



**County Council Meeting September 21, 2016 – 9:00 a.m.  
Kingston Frontenac Rotary Auditorium, County  
Administrative Building,  
2069 Battersea Road, Glenburnie  
Council will resolve into Closed Meeting  
and will reconvene as regular Council at 9:30 am**

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## **AGENDA**

Page

### **1. Closed Session**

- a) **Resolved That** Council resolve itself into Committee of the Whole closed session as authorized under Section 239 of The Municipal Act, to consider:

1. Adoption of Closed Minutes of Meetings held June 15, 2016
2. Labour relations or employee negotiations as it relates to negotiations with CUPE 2290 regarding pay equity.
3. Labour relations or employee negotiations as it relates to the OPSEU 462 Labour Relations Strategy
4. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose as it relates to the potential property acquisition of 6503 Highway 38

**Resolved That** Council rise from Committee of the Whole closed session with/without reporting

### **2. Public Meetings**

The following is a public meeting to permit members of the public to make presentations and/or funding requests to County Council for consideration in the 2017 budget.

- a) **Ms. Anne Prichard**, Executive Director, Frontenac Community Futures Development Corporation will address County Council regarding funding to assist businesses in adopting digital tools, technologies and services to start and grow their businesses.

### **3. Approval of Addendum**

### **4. Disclosure of Pecuniary Interest and General Nature Thereof**

### **5. Adoption of Minutes**

- a) Minutes of Special Meeting held August 24th, 2016 and Regular

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Meeting held July 20th, 2016.

**Resolved That** the minutes of the special Council meeting held August 24 and the regular meeting held July 20, 2016 be adopted.

**6. Deputations and/or Presentations**

- a) **Mr. Sheldon Laidman**, Director, Housing and Social Services Department, City of Kingston, will brief County Council regarding End of Operating Agreements, the Kingston Frontenac Renovates program and new provincial funding which may impact County seniors' projects

**7. Proclamations**

- a) **Public Library Month - October 2016, and Ontario Public Library Week October 16-22, 2016**

[See Communications s)]

**Whereas** the public library offers access to information; and,

**Whereas** the public library supports personal growth , economic renewal and quality of life; and,

**Whereas** we recognize that the board and staff of the Kingston Frontenac Public Library provide a vital service to our community.

**Therefore Be It Resolved That** the Council of the County of Frontenac hereby proclaims the month of October 2016 to be Public Library Month in the County of Frontenac and encourages every person to use the public library this month and throughout the year.

**8. Move into Committee of the Whole**

- a) **That** Council adjourn and meet as Committee of the Whole Council, with the Deputy Warden in the Chair.

**9. Briefings**

- a) **Mr. Kelly Pender**, Chief Administrative Officer, will provide Council with his monthly CAO briefing.

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**10. Unfinished Business**

**11. Recommend Reports from the Chief Administrative Officer**

- a) **2016-099**  
**Economic Development**  
**Establishment of a County Wide Canada 150 Anniversary Legacy Project**

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**Recommendation:**

**Resolved That** the Council of the County of Frontenac accept the Planning and Economic Development – Establishment of a County Wide Canada 150 Anniversary Legacy Project report for information;

**And Further That** the County of Frontenac formally recognize the completion of the K&P Trail from Kingston to Calabogie as the County of Frontenac’s Canada 150th Anniversary celebration with a dedication ceremony to take place on Canada Day 2017;

**And Further That** the dedication ceremony include Option 2 noted in the report with funding to come from the Working Fund Reserve to a maximum of \$10,000;

**And Further That** staff be directed to pursue a combination of partnerships and funding opportunities that may exist for Canada 150th legacy projects.

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- b) **2016-100  
Corporate Services - Finance  
Work Order System  
Recommendation**

**That** the Council of the County of Frontenac accept this Corporate Services - Finance - Work Order System report;

**And Further That** the Council of the County of Frontenac authorize the Treasurer, if the County of Frontenac becomes eligible for the 2017 Ontario Community Infrastructure Fund (OCIF) grant to utilize the grant for the work order system and reduce the Federal Gas Tax Fund contribution;

**And Finally That** the Council of the County of Frontenac authorize the Treasurer to include the work order system annual support costs in the 2017 and future budgets.

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- c) **2016-101  
Emergency and Transportation Services  
2017 Legislated Response Time Performance Plan**

**Recommendation**

**Resolved That** the Council of the County of Frontenac accept this

Emergency and Transportation Services –2017Legislated Response  
Time Performance Plan report;

**And Further That** Council direct the Clerk to introduce a by-law later in the meeting adopting the response time standards as outlined in this report.

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- d) **2016-102**  
**Corporate Services**  
**2016 Property Tax Claw Back Threshold**

**Recommendation**

**Resolved That** the Council of the County of Frontenac accept the Corporate Services – Finance - 2016 Property Tax Clawback Threshold report;

**And Further** a by-law be introduced later in the meeting to establish the percentages by which tax decreases are limited for 2016 in respect of properties in the commercial class.

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- e) **2016-103**  
**Office of the CAO**  
**Request for Representative - Food Policy Council**

**Recommendation**

**That** the County of Frontenac appoint Councillor \_\_\_\_\_ to represent Council on the Food Policy Council of Kingston, Frontenac, Lennox and Addington for the balance of the Council term.

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- f) **2016-104**  
**Corporate Services**  
**Reserve Account Decisions (Frontenac Renovates and Seniors Issues)**

**Recommendation**

**That** the County of Frontenac allocate 75% of the current Frontenac Renovates Reserve to the K&P Trail property acquisition reserve and the Verona Trail Head project, with the balance to be reviewed no later than September 2017;

**And Further That** the County of Frontenac endorse the funding

allocation and disbursements formulas for Seniors Housing projects and that payments to member municipalities be administered by staff as outlined Staff Report 2016-104

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g) **2016-105**  
**Planning and Economic Development**  
**K&P Trail – Recommendation from Community Economic**  
**Development Committee**  
**Recommendation**

**That** the Council of the County of Frontenac accept the recommendation of the Community Development Advisory Committee, namely:

**That** the Community Development Advisory Committee recommend that County Council enter into an agreement with Eastern Ontario Trails Alliance to maintain the Frontenac K&P Trail at \$400 per kilometer subject to a no fee basis from Orser Road to Sharbot Lake.

**And That** the recommendation be subject to the following:

1. Negotiation of a Licence of Occupation with the Eastern Ontario Trails Alliance that reflects the “no fees” condition of the Committee recommendation;
2. Council confirming that the procurement of EOTA meets the test of the County’s Procurement Policy, Article 5.13, in particular, the second last bullet “specialized experience, knowledge or expertise”;
3. Consideration of a by-law to adopt the agreement be extended over two meetings in order to provide transparency;
4. That public notice of the above be provided on the County’s website and social media channels.

**12. Information Reports from the Chief Administrative Officer**

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a) **2016-109**  
**Corporate Services - Finance**  
**2016 2nd Quarter Financial Summary**

**13. Reports from Council Liaison Appointees**

- a) Emergency and Transportation Services - Councillor Nossal
- b) Long Term Care (Fairmount Home) - Councillor Inglis
- c) Corporate Services - Councillor Dewey

- d) Planning and Economic Development - Councillor McDougall

**14. Reports from External Boards and Committees**

- a) Kingston Frontenac Library Board Update - Deputy Warden Vandewal
- b) KFL&A Public Health Board Update - Councillor Doyle
- c) RULAC, LSR and Other Updates
- d) Algonquin Land Claim Update - Councillor Inglis
- e) Frontenac County Youth Justice Advisory Committee Update - Councillor Nossal
- f) Housing and Homelessness Committee Update - Councillor McDougall
- g) Rideau Corridor Landscape Steering Committee Update - Councillor McDougall
- h) Eastern Ontario Warden's Caucus Update - Warden & CAO
- i) Mississippi Rideau Tay Rural Health Hub Organizing Committee - Warden Smith

**15. Reports from Advisory Committees of County Council**

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a) **Report of the Community Development Advisory Committee**

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

**THAT** the Report received from the Community Development Advisory Committee be received and adopted.

**Report of the Community Development Advisory Committee**

1. **Trail Maintenance Plan for the K&P Trail**

**That** the Community Development Advisory Committee recommend that County Council enter into an agreement with Eastern Ontario Trails Alliance to maintain the Frontenac K&P Trail at \$400 per kilometer subject to a no fee basis from Orser Road to Sharbot Lake.

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b) **Report of the Planning Advisory Committee**

 All items listed on the Community Development Advisory Committee

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

**THAT** the Report received from the Planning Advisory Committee be received and adopted.

### **Report of the Planning Advisory Committee**

1. **Consideration of applications submitted for appointments to the Planning Advisory Committee:**

**That** Phil Leonard, Jim McIntosh and Darwyn Sproule be appointed to the Planning Advisory Committee whose term shall expire November 30, 2018;

**And Further That** By-law 2013-0020, Schedule B-4 be amended accordingly.

2. **2016-099**

**Planning and Economic Development**

**Finalization and Approval of the Planning Advisory Committee Mandate**

**That** the Council of the County of Frontenac adopt the Planning Advisory Committee (PAC) Terms of Reference attached to this report as Appendix A;

**And Further That** Procedural By-law 2013-0020, as amended, be further amended by deleting Schedule B-4 in its entirety and replacing with Appendix A to this report.

16. **Return to Council**

- a) **That** Council revert from Committee of the Whole Council, to Council.

17. **Adoption of the Report of the Committee of the Whole Council**

- a) **That** the report of the Committee of the Whole Council be adopted and that the necessary actions or by-laws be enacted.

18. **Motions, Notice of Which has Been Given**

19. **Giving Notice of Motion**

20. **Communications**

**That** Council consent to the following communications of interest to Council listed below be received and filed:

- a) 2015 AMO Annual Report Available Online  
[Distributed to Council on July 22, 2016]
- b) Notice of Prehearing Conference from the Ontario Municipal Board  
[Distributed to Council on July 22, 2016]
- c) Rural Economic Development Program Resolution  
[Distributed to Council on July 22, 2016]
- d) Township of South Stormont Resolution re Rural Economic Development Program Suspension  
[Distributed to Council on July 22, 2016]
- e) City of Orillia Resolution in Support of Bill 158 on Human Trafficking in Ontario  
[Distributed to Council on August 5, 2016]
- f) From the Town of Oakville, in support of Bill 158, Saving the Girl Next Door Act, 2016  
[Distributed to Council on August 5, 2016]
- g) Township of North Frontenac Resolution for Seniors Housing Project Task Force  
[Distributed to Council on August 5, 2016]
- h) From the Hartington Community Association Providing letter to Township/County Councils  
[Distributed to Council on August 19, 2016]
- i) From the UHKF Providing the 2016 Extraordinary People Innovative Health Care Report  
[Distributed to Council on August 19, 2016]
- j) Ministry of Municipal Affairs Congratulates and Supports Council Regarding CIP and the OP  
[Distributed to Council on August 19, 2016]
- k) Town of Lakeshore Resolution Regarding the 2015 Pan Am Games  
[Distributed to Council on August 19, 2016]

- l) From the Township of Carlow Mayo Regarding a Letter of Support for Bill 171  
[Distributed to Council on August 19, 2016]
- m) From the EOWC-WOWC Regarding a Resolution on Energy Costs and Expansion  
[Distributed to Council on August 26, 2016]
- n) Unconfirmed July 20, 2016 Regular County Council Meeting Minutes  
[Distributed to Council on August 26, 2016]
- o) Request for County of Frontenac Representative on Food Policy Council for KFL&A  
[Distributed to Council on September 9, 2016]
- p) From Ontario Good Roads Association Regarding the 2017 OGRA Conference  
[Distributed to Council on September 9, 2016]
- q) Renewable Energy Development In Ontario Information from Haliburton Solar & Wind  
[Distributed to Council on September 9, 2016]
- r) Update From the Minister of Energy on Changes to Legislation to Protect Electricity Consumers  
[Distributed to Council on September 9, 2016]
- s) Proclamation Request for Ontario Public Library Week/Month  
[Distributed to Council on September 9, 2016]
- t) From the Township of North Frontenac Regarding Shared Communications  
[Distributed to Council on September 16, 2016]
- u) From the Township of South Frontenac Regarding Shared Communications  
[Distributed to Council on September 16, 2016]
- v) Request for Response from Kathleen Wynne from Village of Casselman Regarding Increased Revenues for Municipalities

[Distributed to Council on September 16, 2016]

- w) Rural Mayors Forum of Eastern Ontario Response to Proposed Changes to the Residential Tenancies Act  
[Distributed to Council on September 16, 2016]

## 21. Other Business

- a) **Solutions from the Province of Ontario regarding the costs, expansion, reliability and capacity of hydroelectricity and natural gas in rural Eastern and Western Ontario**  
[See Communications m)]

### **Recommendation:**

**Whereas** the challenges of rural natural gas expansion, escalating energy costs, and ongoing issues related to electrical reliability are a significant cause for concern for rural residents, businesses and industries in Eastern and Western Ontario; and,

**Whereas** these challenges represent significant obstacles to growth and prosperity in rural Eastern and Western Ontario, including an unmanageable burden on residential ratepayers, local businesses, and municipal budgets; and,

**Whereas** electricity costs are increasing at an unprecedented pace, and are projected to increase significantly over the next few years, particularly in rural areas where delivery fees come at a greater cost; and,

**Whereas** the rising costs of electricity in Ontario are forcing families and local governments to choose between electricity bills and other basic necessities and services, further exacerbating the issue of “energy poverty” across the Province; and,

**Whereas** both rural Eastern Ontario and rural Western Ontario urgently require a more reliable and consistent follow of hydroelectricity, as well as an overall expansion of natural gas services to rural areas, in order to enhance economic development opportunities and improve the quality of life and cost of living for residents; and,

**Whereas** any move by the Provincial government to force Ontario homes, industries and businesses away from natural gas to more expensive electric options will have devastating consequences on the local economy, as employers will relocate to other jurisdictions with

more competitive energy choices; and,

**Be It Resolved That** the Eastern Ontario Wardens' Caucus and the Western Ontario Wardens' Caucus together strongly urge the Government of Ontario to make the necessary infrastructure investments needed for the expansion of transmission systems in areas of Eastern and Western Ontario that are currently lacking;

**And Further That** the EOWC and WOWC strongly request the Government of Ontario to find solutions to bring a reliable flow of natural gas to rural and remote areas of Eastern and Western Ontario, as a catalyst for growth and development;

**And Further That** the Government of Ontario reconsider any policy or strategy within the forthcoming Climate Change Action Plan that would force rural residents and businesses to replace affordable energy options with more expensive options;

**And Further That** the EOWC and WOWC formally request that the Government of Ontario advocate publicly for more affordable energy solutions for rural Ontario and conduct further investigation into these matters in an effort to propose actual solutions;

**And Further That** this resolution be circulated to all other municipalities in Ontario asking for their support by passing a similar resolution, as well as the opposition parties, the Association of Municipalities of Ontario and the Rural Ontario Municipal Association.

