



**Frontenac County Council Meeting
Wednesday, January 17, 2018 – 9:30 a.m.
The Kingston Frontenac Rotary Auditorium
2069 Battersea Road, Glenburnie, ON**

AGENDA

Page

Call to Order

Closed Session

Approval of Addendum

Disclosure of Pecuniary Interest and General Nature Thereof

Adoption of Minutes

10 - 29

- a) Minutes of Meeting held December 20, 2017

Resolved That the minutes of the regular Council meeting held December 20, 2017 be adopted.

Deputations and/or Presentations

30 - 38

- a) **Warden Higgins** will provide County Council with a presentation on the North Frontenac Self Sustainability One Small Town Implementation Plan.

Proclamations

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.

Briefings

39 - 57

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

Unfinished Business

Recommend Reports from the Chief Administrative Officer

58 - 61

- a) **2018-006**
Office of the Chief Administrative Officer
Planning Staff Resources

Recommendation:

Be It Resolved That the Council of the County of Frontenac authorize the addition of a Senior Planner position;

And Further That the costs associated with the County Planning Department's three positions be apportioned based upon a three year rolling average of utilization based on local planning issues;

And Further That the costs be phased in over a three year period;

And Further That the phase in costs be taken from the County's stabilization reserve for 2018;

And Further That funding for subsequent years be determined by the next term of council;

And Further That the CAO's group draft an agreement to reflect this resolution;

And Further That a copy of this resolution be forwarded to Township Councils for consideration no later than the end of February 2018.

62 - 72

- b) **2018-001**
Corporate Services
2018 User Fees and Charges By-law

Recommendation:

Resolved That County Council receive the Corporate Services – 2018 User Fees and Charges for Services By-law report;

And Further That By-law 2013-0010, being a By-law to Impose User Fees and Charges for Services, as amended be further amended by deleting Schedules A through F in their entirety and replacing them with Schedules A through F attached to this report.

73 - 101

- c) **2018-002**
Corporate Services – Finance
2018 Vendor of Record (VOR) List

Recommendation:

Resolved That County Council receive this Corporate Services – Finance - 2018 Vendor of Record List report;

And Further That Council approve the 2018 Vendor of Record List attached as Appendix A.

102 - 106

- d) **2018-003
Corporate Services
Amendments Procedural By-law 2013-0020 Resulting from Bill 68**

Recommendation:

Resolved That the Council of the County of Frontenac receive the Corporate Services – Amendments Procedural By-law 2013-0020 resulting from Bill 68 report;

And Further That Procedural By-law 2013-0020 as amended be further amended as follows:

- 1. That** Section 1 – Interpretation, 1.3 Definitions (v) be amended by deleting:

“Meeting” means a majority of the Members of Council or Committee that comes together for the purpose of exercising the power or authority of the Council or Committee or for the purpose of doing the groundwork necessary to exercise that power or authority.

And replacing with:

“Meeting” means a quorum of the Members of Council or Committee that are present and discuss issues in a way that materially advances the business or decision making of Council or Committee.

- 2. That** a Section 4 – Membership on Council, 4.3 deleted in its entirety and replaced with:

(1) Pursuant to Section 267 of the Municipal Act, 2001 and amendments thereto, if a Member of County Council is unable to act as a Member of County Council for a period exceeding one month, the local municipal council may appoint one of its Members as an Alternate Member of County Council to act in place of the Member until the Member is able to resume acting as a Member of County Council.

(2) Pursuant to Section 268 of the *Municipal Act, 2001* and amendments thereto, the council of a local municipality may appoint one of its members as an alternate member of County council, to act in place of a person who is a member of County Council, when the person is unable to attend a meeting of County Council for any reason.

Subsection (2) does not authorize:

- (a) the appointment of more than one alternate member during the term of council;
- (b) the appointment of an alternate member to act in place of an alternate member appointed under subsection 267 (1) or (2); or
- (c) the appointment of an alternate head of council of the County of Frontenac.

Despite clause (2)(a), if the seat of the member who has been appointed as an alternate member under subsection (1) becomes vacant, the council of a local municipality may appoint another of its members as an alternate member for the remainder of the council term.”

3. That Section 4 – Membership on Council, be amended by adding a new 4.4, Alternate Members of County Council, as follows:

An Alternate Member shall not take his seat on County Council until the Clerk of the County has received a certified copy of the appointment by-law passed by the lower tier municipality naming the alternate.

An alternate appointed under Section 267 of the *Municipal Act* shall be limited to representing the municipality at a meeting of County Council with the exception of the annual Inaugural Meeting, and Council Liaison meetings, should the alternate be appointed to represent a second member Councillor but not at a meeting of an advisory or special committee, board or agency to which the member of Council has been appointed.

An alternate appointed under Section 268 of the *Municipal Act* shall be limited to representing the municipality at a meeting of County Council with the exception of the annual Inaugural Meeting, and not at a meeting of an advisory or special committee, board or agency to which the member of Council has been appointed.

If appointed under Section 268 of the *Municipal Act*, it is the

responsibility of the Member of Council upon whose behalf an alternate will be serving to ensure that a copy of the meeting agenda is provided to the alternate in advance of the meeting.

The remuneration and/or reimbursement of appropriate costs incurred by an alternate while serving in this capacity shall be the responsibility of the constituent municipality. An alternate shall not be eligible to attend a convention or seminar on behalf of the County.

An alternate attending a meeting of County Council as an observer only, shall leave the meeting room when the meeting is closed to the public.

4. That Section 6 – Meetings of Council, 6.6 Closed Meetings be amended by adding the following:

- i) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- j) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- k) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- l) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

5. That Section 6 – Meetings of Council, 6.10 Closed Meeting Investigations be amended by adding an additional paragraph as follows:

Should the County receive a report from the County's Closed Meeting Investigator reporting his or her opinion, and the reasons for it, that a meeting or part of a meeting that was the subject-matter of an investigation appears to have been closed to the public contrary to section 239 of the *Municipal Act* or to the County's procedure by-law under subsection 238 (2), the County of Frontenac, shall pass a resolution stating how it intends to

address the report.

107 - 115

- e) **2018-004**
Corporate Services
Consideration of Applications for Appointment to the Planning Advisory Committee and the Community Development Advisory Committee

Recommendation:

Resolved That _____ be appointed to the Community Development Advisory Committee whose term shall expire November 30, 2018;

And Further That _____ be appointed to the Planning Advisory Committee whose term shall expire November 30, 2018;

And Further That By-law 2013-0020, Schedules B-3 and B-4 be amended accordingly to reflect these appointments.

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- f) **2018-005**
Corporate Services – Finance
2018 Temporary Borrowing By-Law

Recommendation:

Resolved That Council of the County of Frontenac accept the Corporate Services - 2018 Temporary Borrowing By-law report;

And Further That the Clerk be directed to introduce a by-law later in the meeting to authorize current borrowings from time to time during 2018.

Information Reports from the Chief Administrative Officer

118 - 125

- a) **2018-007**
Office of the Chief Administrative Officer
Council Strategic Priorities Status Report

126 - 128

- b) **2018-008**
Emergency and Transportation Services
Emergency Management Program Annual Report

129 - 130

- c) **2018-009**
Corporate Services
Non-Union Pay Equity Maintenance Plan

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

Reports from External Boards and Committees

- a) Kingston Frontenac Library Board Update - Councillor Nossal
- b) KFL&A Public Health Board Update - Deputy Warden 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) Mississippi Rideau Tay Rural Health Hub Organizing Committee - Councillor Smith
- i) Food Policy Council of Kingston, Frontenac, Lennox and Addington - Deputy Warden Doyle

Reports from Advisory Committees of County Council

Return to Council

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

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.

Motions, Notice of Which has Been Given

Giving Notice of Motion

Communications

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

- a) From the Hon. Bob Chiarelli wishing Warden and Council Merry

Christmas

[Distributed to Members of County Council December 21, 2017]

- b) From the Federated Women's Institute of Ontario AGM organizing Committee thanking the Warden and County its contribution to the event.
[Distributed to Members of County Council December 21, 2017]
- c) From Ernie Hardeman MPP regarding the Ontario PC Platform - Peoples Guarantee Information
[Distributed to Members of County Council December 21, 2017]
- d) From the Association of Municipalities of Ontario (AMO) regarding an upcoming session in Brockville on the Local Share Information Session Invitation
[Distributed to Members of County Council December 21, 2017]
- e) From Patrick Brown MPP Simcoe North wishing Warden and Council a Merry Christmas
[Distributed to Members of County Council December 21, 2017]
- f) From the Finance Minister providing a letter to Heads of Council on preparing for legalization of Cannabis
[Distributed to Members of County Council January 5, 2018]
- g) From 2f2f Canada regarding Marijuana Use Among Drivers in Canada
[Distributed to Members of County Council January 5, 2018]
- h) From County Auditor Allan Partners providing the County's Audit Planning Letter for the Year Ending December 31, 2017
[Distributed to Members of County Council January 5, 2018]
- i) From the University Hospitals Kingston Foundation thanking the County of Frontenac for its contribution
[Distributed to Members of County Council January 5, 2018]

Other Business

Public Question Period

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 e) that have been circulated to all Members of County Council and that by-laws a) through e) be read a first and second time.
- b) Third Reading
Resolved That by-laws a) through e) be read a third time, signed, sealed and finally passed.

By-Laws

- 131 - 139** a) To amend By-law No. 2013-0010 (to impose user fees and charges for services)
 (Proposed By-law No. 2018-0001)
- 140 - 145** b) To amend By-law No. 2013-0020 resulting from Bill 68
 (Proposed By-law No. 2018-0002)
- 146 - 147** c) To amend By-law No. 2013-0020 (Appointments to the Planning Advisory Committee and the Community Development Advisory Committee)
 (Proposed By-law No. 2018-0003)
- 148 - 149** d) To authorize temporary borrowing for current expenditures for the year 2018
 (Proposed By-law No. 2018-0004)
- 150 - 151** e) To Confirm All Actions and Proceedings of Council
 (Proposed By-law No. 2018-0005)

Adjournment

Council as a whole needs to be recognized and thanked, as I feel we have worked very well together in this term of office and have done so with a high level of respect and integrity.

County staff also needs to be recognized for their dedication and commitment. They have worked hard and have provided Council with in depth information and analysis to help this Council make educated decisions and for that I thank you.

Without the commitment and dedication from Council and staff we would not be as successful as we are today.

The Warden's position is one that will demand more of my time. You may have noticed during my term on Council that I am dedicated and work hard to improve the well being for our community. I will continue that same enthusiasm and commitment in my role as your Warden.

From the County perspective the goals and objectives we have embarked on have been largely successful. It is now my responsibility to ensure we continue to work hard to maintain the energy and commitment as displayed by past Wardens, Council and staff to ensure we continue to meet our strategic goals and objectives.

Lastly I wish to thank my wife Wendy who could not be here today due to illness. Being empty nesters, Wendy and I have discussed in detail the time it takes to be a Municipal Council member. Without her support and understanding I would never have taken on the role as Mayor for North Frontenac 3 years ago. We had the same discussion for this position of Warden as it will require additional time away from my home responsibilities. Wendy is also 100% committed to my additional role as Warden, which in turn allows me to fully commit to this role going forward. Knowing Wendy she loves her home alone time so that is probably the reason she wants me to accept this position anyway.

