan provided a brief overview of the various implementation tools that the Planners Group proposed at the last Steering Committee meeting and highlighted the activities the Group is currently moving forward with. These activities are discussed in detail later in the agenda.

5. 10 Principles of Good Shoreline Development

Phil Gerrard, Municipality of North Grenville; Chair, Planners Technical Advisory Group

On behalf of the Planners Technical Advisory Group, Phil provided an overview of the 10 principles and accompanying best management practices the Group has been working on to support good waterfront development that protects and enhances the Rideau Canal. This document is an amalgamated and revised version of the original Rideau Canal 10 Principles and the draft Trent Severn Waterway Principles. A simplified, user friendly version will be prepared as a folded pamphlet for use by waterfront property owners. The RVCA has offered to prepare this pamphlet at a cost. A second version contains more technical language which will be appropriate for use by planning staff and developers when looking at development opportunities along the waterway. The documents will be accessible online as well as in hard copy from the member jurisdictions

Comments

- Will the Planners Group discuss the draft document once completed with the lake associations?
- The photo containing the large houses and poor shoreline management should be changed to an image which reflects good waterfront development, in keeping with the other images.
- Add “septic safe products” to principle 10 to help protect water quality
- The RCLS banner could be changed to include the document’s title
- Send electronically for feedback to the lake associations
- Is “shoreline” the right word for the title? Perhaps “waterfront” as the principles address waterfront property as a whole and not just the shoreline
- The title could be changed to “10 Principles for Good Development along the Rideau Canal”
- The document is easy to read and understand. The Planners Group has been making good progress
- The Municipality of North Grenville may be able to provide production services instead at no cost to the Strategy.

Motion: That the Steering Committee recommends that the Planners Technical Advisory Group circulate the recommended final draft of the “10 Principles” document to the Steering Committee, lake associations and other stakeholders for their review and comment.

a. **MOVED** by Frank Kinsella b. **SECONDED** by Mike Dwyer **CARRIED**.

6. Who to Call table

Michael Dakin, CRCA; Planners Technical Advisory Group

The Who to Call table is a Parks Canada, RVCA and CRCA collaboration to develop a communications and education tool to help navigate the approvals process for shoreline alteration and related activities, which can be confusing. It will also provide helpful information for potential new property owners; can reduce infractions, such as undertaking shoreline work without a permit, and improve understanding and awareness of the corridor, that the canal is protected and why.

The Table links to more detailed documents, such as the 10 Principles for Good Development, the Landscape Character Assessment report, etc. Mike provided an overview of the components of the document and gave some examples of types of work and who you may want to call for approval. The document provides contact information for each of the jurisdictions involved, and will be available in both official languages. The RVCA will produce the document and Parks Canada will translate it. The document will be posted on the RVCA, CRCA, and Parks Canada websites and will be available as a handout.

Comments

- The Tay Canal is not included on the map
- Change title to “waterfront” not shoreline

- Remove footnote indicators as there are no footnotes (left over from original version)
- What does “ribbon of life” mean? Perhaps this can be clearer
- Is there better wording for “fish timing”
- Spell out acronyms of CA and MNR
- Smiths Falls is missing an “s” on the map
- Add in a few fish species as examples for the warm, mixed, and cold water fish communities
- Make the language tighter in the Fish Timing Window paragraph
- May be good to show this to the lake associations for their feedback

7. Official Plan Policy Repository for Official Plan Reviews

Susan Millar, Parks Canada Secretariat

On behalf of the Planners Technical Advisory Group, Susan briefly discussed the repository of strong official plan components and policies that recognize, protect, promote and enhance the Rideau Canal. These are drawn from recently approved municipal Official Plans and would serve as direction for municipalities and counties when undergoing current or upcoming official plan review. This tool will aid in information sharing across municipalities along the canal.

8. Landscape Character Assessment GIS Database

Susan Millar, Parks Canada Secretariat

Susan presented the draft web-based GIS database the RVCA is working on, which will provide access to the GIS information gathered during the landscape character assessment project to the RCLS members to support land use planning and development along the canal.

9. Next Steps for the Planners Technical Advisory Group

Susan Millar, Parks Canada Secretariat

On behalf of the Planners Technical Advisory Group, Susan provided an overview of the next steps for the Planners Group. This includes:

- Complete the 10 Principles for Good Development; circulating the final draft to lake associations for their feedback; and producing a pamphlet
- Finalize and producing the Who to Call Table
- Finish compiling good official plan policies for the repository
- Work with the RVCA for the completion of the GIS database
- Work with Industry Canada to address the recognition and protection of the Rideau Corridor for communication tower project proposals
- Commence research into landscaping and site design guidelines for green energy infrastructure, such as the City of Kingston’s guidelines for large-scale, ground-oriented solar energy facilities
- Speak with the Rideau Roundtable regarding their interest in running a Rideau Award for good stewardship of the landscape

10. Visitor Experience Opportunities Concept initiative

Susan Millar, Parks Canada Secretariat

On behalf of Jewel Cunningham, Director Ontario Waterways, Parks Canada, Susan provided an overview of this initiative currently underway. Developed by the Partnership Group of the Rideau Canal Heritage Corridor, a series of workshops are being held across the corridor during the month of October to engage stakeholders to help enhance and diversify experiential tourism opportunities throughout the Rideau Heritage Route. This initiative stems from the Rideau Futures Forum idea presented by the Rideau Roundtable at the May 3rd meeting of the Steering Committee.

11. RCLS presentation to World Canals Conference and Club of Rome AGM

Doug Struthers, Village of Merrickville-Wolford; Chair, Steering Committee
Doug Struthers provided an overview of two RCLS presentations he recently gave at the World Canals Conference in France and the Club of Rome AGM site visit to Merrickville. Both presentations were well received by conference participants, including praise from delegates from Norway, Scotland, the US (Erie Canal), France and Michel Cotte of ICOMOS, who visited the Rideau Canal during the evaluation of the UNESCO world heritage site nomination in 2007, on the Strategy's ability to work cooperatively.

12. Correspondence

The Steering Committee was copied on a letter to Parks Canada from the ICOMOS International Scientific Committee on Cultural Landscapes, which expressed concerns about the negative impact of the digital screen on the canal, which was proposed to be installed on the Ottawa Convention Centre in Ottawa. Susan Millar confirmed that Parks Canada has responded to ICOMOS and has confirmed that the 3 year pilot project for a digital screen was cancelled in April 2012, and digital signage will not be included in the Ottawa Convention Centre's current naming rights and sponsorship program.

13. Roundtable

- a. The Energy East Pipeline will cross the canal where the existing natural gas pipeline is located south of Manotick. The Steering Committee will not be submitting any comments on the proposal as it is outside the mandate of the group.
- b. The Frontenac Arch Biosphere Reserve won the bid to host the 2013 EuroMAB conference. This acclaimed international event is being held in Brockville from October 15th-19th. The four day conference features delegates from international UNESCO-designated Biosphere Reserves. EuroMAB is the largest and oldest of the Man and the Biosphere (MAB) Regional Networks. The EuroMAB program is made up of 52 countries, including Canada and the USA, and 284 biosphere reserves within Europe.
- c. The media is interested in boat traffic along the canal and are contacting the municipalities for their data. Boat mooring in Smiths Falls increased this year and is still strong in Merrickville. It is noted that there are many factors which affect boat traffic, including the weather. Beveridges Lockstation was affected by the reduced hours during the shoulder season

and boat traffic on the Tay Canal is down this year. Perth is looking at options to help address this matter.

- d. Rideau Lakes Township note that there are approximately 3500 properties on the Rideau, however only a few properties are zoned for higher use than residential, such as commercial, etc, which could have an influence on economic activities.
- e. Westport reports approximately 5-10% reduction in boat traffic in the harbour.

14. Next meeting:

The Township of Leeds and the Thousand Islands has offered to host the next Steering Committee meeting in Seeleys Bay. The next meeting will be at the call of the Chair based on the scheduling and progress of the Planners Technical Advisory Group.