## 22. Public Question Period

## 23. By-Laws – General By-laws and Confirmatory By-law

### a) First and Second Reading


**Resolved That** leave be given the mover to introduce by-laws a) through f) that have been circulated to all Members of County Council and that by-laws a) through f) be read a first and second time.

### b) Third Reading

**Resolved That** by-laws a) through f) be read a third time, signed, sealed and finally passed.

## By-Laws

- a) To Adopt a 2017 Legislated Response Time Performance Plan (Proposed By-Law Number 2016-0031)

- 93 - 94**                    b)    2016 Property Tax Clawback Threshold  
(Proposed By-Law Number 2016-0032)
  
- 95**                        c)    To Amend By-Law 2014-0051 Appointments to External Boards  
and Committees  
(Proposed By-Law Number 2016-0033)
  
- 96**                        d)    To Authorize the Transfer of Funds from the Frontenac  
Renovates Reserve to the K&P Trail Property Acquisition  
Reserve  
(Proposed By-Law Number 2016-0034)
  
- 97 - 100**                e)    To Amend By-law 2013-0020 as it Relates to the Establishment  
 of a Planning Committee  
(Proposed By-Law No. 2016-0035)
  
- 101 - 102**              f)    To Confirm All Actions and Proceedings of Council  
(Proposed By-Law Number 2016-0036)

**24. Adjournment**

**25. Call to Order**



## Our Challenge

The Frontenac Community Futures Development Corporation is funded by the Federal Development Agency of Southern Ontario (FedDev). In the 2012-13 year, FedDev changed their funding model. This resulted in a funding decrease of approximately \$70,000 annually.

Since May 2013, our loan portfolio has grown an impressive 41.1%. While we are pleased with this success, it has placed stress on both our operational and investment funds. To consistently have loan funds available, we have borrowed investment capital from another CFDC. This action has allowed us to continue to help Frontenac businesses start and grow, but necessitates interest on the funds borrowed. Given the uptake we receive from our clients, we anticipate borrowing additional investment capital within the next two months.

### Option 1

Frontenac CFDC is requesting the County of Frontenac to consider allocating a grant of \$35,000 in their 2017 budget. With the approval of FedDev, the organization is able to transfer a small percentage of funds from the interest earned on its loan portfolio to offset operational costs. In 2015 the board requested a transfer for the first time, cost saving measures were implemented and a staff reduction from 4 to 3 positions took place. Unfortunately, the growth and utilization of our initiatives have however created a conundrum, as those funds used to offset operation are now required to lend. It is for this reason that in this fiscal year (2016-2017) that we request your assistance with a grant of \$35,000. This investment in your Community's Future will allow for the continued the growth of businesses within the Frontenacs.

### Option 2

Frontenac CFDC is requesting the County of Frontenac to consider allocating a grant of \$30,000 in their 2017 budget. The Frontenac CFDC board would like to further invest in their successful Food and Beverage strategy. This strategy has seen the attraction of Seed to Sausage Corp to Central Frontenac, Back Forty Artisan Cheese to North Frontenac and Wolfe Island Artisanal Spring Craft Brewery to Frontenac Islands. As well, it has supported Limestone Organic Creamery, the winner of the Ontario Association of CFDC's Entrepreneur of the Year in 2015, as well as a number of other food and beverage businesses. The initiative itself received the Community Economic Development award from the Ontario Association of CFDCs in 2015.

The funds in part would be used to participate in the Ontario Craft Brewer's Conference, Canadian Restaurant Show, and SIAL Toronto. It would also enable the organization to become a member of Ontario's East's Food and Beverage sector.

Why do we wish to make these investments? Last year's participation in the Ontario Craft Brewer's Conference resulted in Frontenac realizing their first craft brewery, Wolfe Island Artisanal Spring Craft Brewery. There have been numerous studies done that show the positive economic effect that these craft breweries have in their communities and you only have to look at Beau's Brewery in Vankleek Hill to see that. Earlier this year, our partnership with KEDCO enabled a new Frontenac business, Wolfe Island Grill Home Meals, to exhibit at SIAL Montreal. I saw first-hand how huge an impact this opportunity had on this business in generating sales and solid leads and would like to enable other businesses to have this opportunity.



**Minutes of the Regular Meeting of Council  
July 20, 2016**

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A regular meeting of the Council of the County of Frontenac was held in the Kingston Frontenac Rotary Auditorium of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, July 20, 2016 and was called to order at 9:32 AM

**Present:** Warden Frances Smith, Deputy Warden Ron Vandewal, Councillors Ron Higgins, Denis Doyle, Natalie Nossal, Tom Dewey, John Inglis and John McDougall

**Also Present:** **County:**  
Kelly Pender, Chief Administrative Officer  
Gail Chevalier, Deputy Chief of Performance Standards, Emergency & Transportation Services  
Joe Gallivan, Director of Planning and Economic Development  
Anne Marie Young, Manager of Economic Development  
Reid Shepherd, Community Planner  
Liam Moran, Summer Planning Student  
Susan Brant, Deputy Treasurer  
Lisa Hirvi, Acting Administrator-Fairmount Home  
Emily Shoniker, Director of Care  
Ryan Dixon, Network Administrator  
Gail Williams, Assistant Director of Care  
Jannette Amini, Manager of Legislative Services/Clerk  
Alison Vandervelde, Communications Officer  
Marco Smits, Communications Officer

**Media:** Jeff Green, The Frontenac News, Elliot Ferguson, The Kingston Whig Standard and Craig Bakay, Frontenac EMC

**1 Approval of Addendum**

Motion #: 115-16 Moved By: Councillor Dewey  
Seconded By: Councillor Nossal

**Resolved That** By-law 2013-0020 be waived to amend the order of business of the agenda for July 20, 2016 to consider Deputations and Presentations, clause a) and Reports from Advisory Committees of County Council clause a) after Other Business;

**And Further That** By-Law 2013-0020 be waived to consider Reports from Advisory Committees of County Council clause a) in Council.

**CARRIED**

**2 Disclosure of Pecuniary Interest and General Nature Thereof**

There were none.

**3 Adoption of Minutes**

**a) Minutes of Council Meeting held June 15, 2016**

Motion #: 116-16 Moved By: Councillor Doyle  
Seconded By: Councillor Higgins

**Resolved That** the minutes of the regular Council meeting held June 15, 2016 be adopted.

**CARRIED**

*The below item was considered after Other Business, clause c)*

**4 Deputations and/or Presentations**

**d) Jon Allison**, Redtrain!, provided County Council with a presentation on the Frontenac Branding

**5 Proclamations**



**6 Move into Committee of the Whole**

Motion #: 117-16 Moved By: Deputy Warden Vandewal  
Seconded By: Councillor Inglis

**That** Council adjourn and meet as Committee of the Whole Council, with the Deputy Warden in the Chair.

**CARRIED**

**7 Briefings**

**a) Mr. Kelly Pender**, Chief Administrative Officer, provided Council with his monthly CAO briefing.







**And That** the motion be deferred to the design task force.

**CARRIED**

Motion #: 127-16 Moved By: Warden Smith  
 Seconded By: Councillor Doyle

**Be It Resolved That** Council establish an Administrative Office Design Task Force:

**And Further That** Councillors' Nossal, Inglis and Deputy Warden Vandewal be appointed to the Administrative Office Design Task Force;

**And Further That** the Clerk be directed to bring forward a by-law at the next Council meeting to amend By-law 2013-0020, Schedule B to reflect this new Task Force.

**CARRIED**

**i) 2016-087  
 Corporate Services  
 Big Data for Small Places – Project Proposals**

Motion #: 128-16 Moved By: Councillor Dewey  
 Seconded By: Councillor McDougall

**That** the County of Frontenac endorse and support the following projects to be completed under the Big Data for Small Places program and assign priority as indicated:

Priority	Project #	Project Title
Yes	2016-01	Analyzing the Effects of School Closures on Rural Communities: A Baseline Study
Yes	2016-02	Communal Servicing – Background Study
	2016-03	Attendance Management Data Project
Yes	2016-04	Rural Transportation Planning – Options and Analysis
Yes	2016-05	Central Frontenac – Growing the Trails Hub
	2016-06	Wolfe Island (Marysville) – Economic Development for an Island Community
	2016-07	Rural Community Health Hubs

**CARRIED AS AMENDED**

(See motion to amend below which was CARRIED)

Motion #: 129-16 Moved By: Warden Smith  
 Seconded By: Councillor Inglis

**Be It Resolved That** the motion be amended to note items 2016-01, 2016-02, 2016-04, and 2016-05 as a priority.

**CARRIED**

**j) 2016-088  
Planning & Economic Development  
K&P Trail – Fencing Requirements**

Motion #: 130-16 Moved By: Councillor Inglis  
Seconded By: Councillor Nossal

**Whereas** in the fall of 2009, County Council approved the Frontenac Trails Master Plan;

**Therefore Be It Resolved That** staff be directed to arrange for the installation of approximately 850 feet of fencing for the property adjacent to the K&P Trail as described in this report.

**And Further That** the cost shall not exceed \$ 10,000.

**CARRIED**

**k) 2016-089  
Corporate Services  
Insurance Consultant Services**

Motion #: 131-16 Moved By: Councillor Higgins  
Seconded By: Councillor Doyle

**That** the Council of the County of Frontenac accept this Corporate Services - Finance – Insurance Consultant Services report;

**And Further That** the Council of the County of Frontenac authorize the Treasurer to move ahead with a contract for insurance consultant services jointly with the Townships of North Frontenac, Central Frontenac, South Frontenac and Frontenac Islands;

**And Finally That** the Council of the County of Frontenac approve the County contributing its share to the Insurance Consultant services.

**CARRIED**

**10 Information Reports from the Chief Administrative Officer**

**a) 2016-090  
Planning and Economic Development  
Ontario Municipal Board (OMB) Decision regarding Johnson Point  
Draft Plan of Vacant Land Condominium – County File 10CD-2014-002**

**b) 2016-091  
Corporate Services  
Four Month Attendance Management Report Card**

**11 Reports from Council Liaison Appointees**

**a) Emergency and Transportation Services - Councillor Nossal**

Councillor Nossal discussed the Hip Comes Home event to take place at Springer Market Square in Kingston on August 20<sup>th</sup> and that Frontenac Paramedic Services will be working with Kingston General Hospital to have

a tent on site to assist anyone requiring medical attention in hopes of preventing cases being transported to KGH.

**b) Long Term Care (Fairmount Home) - Councillor Inglis**

Councillor Inglis noted that all information was covered in the staff briefing under Recommend Reports from the Chief Administrative Officer, clause a).

**c) Corporate Services - Councillor Dewey**

Councillor Dewey advised that negotiations with OPSEU will soon start and that the recruitment process for the Community Development Officer position is well underway. He also noted that staff are working on a budget survey and that Council liaisons will be invited to attend and provide input on the budget survey questions.

**d) Planning and Economic Development - Councillor McDougall**

Councillor McDougall noted that all information about this meeting was covered under Recommend Reports from the Chief Administrative Officer, clauses d) and e).

**12 Reports from External Boards and Committees**

**a) Kingston Frontenac Library Board Update - Deputy Warden Vandewal**

Deputy Warden Vandewal noted that a part-time library is being set up.

**b) KFL&A Public Health Board Update - Councillor Doyle**

Councillor Doyle advised that the County has the highest number of cases of Lyme Disease in the Country which is due to the number of deer and white tail mice in the area.

There is also a Water Festival program being done with children to teach school children how to be good water stewards.

**c) RULAC, LSR and Other Updates**

No report.

**d) Algonquin Land Claim Update - Councillor Inglis**

Councillor Inglis stated that they are still waiting for approval of the agreement from Golden Lake.



**Report of the Community Development Advisory Committee**

**1. Frontenac Branding**

**That** the new regional brand for the County is recommended to County Council for approval.

**2. Sustainability Workshop**

**That** the Sustainability Workshop not take place in 2016.

**3. Community Grant Program**

**That** a Community Grant be established and be considered for the 2017 budget.

**CARRIED**

**14 Return to Council**

Motion #: 133-16 Moved By: Councillor Inglis  
Seconded By: Councillor Nossal

**That** Council revert from Committee of the Whole Council, to Council.

**CARRIED**

**15 Adoption of the Report of the Committee of the Whole Council**

Motion #: 134-16 Moved By: Deputy Warden Vandewal  
Seconded By: Councillor Dewey

**That** the report of the Committee of the Whole Council be adopted and that the necessary actions or by-laws be enacted.

**CARRIED**

**16 Motions, Notice of Which has Been Given**

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**17 Giving Notice of Motion**

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**18 Communications**

**That** Council consent to the following communications of interest to Council listed below be received and filed:

- a) A Letter to the Premier of Ontario from the Municipality of Casselman regarding Elimination of Natural Gas in Favour of Electricity  
[Distributed to Council on June 17, 2016]
- b) From the Canadian Union of Postal Workers Regarding Federal Government Reviewing Our Public Postal Service  
[Distributed to Council on June 17, 2016]
- c) Independent Electricity System Operator 2015 Annual Report  
[Distributed to Council on June 17, 2016]
- d) Kingston & Frontenac Housing Corporation Fifteenth Annual General Meeting of Shareholder June 21 2016 Agenda Package  
[Distributed to Council on June 17, 2016]
- e) Letter from Scott Reid Informing of the Second Intake of the Canada 150 Community Infrastructure Program  
[Distributed to Council on June 17, 2016]
- f) Memo from MPAC Notifying of Changes to Notice Mailing Schedule  
[Distributed to Council on June 17, 2016]
- g) Ontario East Municipal Conference Information  
[Distributed to Council on June 17, 2016]
- h) Southern Frontenac Community Services News Issue - Summer Edition 2016  
[Distributed to Council on June 17, 2016]
- i) From North Frontenac Township - Letter to Minister of Health and Long Term Care  
[Distributed to Council on June 24, 2016]
- j) From the City of Hamilton issuing a letter to Premier Wynne regarding Ontario Autism Program Changes Resolution  
[Distributed to Council on June 24, 2016]
- k) From Township of Addington Highlands Letter to Minister of Health and Long Term Care  
[Distributed to Council on June 24, 2016]
- l) KFL&A Board of Health Minutes of Meeting held May 25 2016  
[Distributed to Council on June 24, 2016]
- m) Unconfirmed Seniors Housing Task Force Minutes of Meeting held May 25, 2016  
[Distributed to Council on June 24, 2016]
- n) From the Township of Larder Lake regarding their Resolution to support Chatham Kent and the Climate Action Plan  
[Distributed to Council on July 1, 2016]
- o) From AMO How to Create Alternate Income Seminar Information  
[Distributed to Council on July 1, 2016]
- p) Kingston General Hospital & Hotel Dieu Hospital Merger Announcement and Information  
[Distributed to Council on July 1, 2016]
- q) Resolution from the City of Kenora regarding the Ban on all Door-to-Door Sales  
[Distributed to Council on July 1, 2016]
- r) Resolution from the City of Kenora regarding the Rural Economic Development Program  
[Distributed to Council on July 1, 2016]

- s) From West Lincoln providing Letter to Mandatory Municipal Consent for Future Renewable Energy Projects  
[Distributed to Council on July 1, 2016]
- t) From AMO providing Report on Nominations of the 2016-2018 Board of Directors  
[Distributed to Council on July 8, 2016]
- u) From the City of Kingston advising of the Passing of 5 Zoning By-Laws amendments for the City of Kingston  
[Distributed to Council on July 8, 2016]
- v) From the Ontario Good Roads Association to the EOWC with an invitation to Plan & Execute 2017 OGRA Conference  
[Distributed to Council on July 8, 2016]
- w) From the Township of South Frontenac Providing a Resolution on Direction of Seniors Housing  
[Distributed to Council on July 8, 2016]
- x) The Ontario Aggregate Resources Corporation - 2015 Annual Report  
[Distributed to Council on July 8, 2016]
- y) June 15, 2016 Unconfirmed Regular Council Meeting Minutes  
[Distributed to Council on July 8, 2016]
- z) June 15, 2016 Unconfirmed Closed Council Meeting Minutes  
[Distributed to Council on July 8, 2016]
- aa) Resolution from Perth County regarding Ontario Climate Change Action Plan  
[Distributed to Council on July 15, 2016]
- ab) Resolution from the City of Markham to Kathleen Wynne in Support of Bill 158  
[Distributed to Council on July 15, 2016]
- ac) Resolution from the Township of Central Frontenac appointing Bill MacDonald to the Seniors Housing Task Force  
[Distributed to Council on July 15, 2016]
- ad) Resolution from the City of Quinte West regarding Taxation and the Impact on Campgrounds  
[Distributed to Council on July 15, 2016]

**19 Other Business**

**a) Change in Time and Location of the October 19, 2016 County Council Meeting**

Motion #: 135-16 Moved By: Councillor Doyle  
Seconded By: Councillor Nossal

**Be it Resolved That** the October 19, 2016 County Council meeting be held in the Township of Central Frontenac, Soldiers Memorial Hall;

**And Further That** the start time of October 19, 2016 County Council meeting be changed from 9:30 a.m. to 2:00 p.m. in order to accommodate the Warden's Reception.