In closing I would like to take this opportunity to wish everyone a Merry Christmas and hope you enjoy the holiday season to reconnect with family and friends.

Thank you for your support.



The reporting out from closed session was now considered.

(See page 2)

**f) 2017-157
Corporate Services
2018 Tax Rate**

Motion #: 196-17 Moved By: Councillor Inglis
Seconded By: Councillor McDougall

Whereas the 2017 Assessment roll for the 2018 tax calculations was received on December 8, 2017;

Resolved That the Council of the County of Frontenac accept the Corporate Services – 2018 Tax Rate report;

And Further That Council consider a by-law, introduced later in the meeting, to establish the 2018 tax rates.

Carried

**g) 2017-158
Corporate Services
2017 Federal Gas Tax Allocation**

Motion #: 197-17 Moved By: Councillor Dewey
Seconded By: Councillor Nossal

Resolved That the Council of the County of Frontenac accept the Corporate Services – 2017 Federal Gas Tax Distribution By-law report;

And Further That the Clerk be directed to bring forward a by-law to authorize the distribution of Federal Gas Tax to the Townships in 2017.

Carried

**h) 2017-159
Corporate Services
Appointment of Auditor**

Motion #:198-17 Moved By: Councillor Smith
Seconded By: Warden Higgins

That the Council of the County of Frontenac accept the Corporate Services - Finance - Appointment of Auditor report;

And Further That the Council of the County of Frontenac authorize the appointment of the audit firm Allan Chartered Accountant Professional Corporation, as auditor for 2018 - 2022;

And Finally That a bylaw be introduced by the Clerk later in the meeting to confirm this appointment.

Carried

**i) 2017-160
Corporate Services
2017 Fairmount Home Accounts Receivable Write-Offs**

Motion #: 199-17 Moved By: Councillor Vandewal
Seconded By: Councillor Inglis

Resolved That the Council of the County of Frontenac receive the Corporate Services – 2017 Fairmount Home Accounts Receivable Write-Offs report;

And Further That Council authorize the Treasurer to write off accounts totalling \$21,199.75.

Carried

**j) 2017-161
Emergency and Transportation Services
Emergency Management Program**

Motion #: 200-17 Moved By: Councillor Nossal
Seconded By: Councillor McDougall

Resolved That the Council of the County of Frontenac receive the Emergency and Transportation Services– Emergency Management Program report;

And Further That the Council of the County of Frontenac pass a by-law later in the meeting to adopt an Emergency Management Program and Emergency Response Plan and to meet other requirements under the *Emergency Management and Civil Protection Act*

Carried

**k) 2017-162
Emergency and Transportation Services
Incident Management System**

Motion #: 201-17 Moved By: Councillor Dewey
Seconded By: Councillor Smith

Resolved That the Council of the County of Frontenac receive the Emergency and Transportation Services – Incident Management System report for information;

And Further That the Council of the County of Frontenac pass a by-law later in the meeting to adopt Ontario’s Incident Management System as the system for incident management for the County of Frontenac.

Carried

Council reconvened at 10:38 a.m.

Reports from Council Liaison Appointees

a) Emergency and Transportation Services - Councillor Nossal

Councillor Nossal provided an overview of the Emergency and Transportation Services liaison activities since the last Council meeting.

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

Councillor Inglis provided an overview of the Fairmount Home liaison activities since the last Council meeting.

c) Corporate Services - Councillor Dewey

Councillor Dewey provided an overview of the Corporate Services liaison activities since the last Council meeting.

d) Planning and Economic Development - Councillor McDougall

Councillor McDougall provided an overview of the Planning and Economic Development liaison activities since the last Council meeting.

Reports from External Boards and Committees

a) Kingston Frontenac Library Board Update – Councillor Vandewal

No update.

b) KFL&A Public Health Board Update – Deputy Warden Doyle

Deputy Warden Doyle provided an overview of the Kingston, Frontenac Lennox and Addington Board of Health activities since the last Council meeting.

c) RULAC, LSR and other Updates

No update.

d) Algonquin Land Claim Update - Councillor Inglis

No update.

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

No update.

f) Housing and Homelessness Committee Update - Councillor McDougall

Councillor McDougall provided an overview of the Housing and Homelessness Committee activities since the last Council meeting.

g) Rideau Corridor Landscape Steering Committee Update - Councillor McDougall

No update.

h) Food Policy Council of Kingston, Frontenac, Lennox and Addington – Deputy Warden Doyle

Deputy Warden Doyle provided an update of the happenings of the Food Policy Council of KFL&A since the last meeting.

reference to specific businesses. This would be at no cost to local businesses.

in reference to the inclusion of local businesses on wayfinding signage for the Frontenac K&P Trail.

Carried

18 Return to Council

Motion #: 207-17 Moved By: Councillor Nossal
Seconded By: Councillor Inglis

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

Carried

19 Adoption of the Report of the Committee of the Whole Council

Motion #: 208-17 Moved By: Deputy Warden Doyle
Seconded By: Councillor Vandewal

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

Carried

20 Motions, Notice of Which has Been Given

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21 Giving Notice of Motion

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22 Communications

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

- a) October 25, 2017 KFL&A Board of Health Meeting Minutes
[Distributed to Members of County Council on November 17, 2017]

- b) From the City of Kingston to City Funded Organizations Regarding Motion on Naloxone
[Distributed to Members of County Council November 24, 2017]
- c) From the Canada Revenue Agency thanking Council for its October 18 Correspondence
[Distributed to Members of County Council November 24, 2017]
- d) From Hydro One Forestry Line Clearing Maintenance Work and Maps
[Distributed to Members of County Council November 24, 2017]
- e) Invite for Warden to Annual Marine Club Luncheon
[Distributed to Members of County Council November 24, 2017]
- f) From the Ministry of Finance Announcement Regarding the OMPF
[Distributed to Members of County Council November 24, 2017]
- g) From Warden Vandewal Tendering His Resignation from the Kingston Frontenac Library Board
[Distributed to Members of County Council November 24, 2017]
- h) November 12, 2017 Kingston & Frontenac Housing Corporation Public Agenda Package
[Distributed to Members of County Council December 1, 2017]
- i) From Canada Revenue regarding Ontario Seniors Public Transit Tax Credit
[Distributed to Members of County Council December 1, 2017]
- j) Christmas Card from Randy Hillier, M.P.P.
[Distributed to Members of County Council December 8, 2017]
- k) Environmental Commissioner of Ontario's 2017 Environmental Protection Report
[Distributed to Members of County Council December 15, 2017]
- l) Merry Christmas from Ernie Hardeman, M.P.P.
[Distributed to Members of County Council December 15, 2017]
- m) Merry Christmas from the County of Hastings
[Distributed to Members of County Council December 15, 2017]

a) First and Second Reading

Motion #: 210-17 Moved By: Councillor Nossal
Seconded By: Councillor Smith

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

Carried

b) Third Reading

Motion #: 211-17 Moved By: Councillor Nossal
Seconded By: Councillor Smith

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

Carried

a) First and Second Reading – By-law j)

Motion #: 212-17 Moved By: Councillor Nossal
Seconded By: Councillor Smith

Resolved That leave be given the mover to introduce by-law j) that has been circulated to all members of Council;

And That by-law j) be read a first and second time.

CARRIED (6:3)
(See Recorded Vote)

A Recorded Vote was requested by Councillor Vandewal

Yeas: Councillor Dewey, Deputy Warden Doyle, Councillor Inglis, Councillor McDougall, Councillor Nossal, Councillor Smith (6)

Nays: Warden Higgins, Councillor Vandewal (2 votes) (3)

b) Third Reading – By-law j)

Motion #: 213-17 Moved By: Councillor Nossal
Seconded By: Councillor Smith

Resolved That by-law j) be read a third time, signed, sealed and finally passed.

CARRIED (6:3)
(See Recorded Vote)

A Recorded Vote was requested by Councillor Vandewal

Yeas: Councillor Dewey, Deputy Warden Doyle, Councillor Inglis, Councillor McDougall, Councillor Nossal, Councillor Smith (6)

Nays: Warden Higgins, Councillor Vandewal (2 votes) (3)

By-Laws

- a) To Appoint the Warden and the Deputy Warden
(Proposed By-Law No. 2017-0042)
- b) To Appoint a Municipal Auditor for 2018 - 2022
(Proposed By-Law No. 2017-0043)
- c) To set tax ratios and tax rate reductions for 2018
(Proposed By-Law No. 2017-0044)
- d) To Establish 2018 Tax Rates
(Proposed By-Law No. 2017-0045)
- e) To Distribute 2017 Federal Gas Tax to the Township
(Proposed By-Law No. 2017-0046)
- f) To Amend By-Law No. 2014-0051 (Addition and Appointment to the Kingston, Frontenac Public Library Board)
(Proposed By-Law No. 2017-0047)
- g) To Adopt an Emergency Management Program and Emergency Response Plan
(Proposed By-Law No. 2017-0048)
- h) To Adopt Ontario's Incident Management System
(Proposed By-Law No. 2017-0049)



North Frontenac Self Sustainability

One Small Town
Implementation Plan

Ron Higgins
Mayor, North Frontenac
Deputy Warden, Frontenac County

Topics

- A Background
- B The Concept
- C Stakeholder Engagement
- D Projects
- E Conclusions
- F Next Steps

A | Background

Economic Development to date

Financial Challenges

Provincial Downloads → Wasted Effort

My Focus → Self Sustainability

Contributionism → C&T North Frontenac

Value Add Effort → Build Our Community

B | The Concept

One Small Town



C Stakeholder Engagement

Provincial Level

- Ministry of Municipal Affairs and Housing
- Ministry of Energy
- Ministry of Agriculture, Food & Rural Affairs
- Ministry of Natural Resources and Forestry
- Progressive Conservative Party, Critic for Municipal Affairs and Housing
- Ontario Federation of Agriculture
- Independent Electrical Systems Operator
- Ontario Energy Board