ICOMOS
INTERNATIONAL COUNCIL ON MONUMENTS AND SITES

INTERNATIONAL FEDERATION OF LANDSCAPE ARCHITECTS



IFLA

ICOMOS IFLA Comité International Scientifique des Paysages Culturels
ICOMOS IFLA International Scientific Committee on Cultural Landscapes
ICOMOS IFLA Comité Científico Internacional de Paisajes Culturales

URGENT TO:

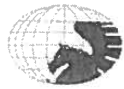
Mr. Alan Latourelle
Chief Executive Officer Parks Canada
Parks Canada National Office
25-7-N Eddy Street
Gatineau, Québec
CANADA K1A 0M5
alan.latourelle@pc.gc.ca

Madrid, June 10, 2013

Dear Mr.Latourelle,

I am writing on behalf of the ICOMOS IFLA International Scientific Committee on Cultural Landscapes to express our concern regarding the negative impact of the digital screen/sign that is proposed to be installed on the Ottawa Convention Centre, and that will surely have a huge effect on the visual integrity of the buffer zone and setting of the Rideau Canal World Heritage Site. We respectfully ask Parks Canada as the guardian of the Rideau Canal World Heritage Site to intervene without delay and to ask the NCC to reconsider this matter and not to give its approval to any digital screens or signs visible from the Rideau Canal corridor. We also ask you to ensure the on-going collaboration of Parks Canada with the NCC, the City of Ottawa and with all municipalities associated with the Rideau Canal in order to ensure the necessary long-term policies and guidelines to prevent digital screens and signs visible from the Rideau Canal corridor and the diminishment of its experiential qualities.

This issue was discussed at our last two Committee Annual Assemblies in Fontainebleau, France, and Hangzhou, China, and we have followed the developments on the subject. We are also aware of the National Capital Commission's preliminary approval of a proposal and of guidelines to be finalised to the NCC's approval, that are to include a digital screen or sign, but we doubt that the designs or the



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guidelines will prevent damage to the most iconic views of the magnificent cultural landscape of the Canal.

The digital sign will be visible from many viewpoints and will affect the vistas and enjoyment of other national historic sites that are critical to the character of the capital city, and that include Parliament Hill and the Chateau Laurier. If a digital screen or sign is allowed, it will create a terrible precedent for the entire Rideau Canal cultural landscape. You should be aware that many cities all over the world are trying to get rid of digital screens in their historic urban centres, not to mention that such installations are inconsistent with the latest UNESCO Recommendations on Historic Urban Landscapes.

In 2005, the Xi'an *Declaration on the Setting of Heritage Structures, Sites and Areas* recognised that the rate of change, and the individual and cumulative impacts of change and transformation on the settings of heritage structures, sites and areas is an ongoing process which must be monitored and managed and that the rapid transformation of the urban or rural landscapes can substantially or irretrievably affect the authentic contribution that the setting makes to the significance of a heritage property. Any change to the setting should be managed to retain cultural significance and distinctive character.

Furthermore, in 2008, our expert members, from more than 50 countries, experienced and greatly enjoyed Canadian cultural heritage as part of the ICOMOS General Assembly in Quebec city which had, significantly, as its motto "the spirit of the place". The ICOMOS Declaration on this subject adopted some principles and recommendations in order to preserve the spirit of place "through the safeguarding of tangible and intangible heritage, that is to say through the physical and the spiritual elements that give meaning, value, emotion and mystery to a place". ICOMOS recommended that governmental agencies, and local and national heritage organizations should develop long term strategic plans to prevent the degradation of the spirit of place and its environment. ICOMOS participants at the Assembly were imbued with that 'spirit' and had the opportunity of travelling to Ottawa and of visiting the Rideau Canal, one of the most important properties of Canadian heritage. We were impressed by the city's beauty and by the splendid cultural landscape and we sincerely hope that its "spirit" will not be altered by the digital screen.

We therefore request that Parks Canada discuss the matter with the National Capital Commission and with the City of Ottawa, and that Parks Canada request the rejection by the NCC and by the City of



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Ottawa of any digital screen or signage - at any scale - visible from the Rideau Canal as this will without doubt affect the setting of one of the world's greatest treasures, and will have a terrible impact on the visual integrity and image around-the-world of this cultural heritage. We also ask you to ensure that the Rideau Canal Cultural Landscapes Strategy address this concern and ensure the necessary policies and guidelines.

We look forward to hearing from you.

Yours faithfully,

Mónica Luengo
President

cc. All members of the Rideau Canal Cultural Landscapes Strategy Steering Committee
care of Rideau Canal National Historic Site
34 Beckwith Street South
Smith Falls, Ontario, CANADA K7A 2A8
RideauCanal-info@pc.gc.ca

President : Mónica Luengo – c/ Miguel Angel , 4 – 4º - 28010 Madrid – Spain - monica@atpaisaje.com
Secretariat : Stéphanie de Courtois – isc.cultural.landscapes@gmail.com



**Rideau Corridor Landscape Strategy
Steering Committee Meeting of October 18, 2013
Communiqué**

The seventeenth meeting of the Rideau Corridor Landscape Strategy (RCLS) Steering Committee was held on October 18, 2013 and hosted by the Town of Smiths Falls. A list of participants is attached.

Stemming from the recommendations contained within the Landscape Character Assessment and Planning and Management Recommendations Report, the Planners Technical Advisory Group provided an update on a variety of tools and activities currently under development, including: 10 Principles for Good Waterfront Development along the Rideau Canal, a land use planning and public education tool; a Who to Call table, which outlines who to contact when undertaking typical in-water and shoreline activities, such as docks and shoreline alterations; a repository of Official Plan policies that recognize, protect and enhance the Rideau Canal, to assist with municipal Official Plan reviews; and a web-based GIS database compiled during the landscape character assessment to support land use planning and development along the waterway. The Planners Group will continue to refine these implementation tools, based on feedback received from the Steering Committee.

Parks Canada provided a brief presentation on the Visitor Experience Opportunities Concept, an initiative of the Partnership Group of the Rideau Canal Heritage Corridor currently underway, to engage stakeholders to help enhance and diversify experiential tourism opportunities throughout the Rideau Heritage Route.

The meeting concluded with highlights from the Rideau Corridor Landscape Strategy presentations at the Club of Rome Annual General Meeting in Ottawa and the World Canals Conference in France, which received high praise from many represented countries for the Strategy's ability and dedication to work collaboratively in support of the Rideau Canal World Heritage Site.

The date of the next Steering Committee meeting is to be determined, pending the scheduling of the next Planners Technical Advisory Group meeting.

For further information on the Rideau Corridor Landscape Strategy, please contact:

Doug Struthers
Chair
mayor@merrickville-wolford.ca / 1-613-269-4791



Rideau Corridor Landscape Strategy Steering Committee Meeting Attendance
October 18, 2013

Organization	Name D=delegate, A=alternate	Attendance
Alderville First Nation	James Marsden (D)	
	Dave Mowat (D)	
Algonquins of Ontario	Doreen Davis (D)	
	Lynn Clouthier (D)	Present
	Randy Malcolm (D)	
	Cliff Meness (D)	
Cataraqui Region Conservation Authority	Steve Knechtel (D)	Present
	Jim Neill (A)	
Drummond North Elmsley, Township of	Aubrey Churchill (D)	Present
	Karl Grenke (A)	Present
Frontenac, County of	David Jones (D)	
	Elizabeth Savill (A)	
Kingston, City of	Mark Gerretson (D)	
	Jeff Scott (A)	
Lanark, County of	John Fenik (D)	Present
	Mary Kirkham (A)	Present
Leeds and Thousand Islands, Township of	Frank Kinsella (D)	Present
	Milena Avramovic (A)	
Merrickville-Wolford, Village of	Doug Struthers (D)	Present
Montague, Township of	Bill Dobson (D)	
National Capital Commission	François Lapointe (D)	
	Sandra Candow (A)	Present
North Grenville, Municipality of	Terry Butler (D)	
	Phil Gerrard (A)	Present
Ottawa, City of	Doug Thompson (Rural) (D)	
	David Chernushenko (Urban) (D)	
Parks Canada	Jewel Cunningham (D)	
Perth, Town of	Judy Brown (D)	Present
	Jim Graff (A)	
Prov. Of Ontario (rep. by Min. of Municipal Affairs & Housing)	Mike Elms (D)	
	Karen Currie (A)	Present
Rideau Lakes, Township of	Ron Holman (D)	
	Mike Dwyer (A)	Present
Rideau Valley Conservation Authority	Ed Hand (D)	
Smiths Falls, Town of	Dennis Staples (D)	Present
	Niki McKernan (A)	Present
South Frontenac, Township of	Gary Davison (D)	
	Larry York (A)	
Tay Valley, Township	Susan Freeman (D)	Present
	Noelle Reeve (A)	Present
United Counties of Leeds and Grenville	Dan Grunig (D)	Present
Westport, Village of	Scott Bryce (D)	Present
	Robin Jones (A)	Present
Parks Canada Secretariat	Susan Millar	Present



**Minutes of the 150th Anniversary Planning Advisory Committee Meeting
October 30, 2013**

A meeting of the 150th Anniversary Planning Advisory Committee was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, October 30, 2013 at 10:00 AM

In attendance:

- Marcel Giroux, Chair
- Councillor Gary Davison
- Barbara Sproule
- Warden Janet Gutowski, Ex-Officio

Via Teleconference:

- Jim Vanden Hoek

Regrets

- Phil Leonard

Staff:

- Elizabeth Savill, CAO/Clerk
- Jannette Amini, Deputy Clerk
- Kristin Mullin, Communications Officer
- Angelique Tamblyn, Executive Assistant
- Anne Marie Young, Manager of Economic Sustainability

1. Call to order

Mr. Giroux, Chair, called the meeting to order at 10:03 a.m.