**CARRIED**

**b) Confirmation of Appointment to the Seniors Housing Task Force**  
[See Communications ac)]

Motion #: 136-16 Moved By: Councillor Dewey  
Seconded By: Councillor McDougall

**THAT** the Council of the County of Frontenac confirm the appointment of Bill MacDonald, Councillor for the Township of Central Frontenac as an alternate to the Seniors Housing Task Force.

**CARRIED**

**c) Update on the Rural Ontario Municipal Association (ROMA) and the Ontario Good Roads Association (OGRA)**

Councillor Doyle advised that ROMA and OGRA have separated this year; however the Ministers Forum will be at the ROMA Conference.

Warden Smith added that OGRA did a Presentation to the EOWC announcing the separation of ROMA and OGRA.

*Council now consider Reports from Advisory Committees clause a)*

*(Please see pages 9-10)*

**20 Public Question Period**



**21 By-Laws – General By-laws and Confirmatory By-law**

**a) First and Second Reading**

Motion #: 137-16 Moved By: Councillor Inglis  
Seconded By: Deputy Warden Vandewal

**Resolved That** leave be given the mover to introduce by-laws b) through d) that have been circulated to all Members of County Council and that by-laws b) through d) be read a first and second time.

**CARRIED**

**b) Third Reading**

Motion #: 138-16 Moved By: Councillor Higgins  
Seconded By: Councillor Doyle

**Resolved That** by-laws a) through d) be read a third time, signed, sealed and finally passed.

**CARRIED**













# Administrative Report

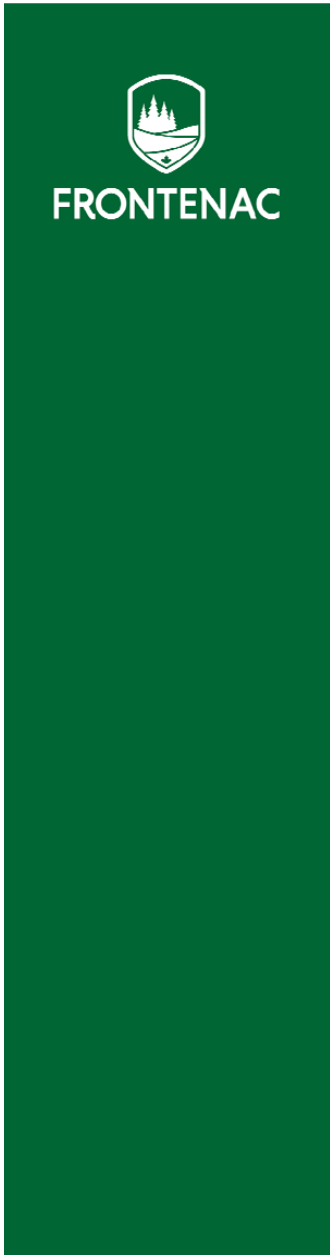
September 21, 2016  
Report 2016-08 (subject to change)



# Meeting Schedule

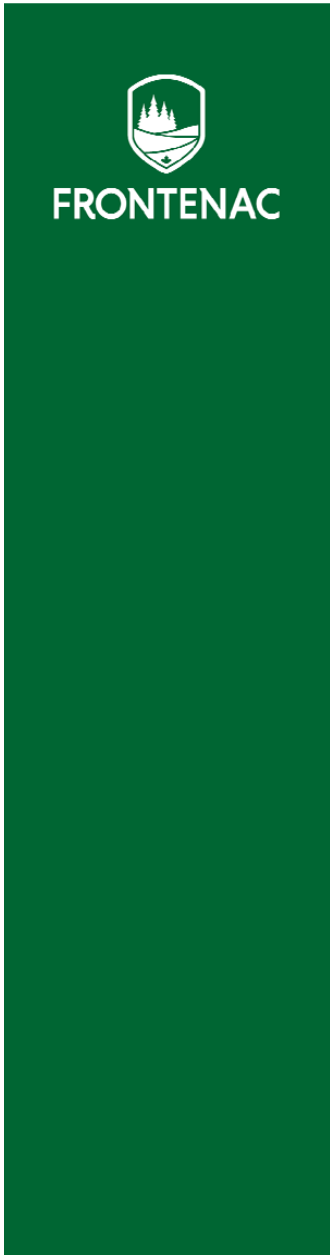
- July 22 – EOWC CAO Meeting
- August 14 to 17 – AMO Conference & EOWC Meetings, Windsor
- August 19 – Frontenac CAO’s Conference Call
- August 24 – Special County Council Meeting
- August 26 – Municipal Focus Group Meeting Kingston
- September 7 – Council Liaison Meetings
- September 8 – CDAC meeting
- September 12 – RULAC, City of Kingston
- September 13 – Mapping the Innovation Ecosystem in Eastern Ontario
- September 16 – EOWC CAO’s Meeting
- September 16 – Planning Advisory Committee
- September 21 - Administrative Building Design Task Force





## Activity

- July 25 – Community Development Officer Interviews
- Infield Communications Report
- September 6 – OMB Hartington – Prel. Hearing
- September 16 – Planning Advisory Committee Interviews
- September 19 & 20 – Project Proposals, Business Plans and detailed budget
- October 12 – Budget, Auditorium



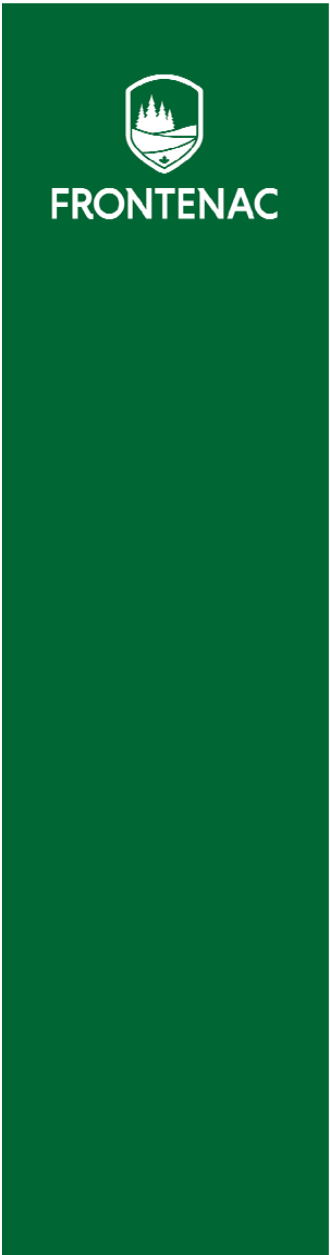
## EOWC Meetings

August 14

- EOWC Warden's Meeting at AMO Conference, Windsor

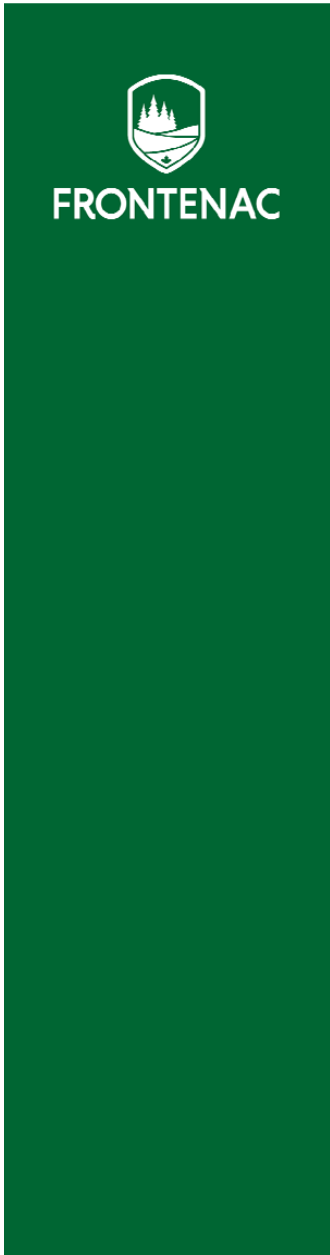
August 15, 2016 - AMO

- EOWC & EOMC Breakfast Meeting
- Meetings with PC Caucus and NDP Caucus
- Meeting with Minister Jeff Leal
- Meeting with Multi Ministers



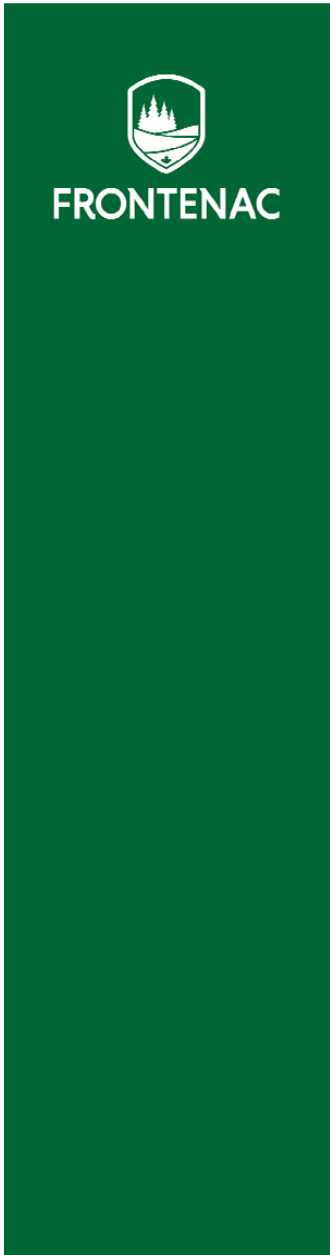
## EOWC Update

- Queen's Park Day October 20, 2016
- EOWC Inaugural Meeting Jan. 4 to 6, 2017
- EOWC Submission on Province's Long Term Energy Plan
- Delegation with Attorney General on Joint and Several Liability
- Eastern Ontario Regional Network



## EOWC Update

- Making mobile broadband services available to businesses and residents by closing the coverage and capacity gaps in the current cell networks, while building a first responder public safety network that can serve as a model for the provincial and federal levels;
- Urging the provincial government to focus on plans for growing rural Eastern Ontario's economy rather than creating more barriers to development;
- Stemming the rising tide of Ontario Provincial Police and other emergency services costs, which are impacting the ability to invest in local municipal infrastructure.



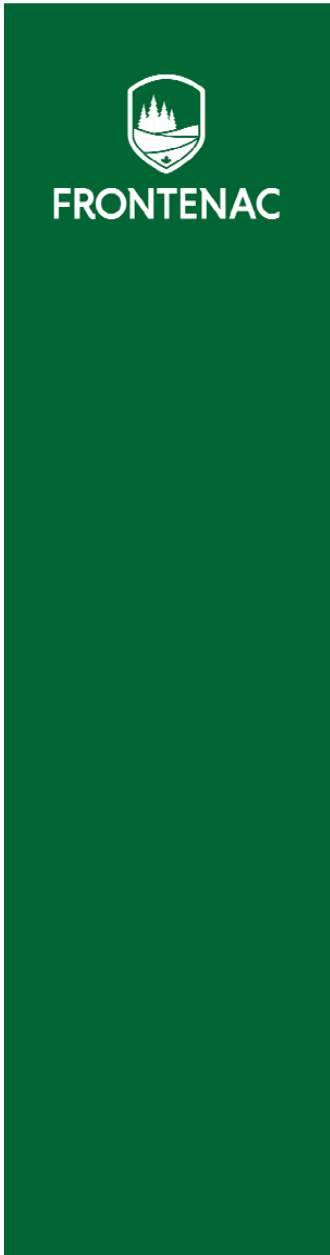
## **EOWC Update**

### **Ontario Energy Sector: Position Paper**

#### **FIVE POINTS:**

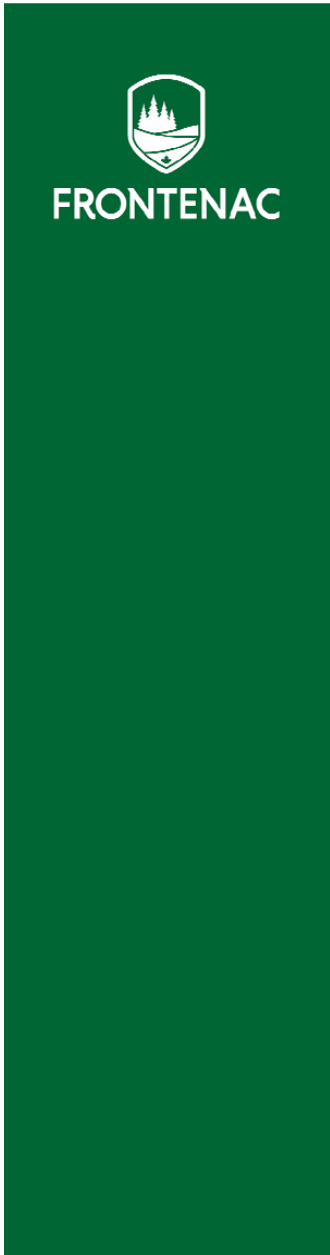
1. Rural Natural Gas Expansion
2. Rising Energy Costs
3. Demand for Energy & Economic Growth
4. Wind Energy
5. Hydroelectricity