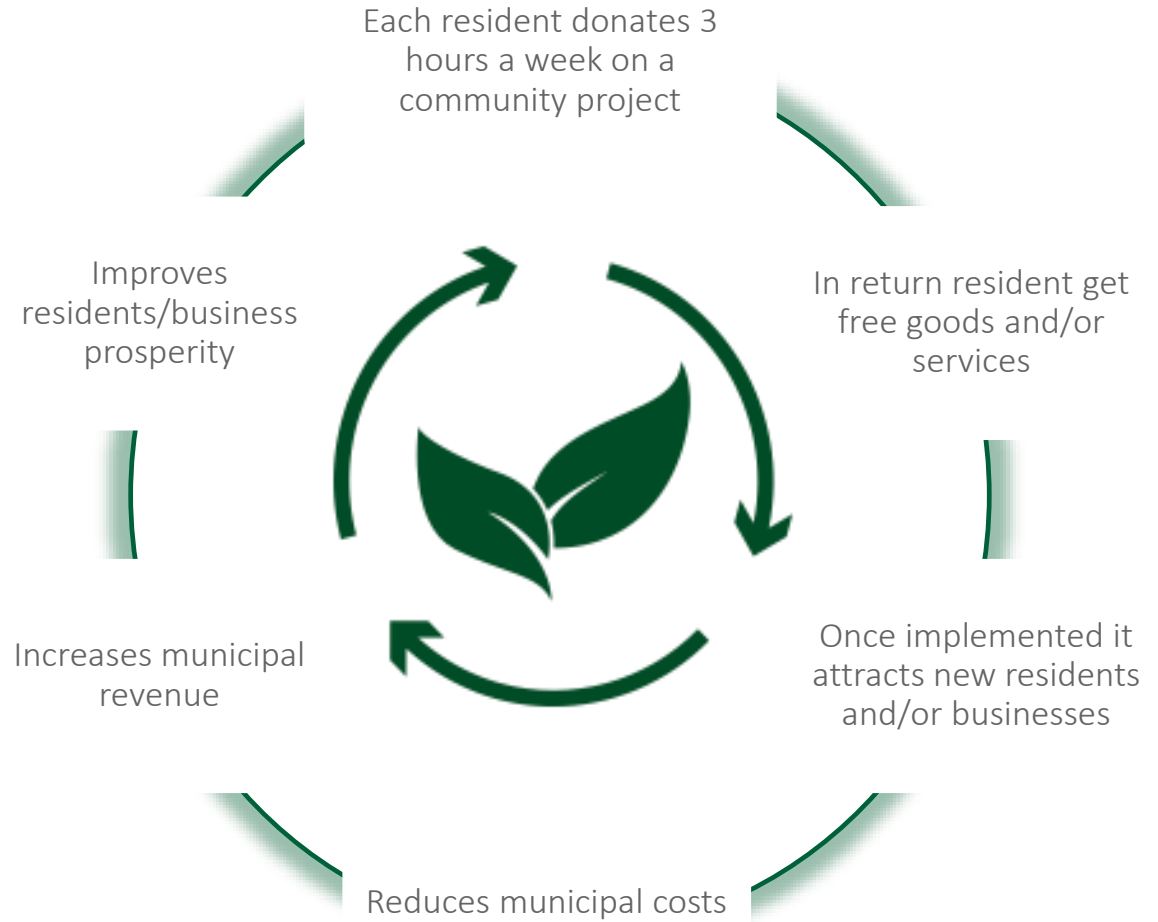
Federal Level

- Canada Revenue Agency
- Standards Council of Canada



Sustainable Community

Resource Based Economy Contributionism Concept



E | Conclusions



- Confident of Success
- Already Started
- Support is worldwide
- Residents – Build the Community
- Economy will follow
- Social well being and prosperity
- North Frontenac’s One Small Town will be a global first and a world leader
- We will be self sustainable
- This journey will be awesome

ADDRESSES NEEDS FOR OUR FUTURE GENERATIONS →

F | Next Steps



Work at specific details with C&T North Frontenac

- Process and tools to track Contributionism
- Specifics for projects implementation
 - Project Plans (short and long term)
 - Business Plans
 - Investor Packages
- Identify apps to support initiatives
- Finalize agreements related to the sustainability fund
- Conduct market analysis for food project



THANK YOU



Administrative Report

January, 2018
Report 2018-01



FRONTENAC

Meeting Attendance

- Fairmount Strategic Plan Focus Group – November 30
- Planning Advisory Committee Meeting – December 5
- EOLC Strategy Review Meeting – December 7 – Kingston
- EOWC Strategy Meeting – December 8 – Frontenac County
- Website Site Map Focus Group Meeting – December 12
- Community Development Advisory Committee Meeting – December 14
- Seniors Housing Task Force Meeting – January 9 – North Frontenac
- EOWC Wardens Inaugural Meeting – January 10-12 – Kingston



FRONTENAC



FRONTENAC

Policy Updates

- **Transition to Local Planning Appeal Tribunal (LPAT)**
The Ministry of Municipal Affairs posted the draft regulation under **Bill 193**, Building Better Communities and Conserving Watersheds Act, which addresses implementation. This is a 45-day consultation ending January 21, 2018. For more details see the [EBR](#).
- **Opioid Support**
Minister of HLTC, Dr. Eric Hoskins, announced the Province will be adding more front-line harm-reduction workers, expanding the supply of naloxone to police and fire services, and creating new rapid access addiction clinics in every region of the [province](#).



FRONTENAC

Policy Updates Contd.

- **Bill 139**, the *Building Better Communities and Conserving Watersheds Act*, has been ordered for Third Reading. The bill would introduce broad reforms to Ontario's land use planning regime.
- **Bill 148**, the *Fair Workplaces, Better Jobs Act*, passed third reading and received Royal Assent. The bill will raise Ontario's minimum wage to \$15, mandate equal pay for part-time, temporary, casual and seasonal work, and extend personal emergency leave for all employees, amongst other measures.
- **Bill 174**, the *Cannabis, Smoke-Free Ontario and Road Safety Statute Law Amendment Act*, has passed second reading and is currently being considered by the Standing Committee on Justice Policy. The bill would enact the province's plan for legalizing recreational cannabis.
- **Bill 175**, the *Safer Ontario Act*, is currently being debated for second reading. The bill would introduce a broad set of reforms to policing and community safety.
- **Bill 177**, the *Stronger, Fairer Ontario Act*, is currently being debated for second reading. Amongst other things Bill 177 would have a series of implications for municipalities that collect *Provincial Offences Act* fines.



FRONTENAC

AMO Updates

Provincial Matters

Ministry of Transportation has launched a new, five year, Community Transportation Grant Program, Municipal Stream. The [Municipal Stream](#) of the program invites municipalities across the province to deliver local and long distance inter-community transportation projects in underserved and unserved communities across the province. A total of up to \$30 million over five years is available to municipalities, who can apply for grants through [Grants Ontario](#).

A new [municipal asset management planning regulation](#) took effect January 1, 2018, although no provisions take immediate effect. O. Reg. 588/17 sets out new, phased-in timelines and requirements for both mandatory strategic asset management policy and move to service level asset management plans for all municipal infrastructure assets by 2024.



FRONTENAC

AMO Updates Contd.

The provincial government has made several funding announcements supported by Ontario's Cap and Trade program in the past few weeks. Municipal governments, businesses and residents are eligible for these funds to reduce GHG emissions. Announcements of successful projects under the [Ontario Municipal Greenhouse Gas Challenge Fund](#) are expected in the New Year.



FRONTENAC

AMO Updates Contd.

The Minister of Transportation [announced](#) the [Green Commercial Vehicle Program](#) with funding incentives to businesses and municipalities of up to 50 per cent of eligible vehicles. Purchases after September 1, 2017 are eligible. Applications will open in early 2018. Municipalities and municipal organizations are eligible.

The Minister of Environment and Climate Change [announced](#) \$377 million in funding to help Ontario residents, businesses and industry to reduce their carbon footprint through building upgrades. For more information, visit [GreenON](#).

Federal Matters

The [Smart Cities Challenge](#) is a competition open to all municipalities, local or regional governments, and Indigenous communities across Canada. A smart cities approach aims to achieve positive outcomes for residents by leveraging the benefits of data and technology. Prize money will be awarded to winners to implement their proposal. [Application](#) deadline: April 24, 2018. The EOLC will be submitting a regional proposal.



FRONTENAC

National Housing Strategy: A breakthrough for our communities

- **Committing to replace expiring rent subsidies is a breakthrough.** Households will no longer have to face punishing rent increases as social housing operating agreements wind down.
- **Committing significant funds to social housing repairs is a breakthrough.** This will stop people from losing their homes, and it will help to secure tomorrow's housing supply.
- **Committing to invest in new affordable housing is a breakthrough.** More than 20 years after walking away from that job, the federal government is back at the table.

Read more: [FCM's public statement on the National Housing Strategy](#)



FRONTENAC

AODA Compliance Reporting

- 2017 was a reporting year for AODA compliance for businesses and non-profit organizations with 20 or more employees, and designated public-sector organization.
- The compliance report confirms that the organization has met its current accessibility requirements under the Accessibility for Ontarians with Disabilities Act (AODA).
- The County of Frontenac submitted its report on December 8th and is in compliance.



FRONTENAC

Eligibility for Public Transit Services

- Ref Report 2017-133 and County Council Motion 159-17 from October 18, 2017
- Letter received from George Robertson, Senior Rulings Officer regarding the review of Frontenac public transit services.

EOWC UPDATE

- AGM held in Kingston January 11-12, 2017. Verbal update to be provided.

EOLC UPDATE

- Working on a Regional Smart Cities submission.
- A grant request for funding under RED.
- A grant submission from the Ministry of MEDG to update the Regional Economic Development strategy.



FRONTENAC

EORN UPDATE

- Meeting in Kingston January 11-12, 2017. Verbal update to be provided.

SOCIAL MEDIA UPDATE

Dec 2017 · 31 days Frontenac County

TWEET HIGHLIGHTS

DEC 2017 SUMMARY

Tweets: 57 Tweet impressions: 33.3K

Profile visits: 1,045 Mentions: 45

New followers: 23 Followers as of Dec 31, 2017: 1,909

Top Tweet earned 987 impressions

December's Frontenac Five is live!
If you're getting into the holiday spirit this weekend, head to Ompah #inFrontenac for this amazing (free!) light display. Get all the details: frontenac-live.ca/events/frontenac-five
pic.twitter.com/BADC8ePazU



Retweets: 1 Likes: 2

Top mention earned 555 engagements

Adam Correia
@ACPhoto83 · Dec 26

Boxing Day sunrise on Verona Rock Lake.
[@FujifilmUS](https://twitter.com/FujifilmUS) [@FujifilmX_US](https://twitter.com/FujifilmX_US) [@fujiguys](https://twitter.com/fujiguys)
[@FrontenacCounty](https://twitter.com/FrontenacCounty) [@MIHomeYGK](https://twitter.com/MIHomeYGK)
pic.twitter.com/ZoMftJ8lgX



Retweets: 6 Likes: 21

Top media Tweet earned 921 impressions

Hosting all @EOWC_ON Wardens at our offices today. Planning ahead for 2018.
pic.twitter.com/tCf6B6fKBj



Retweets: 3 Likes: 8

Dec 2017 · 31 days Frontenac Paramedics

TWEET HIGHLIGHTS

DEC 2017 SUMMARY

Tweets: 32 Tweet impressions: 139K

Profile visits: 7,053 Mentions: 115

New followers: 63 Followers as of Dec 31, 2017: 3,314

Top Tweet earned 8,810 impressions

Four weeks after paramedics brought her back to life, Constance meets the men and woman who saved her
frontenaccounty.ca/en/paramedics/
pic.twitter.com/JpN5jD5c6



Retweets: 40 Likes: 138

Top mention earned 1,247 engagements

Make It Home YGK
@MIHomeYGK · Dec 5

[@FSPParamedics](https://twitter.com/FSPParamedics) now also on scene at Lincoln/Graceland/Forest Hills Dr E. #ykg
pic.twitter.com/zCCbaIR9Jp



Retweets: 2 Likes: 5

Top media Tweet earned 7,945 impressions

John had chest pain and when paramedics assessed him, he was reluctant to accept help.

He didn't realize he was having a heart attack.

The paramedics persisted and convinced him to go to the hospital.

John survived and came by the station to thank Eric and Scott.
pic.twitter.com/6V6PdRfCXL



Retweets: 5 Likes: 39

OMCC FUNDING ALLOCATION

- The Ontario Municipal Commuter Cycling program
- Two positive developments:
 - » Both the interest from municipalities and scope of cycling plans submitted have surpassed our expectations.
 - » Second, we have secured additional funding for the OMCC program to meet this increased demand, resulting in a total of \$93 million available this fiscal year for the program.
- The OMCC allocation for Frontenac is **\$120,177.19**. This funding can be used to cover up to 80% of the eligible costs of the projects on the list submitted with our application. The OMCC program provides only capital funding and does not provide funding for maintenance, operational costs or planning (other than development of cycling plans).
- Thank you to the Public Works Managers for their assistance with this project.