2. Adoption of the agenda

Moved By: Councillor Davison

Seconded By: Ms. Sproule

THAT the agenda for the October 30th, 2013 150th Anniversary Planning Advisory Committee 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 were declared.

4. Adoption of minutes

Moved By: Ms. Sproule
Seconded By: Warden Gutowski

THAT the minutes of the 150th Anniversary Planning Advisory Committee meeting held August 28, 2013 be approved as circulated.

CARRIED

5. Deputations and/or presentations – Nil

6. Communications

- i. Correspondence received from Steven Davidson, Deputy Minister, Ministry of Tourism, Culture and Sport, regarding the 2014 Premier's Awards for Excellence in the Arts

The Committee noted many possible candidates that would be worthy of this award and individual members will take this information to their respective communities for any individual recommendations.

7. 150th Anniversary Advisory Committee (AAC) Work Plan

**2013-194
2013 Work Plan Update**

Moved By: Councillor Davison
Seconded By: Mr. Sproule

RESOLVED THAT the 150th Anniversary Planning Advisory Committee accept this 2013 Work Plan Update report for information.

AND FURTHER THAT the Council of the County of Frontenac approved the 150th Anniversary Planning Advisory Committee 2014 Work Plan;

AND FURTHER THAT the proposed 2014 Draft 150th Anniversary Planning Advisory Committee budget be forwarded to staff for inclusion in the 2014 Budget presentation to County Council as amended to include a \$30,000 allocation to the appropriate Reserve Fund.

CARRIED

Suggestions in the survey by community members indicate that events should include the rail history of Frontenac County and Ms. Savill noted an old rail book titled "In Search of the K & P Trail" which the County has in its possession. This book could be sold at events or the publishers of the book could be invited to attend events.

Ms. Savill noted the suggestion made to her regarding opportunities for a 150th Anniversary quilt that could travel around the County. The Committee discussed who could possibly pick up this project and it was suggested that each community could produce it's own small quilt that would then form part of a larger County quilt. Warden Gutowski will provide the contact information of a quilter in Harrowsmith and work with staff to investigate the potential of developing a 150th Anniversary quilt and report back to the Committee on recommendations, including any budget requirements, at its next meeting.

Councillor Davison provided an overview of his Canada Day activities, including having displays at the Verona Lions Club Jamboree. Mr. Vanden Hoek provided an overview of the Wolfe Island Ploughing match which included 30 ploughers and 6 celebrities.

The Committee discussed upcoming opportunities in November/December including the Festival of Trees in Sharbot Lake where a 150th tree could be entered. This event will take place December 12th to 14th and Warden Gutowski could provide the contact information of the organizers to staff. The tree is purchased at Sharbot Lake and decorating takes place on the Wednesday evening with prizes awarded on the Thursday to kick off the event. Ms. Young will take this project on as well as open this up to other staff members at the County. There are sufficient funds in the 150th Anniversary Planning Advisory Committee budget to accommodate a cost of less than \$200. It was noted that there is a different theme each year for the event and the Chair will send a formal letter to the organizers to see if the theme for 2014 could be the 150th Anniversary. Warden Gutowski and Mr. Giroux will assist with this event and Warden Gutowski will send an email to the organizers indicating that the 150th Anniversary Planning Advisory Committee would like to participate in this event.

The Committee also discussed a float in the Santa Claus parade. It was also suggested that a float be developed that could be used for various parades throughout the year. Councillor Davison will take the lead on this project with assistance from Mr. Vanden Hoek and Ms. Young with a budget to be determined.

Mr. Vanden Hoek advised that he will contact Councillor Davison regarding the ploughing demonstration. He also spoke of the work done to date with respect to the 150th Passport and advised that he has not received a great response from merchants on this. He suggested there needs to be support for this in the business community. Warden Gutowski advised that there is enthusiasm in Central Frontenac and she could provide that contact information to Mr. Vanden Hoek. Staff will also forward information to Mr. Vanden Hoek on others that might champion this project.

The Committee discussed possible 150th Anniversary magnets that could be placed on vehicles as a means of advertisement. To this, staff noted the sign applicates (skins) that are being considered for the signs along the K & P Trail that would have the 150th logo on them and this could also be purchased for application on a vehicle. Staff discussed the number of Santa Claus parades coming up including the Kingston parade scheduled for November 23rd and it was questioned if anyone could pick this event up. Participants could also go in period costume as there are a number of organizations in the area that provide period costumes. Councillor Davison committed to doing this parade as the County past Warden. There is no cost for dignitaries to enter this parade.

Warden Gustowski noted her attendance at a Grade 5 class during Local Government Week where 150th Anniversary stickers were provided to the students.

Ms. Young noted the current employment program she had investigated is for those currently on unemployment and it is a program that becomes very time consuming for the employer as well as difficult to monitor. Staff have been instructed to develop a terms of reference for a possible intern. Ms. Mullin noted the program currently available through St. Lawrence College that would provide a co-op student for a few days a week and this is currently being investigated by Human Resources.

Working Group Updates

Costume Ball

Mr. Giroux noted he currently has 2 people working with him on the costume ball, one regarding costumes and one regarding the music. He did note that this event was low on the list of responses from the survey; however it was felt that support for this event will grow. Mr. Giroux does have contacts in the community that are willing to assist him with the planning of this event, including obtaining period costumes. Formal letters from this Committee should be provided to those who have assisted in this event. Mr. Giroux will provide names to staff. Staff suggested that a Committee might be considered to start focusing on this event as Fort Henry and the Sir John A. Bicentennial Commission might be interested to partner. It was also suggested that the City of Kingston Cultural Services Department could be contacted. The Committee discussed a volunteer application being posted to the website with a list of volunteer opportunities for people to choose from.

Scholarship Project

Ms. Mullin advised, through discussions with the Limestone Scholarship program, that the County could utilize this scholarship program which would be set up as the County chooses and the interest earned from the fund would be used each year as a student scholarship. It was questioned if there would be an appetite from County Council to allocate \$25,000 for this project. There is the potential to generate funding from the various 150th events to be held and that revenue could be put towards this program or it could also be done through a donation program. It was noted that this needs to be a larger discussion as many County students do not attend the high schools located

within the County and a criteria for nominations would need to be established. Warden Gutowski will work on some criteria and bring this to the next meeting.

Central Celebration

Councillor Davison overviewed his conversations regarding the site for the central celebration and any work that might be required at the site including the need for temporary fencing around the site. Staff will prepare a formal thank you letter to those assisting Councillor Davison in the site location work.

Legacy Projects

Ms. Young noted the funding opportunities through the Canada "Building Communities Through Arts and Heritage". One component of the funding is that applicants can apply for up to \$200,000 in funding, with up to \$25,000 being allocated towards capital expenses providing that the capital gain is movable and could be used for other events. In addition, one may also apply for Legacy Project funding of 50% up to a maximum of \$500,000. The deadline for funding applications for 2015 is January 30th 2014. Staff suggested that a facilitator could come and assist the Committee to formulate what it would like to pursue as this application will require formal documentation to accompany it. Ms. Young will proceed with further investigating this funding opportunity

Moved by Councillor Davison
Seconded by Ms. Sproule

THAT Council of the County of Frontenac authorize staff to proceed with contracting services to develop the comprehensive plan and all necessary details to support a funding application in support of the 150th Anniversary to Building Communities Through Arts and Heritage which offers funding up to a maximum of \$700,000;

AND FURTHER THAT the costs for the contracting services not exceed \$5,000.

CARRIED

2014 Draft Work Plan

Moved by Ms. Sproule
Seconded by Councillor Davison

THAT the 2014 150th Anniversary Planning Advisory Committee budget be amended to include a \$30,000 allocation to the appropriate Reserve Fund.