### **EOWC Motion in Agenda Package**



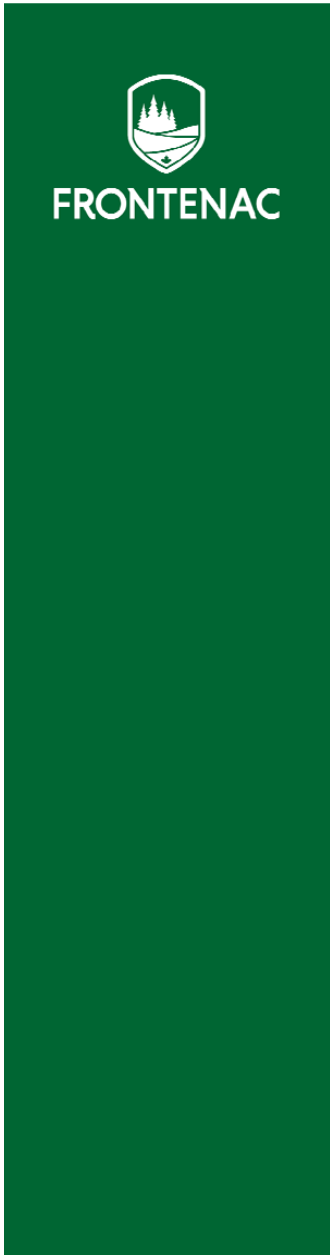
## Bills and Lawmaking

- Bill 132 Update: Ontario's Sexual Violence and Harassment Legislation to Become Law September 8, 2016
- Consultation continues regarding the Employment Standards Act (ESA) and Labour Relations Act (LRA)
- **NEW:** County Grant Eligibility –
  - Ontario Community Infrastructure Fund (OCIF) \$50,000



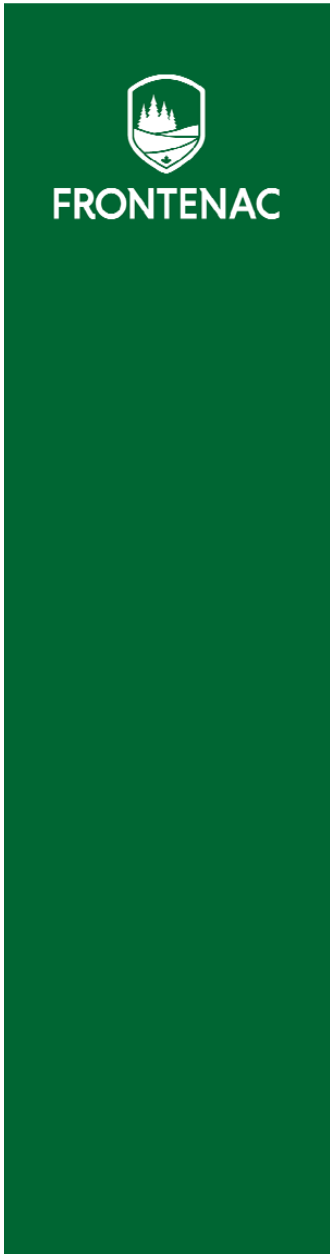
## Policy Updates

- **Towards the Legalization of Marijuana:** At the beginning of July the federal government [released](#) a discussion paper and the make-up of an [advisory group](#) that will guide its legalization of marijuana.
- **IPC Weighs in on Personal Email and Instant Messaging:** The Information and Privacy Commissioner (IPC) [released a report](#) in June outlining his position on the use of instant messaging and private email in Ontario's public institutions.
- **Government Conducting Consultations on New Birth Certificate:** The Ministry of Government and Consumer Services is [looking for feedback](#) on a proposal to establish a new Ontario birth certificate.
- **Environmental Bill of Rights Review Underway:** The government of Ontario is [reviewing](#) the province's Environmental Bill of Rights to ensure that it is achieving its objectives



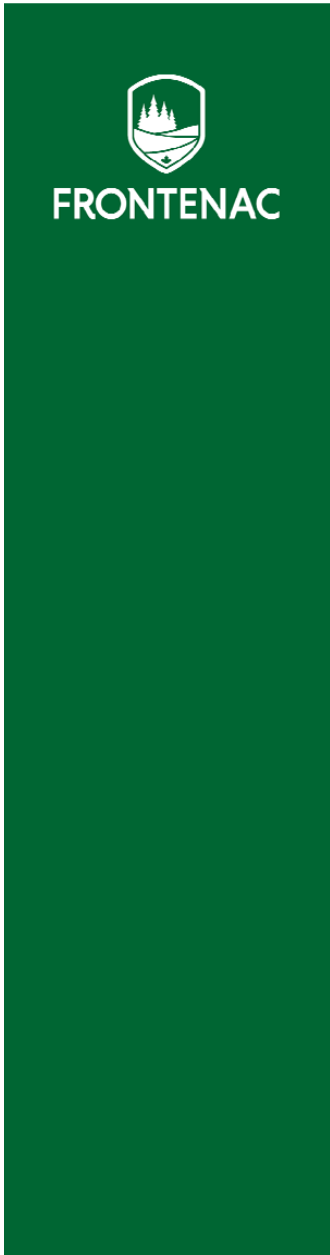
## Policy Updates

- **Province Consulting on Intercommunity Transportation:** The government of Ontario has [launched a province-wide consultation](#) on how to strengthen and improve bus transportation between communities.
- **Chamber of Commerce Calling for More High-Speed Internet Access in Rural and Remote Areas:** The Ontario Chamber of Commerce is [urging the government](#) to dedicate billions of provincial infrastructure dollars to improving access to high-speed internet in rural and remote areas and Ontario's north.
- **Province Releases New Culture Strategy:** The government of Ontario has [released](#) its first-ever Culture Strategy, which is designed to set targets for promoting participation in culture and the arts.



## Regulations

- **New Regulations Came Into Effect on July 1:** A number of new regulations came into effect as of July 1, including rules related to cap and trade, electricity planning, and OMB applications amongst many others.
- **Sharing Economy Insurance Regulation Approved:** The government has approved a regulatory change that will modify the *Insurance Act* to allow sharing economy companies to purchase commercial fleet insurance.



## Other Updates

### Provincial Matters

The Ministry of Natural Resources and Forestry is asking for comments on its proposed [Wetland Conservation Strategy for Ontario](#). Submit feedback through the [Environmental Bill of Rights posting](#) by November 16, 2016.

Municipal governments can now apply for funding for festivals and events which attract tourists and boost local economies. For details and to submit an application before November 8th visit the [Celebrate Ontario 2017](#).



# Twitter Stats County July & August

**JUL 2016 SUMMARY**


Tweets	109
Profile visits	2,843
New followers	28

**TWEET HIGHLIGHTS**


Tweet impressions	50.7K
Mentions	59
Followers on July 31, 2016	1,396

**Top mention** earned 76 engagements  
**Adam** @adampete78 · Jul 1  
 Fireworks postponed in Sharbot Lake tonight! Will go tomorrow night at dusk!  
 @YGKTraffic @FrontenacCounty

**Top Tweet** earned 2,628 impressions  
 Best wishes to Communications Officer @Marco\_Smits who leaves Friday to work for NBC during the #Olympics in Rio.  
 pic.twitter.com/cusk2ts2oS



**Top Follower** followed by 8,943 people



**TSSS** @TSSStweets FOLLOWS YOU  
 #Toronto #Sustainability Speaker Series (TSSS) founded by @BradZarnett. Tweeting on #sustainable biz solutions #CSR #climatechange #socialImpact #esg #susty


**AUG 2016 SUMMARY**

Tweets	28
Profile visits	1,511
New followers	32


**TWEET HIGHLIGHTS**

Tweet impressions	21.7K
Mentions	41
Followers on August 31, 2016	1,428


**Top mention** earned 109 engagements  
**Michael Geoffrey** @SuddardMichael · Aug 5  
 All set up and ready to go on Wolfe Island #InFrontenac 17 clients so far @FPSParamedics @FrontenacCounty  
 pic.twitter.com/LzYsIfQmkf




**Top Tweet** earned 1,130 impressions  
 Warden Frances Smith & @EOWC\_ON at breakfast meeting with Eastern Ontario Mayors' Committee at #AMOCNF16  
 pic.twitter.com/U8vTtCbJ



**Top media Tweet** earned 851 impressions  
 Sounds like a great event to support a good cause #InFrontenac @WolfeIslandNews thewhig.com/2016/08/01/eve...  
 pic.twitter.com/WBTFbrdo9c



**Top Follower** followed by 12.3K people



**AllyBallyBee\_project** @Ally\_Bally\_Bee FOLLOWS YOU  
 We're a social enterprise on a mission to produce a personalised children's book about dementia. Sign up to our newsletter, tweet us, blog for us #getinvolved



# Twitter Stats FPS July & August

Analytics Frontenac Paramedics

Jul 2016 • 31 days

TWEET HIGHLIGHTS

JUL 2016 SUMMARY

Tweets	42	Tweet impressions	116K
Profile visits	6,556	Mentions	73
New followers	103	Followers on July 31, 2016	1,957

**Top mention** earned 756 engagements

**Chief Charbonneau**  
@FPSChief - Jul 3

Hwy 401 at Hwy 38 single vehicle rollover @FPSParamedics treated 20 year old female for minor injurier  
pic.twitter.com/t8gKrAYgW4

**Top Tweet** earned 8,368 impressions

Still time to sign up for first responders golf tournament this Thurs. Net proceeds to @TEMATrust for #PTSD research  
pic.twitter.com/1cdKgBxiTR

**1st responders for PTSD**

Cost: \$125 (taxes included) per person  
Includes: Golf, cart, lunch, dinner & Prizes  
July 14<sup>th</sup>, 2016  
1pm Shotgun

**Top Follower** followed by 19.4K people

**OSPCA (Ontario SPCA)**  
@OntarioSPCA

Protecting animals since 1873, the Ontario SPCA (OSPCA) is one of the largest & most responsive animal welfare orgs in Canada. Also @OSPCAEvents @OSPACareers

Analytics Frontenac Paramedics

Aug 2016 • 31 days

TWEET HIGHLIGHTS

AUG 2016 SUMMARY

Tweets	37	Tweet impressions	117K
Profile visits	5,927	Mentions	94
New followers	140	Followers August 31, 2016	2,060

**Top mention** earned 628 engagements

**Make It Home YGK**  
@YGKTraffic - Aug 23

Bagot St is closed from Earl to William due to 2 veh MVC.  
@FPSParamedics, @ktownfire and @kingstonpolice O/S.  
pic.twitter.com/AHKNZmXDqm

**Top Tweet** earned 12.1K impressions

Medics & @KGHConnect drs busy at medical tent & responding in Market Square. Make room if you see First Responders.  
#HipInKingston

**Top Follower** followed by 36.1K people

**YOUR FUTURE IS DEFINED BY WHAT YOU DO TODAY**

**Andy Marsolais**  
@AndyMarsolais

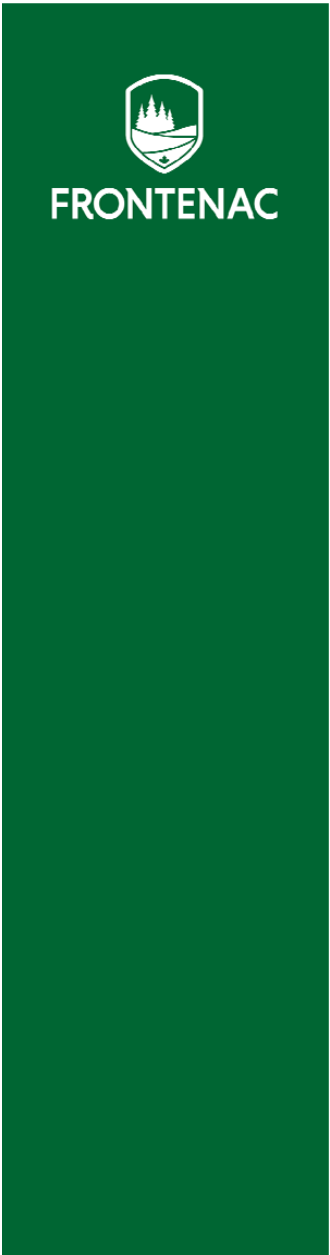
**Top media Tweet** earned 7,137 impressions

Headed to #HipInKingston? We're on Clarence btwn King & Wellington to treat minor injuries. #Besafe @cityofkingston  
pic.twitter.com/dxtgQGZbJf



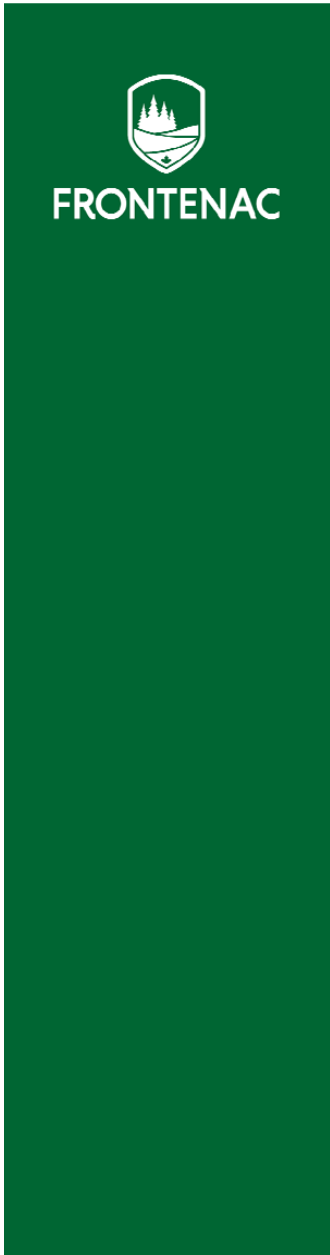
# Brand Ambassador: Program Update





## Staff Announcements

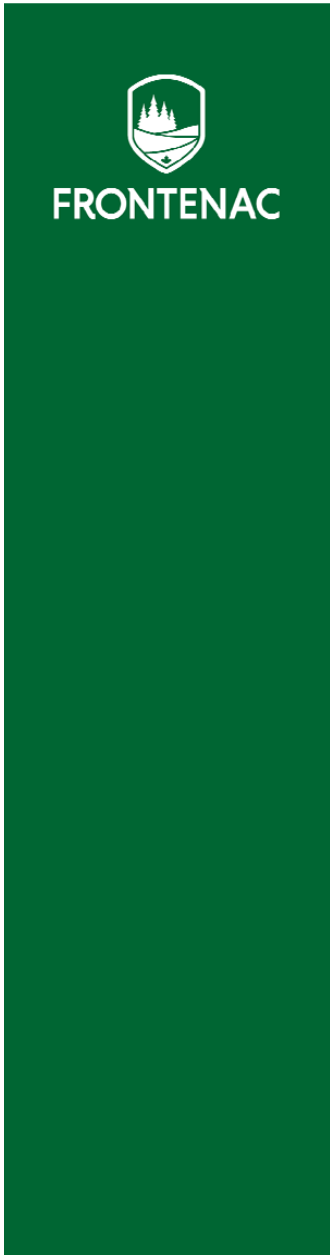
- Katrina Lasher - Assistant Director of Care, Fairmount Home
- Alex Lemieux – Financial Analyst
- Alison Vandervelde – Community Development Officer
- Marco Smits - Communications Officer



## Awards



**Anne Marie Young named Economic Developer of the Year by the Ontario East Economic Development Commission on September 14, 2016.**



## **Upcoming Events**

**October 5<sup>th</sup>:** Joint Council Meeting –  
Hosted by Central Frontenac re In-Field  
Communications

**October 19<sup>th</sup>:**  
Warden’s Reception, Sharbot Lake

**Budget 2017:**  
October 12 & November 23



## **Budget Timelines**

- **Calendar on your desk**





**Be It Resolved That** staff be directed to bring forward a report to Council identifying a potential Canada 150<sup>th</sup> Anniversary celebration legacy project for the County of Frontenac.