FRONTENAC AMBASSADOR PROGRAM

- **118 Ambassadors** in Network
- Hosted networking event at Holiday Country Manor, Nov 16
- 2018 Ambassador Priorities
 - » Build a shop #inFrontenac campaign
 - » Develop a Visitor Attraction Strategy to increase year round tourism
 - » Connect businesses to relevant resources
 - » Using success stories to grow our reputation
 - » Improve municipal / business communications
- **Shop and Celebrate #inFrontenac**
 - » Throughout December we are supporting local businesses with a shop local holiday social media campaign, sharing posts from Ambassadors focusing on gift ideas, celebrating the season, and getting stocked up for holiday gatherings. We aim to share at least one post from every Ambassador who post during the month.



ECONOMIC DEVELOPMENT ACTIVITIES

- Hazelnut Grower Info Session with Kingston Economic Development Nov 1
 - » Over 50 in attendance at County Offices
- Verona Trailhead Open House November 20
 - » Over 100 in attendance at Verona Lions Hall
 - » Online survey received 275 responses
 - » Report with recommendations to CDAC in February
 - » Info will be posted online www.infrontenac.ca/VeronaTrailhead
- Meetings with two investors (1 successful)
- Strategic Planning with Regional Tourism Organizations
 - » Nov 10 – Great Waterway
 - » Dec 5-6 – Ontario's Highlands
- Land O'Lakes Tourist Association Board Meetings (3) and Special Meeting of Membership
 - » Organization to close by end of 2017
- Business Over Breakfast in Central Frontenac Nov 21
- Frontenac Arch Biosphere Trails Event Dec 4
 - » Over 30 in attendance at County Offices
- Local Dairy Tour with Feihe International & Kingston Economic Development on Dec 16
 - » 3 local dairy farms and a stop at Limestone Creamery



UPCOMING ECONOMIC DEVELOPMENT ACTIVITIES OF NOTE

- Doing Business in China Workshop w Kingston Economic Development, Jan 26
- OMAFRA Dairy Goat Industry Info Session for Economic Developers, Jan 30
- Frontenac CFDC Local Food Stakeholder Meeting, Verona Feb 2
- EDCO Conference in Toronto Feb 5-7
- Visits to Township Councils in February and March



FRONTENAC



FRONTENAC

Upcoming Meetings

- CAO Performance Appraisal Review Panel – January 17
- ROMA with Warden Higgins – January 21-23 – Toronto
- CDAC – February 8
- Planning Advisory Committee – February 12



Report 2018-006

Recommend Report to Council

To: Warden and Members of County Council
From: Kelly Pender, Chief Administrative Officer
Prepared by: Jannette Amini, Manager of Legislative Services/Clerk
Date of meeting: January 17, 2018

Re: Office of the Chief Administrative Officer – Planning Staff Resources

Recommendation

Be It Resolved That the Council of the County of Frontenac authorize the addition of a Senior Planner position;

And Further That the costs associated with the County Planning Departments three positions be apportioned based upon a three year rolling average of utilization based on local planning issues;

And Further That the costs be phased in over a three year period;

And Further That the phase in costs be taken from the County's stabilization reserve for 2018;

And Further That funding for subsequent years be determined by the next term of council;

And Further That the CAO's group draft an agreement to reflect this resolution;

And Further That a copy of this resolution be forwarded to Township Councils for consideration no later than the end of February 2018.

Background

A 2017-18 work plan for the Director of Planning and Economic Development was approved by the Planning Advisory Committee (PAC) on April 10, 2017. The focus of the plan has largely been to ensure that high level planning documents, including Official Plans, Zoning By-laws and policy documents (e.g., private roads and communal services) are prepared and implemented.

Subsequently, the 2018-2022 business plan was also reviewed by the PAC at their meeting held on September 11th, 2017, and discussion took place regarding workload

and the need for staffing to maintain mandatory response times and provide the committee and Council with the proactive planning policy required to ensure growth reflects local priorities and good planning.

The work plan for the department continues to fall behind and as a result, Report 2017-140 was taken to the Planning Advisory Committee which included a draft report arising from the Committee's review of the Planning Director's work plan and the business plan at their September 11, 2017 meeting. The report was subsequently sent in draft format to the Central and North Frontenac Chief Administrative Officers (CAOs) for their review and input. Both CAOs indicated they could not support the recommendation in the report and reviewed their concerns with their Mayors.

The report contained five options, with the staff recommendation being Option #4. The intent was to provide direction to staff to negotiate an agreement, finalize numbers and bring back a further report for Committee discussion. During that meeting, the following resolution was passed:

That the CAO's group bring forward a report to County Council in January on a funding model for an additional planner should the position be put in place.

A copy of Report 2017-140 is attached for Council's reference as Appendix A.

Comment

The CAO's group have met on two occasions, those being December 7, 2017 and a conference call on January 10, 2018, with all CAOs present except Darlene Plumley (Frontenac Islands) for the January call. There is consensus that the current planning staff are unable to meet the demands of current workload and continue to fall behind and broad support for the quality of work of planning staff.

While there is recognition that an entirely levy based system has merit for its simplicity and ease of administration, it is also understood that without full participation by South Frontenac Township that this option would drive costs up for South Frontenac ratepayers.

The CAO's group could support an additional planning position, with fees to the Townships utilizing the County Planning services based on a cost sharing model similar to Frontenac Municipal Information Systems (FMIS), but apportioned based upon local usage over a three year rolling average, with a three year phase in period.

It is recommended that South Frontenac be a signatory to the agreement and they would be provided with the option to join at a future date with the same three-year phase of costs.

Each municipality would be responsible for providing adequate desk space in their administration office.

Should County Council approve the recommendation, the motion and report would be circulated to member municipalities for their consideration.

Should Council not support an additional planner position, it would be staff's recommendation that the County provide the Townships with six months' notice that it will be terminating its existing agreements and no longer providing planning services to the Townships.

Should the staff recommendation be adopted, County staff will be available to support township staff in presentations to each Council.

Sustainability Implications

A cooperative approach to providing planning services is supported by the KPMG Service Delivery report. Sharing of services will result in reduced costs for the participants, provide service redundancy and allow municipalities to benefit from work completed in other jurisdictions (e.g., shoreline policies). This type of approach is both cost effective and an efficient service delivery model.

The continued work of County planning staff with three of the four Townships also has significant qualitative benefits to the region as all local planning work is closely tied to the economic development plans being advanced in the same department. It ensures that new planning policies and regulations are aligned with the regional economic development vision. This model is a competitive advantage for Frontenac in relation to other Eastern Ontario Counties that do not have planning and economic development teams working in unison.

Financial Implications

The financial analysis is based upon the following assumptions:

- Leadership of planning function by the Director of Planning and Economic Development with responsibility for policy development/leadership, coordination with economic development and Ontario Municipal Board files.
- The creation of a Senior Planner position responsible for the most complex planning files, some project management and oversight of local planning applications.
- The Junior Planner position being amended to report to the Senior Planner and providing application processing for most local minor variances and zoning by-law amendments.
- The newly hired planner would be hired as a three year contract.
- There would be no impact on township planning support staff levels in the townships.
- Total costs for the planning function would be based upon 85% of the Director of Planning & Economic Development's wages and 100% of the wages of the two planners + payroll costs, travel and I.T. costs. This total would be divided based upon the rolling three year average of time tracked to each municipality for local planning and County work. Based upon detailed tracking of the work performed over the previous three years, the allocation is currently:

- County 59%
- Frontenac Islands 10%
- South Frontenac 0%
- Central Frontenac 17.5%
- North Frontenac 13.5%

Assuming the above and start date of June 1/18, the phase in would result in net **new** increases as follows:

Total New Cost		2018	2019	2020	2021	2022	2023
	\$ Paid to County	Est. Net New Costs to Township (based upon 2016 pmt)					
	FI Contribution	\$ 805	\$ 9,083	\$ 10,996	\$ 23,269	\$ 36,029	\$ 37,517
	SF Contribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	CF Contribution	\$ 2,805	\$ 14,499	\$ 17,847	\$ 39,326	\$ 61,655	\$ 64,259
	NF Contribution	\$ 2,279	\$ 11,070	\$ 13,653	\$ 30,222	\$ 47,447	\$ 49,456
	Total	\$ 5,890	\$ 34,651	\$ 42,496	\$ 92,817	\$ 145,132	\$ 151,233

The cost of the phase across the three year phase is estimated at approximately \$227k, with 2018 being \$81k. It is recommended that the year one costs of the phase be taken from the sustainability reserve, and that the 2019 Council make a funding determination with respect to the balance (i.e., reserve or levy).

Similar to the I.T. shared services agreement, municipalities will have a termination option.

Finally, the agreement will anticipate that planning fees will be reviewed early in the process to ensure that fees collected at the local and County level are fair, market competitive and not an impediment to growth. Fee setting will remain a local decision.

Organizations, Departments and Individuals Consulted and/or Affected

- Susan Brant, Director of Corporate Services/Treasurer
- Joe Gallivan, Director of Planning and Economic Development
- Wayne Orr, Township of South Frontenac
- Cheryl Robson, Township of North Frontenac
- Cathy McMunn, Township of Central Frontenac
- Darlene Plumley, Township of Frontenac Islands



Report 2018-001

Recommend Report

To: Warden and Council Members of the County of Frontenac
From: Kelly J. Pender, Chief Administrative Officer
Prepared by: Susan Brant, Director of Corporate Services/Treasurer
Date of meeting: January 17, 2018

Re: Corporate Services – 2018 User Fees and Charges By-law

Recommendation:

Resolved That County Council receive the Corporate Services – 2018 User Fees and Charges for Services By-law report;

And Further That By-law 2013-0010, being a By-law to Impose User Fees and Charges for Services, as amended be further amended by deleting Schedules A through F in their entirety and replacing them with Schedules A through F attached to this report.

Background

Subsections 391 (1) and (3) of the *Municipal Act, 2001 S.O. 2001, c. 25, as amended* authorize a municipality to impose fees or charges including costs incurred by the municipality related to administration, enforcement and the establishment, acquisition and replacement of capital assets. Subsection 394 (1) outlines restrictions on the imposition of user fees or charges.

Comment

The County currently imposes fees in five main areas:

Administration: Fees are charged for photocopying, faxing, document research and provision of GIS documents. No change is proposed to the current fees; however fees charged with respect to requests made under the *Municipal Freedom of Information and Protection of Privacy Act* are found in Ontario Regulation 460/823 and are identified as a separate fee. (Schedule A)

The County will also require a Facility fee for use of the Bud Clayton Memorial Room, the Frontenac Room and the Fairmount Auditorium. (Schedule B)

Land Use Planning: The Tariff of Fees for land use planning applications. At the September 17, 2014 Council Meeting, Council adopted a County Land Use Policy in response to citizen land use requests on County owned property. Fees for certain types of land use were added to the Fees and Fares by-law noted below as Schedule F. These fees were for the application and inspection process which were based upon 4 to 8 hours for pre and post inspection and administration by County staff. These types of land use agreements are required to be registered with the Land Registry Office which is done by the County solicitor. Schedule F has been amended to note that this cost is to be borne by the requester.