CARRIED

2013-196

**Frontenac County Advisory Committees – Code of Conduct for
Members of County Council and Committees**

Moved By: Mr. Gutowski

Seconded By: Mr. Sproule

THAT the 150th Anniversary Planning Advisory Committee receive Report 2013-196, Frontenac County Advisory Committees – Code of Conduct for Members of County Council and Committees for information only.

CARRIED

8. Other business

9. Next meeting date

The next regular meeting of the 150th Anniversary Planning Advisory Committee is scheduled for Wednesday, December 11, 2013 at the County Administrative Building.

10. Adjournment

The meeting adjourned at 12:06 p.m.



COMMITTEE REPORT

To: Warden and Council Members of the County of Frontenac

From: Jannette Amini
Deputy Clerk

Date prepared: October 31, 2013

Date of meeting: November 20, 2013

Re: **150th Anniversary Planning Advisory Committee – Report to Council**

All items listed on the 150th Anniversary Planning Advisory Committee Report shall be the subject of one motion. Any member of County Council may ask for any item(s) included in the 150th Anniversary Planning Advisory Committee Report to be separated from that motion and considered separately, whereupon the 150th Anniversary Planning Advisory Committee Report without the separated item(s) shall be put to the vote and the separated item(s) shall be considered immediately thereafter.

Recommendation

a) **2013-194**
2013 Work Plan Update

RESOLVED THAT the 150th Anniversary Planning Advisory Committee accept this 2013 Work Plan Update report for information.

AND FURTHER THAT the Council of the County of Frontenac approved the 150th Anniversary Planning Advisory Committee 2014 Work Plan;

AND FURTHER THAT the proposed 2014 Draft 150th Anniversary Planning Advisory Committee budget be forwarded to staff for inclusion in the 2014 Budget presentation to County Council as amended to include a \$30,000 allocation to the appropriate Reserve Fund;

**b) Funding Application
Building Communities through Arts and Heritage**

THAT Council of the County of Frontenac authorize staff to proceed with contracting services to develop the comprehensive plan and all necessary details to support a funding application in support of the 150th Anniversary to Building Communities through Arts and Heritage which offers funding up to a maximum of \$700,000;

AND FURTHER THAT the costs for the contracting services not exceed \$5,000

POSTED CHEQUE LISTINGPAYROLL

FOR THE PERIOD OF: October 10, 2013 - November 12, 2013 (inclusive)

PAYROLL DATE

PP#21	September 23, 2013 - October 6, 2013	Canadian Payroll	\$	298,977.65
PP#21	September 30, 2013 - October 13, 2013	Canadian Payroll	\$	163,812.25
PP#22	October 7, 2013 - October 20, 2013	Canadian Payroll	\$	316,795.30
SP	Special Pay - October 28, 2013	Canadian Payroll	\$	11,147.21
PP#22	October 14, 2013 - October 27, 2013	Canadian Payroll	\$	169,981.03
PP#23	October 21, 2013 - November 3, 2013	Canadian Payroll	\$	290,647.19

<u>PAYROLL TOTAL:</u>		\$	1,251,360.63
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<u>TOTAL:</u>		\$	<u>1,251,360.63</u>
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POSTED CHEQUE LISTING

COUNTY OF FRONTENAC

(Great Plains)

FOR THE PERIOD OF: October 10, 2013 - November 12, 2013 (inclusive)

CHEQUE TOTAL:

1,157,536.64

TOTAL:

\$1,157,536.64

**County of Frontenac
Transaction Register Report
October 10, 2013 - November 12, 2013**

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
102694	RECE0002	RECEIVER GENERAL	10/17/2013	75,904.71
102911	RECE0002	RECEIVER GENERAL	10/17/2013	22,541.21
10242013	TDFU0001	TD FUTURE BUILDER	10/24/2013	1,040.00
103	PUBL0003	PUBLIC GUARDIAN AND TRUSTEE	10/10/2013	203.94
10312013	TDFU0001	TD FUTURE BUILDER	10/31/2013	325
104	FULT0004	VANBRUINESSEN, MARIAN - IN TRU	10/17/2013	269
1095091	MINI0001	MINISTER OF FINANCE	10/15/2013	26,211.52
2290	ROCH0001	ROCHON, SUE	10/16/2013	837.9
2291	SODE0001	SODEXO SERVICES CANADA	10/22/2013	78,072.53
2293	PARA0001	PARAMEDIC ASSOCIATION	10/24/2013	145
2294	COUN0016	COUNTY OF FRONTENAC	10/22/2013	644.5
2300	REVE0005	REVEREND LEWIS BRYANT	10/30/2013	945.1
37833	18850001	1885334 ONTARIO LIMITED	10/10/2013	1,491.60
37834	CANA0009	CANADIAN TIRE STORE 195	10/10/2013	316.39
37836	CARL0001	CARLETON UNIFORMS INC.	10/10/2013	147.86
37837	CDWC0001	CDW CANADA	10/10/2013	73.51
37838	COUN0017	COUNCIL ON AGING/SENIORS CENT	10/10/2013	100
37839	DIGI0001	DELTA PRINTING	10/10/2013	243.23
37840	DOOR0001	DOOR DOCTOR	10/10/2013	920.16
37841	ENVI0001	ENVIRO-GUARD	10/10/2013	63.28
37843	GOOD0002	GOODFELLOWS FLOWERS	10/10/2013	53.11
37844	HOLI0001	HOLIDAY INN	10/10/2013	4,210.41
37845	INSP0001	INSPEC-SOL INC.	10/10/2013	6,836.50
37846	JJEX0002	J.J. EXPRESS	10/10/2013	378.26
37847	MOSI0001	MOSIER SERVICE CENTRE	10/10/2013	168.6
37848	RECE0003	RECEIVER GENERAL	10/10/2013	414.75
37849	SHER0001	SHERIFF OF THE COUNTY OF LEEDS	10/10/2013	349.63
37850	SILK0001	SILKWOOD LAWN AND GARDEN	10/10/2013	812.24
37851	SONN0001	SONNY'S AUTOMOTIVE CENTRE	10/10/2013	235.94
37852	STEA0005	STEAMATIC OF KINGSTON LTD.	10/10/2013	229.39
37853	TIMB0001	TIMBER TREES O/C 901641 ONTAR	10/10/2013	4,746.00
37854	WILK0002	WILKINSON CHUTES CANADA	10/10/2013	80.23
37855	DIGI0003	DIGITAL OFFICE	10/10/2013	2,117.25
37856	FULT0003	VANBRUINESSEN, MARIAN - IN TRU	10/17/2013	358.14
37857	AABE0001	AABEN WINDOWS AND DOORS LTD.	10/24/2013	195.78
37858	AMCT0003	AMCTO ZONE 6	10/24/2013	65
37859	APAR0001	A PARTY CENTRE	10/24/2013	93.79
37860	BANC0001	BANCROFT & HASTING HIGHLANDS	10/24/2013	200
37861	CANP0001	CANPAR TRANSPORT L.P.	10/24/2013	257.27
37862	CDWC0001	CDW CANADA	10/24/2013	675.04
37863	CRIN0002	CRINTEC LTD.	10/24/2013	3,643.16
37864	DISC0003	DISCOUNT AUTO GLASS	10/24/2013	446.35
37865	DONA0001	DONALD GORDON CONFERENCE CE	10/24/2013	519.8
37866	DONG0001	DON GRANT CONSULTING INC.	10/24/2013	2,169.60
37867	ENVI0001	ENVIRO-GUARD	10/24/2013	63.28
37868	GLEN0001	GLENBURNIE GROCERY	10/24/2013	13.76
37869	HOPK0002	HOPKINS & CORMIER & CHITTY SUR	10/24/2013	3,277.00
37870	HUGH0001	HUGHES, B.J.	10/24/2013	45