**Carried As Amended**

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 development of this multi-use trail offers an alternative transportation network for residents and visitors, links into the Trans Canada Trail system, connects communities, and provides healthy lifestyle and recreational opportunities. County Council adopted the implementation of the Frontenac K&P Trail at its October 2009 regular meeting. Since that time the construction has proceeded in phases with over 40 kms of trail being developed.

As part of the 2016 Budget, Council endorsed a project proposal to develop the final connecting phase of the Frontenac K&P Trail from Tichborne to Sharbot Lake which included 10.8 km to grub, grade, gravel and sign as well as minor upgrades to the bridge just south of Sharbot Lake. This represents the last portion of the K&P Trail to be completed. It is anticipated that this final section of the trail will be complete by Canada Day, 2017.

**Options for Consideration:**

In order to “frame” the discussion, staff have provided three options for Council consideration. They are as follows:

**Option 1**

Plaque mounted on a stand or platform - < \$1,000



**Option 2**

Heritage Sign - \$1500 to \$15,000



**Option 3**

Interactive or Interpretive Display - \$2,500 - \$4,000



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Recommend Report to Council  
Planning and Economic Development – Establishment of a County Wide Canada 150 Anniversary Legacy Project  
September 21, 2016 Page 3 of 4

**Sustainability Implications**

This project supports a number of focus areas adopted in Directions for Our Future and is directly identified in Sustainable Actions 2014 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**

Financial implications will depend on which option Council chooses to support. There are no remaining funds from the County of Frontenac 150<sup>th</sup> Anniversary Celebration and any expense could be taken from the Working Fund Reserve.

**Organizations, Departments and Individuals Consulted and/or Affected**



**Report 2016-100**

**Council Recommend Report**

**To:** Warden and Council  
**From:** Kelly J. Pender, Chief Administrative Officer  
**Prepared by:** Susan Brant, Deputy Treasurer  
**Date of meeting:** September 21, 2016  
**Re:** **Corporate Services – Finance – Work Order System**

---

**Recommendation**

**That** the Council of the County of Frontenac accept this Corporate Services - Finance - Work Order System report;

**And Further That** the Council of the County of Frontenac authorize the Treasurer, if the County of Frontenac becomes eligible for the 2017 Ontario Community Infrastructure Fund (OCIF) grant to utilize the grant for the work order system and reduce the Federal Gas Tax Fund contribution;

**And Finally That** the Council of the County of Frontenac authorize the Treasurer to include the work order system annual support costs in the 2017 and future budgets.

**Background**

During the 2016 budget deliberations, County Council allocated \$60,000 from the Federal Gas Tax Reserve Fund to purchase a work order system. Preliminary software quotations indicated that an annual levy of \$3,600 would be required to support the licensing cost of the work order system as the new software would replace licensing costs of existing software.

**Comment**

Purchase of the software has been postponed until 2017 at which time the County hopes to be eligible for OCIF funding which would offset the Federal Gas Tax contribution to the project.

Our current work order system, which is primarily manual, underwent a LEAN review to determine the County's requirements for work order management and asset management. Expressions of Interest for the work order system were received in early May and reviewed by a team, including staff from each department. Three proponents were selected to proceed to the Request for Proposal stage. The team evaluated each proponent's proposal along with software demonstrations to determine their ability to meet our requirements, experience with similar projects in a municipal environment and the fee structure.

Ameresco's AssetPlanner Maintenance Management and Capital Planning modules will provide an integrated work order system that will manage infrastructure service requests, provide tracking of maintenance/rehabilitation initiatives and life cycle costs for budget forecasts. In addition, it will assist with risk management associated with asset failure.

The goal is to move from the "accounting book/replacement value and estimated useful life" to more thorough information so we replace assets at the right time and better manage preventative maintenance to extend the useful life of our assets.

After the completion of the Work Order System Request for Proposal in August, it was identified that the annual support costs will be \$15,000 annually. As the original 2016 project proposal anticipated annual support costs of \$3,600, Council needs to be aware of the additional ongoing costs starting in 2017 of \$11,400.

### **Sustainability Implications**

Governance – appropriate stewardship of County resources.

### **Financial Implications**

Proposals received for software costs ranged from \$52,340 to \$128,310 and annual support costs ranged from \$9,000 to \$43,050. The annual support cost would be allocated across the departments of the County of Frontenac.

### **Organizations, Departments and Individuals Consulted and/or Affected**

Marian VanBruinessen, Director of Corporate Services/Treasurer  
David Millard, Manager of Information Services, Corporate Services  
Tom Mercer, Manager of Environmental Services, Fairmount  
David Gemmill, Deputy Chief of Operations, Frontenac Paramedic Services



**Report 2016-101**

**Council Recommend Report**

**To:** Warden and Council

**From:** Kelly J. Pender, Chief Administrative Officer

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

**Date prepared:** August 25, 2016

**Date of meeting:** September 21, 2016

**Re:** **Emergency and Transportation Services – 2017 Legislated  
Response Time Performance Plan**

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**Recommendation**

**Resolved That** the Council of the County of Frontenac accept this Emergency and Transportation Services – 2017 Legislated Response Time Performance Plan report;

**And Further That** Council direct the Clerk to introduce a by-law later in the meeting adopting the response time standards as outlined in this report.

**Background**

At its meeting on September 23, 2015, County Council passed the following resolution:

**Motion #: 207-15** Moved By: Councillor Vandewal Seconded By: Councillor Inglis  
**Resolved That** the Council of the County of Frontenac accept this Emergency and Transportation Services – 2016 Legislated Response Time Performance Plan report;

**And Further That** Council direct the Clerk to introduce a by-law later in the meeting adopting the response time standards as outlined in this report.

**CARRIED**

The County of Frontenac set the following criteria under Regulation 257/00, as amended, for its response time targets for 2016:

For the calendar year of 2016, from January 1 to December 31,

i. Designated Delivery Agent (DDA) - SUDDEN CARDIAC ARREST  
48% percent of the time, within 6 minutes from the time ambulance dispatch conveys the call information to the paramedic, the County of Frontenac will endeavour to have a person equipped and ready to use an AED at the location of a patient determined to be in sudden cardiac arrest.

ii. EMS Designated Delivery Agent - CTAS 1  
68% percent of the time, within 8 minutes from the time ambulance dispatch conveys the call information to the paramedic, the County of Frontenac will endeavour to have a PARAMEDIC as defined by the *Ambulance Act* and duly equipped at the location of a patient determined to be CTAS 1.

iii. EMS Designated Delivery Agent - CTAS 2, 3, 4, 5  
 The County of Frontenac will endeavour to have a PARAMEDIC as defined by the *Ambulance Act* and duly equipped at the location of a patient determined to be CTAS 2, 3, 4, 5 within a period of time determined appropriate by the DDA and noted below in Table 1, or as resources permit (level of effort):

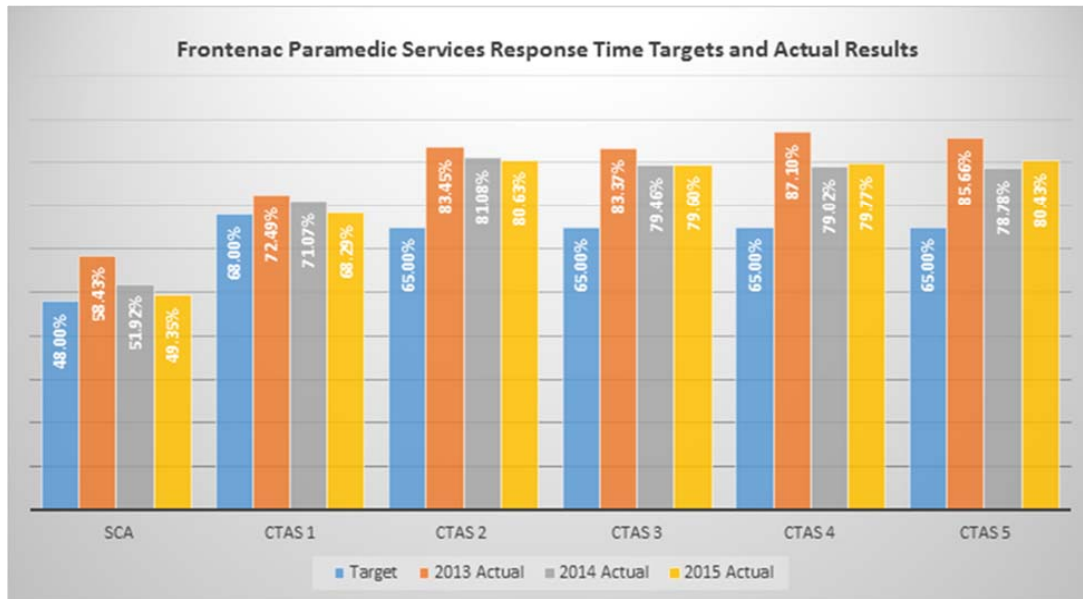
**Table 1, CTAS 2, 3, 4, 5 EMS Delivery Agent Commitment**

CTAS	Target Time from Paramedic Received Until on Scene	% Target
2	10 minutes	65%
3	10 minutes	65%
4	10 minutes	65%
5	10 minutes	65%

**Comment**

Since the inception of RTS in 2013, the County of Frontenac has met and/or exceeded its stated RTS as illustrated in the graph below.

CTAS Response Time Performance (2013, 2014 and 2015)



It is recommended that the County of Frontenac maintain the same criteria under Regulation 257/00, as amended, for its response time targets for 2017:

For the calendar year of 2017, from January 1 to December 31,

- i. Designated Delivery Agent (DDA) - SUDDEN CARDIAC ARREST  
48% percent of the time, within 6 minutes from the time ambulance dispatch conveys the call information to the paramedic, the County of Frontenac will endeavour to have a person equipped and ready to use an AED at the location of a patient determined to be in sudden cardiac arrest.
  
- ii. EMS Designated Delivery Agent - CTAS 1  
68% percent of the time, within 8 minutes from the time ambulance dispatch conveys the call information to the paramedic, the County of Frontenac will endeavour to have a PARAMEDIC as defined by the *Ambulance Act* and duly equipped at the location of a patient determined to be CTAS 1.

iii. EMS Designated Delivery Agent - CTAS 2, 3, 4, 5

The County of Frontenac will endeavour to have a PARAMEDIC as defined by the *Ambulance Act* and duly equipped at the location of a patient determined to be CTAS 2, 3, 4, 5 within a period of time determined appropriate by the DDA and noted below in Table 1, or as resources permit (level of effort):

Table 1, CTAS 2, 3, 4, 5 EMS Delivery Agent Commitment

CTAS	Target Time from Paramedic Received Until on Scene	% Target
2	10 minutes	65%
3	10 minutes	65%
4	10 minutes	65%
5	10 minutes	65%

**Sustainability Implications**

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

**Financial Implications**

None at this time.

**Organizations, Departments and Individuals Consulted and/or Affected**

None at this time.



**Report 2016-102**

**Council Recommend Report**

**To:** Warden and Council  
**From:** Kelly J. Pender, Chief Administrative Officer  
**Prepared by:** Marian VanBruinessen, Director of Corporate Services/Treasurer  
**Date of meeting:** September 21, 2016  
**Re:** **Corporate Services – Finance – 2016 Property Tax Claw Back Threshold**

---

**Recommendation**

**Resolved That** the Council of the County of Frontenac accept the Corporate Services – Finance - 2016 Property Tax Clawback Threshold report;

**And Further** a by-law be introduced later in the meeting to establish the percentages by which tax decreases are limited for 2016 in respect of properties in the commercial class.

**Background**

Section 330(1) of the *Municipal Act* states that the council of a municipality other than a lower tier municipality may pass a by-law to establish the percentages by which tax decreases are limited for 2014 in respect of properties in the commercial, industrial and multi-residential classes in order to recover all or part of the revenues foregone as a result of the application of Section 329(1) of the *Municipal Act*

**Comment**

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

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

<b>Capping Claw Back and Retained Percentages</b>	
	<b>Commercial</b>
Claw Back Percentage	60.9967%
Retained Percentage	39.0033%
Total	100%

**Sustainability Implications**

**Financial Implications**

The capping and claw back process for 2016 has resulted in the following adjustments between the lower tier municipalities and the County:

<b>Municipality</b>	<b>Commercial Class</b>
Frontenac Islands	\$18
South Frontenac	\$-503
Central Frontenac	+\$564
North Frontenac	\$-20
County of Frontenac	\$-33

**Organizations, Departments and Individuals Consulted and/or Affected**

Township Treasurers



**Report 2016-103**

**Council Recommend Report**

**To:** Warden and Council  
**From:** Kelly J. Pender, Chief Administrative Officer  
**Date of meeting:** September 21, 2016  
**Re:** **Chief Administrative Officer – Request for Representative –  
Food Policy Council**

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**Recommendation**

**That** the County of Frontenac appoint Councillor \_\_\_\_\_ to represent Council on the Food Policy Council of Kingston, Frontenac, Lennox and Addington for the balance of the Council term.

**Background**

Mara Shaw, Co-Chair of the Food Policy Council of Kingston, Frontenac, Lennox and Addington has requested that Council appoint a member to their Board. Letter attached, **Schedule “A”**.

**Comment**

Ms. Shaw states:

“The Food Policy Council for Kingston, Frontenac, Lennox and Addington is working to create a more secure, accessible and sustainable food system in the KFL&A region. That work includes ensuring that an economically sustainable food system thrives and that we build a strong relationship between our rural and urban communities that supports and advocates for our regional food system.”

The work of the Food Policy Council aligns with the economic development and sustainability principles of County Council.

Website can be found at [Food Policy Council](#)

**Sustainability Implications**

Food security and promoting local food options are key elements of a sustainable community.

**Financial Implications**

Mileage paid to Council member, plus meeting per diem.

**Organizations, Departments and Individuals Consulted and/or Affected**

Mara Shaw, Co Chair, Food Policy Council of Kingston, Frontenac, Lennox and Addington



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Kelly Pender  
CAO Frontenac County  
2069 Battersea Road  
Glenburnie, Ontario K0H 1S0

July 19, 2016

Dear Mr. Pender,

**RE: Request for County of Frontenac representative on Food Policy Council for KFL&A**

As you know, the County of Frontenac was the fastest growing agricultural centre in the Province from 2003 to 2013 and it is home to the youngest farmers in the region. Farm and farm manager are the fastest growing employment opportunities in the County. So the food system is clearly vibrant and important to Frontenac County!