Fairmount Home: Charges are applied for catering activities. The County also provides telephone, satellite television service and Wi-Fi to the residents of Fairmount Home. (Schedule D)

Frontenac Paramedic Services are requested occasionally to provide services at community events. The rate for cost recovery on these services has been reviewed and changes are recommended to Schedule E as outlined in Appendix A based on changes in wage rates and the increased cost of vehicles and equipment.

Frontenac-Howe Islander Ferry: The rates are set annually prior to year-end for the next calendar year by separate County By-law (2018 rates are set in By-law No. 2017-0037) and are not included in this report.

Changes made in 2018 are highlighted in Schedule A.

Sustainability Implications

Governance – Financial planning must be linked to the goals of the County’s Directions for Our Future, and must also be utilized to appropriately allocate resources in line with Council’s strategic priorities.

Financial Implications

The user fees and charges for services rates have been reflected in the 2018 Budget to the extent these could be estimated. All fees, other than for exempt services, are subject to the applicable taxes.

Organizations, Departments and Individuals Consulted and/or Affected

Paul Charbonneau, Director of Emergency and Transportation Services

Lisa Hirvi, Administrator of Fairmount Home

Joe Gallivan, Director of Planning and Economic Development

David Millard, Manager of Information Services

Schedule A**Fees for Services for County Administration and Geographic Information System (GIS) Mapping****Administration**

Photocopying (per copy)	\$0.25
Faxing (per page)	\$1.00
Archival Material Search – Hourly Rate	\$35.00
Document Searches (pursuant to MFIPPA) ¹ per hour	\$30.00

Geographic Information System (GIS)**And Map-Related Products**

Digital True Colour Ortho-Photography for 2008 and 2014 (1km x 1km tiles - MrSID, JPEG2000, GeoTIFF); \$50.00 per tile

Printed Map Products

County of Frontenac Street Atlas (printed and bound)	\$50.00 per copy
Individual Township Street Atlas (printed and bound)	\$15.00 per copy
Small Basic Map (8½" x 11"; no customization)	
Black and white	\$6.00
Colour	\$8.00
Medium Basic Map (11" x 17"; no customization)	
Black and white	\$10.00
Colour	\$12.00
Large Basic Map (no customization, exceeds 11" x 17" and up to 42" wide; requires the use of large scale GIS plotter)	\$30.00

Custom Map Products

Hourly Rate (includes mapping/ analysis/ consultation; does not include printed final product or shipping charges; minimum fee of 1 hour) \$50.00

Note: These fees are not applicable to services provided to the Townships within the County of Frontenac.

¹ – *Municipal Freedom of Information and Protection of Privacy Act*

Schedule B

Fees for Facility Rentals

Notes:

After hour charges are applicable outside of normal County hours of operation (8:30 am to 4:00 pm, Monday to Friday)

	The Bud Clayton Memorial Room	Frontenac Room	Kingston Frontenac Rotary Auditorium
County Use (includes member Townships) (Must have staff sponsor or assigned designate who will be present for the meeting and will be responsible for clean-up/close down procedures)	<ul style="list-style-type: none"> No Charge 	<ul style="list-style-type: none"> No Charge 	<ul style="list-style-type: none"> No Charge *Including Fairmount Home sponsored residents/family events*
County Affiliate <u>or</u> Not For Profit (Must have affiliate/association sponsor who will be present for the meeting and will be responsible for clean-up/close down procedures)	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) \$30/half day (4 hours) \$50/day (8 hours) After hours charge (\$40/hr.) Stand-by Tech Support charge is (\$40/hr.) Damage Deposit (\$250) 	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) \$60/half day (4 hours) \$100/day (8 hours) After hours charge (\$40/hr.) Stand-by Tech Support charge is (\$40/hr.) Damage Deposit (\$250) 	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) \$120/half day (4 hours) \$200/day (8 hours) After hours charge (\$40/hr.) Stand-by Tech Support charge is (\$40/hr.) Damage Deposit (\$250)
For Profit Company	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) Proof of insurance required \$45/half day (4 hours) \$75/day (8 hours) After hours charge (\$40/hr) Stand-by Tech Support charge is (\$40/hr.) Damage Deposit (\$250) 	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) Proof of insurance required \$90/half day (4 hours) \$150/day (8 hours) After hours charge (\$40/hr) Stand-by Tech Support charge is (\$40/hr) Damage Deposit (\$250) 	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) Proof of insurance required \$150/half day (4 hours) \$250/day (8 hours) After hours charge (\$40/hr) Stand-by Tech Support charge is (\$40/hr) Damage Deposit (\$250)

Multiple day rates may be discounted up to 30% depending upon availability and set up/break down requirements.

No onsite catering is available. A list of recommended local caterers is available upon request.

No charge to the City of Kingston for the Kingston Frontenac Rotary Auditorium.

Schedule C

Tariff of Fees for Land Use Planning

1. Subdivisions/Condominiums

Initial Application Fee

For any proposed plan of subdivision submitted to the County of Frontenac for approval:

Up to 20 developable lots/blocks/units	\$3,000
21 to 50 developable lots/blocks/units	\$4,500
More than 50 developable lots/blocks/units	\$6,000

Refund

Sixty per cent (60%) of the Initial Application Fee shall be returned if an application is rejected by the County of Frontenac as being deemed incomplete or is withdrawn prior to circulation

Major Plan Revision (re-circulation) \$1,250

Minor Revision \$500

For minor revisions to the draft plan and/or draft conditions, which do not require major re-circulation

Draft Approval Extension

For each one (1) year extension of draft approval beyond the usual three (3) years draft approval

\$500

Final Plans for Registration \$600

Condominiums Exemption

Application Fee \$1,000

For any plan of condominium submitted to the County of Frontenac for exemption under Section 50 of *The Condominium Act, R.S.O. 1990, C26, as amended.*

2. Part Lot Control

Final Approval \$300

Payable prior to the by-law being given final approval by the Council of the County of Frontenac.

Official Plan Amendment

County Official Plan Amendment \$1,000

County or Local Official Plan Amendment Initiated by Municipality No fee

3. Other Charges

The applicant shall provide the County of Frontenac, upon request, a deposit against which the County may, from time to time, charge any professional fees and expenses incurred related to peer review. If such fees and expenses exceed the deposit, the Applicant shall pay the difference upon being billed by the County with interest at a rate of 1.25% per month on accounts overdue more than thirty (30) days.

Municipal Planning Services Fees

Preparation of all planning reports associated with a private application.

Director of Planning and Economic Development \$87.00/hour

Community Planner \$50.00/hour

Schedule D

Fees for Services for Fairmount Home

4. Other Charges

Satellite Television for Residents	\$5.00/month
Telephone for Residents	\$7.00/month plus long distance charges
WiFi for Residents	\$12.00/month
	\$5.00 one-time set up fee

External Catering

See attached External Catering Form

ITEMS REQUESTED		Serving		Unit Cost		ITEMS REQUESTED		Servings		Unit Cost	
Beverages											
Coffee, sma Serves 8				\$ 8.00	\$ -	Buffet Trays					
Percolator/L 30-40				35.00	-	Caesar, Garden, Greek					
Thermal container, lrg				70.00	0	Salad, small		10	0		
Coffee, decaffeinated				0.65	-	Salad, medium		15	0		
Tea bag and hot water				1.00	-	Salad, large		25	0		
Juice, bottle				1.85	-	Cheese, fruit and crackers, sm		30	0		
Pop, can				1.00	-	Cheese, fruit and crackers, med		52	0		
Punch bowl, 35-40				8.00	-	Cheese, fruit and crackers, lrg		70	0		
Punch bowl, 50				12.00	-	Fruit tray, small		15	0		
Bottled water, 330 ML				1.50	-	Fruit tray, medium		30	0		
Milk, 250 ML 2%				1.00	-	Fruit tray, large		45	0		
Subtotal Beverages				\$ -		sandwiches, tea cut, each		2.95	0		
Bakeshop						sandwiches, gourmet, each		3.25	0		
Muffins				1.20	0	Subtotal Buffet Trays					
Baked cookies				0.60	0	Paper Products*					
Croissants				1.00	0	Paper Products*					0
Squares, 2 Each				0.80	0	Plates, small, 6"		0.10	0		
Cake, slab 60-80				44.00	0	Plates, large, 9"		0.05	0		
Cake, 1/2 slab				22.00	0	Knives		0.03	0		
Pie, fruit Serves 8				12.00	0	Forks		0.03	0		
Pie, cream... Serves 8				10.00	0	Spoons		0.03	0		
Subtotal Bakeshop						0 Napkins		-	0		
Yogurt				1	-	Styrofoam cups		0.02	0		
Pickle bowl				2.95	-	Straws		0.02	0		
Soup of the day, bowl				1.5	-						
Fruit, each				0.5	-	Subtotal Paper Products					
											0
						Combined subtotals					-
						Applicable Labour		23.93	0		
						Goods and Services Tax		8%	-		
						Provincial Sales Tax		7%	-		
						GRAND TOTAL					-

Recommend Report -Corporate Services – 2017 User Fees and Charges for Services By-law
January 18, 2017

Schedule E

Fees for Services for Frontenac Paramedic Services

Special Events

Attendance of one (1) Ambulance and Paramedic crew at Special Events

Basic Charge:

4 hours coverage minimum charge \$760.00

Additional Charges:

For each hour or portion thereof \$190.00

The deposit amount is due prior to the event and any adjustment/refund will be resolved after the special event.

Retrieving an Ambulance Call Report

Per report \$35.00

Physical Fitness Test

Per Test \$155.00

Schedule F

Fees for Citizen Land Use on County Owned Property

Certificate of Permission

Application and Inspection Fee..... \$250*

(Based upon 4 to 8 hours for pre and post inspection and administration)

License of Occupation

Application and Inspection Fee..... \$250*

for the duration of the agreement.....+ \$100/year

(Based upon 4 to 8 hours for pre and post inspection and administration)

Encroachment Agreement

Application Fee \$250*

(Based upon 4 to 8 hours for pre and post inspection and administration)

Right of Way (RoW)

Application Fee \$250*

(Based upon 4 to 8 hours for pre and post inspection and administration)

Sale

Application Fee \$250*

(Based upon 4 to 8 hours for pre and post inspection and administration)

All sales in must be in accordance with the County's Sale of Real Property By-law.

* Plus related disbursements.



Report 2018-002

Recommend Report

To: Warden and Council Members of the County of Frontenac
From: Kelly J. Pender, Chief Administrative Officer
Prepared by: Susan Brant, Director of Corporate Services/Treasurer
Date of meeting: January 18, 2018

Re: Corporate Services – 2018 Vendor of Record (VOR) List

Recommendation:

Resolved That County Council receive this Corporate Services – Finance - 2018 Vendor of Record List report;

And Further That Council approve the 2018 Vendor of Record List attached as Appendix A.

Background

The County of Frontenac's Procurement Policy, dated March 20, 2013, section 5.14 states:

Authorized Person(s) may select the VOR process of procurement if the Vendors are included on a Vendor of Record list. Generally, there shall be a documented detailed working relationship with the Vendor who will be providing the Goods or Services needed by the County without the County absorbing the administrative costs of seeking several quotes. The VOR process may be used either directly to Procure Goods and or Services (i.e. without further competition) or it may be used as the basis for a Bid Request.