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Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
37871	INSP0001	INSPEC-SOL INC.	10/24/2013	5,169.75
37872	JIFF0001	JIFFY AUTO SERVICE	10/24/2013	39.55
37873	JIMV0001	JIM VANDENHOEK	10/24/2013	258.65
37874	LANC0001	LANCASTER HOUSE	10/24/2013	224.87
37875	MANN0001	MANNING, JOHN	10/24/2013	120
37876	OLIV0001	OKR CONSULTING ARBORIST-ECOL	10/24/2013	457.65
37877	PROB0001	PROBERT ALBERT	10/24/2013	40
37878	PROV0001	PROVIDENCE CONTINUING CARE CE	10/24/2013	250
37879	RECE0003	RECEIVER GENERAL	10/24/2013	137.1
37880	ROSS0001	ROSS, DON	10/24/2013	50.88
37881	SHEE0001	SHEEHAN ARBITRATION MEDIATION	10/24/2013	1,650.99
37882	SHER0001	SHERIFF OF THE COUNTY OF LEEDS	10/24/2013	696.68
37883	SHOP0001	SHOPPERS HOME HEALTH CARE	10/24/2013	384.36
37884	SIEM0001	SIEMENS BUILDING TECHNOLOGIES	10/24/2013	379.68
37885	SILV0002	SILVER MERIDIAN	10/24/2013	395.5
37886	STEA0005	STEAMATIC OF KINGSTON LTD.	10/24/2013	863.32
37887	STER0001	STERICYCLE INC.	10/24/2013	107.53
37888	STLA0002	ST LAWRENCE POOLS	10/24/2013	213.57
37889	TRANS0001	TRANSPORT CANADA	10/24/2013	1,248.65
37890	TROP0001	TROPHY HOUSE	10/24/2013	122.04
37891	VILL0001	VILLAGES BEAUTIFUL	10/24/2013	477.45
37892	WATS0001	LINDA SILVER	10/24/2013	185
37893	BATE0001	LINDA BATES	10/29/2013	1,153.17
37894	AABE0001	AABEN WINDOWS AND DOORS LTD.	11/4/2013	135.3
37895	AUST0002	AUSTCO MARKETING & SERVICE (C/	11/4/2013	373.76
37896	CAMP0002	JODY CAMPBELL'S SEPTIC SERVICE	11/4/2013	124.3
37897	CANP0001	CANPAR TRANSPORT L.P.	11/4/2013	55.2
37898	CARL0001	CARLETON UNIFORMS INC.	11/4/2013	303.01
37899	CDWC0001	CDW CANADA	11/4/2013	1,432.98
37900	CROW0001	CROWN COLLISION SERVICE LTD.	11/4/2013	2,905.95
37901	ETR00001	407 ETR	11/4/2013	125.31
37902	GLEN0001	GLENBURNIE GROCERY	11/4/2013	49.9
37903	LOCA0001	LOCAL AUTHORITY SERVICES LTD.	11/4/2013	113
37904	MAUN0001	MAUNCO CLEANING SUPPLIES WAR	11/4/2013	251.45
37905	MCNE0002	MCNEIL, BILLIE	11/4/2013	150
37906	MOSI0001	MOSIER SERVICE CENTRE	11/4/2013	117
37907	PICK0001	PAM VANCOUGHNETT	11/4/2013	100
37908	REVE0001	REVELL FORD LINCOLN	11/4/2013	50.85
37909	SAMM0001	SAMMONS PRESTON ROLYAN CANA	11/4/2013	617.42
37910	STEA0005	STEAMATIC OF KINGSTON LTD.	11/4/2013	107.35
37911	STER0001	STERICYCLE INC.	11/4/2013	30.37
37912	TROP0001	TROPHY HOUSE	11/4/2013	45.2
37913	WALM0001	WALMART CREDIT DEPT.	11/4/2013	330.63
4024403	RECE0002	RECEIVER GENERAL	10/10/2013	46,393.66
4024682	RECE0002	RECEIVER GENERAL	10/10/2013	15,272.43
45229	TDFU0001	TD FUTURE BUILDER	10/17/2013	325
6929591	RECE0002	RECEIVER GENERAL	10/24/2013	44,181.66
6929900	RECE0002	RECEIVER GENERAL	10/24/2013	14,900.10

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7247	OMER0001	OMERS	10/30/2013	221,908.62
9184314	RECE0002	RECEIVER GENERAL	10/28/2013	4,164.66
A6H8U9	INFO0001	INFOSAT TELECOMMUNICATIONS	10/21/2013	142.12
A6H8W2	UTIL0001	UTILITIES KINGSTON	10/28/2013	139.84
A6H8W3	UTIL0001	UTILITIES KINGSTON	10/22/2013	82.88
A6H8W4	UTIL0001	UTILITIES KINGSTON	10/28/2013	120.88
A6H8W5	UNIO0001	UNION GAS	10/22/2013	47.21
A6H8W6	HYDR0001	HYDRO ONE	10/18/2013	385.3
A6H8W7	HYDR0002	HYDRO ONE	10/18/2013	79.01
A6H8W8	HYDR0002	HYDRO ONE	10/18/2013	41,943.12
A6H8W9	HYDR0001	HYDRO ONE	10/23/2013	134.82
A6H8X2	BELL0001	BELL CANADA	10/18/2013	196.95
A6H8X3	BELL0001	BELL CANADA	10/18/2013	11.56
A6H8X4	CULL0002	CULLIGAN WATER CONDITIONING	10/22/2013	457.65
A6H8X5	CULL0002	CULLIGAN WATER CONDITIONING	10/22/2013	60.75
A6H8Y7	CULL0002	CULLIGAN WATER CONDITIONING	10/18/2013	1,384.03
A6H9J4	CULL0002	CULLIGAN WATER CONDITIONING	10/22/2013	441.51
A6H9J5	RONA0001	RONA HOME & GARDEN	10/22/2013	141.76
A6J4R5	CULL0002	CULLIGAN WATER CONDITIONING	10/18/2013	14.75
A6J8Y6	WORK0002	WORKPLACE SAFETY AND INSURAN	10/18/2013	63,506.99
AR73	ROCH0001	ROCHON, SUE	10/29/2013	954.75
EFT0003040	ACCA0001	ACCARA INC.	10/11/2013	1,576.35
EFT0003041	AIGC0001	AIG INSURANCE COMPANY OF CAN/	10/11/2013	1,754.29
EFT0003042	ALEX0001	ALEX MCCOY PLUMBING AND HEATI	10/11/2013	812.81
EFT0003043	ARJO0001	ARJO HUNTLEIGH CANADA	10/11/2013	4,628.66
EFT0003044	BEEH0001	BEEHLER BROS. ELECTRICAL	10/11/2013	602.41
EFT0003045	BLUE0001	BLUE CROSS	10/11/2013	70,384.76
EFT0003046	CADU0001	CADUCEON ENVIRONMENTAL LABO	10/11/2013	314.86
EFT0003047	CANA0037	WASTE MANAGEMENT	10/11/2013	2,435.66
EFT0003048	CHOQ0001	CHOQUETTE CKS	10/11/2013	546.92
EFT0003049	CUPE0001	CUPE LOCAL 109	10/11/2013	663.05
EFT0003050	DIGI0002	DIGITAL OFFICE SYSTEMS	10/11/2013	449.35
EFT0003051	ECOL0001	ECOLAB	10/11/2013	550.23
EFT0003052	FAMI0001	K3C COMMUNITY COUNSELLING CEI	10/11/2013	2,334.30
EFT0003053	FUTU0001	CARDINAL HEALTH CANADA INC.	10/11/2013	1,291.00
EFT0003054	GASK0001	GASKIN, DR. ANNE	10/11/2013	2,500.00
EFT0003055	GRAN0003	OFFICE MAX GRAND & TOY LTD	10/11/2013	706.47
EFT0003056	HAMI0001	HAMILTON SMITH LTD	10/11/2013	1,208.10
EFT0003057	HOTE0001	HOTEL DIEU HOSPITAL	10/11/2013	170
EFT0003058	ICIP0001	PPG ARCHITECTURAL COATINGS C/	10/11/2013	89
EFT0003059	INTE0001	INTEGRATED COMMUNICATION SOL	10/11/2013	1,074.07
EFT0003060	JLRI0001	J.L. RICHARDS & ASSOCIATES LIM	10/11/2013	10,910.15
EFT0003061	K3CC0001	K3C COMMUNITY COUNSELLING CEI	10/11/2013	620
EFT0003062	KAPS0001	KAPS KINGSTN AREA PATIENT SHU1	10/11/2013	315
EFT0003063	KING0005	KINGSTON GENERAL HOSPITAL	10/11/2013	19,480.67
EFT0003064	MDSL0001	LIFELABS LP	10/11/2013	30
EFT0003065	MEDI0001	MEDICAL MART	10/11/2013	304.3
EFT0003066	MOTI0001	MOTION SPECIALTIES	10/11/2013	5,245.54