The Food Policy Council for Kingston, Frontenac, Lennox and Addington is working to create a more secure, accessible and sustainable food system in the KFL&A region. That work includes ensuring that an economically sustainable food system thrives and that we build a strong relationship between our rural and urban communities that supports and advocates for our regional food system.

Given the importance of our mission, we are requesting that the County identify a representative from Council or staff to serve on the Food Policy Council. This would ensure that the views and needs of your residents were consistently heard on the Council and that our work would represent their interests. Meetings are monthly with varied commitments between meetings based on member interests.

The County of Frontenac has endorsed the Food Charter for the Food Policy Council of KFL&A (attached). We appreciated the representation of Anne-Marie Young on our Council for many years. We know that the County remains as committed to creating a sustainable food system as ever and hope that you will identify an appointee to our Council.

We would welcome a member from Frontenac County on the Food Policy Council of KFL&A.

In health,

Mara Shaw  
Co-chair  
613-217-9404

[info@foodpolicykfla.ca](mailto:info@foodpolicykfla.ca) • [www.foodpolicykfla.ca](http://www.foodpolicykfla.ca)

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**Report 2016-104**

**Council Recommend Report**

**To:** Warden and Council

**From:** Kelly J. Pender, Chief Administrative Officer

**Prepared by:** Kelly J. Pender, Chief Administrative Officer  
Marian VanBruinessen, Director of Corporate Services/Treasurer

**Date of meeting:** September 21, 2016

**Re:** **Corporate Services – Reserve Account Decisions (Frontenac Renovates and Seniors Issues)**

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**Recommendation**

Recommendation #1

**That the** County of Frontenac allocate 75% of the current Frontenac Renovates Reserve to the K&P Trail property acquisition reserve and the Verona Trail Head project, with the balance to be reviewed no later than September 2017.

Recommendation #2

**That the** County of Frontenac endorse the funding allocation and disbursements formulas for Seniors Housing projects and that payments to member municipalities be administered by staff as outlined Staff Report 2016-104

**Background**

At the May 18, 2016 Budget, Council was provided with an update on the status of County held reserves and reserve funds (Report 2016-061). The purpose of this report is to review two reserves and provide direction to staff, in particular:

1. Frontenac Renovates
2. Seniors Issues (Strategic Reserve)

**Comment****Frontenac Renovates:**

The current balance in the Frontenac Renovates reserve is \$403,430. The reserve was established in 2014 in anticipation that the Ontario Renovates program would be ended by the Province's during their 2014/15 budget season. This amount would allow our service delivery manager (City of Kingston) to continue to deliver the program in Frontenac. The current City budget for this program is \$200,000 annually across both the County and the City. The Ontario Renovates program provides financial assistance to low income homeowners by way of a forgivable loan in order to repair their home while improving the energy-efficiency of the unit, and/or increase accessibility of their unit through modifications and adaptations. The current program is means tested and limited in scope to health and safety, accessibility, structural and energy efficiency. The full program description can be found at [Kingston Frontenac Renovates Program](#)

The current program is more popular in the County than in the City. We are advised that the Province has committed to funding the project through 2019 at which time it may or may not be renewed by the Province. Three options:

1. Program is renewed by the Province and funding continues
2. Program ends in 2019 and is ended by the City
3. Program ends in 2019 and the City/County agree to divert tax/reserve dollars to continue the program

It is recommended by staff that the 75% of the current Frontenac Renovates program be transferred to the K&P Trail acquisition from Tichborne to Sharbot Lake and the establishment of a parking/ trail head at Verona, with a further evaluation being conducted no later than September 2017. As noted earlier to Council, all property acquisition will be in accordance with the independent property assessed and subject to by-law approval by Council.

The remaining 25% of the reserve would remain in the Frontenac Renovates reserve pending finalization of the K&P Trail land acquisition project and the Verona trail head project.

**Seniors Housing**

A total of \$1,500,000 was reserved in 2014 for Seniors Issue in accordance with the County’s strategic plan. While not formalized, the breakdown was discussed as being \$100,000 for Seniors Transportation and \$1,400,000 for Senior Housing. Now that all member municipalities have commenced their planning, it is incumbent upon Council to confirm the apportionment for the reserve. Staff propose the following formula:

Total Available	\$1,400,000
Less studies to support projects	\$ <u>    </u> TBD (Initial study + local)
<b>Amt. available for disbursement</b>	<b>\$ <u>    </u> TBD</b>
Total ÷ 4	\$ <u>    </u> TBD (Total for each municipality)

For illustration purposes only, assuming the cost of original study plus the four local studies is \$50,000, each municipality would receive \$337,500 towards seniors housing in their municipality (i.e., \$1,400,000 - \$50,000 = \$1,350,000 ÷ 4 = \$337,500).

The County is paying the cost of studies from the reserve amount.

Further, given that each member municipality will be implementing seniors housing in a manner that reflects local needs and circumstances, it is recommended that disbursement of the funds to each be based upon receipts paid by the municipality as a percentage of total project costs as paid by the municipality. For example, if the total project cost is \$1,000,000 as approved by the member municipality, the County would pay to the municipality 33.75% as funds were disbursed as certified by the municipality (i.e, \$337,500 ÷ \$1,000,000 = 33.75%).

Alternatively, South Frontenac Township is currently examining the potential for a public, private partnership for their project. This may result in a transfer of funds based upon progress payments as agreed to by the municipality and their partner.

The seniors transportation project will be the subject of a Big Data for Small Places project this fall/winter. A proposal for the highest and best use for the \$100,000 designated for this project will follow.

**Sustainability Implications**

Prudent management of reserves is an important aspect of the County’s long range financial plan. The timing and allocation of reserves is an important component of cash flow management and maximizes interest earned.

The completion of the K&P Trail and the provision of seniors housing options in our communities are key aspects of our economic development charter and the strategic plan.

**Financial Implications**

As noted. Each member municipality will be responsible for ensuring that proper invoicing is received and the construction milestones are met.

**Organizations, Departments and Individuals Consulted and/or Affected**

Marian VanBruinessen, Director of Corporate Services/ Treasurer  
Anne Marie Young, Manager of Economic Development



**Report 2016-105**

**Council Recommend Report**

**To:** Warden and Council

**From:** Kelly J. Pender, Chief Administrative Officer

**Prepared by:** Kelly J. Pender, Chief Administrative Officer  
Anne Marie Young, Manager of Economic Development

**Date of meeting:** September 21, 2016

**Re:** **Planning and Economic Development – K&P Trail –  
Recommendation from Community Economic Development  
Committee**

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**Recommendation**

**That** the Council of the County of Frontenac accept the recommendation of the Community Development Advisory Committee, namely:

**That** the Community Development Advisory Committee recommend that County Council enter into an agreement with Eastern Ontario Trails Alliance to maintain the Frontenac K&P Trail at \$400 per kilometer subject to a no fee basis from Orser Road to Sharbot Lake.

**And That** the recommendation be subject to the following:

1. Negotiation of a Licence of Occupation with the Eastern Ontario Trails Alliance that reflects the “no fees” condition of the Committee recommendation;
2. Council confirming that the procurement of EOTA meets the test of the County’s Procurement Policy, Article 5.13, in particular, the second last bullet “specialized experience, knowledge or expertise”;
3. Consideration of a by-law to adopt the agreement be extended over two meetings in order to provide transparency;
4. That public notice of the above be provided on the County’s website and social media channels.

**Background**

At the September 8, 2016 meeting the Community Development Advisory Committee (CDAC), the following motion was passed as a recommendation to County Council for consideration at their September 21, 2016 meeting:

**That** the Community Development Advisory Committee recommend that County Council enter into an agreement with Eastern Ontario Trails Alliance to maintain the Frontenac K&P Trail at \$400 per kilometer subject to a no fee basis from Orser Road to Sharbot Lake.

The purpose of this report is to provide further background and procedural context.

**Comment**

As a key component of the above motion, CDAC confirmed their desire to continue to have the K&P Trail remain a free trail. From this point, they considered options for trail maintenance, including:

1. Continuing the practice of using South Frontenac Township to maintain the trail and extending the offer to Central Frontenac Township; or
2. Proceeding to a Request for Proposals (RFP) for trail maintenance.

In the end, the recommendation above was passed by the Committee.

The Eastern Ontario Trails Alliance (EOTA – visit [website](#)) provides trail maintenance and marketing services for a collection of trails in the region, including trails owned by Central Frontenac who pay the EOTA \$10,000/year. In a staff telephone call prior to the meeting (with Cindy Cassidy, EOTA General Manager) the following was confirmed:

- Cost to join the EOTA is \$400/km. (Current estimate = 42km x \$400 = \$16,800)
  - EOTA are willing to look at holding that price for a five year period for our budget cycle.
  - County could join through a License of Occupation agreement as per the LOC forwarded to staff.
- Membership includes:
  - Trail promotion and inclusion in maps and tradeshow
  - Patrol
  - Grading/gravel as required
  - Mowing as required
  - Repairs to trail including washouts
  - Repairs to bridges and culverts as required
- Excluded items would include major items such as bridge repairs/replacement or parking lot construction. There may be opportunities for grants for these items.
- Current user fees are:
  - \$150/year for motorized vehicles (ATV's/snow machines)
  - \$50/year for bikes
  - \$50/year or \$5/day for non-motorized and walkers (fee is not enforced)

- Should Council wish K&P to remain a “free” to users trail, EOTA will consider continuing this practice (i.e., no fees) without an adjustment to the price/km.
- Currently there is no “set” fee per km. Each municipality pays “what they can”

The advantage of the EOTA option is that it includes both maintenance and trails promotion as part of a broad trails network. In reviewing this option, the Manager of Legislative Services/Clerk noted that proceeding directly to negotiations with the EOTA will require compliance with Section 5.13 of the Procurement Policy<sup>1</sup> regarding single sourcing, which states:

Non-competitive contracting may be justified under the following set of criteria which includes, but is not limited to:

- when there is a statutory- or market-based monopoly on the item
- when no bids were received in a competitive process
- when the required item is covered by an exclusive right such as a patent, copyright or exclusive licence
- when the purchase is already covered by a lease-purchase agreement where payments are partially or totally credited to the purchase
- when it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is required
- when the required item is in short supply due to market conditions
- when competitive sourcing for low value procurement would be uneconomical or would not attract bids
- when competitive procurement may be found to be impractical for such items as meal expenses, incidental travel expenses (e.g. taxi service, phone calls), and training and education expenses
- when an urgent procurement is necessary for fulfilling a statutory order issued by a federal or provincial authority, such as an environmental, public health, or workplace safety compliance order
- when specialized experience, knowledge or expertise is required
- when by legislation or regulation, the service can be provided only by the following licensed professionals: medical doctors, dentists, nurses, pharmacists, veterinarians, engineers, land surveyors, architects, chartered accountants, lawyers and notaries

Of particular relevance to this instance is the second last bullet “*when specialized experience, knowledge or expertise is required*”. While the EOTA certainly has a unique combination of skills – both marketing and maintenance – there exists private sector options for both marketing and maintenance. Without testing the marketplace with an

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<sup>1</sup> [Procurement Policy](#)

RFP, the County could be questioned regarding the transparency<sup>2</sup> of the single sourcing.

Should Council wish to accept the recommendation from CDAC, and in order to protect the County's interests, it is recommended that Council confirm the single sourcing through the recommendation and subject to concluding a mutually satisfactory negotiation with the EOTA, provide public notice through our web site and social media and consider the by-law to confirm over two meetings, with first and second reading taking place at a first meeting and third reading taking place a subsequent meeting after consideration of any public input.

Alternatively, the recommendation could be rejected by Council and staff directed to bring back further options for Council consideration, including an RFP process.

**Sustainability Implications**

Seeking the best possible trail marketing and maintenance options for the K&P trail will help ensure the trail gets maximum exposure and use.

**Financial Implications**

The cost to enter into a Licence of Occupation with the EOTA is estimated to be \$16,800. This will require 50% of the current trails maintenance budget. This may make it difficult to accommodate some large in year expenses such as a large washout or a bridge repair not covered by the EOTA agreement.

**Organizations, Departments and Individuals Consulted and/or Affected**

Cindy Cassidy, General Manager, Eastern Ontario Trails Alliance  
Community Development Advisory Committee

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<sup>2</sup> Ref. Article 1.1 of the Policy which establishes as a goal: *"To ensure openness, fairness, accountability and transparency while protecting the financial best interests of the County of Frontenac."*



**Report 2016-109**

**Council Information Report**

**To:** Warden and Council  
**From:** Kelly J. Pender, Chief Administrative Officer  
**Prepared by:** Marian VanBruinessen, Director of Corporate Services/Treasurer  
**Date of meeting:** September 21, 2016  
**Re:** **Corporate Services – 2016 Second Quarter Financial Summary**

**Recommendation**

This report is for information purposes only.

**Background**

The County of Frontenac financial summary for the second quarter of 2016 is attached.

**Comment**

Most variances are primarily due to timing with additional comments provided below:

**Revenue**

Provincial/Federal Funding

- Under budget by \$233,300 – driven by a timing difference in revenue from the Province of Ontario for the ferry service (unfavourable \$326,000). This amount should be reconciled by year end.
- Conditional grants for Fairmount is ahead of budget by \$91,000. Effective in April, the funding from the province increased based on the case mix index. This increase in funding should result in conditional grants being \$251,000 favourable to budget by year end.

Fees and Service Charges

- Ferry tickets are down \$20,000 to budget and pass sales down \$2,200. However, ferry revenue is seasonal and based on July and August receipts, should be back on budget by the end of the 3<sup>rd</sup> quarter.
- Total Fairmount resident fees are down \$4,000 based on lower than budgeted basic fees, but partially offset by higher than budgeted private and semi-private fees. These fees will be reconciled at year end against provincial revenue so that the total amount received from the province and the resident is within the prescribed Ministry of Health funding for Fairmount Home.

Other Income

- Provincial offences net revenue is slightly ahead of budget at \$3,500
- Investment income is under budget due to lower than budgeted interest rates on our term deposits.

City of Kingston

- Contributions from the City of Kingston for operations and capital are on budget.

**Expenses**

Salaries and Benefits

- Frontenac Paramedic Services continues to be over budget on salaries and benefits. The main driver of the salary variance is accommodated work and sick leave. An unbudgeted charge for WSIB insurance has driven the increase in benefits, but will be covered by a transfer from reserve before year end. The remainder of the variance can be traced to timing differences in employer-paid CPP and EI, which should be on budget by year-end.
- Fairmount continues to be over budget on salaries, but under budget on expenses. The annual budget for sick leave, overtime shift and accommodated duties have all been exceeded through six months.

Materials

- Timing for purchases account for most of the variances.

Contracted Service

- Year-to-date \$149,000 under budget due to timing differences in budget. Special training courses for Frontenac Paramedic Services are scheduled in the 4<sup>th</sup> Quarter and should bring the amount on budget by year end.

Rent and Financing

- Base 02 is \$6,154 under budget on rent expense. This amount should be back on budget during the 3<sup>rd</sup> quarter when adjustments are made for shared tenant services.