Every three years vendors will be provided with the opportunity to be included on the Vendor of Record list through an open solicitation of expressions of interest. Current Vendors and new submissions will be reviewed using the standard evaluation process available for the specific good or service to which the vendor relates.

A vendor who is the successful bidder in a competitive process for the County and who provides the contracted service consistent with the requirements of the

contract in a manner satisfactory to the Authorized Person will be added to the Vendor of Record list.

The VOR list shall be reviewed at least once per fiscal year by County Council and staff to ensure the County continues to receive Goods and Services at the best possible value. However, any VOR vendor can be removed from the list at any time on recommendation to Council by the Authorized person.

Comment

Staff have reviewed the list and made amendments as required. The current Vendor of Record list is attached to this report for Council's review. Staff will be advertising the open solicitation of expressions of interest in 2018.

Sustainability Implications

Regular review of the Vendor of Record list ensures that the County ensures a transparent process that provides quality products and services at a reasonable cost.

Financial Implications

There are no financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected

County Senior Leadership Team
County Management Team

2017 Vendor of Record

Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
KENS0002	1557145 KEN'S VACUUM PUMPING LTD.	FPS	2016-12-23	10+
4OFF0001	4 OFFICE AUTOMATION LIMITED	COUNTY	2016-12-23	5
ETR00001	407 ETR	COUNTY	2016-11-01	7
4IMP0001	4IMPRINT	COUNTY	2017-06-21	6
INFO0002	8020 INFO INC.	COUNTY	2013-12-31	10+
APAR0001	A PARTY CENTRE	FAIRMOUNT	2017-12-18	5
AAAS0001	A&A ASPHALT	FAIRMOUNT	2012-06-29	10
AABE0002	A&A BEAUTY SUPPLIES	FAIRMOUNT	2016-10-18	8
AQUA0002	A. QUALITY PAINTING AND HANDYMAN	COUNTY	2013-12-12	5
A1LO0001	A-1 LOCKSMITHS	FAIRMOUNT	2017-07-25	6
AABE0001	AABEN WINDOWS AND DOORS LTD.	FAIRMOUNT	2017-12-04	10
ACCA0001	ACCARA INC.	DEFAULT	2017-05-08	5
ACCE0002	ACCESSIBILITY EXPERTS LTD.	FPS	2015-06-08	6
ACCL0001	ACCLAIM ABILITY MANAGEMENT	COUNTY	2017-10-16	5
ACKL0001	ACKLANDS GRAINGER INC.	FPS	2016-12-19	10+
ACME0001	ACME SPORTS & PROMOTIONS	FPS	2015-02-23	4
ACTI0003	ACTIVE HEALTH SERVICES LTD.	FAIRMOUNT	2016-12-30	5
ACTI0005	ACTIVE ORTHOPEDIC SOLUTIONS	FAIRMOUNT	2016-11-28	2
ACTI0004	ACTIVITY PRO	FAIRMOUNT	2017-01-23	3
ADAM0004	ADAM C IMAGES	COUNTY	2017-03-22	1
ADAM0003	ADAMS, REBECCA (Entertainer)	FAIRMOUNT	2016-07-22	2
ADVA0004	ADVANCED PATIENT N.E.T.	FAIRMOUNT	2013-07-23	10+
ADVA0003	ADVANTAGE ONTARIO	FAIRMOUNT	2017-09-26	1
AFTE0001	AFTER THE NEWS	COUNTY	2015-08-21	3
AGCF0001	AGC FLAT GLASS NORTH AMERICA LTD	COUNTY	2017-02-06	10+
AIRL0001	AIR LIQUIDE CANADA INC.	FPS	2016-12-23	9
AIRD0001	AIRD & BERLIS LLP	COUNTY	2015-11-26	3
AIRR0001	AIR-RESP MEDICAL INC.	FPS	2017-05-08	10
AIRT0002	AIRTRON CANADA	FAIRMOUNT	2014-09-09	4
ALEX0001	ALEX MCCOY PLUMBING AND HEATING	FAIRMOUNT	2016-12-30	10+
ALLA0001	ALLAN & PARTNERS LLP	COUNTY	2017-05-29	3
ALLA0001	PROFESSIONAL CORPORATION	COUNTY	2013-06-24	5
ALLA0003	ALLAN GRAPHICS	COUNTY	2017-07-04	5
ALLI0002	ALLIED MEDICAL	FPS	2017-11-06	10+

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Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
AMBA0001	AMBASSADOR CONFERENCE RESORT	COUNTY	2012-11-30	6
AMBE0002	AMBERGER, HERMAN (Entertainer)	FAIRMOUNT	2015-10-02	3
AMER0001	AMERESCO	COUNTY	2017-12-04	1
AMEY0001	AMEY'S GREENWOOD TAXI	FAIRMOUNT	2017-12-22	2
	AMG MEDICAL	FPS		1
AMHE0002	AMHERST DRIVEWAY SEALING	FAIRMOUNT	2014-07-04	4
AMHE0001	AMHERST ROOFING & SHEETMETAL LTD.	COUNTY	2013-12-02	5
ANDE0002	ANDERSON EQUIPMENT SALES	FAIRMOUNT	2013-02-12	5
ANGL0001	ANGLIN GROUP LTD.	COUNTY	2013-10-28	6
ANYT0001	ANYTHING ELECTRIC	FAIRMOUNT	2014-08-18	5
DIAM0002	APTEAN (DIAMOND MUNICIPAL SOLUTIONS)	COUNTY	2016-07-18	10+
MAGN0001	AQUALIBRIUM WATER TECHNOLOGIES LTD	FAIRMOUNT	2014-01-20	9
ARAW0001	ARAWN THERRIEN MEDICIINE PROFESSIONAL CORPORATION	FPS	2017-06-28	3
ARCH0001	ARCHER PUMPS LTD	FAIRMOUNT	2017-01-20	10+
ARGU0001	ARGUE CONSTRUCTION LTD.	FPS	2015-10-05	5
ARJO0001	ARJO CANADA INC.	FAIRMOUNT	2017-11-20	9
ARTO0001	ART OF THERAPY	FAIRMOUNT	2016-07-04	2
ATTE0001	ATTENTION GETTERS	FAIRMOUNT	2016-12-12	10+
AUDI0001	AUDIO CINE FILMS INC.	COUNTY	2015-08-21	3
AUST0002	AUSTCO MARKETING & SERVICE (CANADA) LTD.	DEFAULT	2017-10-02	5
BABC0003	BABCOOK, TOM (K&P Weed Spray)	COUNTY	2016-12-22	2
BACK0002	BACK FORTY ARTISAN CHEESE	DEFAULT	2017-10-24	1
BAGO0002	BAGOT LEATHER GOODS - LUGGAGE PLUS	FPS	2017-07-25	1
BARD0002	BARDON SUPPLIES LTD	FAIRMOUNT	2016-11-28	10
BARR0005	BARRY PROPERTY MANAGEMENT	FPS	2017-02-28	1
BARR0006	BARRY YUEN TRIO	FAIRMOUNT	2017-12-05	1
BATT0003	BATTAM, STARK	FPS	2017-02-01	6
BAYR0001	BAYRIDGE PRINTER PRO	COUNTY	2017-12-18	7
BAYV0001	BAYVIEW AUTO SALES	COUNTY	2016-07-11	2
BDIA0001	BDI A DIVISION OF BELL MOBILITY INC.	COUNTY	2017-12-04	1

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Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
BEAU0002	BEAUDETTE, EILEEN (Entertainer)	FAIRMOUNT	2016-03-29	3
BEEH0001	BEEHLER BROS. ELECTRICAL	FAIRMOUNT	2016-12-19	10
BELL0001	BELL CANADA	COUNTY	2017-11-17	10+
BELL0002	BELL MOBILITY	COUNTY	2017-10-26	10+
BELL0003	BELL MOBILITY RADIO DIVISION	COUNTY	2017-04-25	2
BENC0001	BENCZE, MARIE	DEFAULT	2017-09-11	1
BENS0002	BENSON COMMERCIAL TIRE	FPS	2017-12-18	10
BENS0001	BENSON TRUCK & TRAILER	FPS	2017-12-18	10
BERR0001	BERRN CONSULTING LTD/AED4LIFE.CA	COUNTY	2017-07-25	1
	BEST WESTERN FIRESIDE INN	COUNTY		1
BEWH0001	BEWHERE INC.	COUNTY	2017-06-21	1
BACK0001	BFD BACKYARD FENCE & DECK	COUNTY	2016-11-28	2
BGMM0001	BGM METALWORKS	FAIRMOUNT	2017-03-27	10+
VISA	BIDIBIDI	FPS		2
BIOP0001	BIO PED FOOT CARE CENTRE	FAIRMOUNT	2014-03-07	10
BLIN0001	BLINDS BY AGNES	FAIRMOUNT	2017-08-22	2
BLUE0001	BLUE CROSS	COUNTY	2017-02-06	9
BMCS0001	BMC SOFTWARE CANADA INC.	COUNTY	2017-02-01	10+
BMDO0001	BMDODO STRATEGIC DESIGN	COUNTY	2017-08-14	7
BOYD0001	BOYD ELECTRIC	FAIRMOUNT	2016-10-17	10+
BRAD0001	BRAD'S AUTO GLASS & CANVAS	FPS	2016-06-27	6
BRAF0001	BRAFASCO	FAIRMOUNT	2015-05-11	9
BRIA0001	BRIAN'S PAINTING & DECORATING	FPS	2013-03-07	9
BROU0001	BROUGH SHEET METAL CO. LTD.	FAIRMOUNT	2013-01-29	5
BROW0003	BROWN'S FINE FOOD	FAIRMOUNT	2016-11-21	8
BUBB0001	BUBBLES CLEANING SERVICES	FAIRMOUNT	2016-07-27	10+
BUTT0001	BUTTERWORTHS	FAIRMOUNT	2015-03-13	10+
CPWI0001	C.P. WILMS CONSULTING	COUNTY	2017-06-06	3
CONS0001	C/S CONSTRUCTION SPECIALTIES CO.	FAIRMOUNT	2017-10-23	9
CABA0001	CABAM	FAIRMOUNT	2013-06-12	5
CACH0001	CACHELAN	FPS	2017-08-04	1
CADU0001	CADUCEON ENVIRONMENTAL LABORATORIES	FAIRMOUNT	2016-12-19	6
CALD0002	CALDERWOOD AUTOMATION INC.	FAIRMOUNT	2017-11-13	1
CALD0001	CALDWELL & MOORE BARRISTERS & SOLICITORS	COUNTY	2015-09-15	3