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Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
EFT0003067	OPSE0001	OPSEU LOCAL 462	10/11/2013	7,669.38
EFT0003068	RIVE0001	RIVETT ARCHITECTURAL HARDWAR	10/11/2013	1,203.61
EFT0003069	SAMC0001	SAM CHEMICAL SPECIALITIES	10/11/2013	943.27
EFT0003070	SCOT0001	SCOTT INDUSTRIAL SERVICES	10/11/2013	9,456.57
EFT0003071	SECR0001	CUPE NATIONAL	10/11/2013	7,034.97
EFT0003072	SILV0003	SILVERT'S STORE	10/11/2013	343.37
EFT0003073	SUNM0001	SUN MEDIA CORPORATION	10/11/2013	1,167.87
EFT0003074	THEK0001	THE KINGSTON WHIG STANDARD	10/11/2013	69.95
EFT0003075	THOM0006	THOMPSON ELECTRIC	10/11/2013	1,240.12
EFT0003076	THYE0001	THYESSEN KRUPP ELEVATOR	10/11/2013	986.46
EFT0003077	UNWY0001	UNITED WAY	10/11/2013	60
EFT0003078	WECA0001	WE CARE HEALTH SERVICES LP	10/11/2013	845
EFT0003079	WEST0002	WESTBURNE/RUDDY ELECTRIC	10/11/2013	327.14
EFT0003080	BARD0002	BARDON SUPPLIES LTD	10/11/2013	383.07
EFT0003081	CANA0008	CANADIAN TIRE	10/11/2013	519.64
EFT0003082	GEMM0001	GEMMILL,DAVE	11/1/2013	7,244.96
EFT0003083	HOTE0001	HOTEL DIEU HOSPITAL	11/1/2013	2,497.06
EFT0003084	DACO0001	KINGSTOWN INVESTMENTS INC	11/1/2013	4,279.88
EFT0003085	QUIN0002	QUINTE CRANE RENTALS INCORPOI	11/1/2013	4,972.00
EFT0003086	4OFF0001	4 OFFICE AUTOMATION LIMITED	10/28/2013	702.72
EFT0003087	ACKL0001	ACKLANDS GRAINGER INC.	10/28/2013	155.38
EFT0003088	AIRL0001	AIR LIQUIDE CANADA INC.	10/28/2013	24.41
EFT0003089	AIRR0001	AIR-RESP MEDICAL INC.	10/28/2013	1,164.49
EFT0003090	ALEX0001	ALEX MCCOY PLUMBING AND HEATI	10/28/2013	4,813.01
EFT0003091	ALLI0002	ALLIED MEDICAL	10/28/2013	6,983.56
EFT0003092	ANDE0001	KYLE ANDREWS	10/28/2013	983.1
EFT0003093	ANGL0001	ANGLIN GROUP LTD.	10/28/2013	9,425.90
EFT0003094	BEEH0001	BEEHLER BROS. ELECTRICAL	10/28/2013	2,762.85
EFT0003095	BENS0001	BENSON TRUCK & TRAILER	10/28/2013	11,629.73
EFT0003096	BENS0002	BENSON COMMERCIAL TIRE	10/28/2013	1,877.79
EFT0003097	BOCC0001	LINDE CANADA	10/28/2013	4,050.87
EFT0003098	CANA0008	CANADIAN TIRE	10/28/2013	93.63
EFT0003099	CITY0002	CITY OF KINGSTON	10/28/2013	152,357.62
EFT0003100	CONS0002	CONSTRUCT IT LTD.	10/28/2013	3,818.62
EFT0003101	CRES0001	CRESTLINE COACH LTD.	10/28/2013	984.87
EFT0003102	DALT0001	DALTCO ELECTRIC AND SUPPLY LTI	10/28/2013	2,232.32
EFT0003103	ECOL0001	ECOLAB	10/28/2013	550.23
EFT0003104	ESFO0002	E.S.FOX LIMITED	10/28/2013	597.54
EFT0003105	FERN0001	FERNO	10/28/2013	3,511.59
EFT0003106	FUTU0001	CARDINAL HEALTH CANADA INC.	10/28/2013	415.59
EFT0003107	GRAN0003	OFFICE MAX GRAND & TOY LTD	10/28/2013	345.87
EFT0003108	HAMI0001	HAMILTON SMITH LTD	10/28/2013	528.43
EFT0003109	HOLL0002	HOLLINGSWORTH SUPPLY SERVICE	10/28/2013	182.86
EFT0003110	HOTE0001	HOTEL DIEU HOSPITAL	10/28/2013	75
EFT0003111	HOTE0002	HOME CARDIOGRAPIC INC	10/28/2013	60
EFT0003112	ICIP0001	PPG ARCHITECTURAL COATINGS C/	10/28/2013	275.34
EFT0003113	INTE0003	INTERDEV TECHNOLOGIES INC.	10/28/2013	5,534.74
EFT0003114	K3CC0001	K3C COMMUNITY COUNSELLING CEI	10/28/2013	620

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Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Amount
EFT0003115	KENS0002	1557145 ONTARIO LTD.	10/28/2013	265.55
EFT0003116	KING0009	KINGSTON REGIONAL HOSPITAL LA	10/28/2013	422.69
EFT0003117	KING0029	KINGSTON OXYGEN	10/28/2013	1,237.50
EFT0003118	LEVA0002	LEVAC PROPANE INC.	10/28/2013	4.1
EFT0003119	MALL0002	MALLORY'S FIRE SYSTEMS LTD	10/28/2013	620.37
EFT0003120	MARI0001	MARILYN'S CLEANING SERVICES	10/28/2013	150
EFT0003121	MDSL0001	LIFELABS LP	10/28/2013	1,060.00
EFT0003122	MODE0001	MODERN TAXI CAB LTD	10/28/2013	13.5
EFT0003123	MOTI0001	MOTION SPECIALTIES	10/28/2013	2,143.91
EFT0003124	NORM0001	DON NORMAN	10/28/2013	225
EFT0003125	PATR0001	PAT ROGERS TOWING SERVICE	10/28/2013	288.15
EFT0003126	RECO0001	METROLAND MEDIA GROUP	10/28/2013	111.87
EFT0003127	RIVE0001	RIVETT ARCHITECTURAL HARDWAR	10/28/2013	22.6
EFT0003128	RNAW0001	WIRELESS RNA TECHNOLOGY INC.	10/28/2013	1,858.85
EFT0003129	ROWL0002	ROWLAND EMERGENCY VEHICLE PI	10/28/2013	759.81
EFT0003130	SHAR0001	SHARBOT LAKE LAWN SERVICE	10/28/2013	791
EFT0003131	SHOP0002	SHOPPERS DRUG MART	10/28/2013	3,276.56
EFT0003132	SILV0003	SILVERT'S STORE	10/28/2013	48.57
EFT0003133	SWIS0001	SWISH MAINTENANCE LTD	10/28/2013	1,448.92
EFT0003134	THEK0001	THE KINGSTON WHIG STANDARD	10/28/2013	69.95
EFT0003135	THOM0006	THOMPSON ELECTRIC	10/28/2013	95.49
EFT0003136	TOWN0004	TOWNSHIP OF SOUTH FRONTENAC	10/28/2013	236.79
EFT0003137	TREV0001	TREVOR OWEN LTD.	10/28/2013	791.2
EFT0003138	UNWY0001	UNITED WAY	10/28/2013	1,080.00
EFT0003139	VERS0001	VERSUS BUSINESS FORMS AND LAE	10/28/2013	580.02
EFT0003140	WECA0001	WE CARE HEALTH SERVICES LP	10/28/2013	395
EFT0003141	WORD0001	REBECCA WORDEN	10/28/2013	180
EFT0003142	XPLO0001	XPLORNET COMMUNICATIONS INC.	10/28/2013	84.73
EFT0003143	COLL0001	COLLINS	10/28/2013	738.06
EFT0003144	MAGN0002	MAGNACHARGE	10/28/2013	344.7
EFT0003145	SERV0001	SERVE PRO - KINGSTON	10/28/2013	1,869.02
H6W8Y8	MINI0024	MINISTRY OF THE ATTORNEY GENE	10/22/2013	202.5
H6W8Y9	MINI0024	MINISTRY OF THE ATTORNEY GENE	10/22/2013	505.5
H6W8Z2	MINI0024	MINISTRY OF THE ATTORNEY GENE	10/22/2013	374.5
J7H7L9	HYDR0001	HYDRO ONE	10/30/2013	582.4
J7H7Q2	HYDR0001	HYDRO ONE	10/31/2013	6.1
J7H7Q3	HYDR0001	HYDRO ONE	10/31/2013	19.45
J7H7Q4	HYDR0001	HYDRO ONE	10/31/2013	229.74
J7H7Q5	HYDR0001	HYDRO ONE	10/31/2013	12.05
J7H7Q6	BELL0001	BELL CANADA	10/28/2013	379.41
J7H7Q7	BELL0001	BELL CANADA	10/28/2013	178.56
J7H7Q8	BELL0001	BELL CANADA	10/28/2013	200.58
JW100	TDVI0015	TD VISA (6263) SALLY KANE	10/18/2013	50
JW102	TDVI0016	TD VISA (6255) RICHARD RUSSELL	10/18/2013	50
JW105	TDVI0017	TD VISA (6248) INGMAR FREITAG	10/18/2013	50
JW162	TDVI0023	TD VISA (3238) MARY LAKE	10/18/2013	622.21
JW165	TDVI0024	TD VISA (3154) DAVID MILLARD	10/18/2013	191.18
JW172	TDVI0009	TD VISA (6057) JULIE SHILLINGT	10/18/2013	440.02