Net Capital Expense

- Gains related to the sale of capital assets are recognized as revenue in the net capital expense account. The County has recognized gains of \$1,801 and \$15,870 for Fairmount and Frontenac Paramedic Services respectively relating to the sale of vehicles. These unbudgeted transactions have resulted in a favorable (negative) variance in net capital expense for both segments.
- The County contribution is in a negative position resulting from contributions to capital from the City of Kingston exceeding the amount spent year-to-date.

**County of Frontenac  
Summary of All Departments  
2016 Second Quarter Variance**

	2016 Budget \$	2016 YTD Budget \$	2016 Actual \$	Variance \$	Variance %
<b>Operating Revenue</b>					
<b>Taxation and User charges</b>					
User charges	3,240,550	1,699,363	1,693,267	-6,096	-0.36%
<b>Grants</b>					
Federal and Provincial	14,500,911	7,205,187	6,954,579	-250,608	-3.48%
<b>Other</b>					
Provincial Offences Net Revenue	172,306	86,153	89,689	3,536	4.10%
Investment Income	140,000	70,000	56,070	-13,930	-19.90%
Other	200,026	98,767	103,570	4,803	4.86%
<b>Total</b>	<b>18,366,598</b>	<b>9,159,470</b>	<b>8,897,175</b>	<b>-262,295</b>	<b>-2.86%</b>
Transfer from Obligatory reserve	1,106,984	0	0	0	
Transfer from reserves	756,824	45,764	75,656	29,892	65.32%
<b>Total Operating Revenue and Reserve Transfer</b>	<b>20,230,406</b>	<b>9,205,234</b>	<b>8,972,831</b>	<b>-232,403</b>	<b>-2.52%</b>
<b>Operating Expense</b>					
Salaries & benefits	24,503,819	12,196,847	12,842,529	645,682	5.29%
Materials	2,952,566	1,092,484	1,001,772	-90,712	-8.30%
Contracted Service	8,092,758	3,800,594	3,648,656	-151,938	-4.00%
Rent and Financing	171,973	83,862	78,703	-5,159	-6.15%
External Transfers	150,300	76,800	96,000	19,200	25.00%
Depreciation	1,464,027	732,013	705,820	-26,193	-3.58%
<b>Total Operating Expense</b>	<b>37,335,443</b>	<b>17,982,600</b>	<b>18,373,480</b>	<b>390,880</b>	<b>2.17%</b>
Reserve Transfers	1,155,630	0	22,500	22,500	
<b>Total Operating Expense with Reserve transfers</b>	<b>38,491,073</b>	<b>17,982,600</b>	<b>18,395,980</b>	<b>413,380</b>	<b>2.30%</b>
<b>NET MUNICIPAL CONTRIBUTION</b>	<b>18,260,667</b>	<b>8,777,366</b>	<b>9,423,149</b>	<b>645,783</b>	<b>7.36%</b>
less depreciation ( non-cash)	1,464,027	732,013	705,820	-26,193	-3.58%
<b>NET MUNICIPAL CONTRIBUTION less depreciation</b>	<b>16,796,640</b>	<b>8,045,353</b>	<b>8,717,329</b>	<b>671,976</b>	<b>8.35%</b>
City of Kingston	-8,169,002	-4,084,501	-4,084,501	0	0.00%
County Contribution	8,627,638	3,960,852	4,632,828	671,976	16.97%
<b>NET CAPITAL EXPENSE</b>	<b>555,073</b>	<b>37,838</b>	<b>50,921</b>	<b>13,083</b>	<b>34.58%</b>
City of Kingston	-547,625	-168,625	-168,624	1	0.00%
County Contribution	7,448	-130,787	-117,703	13,084	-10.00%
<b>NET CONTRIBUTION TO DEBENTURE</b>	<b>210,295</b>	<b>167,647</b>	<b>166,328</b>	<b>-1,319</b>	<b>-0.79%</b>
<b>Requisition</b>	<b>8,845,381</b>	<b>3,997,712</b>	<b>4,681,453</b>	<b>683,741</b>	<b>17.10%</b>

**County of Frontenac  
Fairmount Summary  
2016 Second Quarter Variance**

	2016 Budget \$	2016 YTD Budget \$	2016 Actual \$	Variance \$	Variance %
<b>Operating Revenue</b>					
<b>Taxation and User charges</b>					
User charges	2,979,822	1,489,911	1,496,664	6,753	0.45%
<b>Grants</b>					
Federal and Provincial	5,440,035	2,717,962	2,811,683	93,721	3.45%
<b>Other</b>					
Other Financing	94,077	47,039	74,752	27,713	58.91%
<b>Total</b>	<b>8,513,934</b>	<b>4,254,912</b>	<b>4,383,099</b>	<b>128,187</b>	<b>3.01%</b>
Transfer from reserves	137,774	22,381	34,680	12,299	54.95%
<b>Total Operating Revenue and Reserve Transfer</b>	<b>8,651,708</b>	<b>4,277,293</b>	<b>4,417,779</b>	<b>140,486</b>	<b>3.28%</b>
<b>Operating Expense</b>					
Salaries & benefits	8,988,436	4,400,652	4,490,531	89,879	2.04%
Materials	976,137	493,163	437,439	-55,724	-11.30%
Contracted Service	1,285,456	643,924	610,548	-33,376	-5.18%
Depreciation	534,897	267,449	270,916	3,467	1.30%
<b>Total Operating Expense</b>	<b>11,784,926</b>	<b>5,805,188</b>	<b>5,809,434</b>	<b>4,246</b>	<b>0.07%</b>
Reserve Transfers	112,681	0	0	0	
<b>Total Operating Expense with Reserve transfers</b>	<b>11,897,607</b>	<b>5,805,188</b>	<b>5,809,434</b>	<b>4,246</b>	<b>0.07%</b>
<b>NET MUNICIPAL CONTRIBUTION</b>	<b>3,245,899</b>	<b>1,527,895</b>	<b>1,391,655</b>	<b>-136,240</b>	<b>-8.92%</b>
less depreciation ( non-cash)	534,897	267,449	270,916	3,467	1.30%
<b>NET MUNICIPAL CONTRIBUTION less depreciation</b>	<b>2,711,002</b>	<b>1,260,446</b>	<b>1,120,739</b>	<b>-139,707</b>	<b>-11.08%</b>
City of Kingston	-1,802,082	-901,041	-901,041	0	0.00%
County Contribution	908,920	359,405	219,698	-139,707	-38.87%
<b>NET CAPITAL EXPENSE</b>	<b>233,172</b>	<b>37,838</b>	<b>36,037</b>	<b>-1,801</b>	<b>-4.76%</b>
City of Kingston	-233,172	-106,548	-106,548	0	0.00%
County Contribution	0	-68,710	-70,511	-1,801	2.62%
<b>NET CONTRIBUTION TO DEBENTURE</b>	<b>210,295</b>	<b>167,647</b>	<b>166,328</b>	<b>-1,319</b>	<b>-0.79%</b>
<b>Requisition</b>	<b>1,119,215</b>	<b>458,342</b>	<b>315,515</b>	<b>-142,827</b>	<b>-31.16%</b>

**County of Frontenac  
Frontenac Paramedic Services Summary  
2016 Second Quarter Variance**

	2016 Budget \$	2016 YTD Budget \$	2016 Actual \$	Variance \$	Variance %
<b>Operating Revenue</b>					
<b>Grants</b>					
Federal and Provincial	8,191,538	4,095,769	4,077,871	-17,898	-0.44%
<b>Other</b>					
Other	0	0	1,389	1,389	
<b>Total Operating Revenue</b>	<b>8,191,538</b>	<b>4,095,769</b>	<b>4,079,260</b>	<b>-16,509</b>	<b>-0.40%</b>
Transfer from reserves	0	0	17,592	17,592	
<b>Total Operating Revenue and Reserve Transfer</b>	<b>8,191,538</b>	<b>4,095,769</b>	<b>4,096,852</b>	<b>1,083</b>	<b>0.03%</b>
<b>Operating Expense</b>					
Salaries & benefits	13,179,424	6,630,465	6,749,112	118,647	1.79%
Materials	887,853	474,474	467,855	-6,619	-1.40%
Contracted Service	1,278,469	697,634	658,550	-39,084	-5.60%
Rent and Financing	171,723	83,862	78,703	-5,159	-6.15%
Depreciation	619,424	309,712	293,842	-15,870	-5.12%
<b>Total Operating Expense</b>	<b>16,136,893</b>	<b>8,196,147</b>	<b>8,248,062</b>	<b>51,915</b>	<b>0.63%</b>
Reserve Transfers	650,861	0	0	0	
<b>Total Operating Expense with Reserve transfers</b>	<b>16,787,754</b>	<b>8,196,147</b>	<b>8,248,062</b>	<b>51,915</b>	<b>0.63%</b>
<b>NET MUNICIPAL CONTRIBUTION</b>	<b>8,596,216</b>	<b>4,100,378</b>	<b>4,151,210</b>	<b>50,832</b>	<b>1.24%</b>
less depreciation ( non-cash)	619,424	309,712	293,842	-15,870	-5.12%
<b>NET MUNICIPAL CONTRIBUTION less depreciation</b>	<b>7,976,792</b>	<b>3,790,666</b>	<b>3,857,368</b>	<b>66,702</b>	<b>1.76%</b>
City of Kingston	-6,366,920	-3,183,460	-3,183,460	0	0.00%
County Contribution	1,609,872	607,206	673,908	66,702	10.99%
<b>NET CAPITAL EXPENSE</b>	<b>321,901</b>	<b>0</b>	<b>-16,159</b>	<b>-16,159</b>	
City of Kingston	-314,453	-62,077	-62,077	0	0.00%
County Contribution	7,448	-62,077	-78,236	-16,159	26.03%
<b>NET CONTRIBUTION TO DEBENTURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Requisition</b>	<b>1,617,320</b>	<b>545,129</b>	<b>595,672</b>	<b>50,543</b>	<b>9.27%</b>



**COMMITTEE REPORT**

**To:** Warden and Council Members of the County of Frontenac

**From:** Anne Marie Young  
Manager of Economic Development

**Date of meeting:** September 21, 2016

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**Re: Community Development Advisory Committee – Report to Council**

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The Community Development Advisory Committee reports and recommends as follows:

1. **Trail Maintenance Plan for the K&P Trail**

**That** the Community Development Advisory Committee recommend that County Council enter into an agreement with Eastern Ontario Trails Alliance to maintain the Frontenac K&P Trail at \$400 per kilometer subject to a no fee basis from Orser Road to Sharbot Lake.



**Minutes of the Community Development Advisory Committee Meeting  
September 8, 2016**

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A meeting of the Community Development Advisory Committee was held in the Bud Clayton Memorial Room, County Administrative Office, 2069 Battersea Road, Glenburnie on Thursday, September 8, 2016 at 10:00 AM

**Present:**

Dr. Robert Clinton  
Dr. Barrie Gilbert  
Betty Hunter  
Tracy John  
Darwyn Sproule  
Councillor John McDougall, Council Liaison  
Councillor Ron Higgins

**Staff Present:**

Anne Marie Young, Manager of Economic Development  
Alison Vandervelde, Communications Officer (Recording Secretary)

**1. Call to Order**

The Chair called the meeting to order at 10:00 A.M.

**2. Adoption of the Agenda**

Moved By: Mrs. Betty Hunter  
Seconded By: Councillor Ron Higgins

**That** the agenda for the September 8, 2016 meeting of the Community Development Advisory Committee be adopted.

**CARRIED**

**3. Disclosure of Pecuniary Interest and General Nature Thereof**

There were none.



**d) 2016-098  
Community Development Advisory Committee - Community  
Development Officer Report**

General discussion ensued. No recommendation.

**7. Communications**

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**8. Other Business**

Some discussion ensued around outstanding action around food hubs. Robert Clinton volunteered to act as a liaison for the Food Hub Group.

**9. Next Meeting**

The next meeting of the Community Development Advisory Committee is scheduled for Tuesday, October 11, 2016 at 10:00 a.m. at the County Administrative Building.

**10. Adjournment**

Moved By: Warden Francis Smith

Seconded By: Mr. Darwyn Sproule

**That** the meeting hereby adjourn at 12:10 P.M.

**CARRIED**



**COMMITTEE REPORT**

**To:** Warden and Council Members of the County of Frontenac

**From:** Jannette Amini  
Manager of Legislative Services/Clerk

**Date of meeting:** September 21, 2016

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**Re: Planning Advisory Committee – Report to Council**

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The Planning Advisory Committee reports and recommends as follows:

1. **Consideration of applications submitted for appointments to the Planning Advisory Committee:**

**That** Phil Leonard, Jim McIntosh and Darwyn Sproule be appointed to the Planning Advisory Committee whose term shall expire November 30, 2018;

**And Further That** By-law 2013-0020, Schedule B-4 be amended accordingly.

2. **2016-099  
Planning and Economic Development  
Finalization and Approval of the Planning Advisory Committee Mandate**

**That** the Council of the County of Frontenac adopt the Planning Advisory Committee (PAC) Terms of Reference attached to this report as Appendix A;

**And Further That** Procedural By-law 2013-0020, as amended, be further amended by deleting Schedule B-4 in its entirety and replacing with Appendix A to this report.



**Minutes of the Planning Advisory Committee Meeting  
September 16, 2016**

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A meeting of the Planning Advisory Committee was held in the Bud Clayton Memorial Room, County Administrative Office, 2069 Battersea Road, Glenburnie on Friday, September 16, 2016 at 12:34 PM

**Present:**

Warden Smith  
Deputy Warden Vandewal  
Councillor Higgins  
Councillor Doyle

**Staff Present:**

Jannette Amini, Manager of Legislative Services/Clerk (Recording Secretary)  
Michael Otis, Contract Planner  
Anne Marie Young, Manager of Economic Development  
Kelly Pender, Chief Administrative Officer

**1. Call to Order**

The Chair called the meeting to order at 12:34 p.m.

**2. Election of Officers**

**a) Election of Vice Chair**

Moved By: Warden Smith  
Seconded By: Councillor Doyle

**THAT** Deputy Warden Vandewal be nominated Vice-Chair of the Planning Advisory Committee for 2016.

**CARRIED**

Moved By: Warden Smith  
Seconded By: Councillor Doyle

**THAT** nominations for Vice-Chair be closed.

**CARRIED**

**3. Closed meeting**

Moved By: Councillor Doyle  
Seconded By: Warden Smith

**Resolved That** the Planning Advisory Committee resolve itself into closed session as authorized under Section 239 of The Municipal Act, to consider:

1. personal matters about an identifiable, including municipal or local board employees as it relates to conducting interviews for appointments to the Planning Advisory Committee.

**CARRIED**

Moved By: Deputy Warden Vandewal  
Seconded By: Councillor Doyle

**Resolved That** the Planning Committee rise from closed session with report to be provided under Reports to the Planning Advisory Committee clause a)

**CARRIED**

**4. Adoption of the Agenda**

Moved By: Councillor Doyle  
Seconded By: Warden Smith

**That** the agenda for the September 16, 2016 meeting of the Planning Advisory Committee be adopted.

**CARRIED**

**5. Disclosure of Pecuniary Interest and General Nature Thereof**

There were none.