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CALL0001	CALLIGARIS SATELLITE ELECTRONICS	COUNTY	2017-07-31	10
CAME0001	CAMERA KINGSTON LIMITED	FAIRMOUNT	2017-08-04	8
CAME0002	CAMERON & ASSOCIATES INSURANCE CONSULTANTS	COUNTY	2016-12-22	2
CAMP0002	CAMPBELL'S SEPTIC SERVICE	COUNTY	2016-11-01	6
CANA0048	CANADA MUNICIPAL JOBS INC.	COUNTY	2016-10-31	3
CANA0016	CANADIAN BEARINGS LTD	FAIRMOUNT	2017-12-04	7
CANA0020	CANADIAN CLEANING SERVICES & SALES	FPS	2016-12-23	5
CANA0041	CANADIAN LINEN AND UNIFORM SERVICE	FPS	2016-12-23	7
CANA0005	CANADIAN PARAMEDICINE	FPS	2016-02-25	7
CANA0047	CANADIAN SAFETY EQUIPMENT INC.	FPS	2017-06-26	4
CANA0034	CANADIAN SMALL ENGINES	FAIRMOUNT	2015-10-19	6
CANA0008	CANADIAN TIRE - Ed Derbyshire	FPS	2017-12-22	10
CANA0009	CANADIAN TIRE - Princess & Bath	FAIRMOUNT	2016-12-19	10+
CANA0050	CANADIAN TODS LTD.	COUNTY	2017-09-11	1
CANP0001	CANPAR TRANSPORT L.P.	COUNTY	2014-07-04	7
CAPI0002	CAPITAL MOVERS & STORAGE	COUNTY	2012-12-18	6
FUTU0001	CARDINAL HEALTH	FAIRMOUNT	2017-11-27	9
CARD0002	CARDS BAKERY	FAIRMOUNT	2013-05-16	5
CARE0002	CARE STREAM MEDICAL LTD.	FPS	2017-05-08	6
CARL0001	CARLETON UNIFORMS INC.	FPS	2016-12-30	6
CARS0001	CARSWELL	COUNTY	2014-08-18	9
CASE0001	CASEMENT, JOYCE (Caterer)	COUNTY	2016-03-15	6
MEDA0001	CASTLE & COOPER INC.	FAIRMOUNT	2017-12-11	5
CATA0002	CATARAQUI REGION CONSERVATION AUTHORITY	COUNTY	2015-12-31	9
CDWC0001	CDW CANADA	COUNTY	2016-12-30	6
CELE0001	CELEBRATE WITH A CAKE	DEFAULT	2013-06-24	5
CENT0004	CENTENNIAL ENGRAVERS AND TROPHIES LTD	COUNTY	2016-05-30	6
CENT0008	CENTRE FOR STUDIES IN AGING & HEALTH: AGING RESEARCH	FAIRMOUNT	2013-05-16	5
CENT0011	CENTRIC HEALTH CORPORATION	FAIRMOUNT	2016-01-11	5
CENT0007	CENTURY MANUFACTURING CORPORATION	FPS	2013-06-12	6

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CHAT0001	CHATTERTON, LONDON	FAIRMOUNT	2017-02-28	1
CHEC0001	CHECKERS FUN FACTORY INC.	COUNTY	2015-08-21	3
CHIC0003	CHICO AND THE MACHINE	COUNTY	2015-11-26	3
CHOQ0001	CHOQUETTE CKS	FAIRMOUNT	2016-12-30	6
CHRI0002	CHRISTIE WALTHER	FPS	2015-12-30	10
	CHRISTINE SCHMIDT ARBITRATOR	COUNTY		1
CINT0001	CINTAS DOCUMENT MANAGEMENT	FPS	2014-04-28	6
CIRC0001	CIRCLE SQUARE RANCH	COUNTY	2014-10-27	4
CITR0001	CITIRIX SYSTEMS INC.	COUNTY	2012-03-14	7
CLAY0001	CLAYTON FLOORING INC.	FAIRMOUNT	2017-09-25	9
CLEA0001	CLEANING SOLUTIONS 2000	FAIRMOUNT	2015-06-29	6
CLEA0002	CLEARWATER	FAIRMOUNT	2013-09-23	5
COLL0001	COLLINS	FPS	2017-12-18	9
COMF0001	COMFORTEK SEATING INC.	FAIRMOUNT	2017-03-10	1
COMM0006	COMMERCIAL PRINTERS	FPS	2012-02-14	6
COMM0010	COMMISSIONAIRES SECURITY SOLUTIONS	COUNTY	2015-10-22	3
COMM0007	COMMUNICATION CONNECTIONS	FAIRMOUNT	2015-03-10	3
COMM0008	COMMUNITY FOUNDATION FOR KINGSTON & AREA	COUNTY	2017-05-26	1
COMM0011	COMMUNITY INGENUITY	COUNTY	2017-03-29	2
COMM0009	COMMUNITY SCHOOLS ALLIANCE	COUNTY	2015-07-14	3
CONC0001	CONCEPTS DU SABLIER	FAIRMOUNT	2012-02-14	7
CONF0001	CONFLICT MANAGEMENT ASSOCIATES	FPS	2014-03-03	5
VISA	CONSTANT CONTACT	COUNTY		6
CONS0002	CONSTRUCT IT LTD.	FPS	2017-08-14	7
CORE0001	COREY, REG (Entertainer)	FAIRMOUNT	2016-09-06	3
CORN0001	CORNERSTONE MEDICAL	FAIRMOUNT	2016-11-28	5
COTA0002	COTA'S MOBILE CATERING	COUNTY	2016-12-22	2
COUN0017	COUNCIL ON AGING/SENIORS CENTRE	COUNTY	2013-10-10	4
COUT0001	COUTINHO, BRENDAN	FAIRMOUNT	2017-10-31	1
	COURTYARD BY MARRIOTT	COUNTY		1
COVE0001	COVERTITE KINGSTON LTD.	COUNTY	2014-03-28	10
CRAI0001	CRAIN'S CONSTRUCTION LIMITED	COUNTY	2017-12-18	6
CREA0002	CREATIVE ART COMPANY	FAIRMOUNT	2017-09-11	2

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Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
CREA0001	CREATIVE GFTS & BASKETS	FAIRMOUNT	2013-07-23	6
CRES0001	CRESTLINE COACH LTD.	FPS	2017-05-29	10+
CRIM0001	CRIMSON RIVER (Entertainer)	DEFAULT	2017-10-25	3
CRIN0002	CRINTEC LTD.	FPS	2017-10-16	9
CROW0001	CROWN COLLISION SERVICE LTD.	FPS	2017-09-18	9
CULL0002	CULLIGAN WATER CONDITIONING	FPS	2016-12-30	8
CUNN0003	CUNNINGHAM, SWAN, CARTY- IN TRUST	COUNTY	2017-12-14	10+
CURB0001	CURBEX MEDIA	COUNTY	2017-12-18	1
DACO0002	DA COSTA MILLWORK & CARPENTRY SHOP	FPS	2014-10-20	7
DALT0001	DALTCO ELECTRIC AND SUPPLY LTD	FAIRMOUNT	2017-10-23	10
DAVI0003	DAVID STONE & ASSOCIATES	FPS	2015-06-05	7
DBAE0001	DBA ENGINEERING LTD	COUNTY	2012-05-24	6
DELA0001	DE LAGE LANDEN	FPS	2013-02-25	7
DEAN0003	DEANSIGNS	COUNTY	2017-06-20	1
DELT0003	DELTA KINGSTON WATERFRONT HOTEL	COUNTY	2017-11-28	3
DELT0002	DELTA PARTNERS INC.	COUNTY	2013-01-29	6
DELT0001	DELTA PRINTING LTD.	COUNTY	2013-03-18	7
DEME0002	DEMENTIABILITY ENTERPRISES INC.	FAIRMOUNT	2017-05-01	5
DESE0001	DESERT LAKE GARDENS	COUNTY	2017-12-18	5
DIGN0001	DIG 'N DIRT LTD	FAIRMOUNT	2012-08-08	5
DIGI0001	DIGIGRAPHICS a div of DELTA PRINTING	FAIRMOUNT	2017-12-18	9
DIGI0004	DIGITAL BOUNDARY GROUP	FPS	2013-09-06	5
DIGI0005	DIGITAL MEDIA GROUP	COUNTY	2015-11-26	3
DIGI0003	DIGITAL OFFICE SYSTEMS	All Departme	2017-11-20	6
DILL0001	DILLON CONSULTING	COUNTY	2013-05-27	6
DISC0003	DISCOUNT AUTO GLASS	FPS	2017-10-31	6
DISC0002	DISCOUNT CAR AND TRUCK RENTALS	COUNTY	2016-12-19	6
DONG0001	DON GRANT CONSULTING INC.	COUNTY	2013-10-24	5
DONA0001	DONALD GORDON CONFERENCE CENTRE	COUNTY	2015-09-15	6
DONN0001	DONNELLY, NEIL, QMED	DEFAULT	2014-10-06	4

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DOOR0001	DOOR DOCTOR	FPS	2014-12-12	9
DOOR0002	DOORNEKAMP CONTRACTORS	COUNTY	2014-03-28	6
BARN0001	DOUG BARNES (Entertainer)	FAIRMOUNT	2017-08-22	3
DOUG0001	DOUG'S ANTENNA SALES & SERVICE	FPS	2014-07-04	7
DOWN0003	DOWN UNDER IRRIGATION	FAIRMOUNT	2016-08-23	3
DRKR0001	DR. KRIS BOKSMAN & ASSOCIATES	FPS	2015-10-22	3
DRAP0001	DRAPEAU AUTOMATIC SPRINKLER CORP.	FAIRMOUNT	2015-07-27	7
DRAP0002	DRAPER DOORS	FPS	2016-11-21	5
VISA	DRONES PLUS	COUNTY	2016-12-12	2
DUCT0001	DUCTWORX	COUNTY	2015-04-29	3
ICIP0001	DULUX PAINTS	FAIRMOUNT	2017-12-22	10+
ESOL0001	E SOLUTIONS GROUP	COUNTY	2016-12-05	7
ERTR0001	E.R.TROUGHT DESIGN	FPS	2015-10-02	6
ESFO0002	E.S.FOX LIMITED	FAIRMOUNT	2017-11-06	10+
EAST0004	EASTERN COWBOY HORSEBACK ADVENTURES	COUNTY	2015-06-05	3
EAST0006	EASTERN ONTARIO REGIONAL NETWORK	COUNTY	2017-06-21	1
EAST0005	EASTERN ONTARIO TRAILS ALLIANCE	COUNTY	2017-10-31	2
ECOL0001	ECOLAB	FAIRMOUNT	2016-03-21	10
ECON0002	ECONOMIC DEVELOPERS ASSOCIATION OF CANADA	COUNTY	2016-12-22	2
ELBO0001	ELBOW LAKE ENVIRONMENTAL EDUCATION CENTRE, QUBS	COUNTY	2015-12-22	2
ELGI0001	ELGINBURG PUBLIC SCHOOL	FAIRMOUNT	2017-02-01	1
RECO0001	EMC YOUR COMMUNITY NEWSPAPER	COUNTY	2015-01-05	8
EMMO0001	EMMONS & MITCHELL CONSTRUCTION LTD.	COUNTY	2016-06-06	6
ENDO0001	END OF THE ROLL	COUNTY	2013-02-25	5
ENVI0003	ENVIRO PLUS DUCT CLEANING LTD.	FAIRMOUNT	2015-08-18	5
ENVI0001	ENVIRO-GUARD	FPS	2017-11-27	10+
ENVI0004	ENVIRONMENTALL CONTRACTING SERVICES	DEFAULT	2017-11-06	1