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JW204	TDVI0019	TD VISA (3196) ANNE MARIE YOUN	10/18/2013	50
JW213	TDVI0020	TD VISA (3220) ANGELIQUE TAMBL	10/18/2013	668.52
JW220	TDVI0021	TD VISA (3170) JOE GALLIVAN	10/18/2013	198.38
JW233	TDVI0005	TD VISA (6065) PAUL CHARBONNEA	10/18/2013	1,410.71
JW245	TDVI0012	TD VISA (6032) ELIZABETH SAVIL	10/18/2013	1,015.76
L5W7X9	KING0008	KINGSTON ONLINE SERVICES	10/31/2013	84.69
L5W8Z8	CULL0002	CULLIGAN WATER CONDITIONING	10/31/2013	92
L5W8Z9	CULL0002	CULLIGAN WATER CONDITIONING	10/31/2013	235.75
L5W9A2	CULL0002	CULLIGAN WATER CONDITIONING	10/31/2013	54.5
L5W9A3	BELL0002	BELL MOBILITY	10/31/2013	2,777.52
Z8H6Z8	HYDR0001	HYDRO ONE	10/16/2013	523.8
Z8H6Z9	BELL0001	BELL CANADA	10/21/2013	832.55
Z8H7A2	BELL0001	BELL CANADA	10/16/2013	122.44
Z8H7A3	BELL0001	BELL CANADA	10/21/2013	424.63
Z8H7A4	BELL0001	BELL CANADA	10/16/2013	177.01
Z8H7A5	UNIO0002	RELIANCE HOME COMFORT	10/16/2013	20.23
Z8H7A7	STAR0001	SHAW DIRECT	10/16/2013	279.54
Z8H7A8	NORT0004	NORTH FRONTENAC TELEPHONE C	10/21/2013	318.81
Z8H7A8	TELU0001	TELUS MOBILITY	10/16/2013	111.31
Z8H7A9	KING0008	KINGSTON ONLINE SERVICES	10/16/2013	98.25
Z8H7H2	WTCC0001	WTC COMMUNICATIONS	10/21/2013	295.26
Z8H7H3	WTCC0001	WTC COMMUNICATIONS	10/21/2013	847.44
Total Transactions: 262				1,157,536.64
Void Transactions: Cheque 102, 37835, 37842				

2013 AMO Conference Report from Warden Gutowski

I attended the Association of Municipalities of Ontario (AMO) annual AMO Conference in Ottawa from August 18 to 21, 2013 as part of the responsibilities and obligations of membership of the Eastern Ontario Wardens' Caucus (EOWC).

On the afternoon of Sunday August 18th accompanied by the CAO, I attended the meeting of the Eastern Ontario Wardens' Caucus. The Joint EOWC/WOWC Meeting followed. (The CAO arrived in Ottawa on Saturday August 17th, to attend board meetings of the Association of Municipalities of Ontario on both Saturday afternoon and Sunday morning in addition to attending to other Board obligations during the conference.)

EOWC responsibilities continued on Monday August 19th with the EOWC Ministerial Panel held from 10 am to 11 am. The preparation for and debrief from filled the balance of that morning.

EOWC responsibilities resumed on Tuesday August 20th with a delegation with the Minister of Health and Long Term Care. Frontenac's CAO presented material on behalf of the EOWC. The morning ended with another EOWC delegation with the leader and other members of the Conservative Party. Immediately thereafter, the Joint EOWC/EOMC meeting was held from 12:30 pm to 2 pm. Following this stretch of meetings, a further debriefing was held.



Between all of these meetings, I attended with the CAO the Utilizing Energy Conservation to Save Money session on Tuesday. It was at this session that Andrew Pride, Vice President, Conservation of the Ontario Power Authority honoured the County of Frontenac by formally recognizing it as a finalist for its annual award to be announced this fall [see photo on left].

The addresses of AMO President Russ Powers, Ontario Premier Kathleen Wynne and Colonel (Retired) Chris Hatfield [see photo on right] were also attended on Monday morning. The final session on Tuesday afternoon, the Ministers' Forum was also attended.



A complete copy of all presentations made at the conference is available on the AMO website.

<http://www.amo.on.ca/AMO-Content/Events/AMO-Conference-2013-Ottawa.aspx>

**AMO Strategic Planning Symposium Notes
October 24 & 25, 2013
(By Walter Knott, Bud Clayton & Denis Doyle)**

General Comments

Most of the material was for the major regional governments, due to the complexity and substance of the presentations. While all were quite brief, considering their materiality and importance to regional and upper tier structures, it was clear that the issues were of significance to all who work at providing direct services at the local level.

Comments are based on how we saw each presentation as being germane to Frontenac County and its member townships, who actually deliver the services to their communities.

- **AMO Introduction:** President Russ Powers briefly commented that the purpose of the 2 day Symposium was to share some practical ideas and best practices across all municipalities and other countries to help us with strategic planning. He went on to say that this is a constant process as the speed of change in Provincial Policy is always increasing.
- **Update from MMAH.** There were only general comments and were focused on potential changes to land use into the future. This will become more important as such changes are put forward.
- **Value of Communications-Community Emergency.** The key points made in this presentation were for a local government to anticipate what can happen and if it did, what could be done in response. How to inform people, and our sense is that on rural areas, this is not easily answered, unless thought is given in advance (i.e. would a siren work?) What and who would response to major damages to our township infrastructure. Do we have any plans for that or if another ice storm wiped out power or other natural disasters?
- **Time for Housing Advocacy.** It is NOW! This was focused on the current and upcoming crisis in providing social housing, i.e. low cost and seniors housing in local communities. Some suggestions were to provide free or low cost municipal lands, waive building fees and demolition fees, etc., and possibly accept rezoning. Our sense was that there was a tendency to build high density units, and as happened in Kingston it could lead to ghettos and the resulting social problems. But the idea is to start thinking and setting processes in place to open the communities to this need. We must continue to Lobby upper levels of government for funding.

- **Attracting Immigrants to Communities.** The direction of the presentation was to ensure fairness in assessing qualifications gained in the home countries of immigrants. The application for our communities would be to ensure thorough background checks on all potential employees to ensure such fairness to all who make applications.
- **The Durham/York Energy from Waste Story.** This, of course, was the some \$250 to \$300 million capital project to process up to 140,000 tonnes of residual waste (after recycling) by incineration and recovering metals and energy. Such a plant into the future could be useful in Eastern Ontario, but it must be clear that the capital cost would be a sunk cost. The operating costs of some \$15 to \$20 million per year will be offset by the recovers possibly totalling \$10 million in the future, and even more if they are allowed by MOE to take garbage from other municipalities. The purpose of the facility is to virtually eliminate landfill waste. Maybe in the near future, before any such plant was built in the area, local communities such as ours could truck our no-recycled waste to that facility for a price, with again the goal being to eliminate or significantly reduce landfill waste. Longer term Eastern Ontario should look to build such a plant to handle garbage, say from Trenton to Cornwall area! A tour of the plant under construction just south of 401 about 5 KM east of Oshawa was impressive. Out of every 100 tons of garbage they end up with 15 tons that still needs to be put in some kind of Land Fill Site.
- **Community Branding for Revitalization.** An excellent and fun video was presented by the Mayor Grand Rapids Michigan (check out on the web). Basically the idea was to promote the community by stating the positives and energies within a community. And, secondly, to be ready to listen to local ideas, as was done in that city. We sensed that the GTA doesn't need this, but probably any community more than 100 miles from the GTA would benefit from the approach. Perhaps we could get some of our local artists to look at such a production for Frontenac County.
- **Housing Options that Adapt to Changing Demographics.** This is a huge area of concern for all, and in my opinion not enough time was allowed for it. The statistics are unnerving as in 20 years the over 65 years of age group will double, and the over 85 year's group will multiply by a factor of 4. Further that 14% now have dementia and that will increase to 40% for those over 90 years of age. Many will be polymorbidic (living with over 4 chronic illnesses). Added to these factors is that the province downloaded to municipalities the cost and administration of long term care, with funding reduced. Further that home care and long term care placement is handled by C.C.A.C.'s funded by the province. That there is no overall provincial plan, unlike those in all other provincial/territorial jurisdictions. Somehow the county/townships have to work

with others to change this approach. This will be a very important area to discuss in our strategic plan