**6. Adoption of Minutes**

**a) Minutes of Meeting held July 20, 2016**

Moved By: Warden Smith  
Seconded By: Councillor Doyle

**That** the minutes of the Planning Advisory Committee meeting held July 20, 2016 be adopted.

**CARRIED**

**7. Deputations and/or Presentations**

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**8. Reports to the Planning Advisory Committee**

**a) Consideration of applications submitted for appointments to the Planning Advisory Committee**

Moved By: Councillor Doyle  
Seconded By: Deputy Warden Vandewal

**THAT** Phil Leonard, Jim McIntosh and Darwyn Sproule be appointed to the Planning Advisory Committee whose term shall expire November 30, 2018;

**And Further That** By-law 2013-0020, Schedule B-4 be amended accordingly.

**CARRIED**

**b) 2016-099  
Planning and Economic Development  
Finalization and Approval of the Planning Advisory Committee Mandate**

Moved By: Councillor Doyle  
Seconded By: Warden Smith

**That** the Council of the County of Frontenac adopt the Planning Advisory Committee (PAC) Terms of Reference attached to this report as Appendix A;

**And Further That** Procedural By-law 2013-0020, as amended, be further amended by deleting Schedule B-4 in its entirety and replacing with Appendix A to this report

**CARRIED**

**9. Communications**

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**10. Other Business**

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**11. Next Meeting**

The next meeting will be at the call of the Chair

**12. Adjournment**

Moved By: Councillor Doyle  
Seconded By: Councillor Vandewal

**That** the meeting hereby adjourn at 3:27

**CARRIED**

**By-Law No. 2016-0031**

of

**The Corporation of the County of Frontenac**

being a by-law to adopt a 2017 Legislated Land Ambulance Response Time Performance Plan

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**Whereas** Section 5 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, gives Council the authority to exercise the powers of the municipal corporation and requires that the powers of every Council are to be exercised by by-law;

**And Whereas** on July 31, 2008 changes were made to the *Ambulance Act, Ontario Regulation 267/08, amending O. Reg. 257/00* with the heading "Section 22: Part VIII, Response Time Performance Plans, Sections 22 and 23";

**And Whereas** the County is to submit its Response Time Performance Plan to the Ministry of Health and Long-Term Care (MOHLTC), Emergency Health Services Branch Director no later than October 1 of each year (Section 23 (5)) including performance targets for sudden cardiac arrest, CTAS 1, 2, 3, 4, 5, where CTAS is the Canadian Triage and Acuity Scale, a priority setting scale to describe the severity of a patient's condition;

**And Whereas** by March 31 of each year the same table with the actual times achieved in the year previous will be reported to the MOHLTC;

**Now Therefore Be It Resolved That** the Council of the County of Frontenac hereby adopts the following land ambulance response time performance plan for the calendar year of 2017, from January 1 to December 31:

1. **That** the County of Frontenac set the following criteria under Regulation 257/00, as amended, for its response time targets for 2017:

i. Designated Delivery Agent (DDA) - SUDDEN CARDIAC ARREST

48% percent of the time, within 6 minutes from the time ambulance dispatch conveys the call information to the paramedic, the County of Frontenac will endeavour to have a person equipped and ready to use an AED at the location of a patient determined to be in sudden cardiac arrest.

ii. EMS Designated Delivery Agent - CTAS 1

68% percent of the time, within 8 minutes from the time ambulance dispatch conveys the call information to the paramedic, the County of Frontenac will endeavour to have a PARAMEDIC as defined by the *Ambulance Act* and duly equipped at the location of a patient determined to be CTAS 1.

iii. EMS Designated Delivery Agent - CTAS 2, 3, 4, 5

The County of Frontenac will endeavour to have a PARAMEDIC as defined by the *Ambulance Act* and duly equipped at the location of a patient determined to be CTAS 2, 3, 4, 5 within a period of time determined appropriate by the DDA and noted below in Table 1, or as resources permit (level of effort):

**Table 1, CTAS 2, 3, 4, 5 EMS Delivery Agent Commitment**

CTAS	Target Time from Paramedic Received Until on Scene	% Target
2	10 minutes	65%
3	10 minutes	65%
4	10 minutes	65%
5	10 minutes	65%

2. **That** this by-law shall take effect on the date of its final passing.

Read a first and second time this 21<sup>st</sup> day of September, 2016.

Read a third time, finally passed, signed and sealed the 21<sup>st</sup> day of September, 2016.

**The Corporation of the County of Frontenac**

\_\_\_\_\_  
Frances Smith, Warden

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Jannette Amini, Clerk

**By-Law No. 2016-0032**

of

**The Corporation of the County of Frontenac**

being a by-law to establish the percentages by which tax decreases are limited for the year 2016 in respect of properties in the commercial, industrial and multi-residential classes

**Whereas** Section 330(1) of the *Municipal Act* states that the council of a municipality other than a lower tier municipality may pass a by-law to establish the percentages by which tax decreases are limited for 2016 in respect of properties in the commercial, industrial and multi-residential classes in order to recover all or part of the revenues foregone as a result of the application of Section 329(1) of the *Municipal Act*;

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

**And Whereas** the claw back percentages under Section 330(1) have been calculated as follows:

<b>Capping Claw Back and Retained Percentages</b>	
	<b>Commercial</b>
Claw Back Percentage	60.9967%
Retained Percentage	39.0033%
Total	100%

**Now Therefore Be It Resolved That** the Council of the County of Frontenac hereby implements the following adjustments between the lower tier municipalities and the County as a result of the capping and claw back process for 2016:

1.

<b>Municipality</b>	<b>Commercial Class</b>
Frontenac Islands	\$18
South Frontenac	\$-503
Central Frontenac	+\$564
North Frontenac	\$-20
County of Frontenac	\$-33

2. **THAT** this by-law shall come into force and take effect as of the date of final passing.

Read a First and Second Time this 21<sup>st</sup> day of September, 2016.

Read a Third Time and Finally Passed this 21<sup>st</sup> day of September, 2016.

**The Corporation of the County of Frontenac**

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Frances Smith, Warden

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Jannette Amini, Clerk

**By-Law No. 2016-0033**

**of**

**The Corporation of the County of Frontenac**

being a by-law to amend By-law No. 2014-0051 (Addition and Appointment to the Food Policy Council of Kingston, Frontenac, Lennox and Addington)

**Whereas** Section 5 of the *Municipal Act* provides that a municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by its council and by by-law, unless the municipality is specifically authorized to do otherwise;

**And Whereas** Council passed By-law 2014-0051, on December 17, 2014 being a by-law to appoint Members of Council and Members of the Community to External Boards and Committees for the Term of Council;

**And Whereas** Council deems it expedient to amend By-law 2014-0051 as it relates to the addition and appointment to the Food Policy Council of Kingston, Frontenac, Lennox and Addington;

**Now Therefore Be It Resolved That** the Council of the Corporation of the County of Frontenac hereby enacts as follows:

1. **That** By-law 2014-0051 be amended as follows:

i. **That** the following be added to the table in Section 1

Food Policy Council of Kingston, Frontenac, Lennox and Addington	1 Member of County Council: •
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2. **That** this by-law shall take effect on the date of its final passing.

Read a first and second time this 21<sup>st</sup> day of September, 2016.

Read a third time and finally passed this 21<sup>st</sup> day of September, 2016.

**The Corporation of the County of Frontenac**

\_\_\_\_\_  
Frances Smith, Warden

\_\_\_\_\_  
Jannette Amini, Clerk

**By-Law No. 2016-0034**

**of**

**The Corporation of the County of Frontenac**

being a by-law to authorize the Transfer of Funds from the Frontenac Renovates Reserve to the K&P Trail Property Acquisition Reserve

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**Whereas** Sections 5 of the *Municipal Act, 2001*, as amended (hereinafter the Act) provides that a municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by its council by by-law, unless the municipality is specifically authorized to do otherwise;

**And Whereas** Section 11 of the *Act* provides that an upper-tier municipality may pass by-laws respecting the financial management of the municipality;

**Therefore Be It Resolved That** the Council of the Corporation of the County of Frontenac deems it expedient to enact as follows:

1. **That** 75% of the Frontenac Renovates Reserve be transferred to the K&P Trail property acquisition reserve.
2. **That** this by-law shall come into force and take effect as of the date of final passing.

Read a first and second time this 21<sup>st</sup> day of September, 2016.

Read a third time, signed, sealed and finally passed this 21<sup>st</sup> day of September, 2016.

**The Corporation of the County of Frontenac**

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Frances Smith, Warden

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Jannette Amini, Clerk

**By-Law Number 2016-0035**

**of**

**The Corporation of the County of Frontenac**

being a by-law to amend By-law No. 2013-0020 (to govern the proceedings of the Council and its Committees, the Conduct of Members and the Calling of Meetings)

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**Whereas** Section 238(2) of the *Municipal Act, 2001, S.O. 2001, c.25, as amended* (the Act) provides that Council shall pass a procedure by-law for governing the calling, place and proceedings of meetings;

**And Whereas** By-law No. 2013-0020, being a bylaw to provide for governing the proceedings of the Council and its committees, the conduct of members and the calling of meetings, was adopted by the Council of the Corporation of the County of Frontenac on May 15, 2013;

**And Whereas** By-law No. 2013-0020 allows Council to establish Committees, their memberships, mandates and reporting practice, with said committees forming part of By-law 2013-0020 as Schedule B;

**And Whereas** The Corporation of County of Frontenac deems it expedient to amend By-law No. 2013-0020 as it relates to the establishment of a Planning Advisory Committee;

**Now Therefore Be It Resolved That** the Council for The Corporation of the County of Frontenac hereby enacts as follows:

1. **That** Phil Leonard, Jim McIntosh and Darwyn Sproule be appointed to the Planning Advisory Committee whose term shall expire November 30, 2018;
2. **That** By-law 2013-0020 be amended by deleting Schedule B-4 in its entirety and replacing with a new Schedule B-4 attached to this by-law; and
3. **That** this amending by-law shall come into force and take effect on the date of final passing.

Read a First and Second Time this 21<sup>st</sup> day of September, 2016.

Read a Third Time, Signed, Sealed and Finally Passed this 21<sup>st</sup> day of September, 2016.

**The Corporation of the County of Frontenac**

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Frances Smith, Warden

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Jannette Amini, Clerk

Appendix A

**SCHEDULE B-4 – ADVISORY COMMITTEE TO COUNTY COUNCIL**

**COMMITTEE NAME:** Planning Advisory Committee

**ESTABLISHMENT OF THE COMMITTEE**

- (i) The County of Frontenac Planning Advisory Committee shall be comprised of seven (7) members appointed by County Council as follows:
  - three (3) member of the public; and
  - four (4) members of County Council, those being the Mayors of each Township.
- (ii) The members of the County of Frontenac Planning Advisory Committee shall hold office from the date of their appointment, at the pleasure of Council, up to the end of the term of Council;
- (iii) The County of Frontenac Planning Advisory Committee shall adhere to the County's Procedural By-law No. 2013-0020 and any amendments thereto, specifically *Section 26 – Committees* for the conduct of all Meetings.

**TERMS OF REFERENCE**

- (i) Goal/Vision

The vision of the County of Frontenac stated in *Directions for Our Future* is *Fresh with Opportunity Growing Vibrant, Innovative, Natural, Sustainable Places*. Within the context of the Values and Principles detailed, the Community Development Advisory Committee will be guided by the Vision Statement:

*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.*

**MANDATE/TERMS OF REFERENCE:** The Planning Advisory Committee is responsible for overseeing all regional development, planning, and the planning act implications of economic development within the County of Frontenac in accordance with the County's Official Plan document.

The Planning Advisory Committee shall:

- 1. Be responsible directly to Council for those items emanating from the Planning & Economic Development Department.

2. Ensure co-ordination and consultation with other County Advisory Committees and departments where responsibilities overlap on planning matters and on issues relevant to the mandate of more than one Committee.
3. Subsequent to the approval of the budget, consider budget proposals and business plans for the Planning & Economic Development Department pertaining to items within the Advisory Committee mandate.
4. Consult with the City of Kingston Rural Affairs Advisory Committee on issues of joint interest and/or impact rural residents and businesses, or relating to items of interest for the agricultural and associated industries, and to issues with respect to rural affordable housing.
5. Receive reports from staff on items within the Committee's mandate.
6. Receive public delegations on matters affecting general land use planning and economic development in the County of Frontenac and hold public meetings, as required by the Planning Act, with respect to plans of subdivision and condominium. All such public meetings would be held in the Township where a development proposal was located.
7. Review and recommend to Council revisions to the Planning Committee Terms of Reference, as required.
8. Recommend to Council, the County of Frontenac's participation in federal or provincial cost-sharing programs for matters within the mandate of the Committee.
9. Monitor provincial and federal legislation that has an impact on planning matters.

**Specific Responsibilities**

The Planning Committee shall:

**Planning**

1. Provide direction to staff for the implementation of the planning and development goals and policies as outlined in the County's Official Plan document.
2. Make recommendations to Council with respect to County Official Plan matters.
3. Review and make recommendations to Council concerning other planning matters of the County, including regional studies affecting planning and/or economic development, special studies, sustainability issues, and planning policy matters.
4. Encourage and support the ongoing County sustainability plan, Directions for Our Future.

5. Review and consider reports on the following matters that fall within the mandate of the Committee:
  1. Subdivision and condominium applications;
  2. Extensions of draft plan approvals;
  3. County and Township Official Plan amendments; and
  4. County and Township Official Plan updates.
6. Make recommendations to Council on matters relating to Community Improvement Plans (CIPs) as a means to support and promote ~~economic~~ community development in the rural areas.
7. Receive advice from, and work with economic development stakeholders such as Community Development Advisory Committee, Community Futures Development Corporation, Land 'O Lakes Tourism, Kingston Economic Development Corporation (KEDCO), and Township Economic Development Committees.

**COMPOSITION OF THE COMMITTEE**

The Council of the County of Frontenac hereby appoints the following individuals to the County of Frontenac Planning Advisory Committee:

**Three (3) Representatives from the Community:**

- Phil Leonard
- Jim McIntosh
- Darwyn Sproule

**Four (4) members of County Council, those being the Mayors of each Township (or their designate):**

- North Frontenac – Councillor Higgins
- Central Frontenac – Councillor Smith
- South Frontenac – Councillor Vandewal
- Frontenac Islands – Councillor Doyle

**By-Law No. 2016-0036**

of

**The Corporation of the County OF Frontenac**

being a by-law to confirm all actions and proceedings of County Council on  
September 21, 2016

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**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 July 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 Be It Resolved That** 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 September 21st, 2016 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 September 21st, 2016 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 September 21st, 2016 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 21<sup>st</sup> day of September 2016.

Read a Third Time and Finally Passed, Signed and Sealed this 21<sup>st</sup> day of September 2016.

**The Corporation of the County Of Frontenac**

\_\_\_\_\_  
Frances Smith, Warden

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Jannette Amini, Clerk