- **Municipal Role in Social Service Delivery.** Basically three points were made, all negative in substance. The province has to stop leaving housing to the municipalities. As noted in the above item, Ontario remains alone in this. The province also downloaded early years learning, social assistance, and employment services without sufficient, if any funding. There was an optimistic discussion by the leaders of changes coming which may lead to an easement and more funding. Considering the provincial deficit and debt this is unlikely.
- **Youth and Civic Engagement.** A very pleasant presentation by the student councillor and the Mayor of Marathon was involved about how it came about and how it works. Other comments were made about the lack of women in politics as wasting a valuable resource, and somehow bringing youth issues forward. One idea was the mentoring approach to young persons which have led to higher successes in that area. We should look at appointing a student councillor in our Municipalities as they have done in Marathon.
- **Municipal Government Relations.** The focus was to ensure CAO's know the local provincial staff, and that mayors must continue contacts with the local MPP's to ensure local concerns are front and centre. Party politics have no place in this, and the local MPP should "never be surprised" by local issues or statements. Further that none of the local parties should be ignored. Thus there should be a local plan and focus of who to contact, and what should be the critical township issue. During an election, all candidates should be given a letter identifying the priorities of a municipality. In the County Strategic Plan there should be a strategy of how collectively all Townships will ensure that the local MPP's, MP's and various Ministry staff is kept up to date with local issues, and plans developed on how to effectively lobby for support.
- **Capital and Social Legacies of Major Sporting Events.** This was a dual presentation of telling all of the upcoming Pan-AM and Para Games in Toronto in 2015, and how Hamilton has blended those into their Neighbourhood Development Strategies. The latter was very well done as it used a grassroots (bottom-up) approach to bring about improvements and incorporating the PanAm games into their plans. Basically a very heavy volunteer need and response for community involvement was key.
- **Creating an Accessible Ontario:** With an estimate 4.1 million people over 65 by 2036, we all need to focus on accessibility concerns throughout our municipalities. That is in parks, on trails, in buildings etc. While some progress has been made we need a lot more focus in this area, and any strategic plan must address these concerns and take responsibility in all municipalities to improve.

- **Creating an Accessible Ontario.** A very dynamic presentation made the case for changes. Some 15% of Ontario citizens are disabled (1.85million) and this will grow to 20% by 2017, when seniors will outnumber those under 14 years of age. By improving accessibility there is a potential increase of revenues for facilities by 4 fold. *The one most important concern for those with handicaps is transportation.* If you can't get to work, an appointment or to shop, it is an overwhelming problem. The focus should be that there are citizens with handicaps, rather than handicapped citizens, and that should apply to employment and commercial areas. Disabled persons are 3 times more likely to be unemployed, and that is a waste of skills. Also as people retire earlier, second careers may bring about better accommodation in the workplace. Such things as free admission for support persons, and harmonization of laws are important, along with just general rethinking of space and access layouts to reduce access problems, such as parking, walkways, counter levels, cueing areas, beach access etc.
- **Municipal Leadership, Public Opinion.** A public opinion specialist discussed what was the underlying situation in the county. It is fragile, in his opinion. There are two economies...one in the west based on energy which is positive, and the rest of the county where the outlook is much lower and unsure. In Ontario, the key issue is Health rather than the Economy, and the ballot measure is one of high volatility, with a very high "unsure" as the response to who would you vote for.

BY-LAW NO. 2013-0039

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to establish a fees and fares schedule for the
Frontenac-Howe Islander Ferry operation for the year 2014

WHEREAS Section 391 of the *Municipal Act, 2001, S.O. 2001, c.25, as amended* authorizes a municipality to impose fees or charges on persons:

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- (c) for the use of its property including property under its control.

AND WHEREAS the Corporation of the County of Frontenac operates a ferry to and from Howe Island known as the Frontenac-Howe Islander Ferry;

AND WHEREAS the Council of the County of Frontenac deems it expedient to adopt the following fees and fares in relation to the Frontenac-Howe Islander Ferry operation for the year 2014;

NOW THEREFORE the Council of the County of Frontenac hereby adopts the following fees and fares structure in relation to the Frontenac-Howe Islander Ferry operation for the year 2014:

1. Definitions:

- (i) **Single Vehicle:** Single vehicle will include a car, motorcycle, van, SUV, or pickup truck.
- (ii) **Heavy Vehicle:** Heavy vehicle will include any vehicle greater than 6,000 kgs and/or 7 metres (23 feet).

- 2. The 2014 pass shall provide access to both the County and Township operated ferries.
- 3. A common fee structure shall apply for both the County and Township operated ferries.
- 4. Fees shall only be collected when vehicles are coming onto Howe Island from either the County or Township operated ferry.

5. Annual pass for a single vehicle	* \$240.00
One additional annual pass for a single vehicle per household **	* \$60.00
Two way trip for single vehicle	\$5.00
Two way trip for single vehicle with trailer in tow	\$10.00
Additional charges for annual pass holder with trailer in tow	\$5.00
Two way trip for any heavy vehicle	\$12.00
Replacement fee per annual pass (Charged for every replacement)	\$25.00

Definitions

Single Vehicle

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

Heavy Vehicle

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

*These fees will be discounted by 10% for applicants who can show documentation indicating they are 65 years of age or older during 2014

** A second pass for \$60 will only be available if the second vehicle involved is registered to:

- The same individual who purchased the first full-price 2014 annual pass
- An individual who is married to or is in a common-law relationship with the full-price 2014 annual pass purchaser
- The dependent child of a full-price 2014 annual pass purchaser or the full-price pass purchaser's married or common-law spouse who is under the age of 18
- The dependent child of a full-price 2014 annual pass purchaser or the full-price pass purchaser's married or common-law spouse who is over the age of 18 only if the dependent child has both the same permanent address as the full-price 2014 annual pass purchaser and is attending school full-time

6. Documentation must be provided that satisfies the staff person issuing the passes.
7. A third pass at a reduced rate is not available.
8. Township of Frontenac Islands' vehicles and vehicles which, through previous notification, the Township of Frontenac Islands identifies as undertaking Township business are exempted.
9. A Memorandum of Understanding addressing the details of this arrangement has been executed to address the sharing of revenues between the County of Frontenac and the Township of Frontenac Islands.
10. That this by-law shall come into force and take effect on the date of final passing.

Read a first and second time this 20th day of November, 2013.

Read a third time and finally passed this 20th day of November, 2013.

The Corporation of the County of Frontenac

Janet Gutowski, Warden

Jannette Amini, Acting Clerk

BY-LAW NO. 2013-0040

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 November 20, 2013, Council adopted Resolutions No. ____-13 as follows resulting in an amendment to the 2013 County Budget:

***WHEREAS** the Council of the County of Frontenac is the Board of Management for Fairmount Home;*

***AND WHEREAS** the Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) is offering an educational session designed for long term care Board and Committee of Management members to gain insights into the current long term care environment and understand the government's expectations for the sector.*

***THEREFORE BE IT RESOLVED THAT** Councillor Gary Davison be authorized to attend the Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) Education on Long Term Care Governance and Leadership to be held in Toronto December 1 & 2, 2013;*

***AND FURTHER THAT** the Council of the County of Frontenac pass a by-law later in the meeting to amend the 2013 budget to increase the operating budget by \$1,000 for the Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) Education on Long Term Care Governance and Leadership and transfer \$1,000 from the FRC Working Fund Reserve to cover this cost.*

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:

Expenditures:

1. Increase in the operating budget for the Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) Education on Long Term Care Governance and Leadership \$1,000

Revenue:

Transfer from the Frontenac Working Funds Reserve \$1,000

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 17th day of July, 2013.

Read a Third Time and Finally Passed, Signed and Sealed this 17th day of July, 2013.

The Corporation of the County of Frontenac

Janet Gutowski, Warden

Jannette Amini, Acting Clerk

BY-LAW NO. 2013-0041

OF

THE CORPORATION OF THE COUNTY OF FRONTENAC

being a by-law to confirm all actions and proceedings of County Council
on November 20, 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 November 20, 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 November 20, 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 November 20, 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.

Read a First and Second Time this 20th day of November, 2013.

Read a Third Time and Finally Passed, Signed and Sealed this 20th day of November, 2013.

The Corporation of the County of Frontenac

Janet Gutowski, Warden

J. Amini, Acting Clerk