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ESKE0001	ESKEROD SIGNS	FPS	2016-02-18	10+
ESRI0001	ESRI CANADA	COUNTY	2017-07-04	6
ESSE0001	ESSENTIAL IMPACTS COACHING INC.	FPS	2012-01-11	6
ETCE0001	ETC ECO TREE CARE INC.	DEFAULT	2017-09-18	1
EVAC0001	EVACUCHECK	FAIRMOUNT	2016-03-15	6
EVAL0001	EVALUATION PERSONNEL SELECTION INTERNATIONAL INC.	COUNTY	2017-11-20	1
EVER0004	EVERLOVIN' PRESS	DEFAULT	2017-10-10	1
EWIN0001	EWING FLAGPOLE CO. INC.	DEFAULT	2014-07-04	8
EXCA0001	EXCALIBUR	FAIRMOUNT	2012-05-24	6
EZST0001	EZ STAK INC.	FPS	2017-02-28	1
FAMI0001	FAMILY SERVICES EAP	FAIRMOUNT	2016-12-19	10+
FARG0001	FARGO'S GENERAL STORE	FPS	2016-02-18	7
FEDE0002	FEDEX EXPRESS CANADA LTD.	FPS	2016-12-22	6
FEDE0001	FEDEX TRADE NETWORKS	FAIRMOUNT	2013-07-23	6
FEED0001	FEED THE BEAR DESIGN	FPS	2014-11-05	6
FERN0001	FERNO	FPS	2016-12-30	8
FIND0001	FIND YOUR VOICE MUSIC THERAPY	FAIRMOUNT	2016-12-22	3
FINE0001	FINE CHOCOLATE BY LUDWIG	DEFAULT	2017-10-24	1
FIRE0003	FIRETECH MANUFACTURING LTD.	FPS	2017-06-20	5
FIRE0001	FIREWORKS FX	COUNTY	2015-08-21	2
FIRS0001	FIRST (HEALTHCARE) PRODUCT INC.	FAIRMOUNT	2017-07-31	2
FIRS0003	FIRST CAPITAL CONSTRUCTION	FPS	2017-04-24	2
VISA	FISHERS REGALIA	FPS		2
FLAG0002	FLAG OUTLET	FPS	2016-10-24	7
FLAG0001	FLAGHOUSE INC	COUNTY	2012-02-14	6
FLEM0002	FLEMING ESTATE LAW	FAIRMOUNT	2017-02-01	1
FORM0001	FORMAN FARMS	FAIRMOUNT	2014-07-04	5
FORT0001	FORT GLASS INC.	FAIRMOUNT	2015-08-10	8
FOTE0001	FOTENN CONSULTANTS INC.	COUNTY	2017-06-12	8
FOUR0001	FOUR POINTS BY SHERATON	FPS	2013-08-30	7
FRAM0001	FRAMEWORKS	COUNTY	2016-05-26	5
FRAN0002	FRANK COWAN COMPANY	COUNTY	2015-03-30	8
FRAN0004	FRANK'S TIRE SUPPLY LIMITED	COUNTY	2012-09-25	6
FRAN0003	FRANK'S WORLDWIDE MOVING	FPS	2014-11-14	6

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FRED0002	FRED DEAN BARRISTER AND SOLICITOR	COUNTY	2015-05-19	6
FRON0006	FRONTENAC ARCH BIOSPHERE	COUNTY	2017-03-29	4
FRON0010	FRONTENAC AUTO BODY SERVICE	DEFAULT	2014-07-30	4
FRON0013	FRONTENAC COMMUNITY ARENA	COUNTY	2017-02-13	1
FRON0001	FRONTENAC NEWS	COUNTY	2016-12-30	9
FRON0011	FRONTENAC STEWARDSHIP FOUNDATION	DEFAULT	2017-06-28	5
GHME0001	CORPORATION	FPS	2012-11-01	7
GTAI0001	G.T. AIR SYSTEMS INC.	DEFAULT	2017-09-11	5
GANA0001	GANANOQUE CHEVROLET BUICK GMC CADILLAC	FPS	2013-03-26	6
GARD0001	GARDINER'S HEATING & COOLING	FPS	2015-07-28	3
GARR0001	GARRETT'S MEAT SHOP	COUNTY	2017-05-01	1
GART0001	GARTH S. JOHNS HUMAN RECOURCES SERVICES	DEFAULT	2015-03-24	3
GAZD0001	GAZDA, HOULNE & ASSOCIATES INC	COUNTY	2015-08-18	7
GECO0001	GECO INDUSTRIES	FPS	2014-11-03	6
GENE0003	GENESIS SYSTEMS CORPORATION	COUNTY	2016-01-18	5
GENI0001	GENIVAR CONSULTANTS LIMITED PARTNERSHIP	DEFAULT	2013-08-02	6
GEOR0003	GEORGE BRACKEN LIMITED	FPS	2013-06-24	6
GEOR0001	GEORGE COUREY INC	FAIRMOUNT	2017-07-17	7
GENA0001	GERIATRIC PSYCHIATRY PROGRAM	FAIRMOUNT	2012-04-10	5
GERR0001	GERRY LEE & ASSOCIATES	COUNTY	2017-09-26	6
GERV0002	GERVAIS CONSULTING	DEFAULT	2017-05-01	1
GILM0002	GILMORE PRINTING SERVICES INC.	COUNTY	2016-03-15	2
GILM0001	GILMORE REPRODUCTIONS	COUNTY	2013-08-30	6
	GILMOURS MEATS	COUNTY		4
GKRC0001	GKR CONSULTING	COUNTY	2017-03-29	2
GLEN0002	GLEN SUPPLY CO. LTD	FAIRMOUNT	2016-08-01	10+
GLEN0001	GLENBURNIE GROCERY (Cheques only)	FAIRMOUNT	2017-12-05	10+

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GLOB0001	GLOBAL EQUIPMENT COMPANY	FPS	2012-07-16	6
GLOB0002	GLOBE CONSULT	DEFAULT	2014-10-27	5
GLOC0001	GLOCCA MORRA FARMS	FAIRMOUNT	2013-02-12	5
GOCO0001	GO CONTROL INC.	FAIRMOUNT	2016-02-18	3
GOLD0001	GOLDEN LINKS CLUB	COUNTY	2016-07-11	3
GOOD0002	GOODFELLOWS FLOWERS	COUNTY	2016-11-28	6
GORW0001	GORWAY GROUP INCORPORATED	COUNTY	2016-12-30	9
GRAN0008	GRANITE TRANSFORMATIONS	DEFAULT	2016-09-12	4
GRAN0006	GRANT CUSTOM	FPS	2015-08-10	7
GREA0004	GREAT LAKES AND ST LAWRENCE CITIES INITIATIVE	COUNTY	2016-11-28	2
GREE0004	GREEK TOWN GRILL AND TAKEOUT	COUNTY	2016-11-01	4
GREE0001	GREEN ACRES INN	FPS	2017-10-31	6
GREE0005	GREEN TRACTORS	FPS	2017-07-24	2
GREI0001	GREIG, NANCY	FAIRMOUNT	2017-03-10	1
GROU0001	GROUNDWORK ENGINEERING LIMITED	COUNTY	2017-02-13	3
GUAR0001	GUARDIAN BRIDGE RAPID CONSTRUCTION INC.	COUNTY	2015-08-21	2
GUIN0001	GUINDON HVAC	DEFAULT	2015-01-12	2
HAAS0001	HAASE, JANETTE	COUNTY	2017-06-28	1
HAHN0002	HAHN PLASTICS	FAIRMOUNT	2017-11-21	1
HALL0002	HALLIDAY, KURT	COUNTY	2017-12-18	1
HALL0001	HALLMAN, TIM (Entertainer)	FAIRMOUNT	2017-11-21	6
HAMI0001	HAMILTON SMITH LTD	FAIRMOUNT	2017-11-27	10
HANN0001	HANNAH ENVIRONMENTAL EQUIPMENT INC.	FAIRMOUNT	2017-11-21	5
HARR0002	HARROWSMITH & DISTRICT SOCIAL & ATHLETE CLUB	COUNTY	2016-11-16	3
HART0002	HARTINGTON EQUIPMENT	FAIRMOUNT	2017-12-04	10
HART0005	HARTSELL, WILLOW	COUNTY	2017-11-21	1
HAST0001	HASTINGS MANOR	FAIRMOUNT	2017-09-11	2
HAVE0001	HAVE TENTS WILL TRAVEL	FPS	2015-08-18	3
HDSU0001	HD SUPPLY CONSTRUCTION & INDUSTRIAL	FAIRMOUNT	2017-10-17	3

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Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
HEAL0004	HEALTH SCIENCES NORTH CENTRE FOR PREHOSPITAL CARE	FPS	2016-05-05	2
HEAL0003	HEALTH SUPPORTS & FITTING SERVICES	FAIRMOUNT	2017-12-22	10+
HEAR0004	HEART OF THE MATTER CONSULTING	FPS	2016-12-06	2
HEAR0003	HEARTHMAKERS ENERGY COOPERATIVE	DEFAULT	2014-07-22	5
HEND0002	HENDRIX HOTEL & RESTAURANT EQUIPMENT	FAIRMOUNT	2016-12-19	9
HICK0003	HICKEY, ASHLEY DAWN	DEFAULT	2017-11-21	1
HICK0001	HICKS MORLEY HAMILTON STEWART STORIE	FPS	2016-12-19	10+
HILL0001	HILLARY'S DRY CLEANERS	FAIRMOUNT	2015-01-12	3
HIPS0001	HIPSAVER CANADA	FAIRMOUNT	2016-12-30	7
HOEK0001	HOEKSTRA CONSTRUCTION LTD.	FAIRMOUNT	2014-07-04	5
HOLI0002	HOLIDAY COUNTRY MANOR	DEFAULT	2017-12-18	1
HOLI0001	HOLIDAY INN	COUNTY	2017-05-01	5
HOLS0001	HOLSAG CANADA	FAIRMOUNT	2016-06-06	8
HOLW0001	HOLWAY & HUTCHINSON	COUNTY	2017-06-20	9
HOME0001	HOMESTYLE DELI	FPS	2016-03-15	2
HOPK0002	HOPKINS CHITTY LAND SURVEYORS INC.	FPS	2017-10-23	5
HOTE0002	HOTEL DIEU HOPSITAL - HOME CARDIOGRAPIC	FAIRMOUNT	2015-10-26	5
HRSY0001	HR SYSTEMS STRATEGIES INC.	COUNTY	2017-01-10	9
ANDE0001	HUBBY'S HOUSE	FPS	2017-12-18	6
HUGH0002	HUGHES DOWNEY ARCHITECTS	COUNTY	2013-11-22	6
HUGH0001	HUGHES, B.J. (Entertainer)	FAIRMOUNT	2017-09-26	7
HULT0001	HULTON'S CONSTRUCTION LTD.	FPS	2017-05-01	5
VISA	HUMAN RESOURCES PROFESSIONAL ASSOCIATION OF ONTARIO	COUNTY		2
HUMA0002	HUMANSKALE CANADA CORPORATION	FPS	2015-12-03	3
HYDR0001	HYDRO ONE	All Departme	2016-12-03	10+
ICOM0001	ICOMPASSS TECHNOLOGIES INC.	COUNTY	2017-06-12	7
IDPG0001	IDP GROUP INC.	FPS	2016-12-06	3

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Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
IMAG0002	IMAGEWEAR A DIVISION OF MARK'S	FPS	2015-11-19	3
IMPE0001	IMPERIAL OIL	FPS	2017-12-13	10+
VISA	INDEED	COUNTY		2
INDE0001	INDEPENDENT TELEPHONE SERVICES	COUNTY	2017-11-20	3
INDU0001	INDUSTRIAL ALLIANCE INSURANCE AND FINANCIAL SERVICES INC.	COUNTY	2017-11-01	1
INFI0001	INFITRAK INC.	FPS	2014-12-12	5
INSI0001	INSIGHT CANADA INC.	COUNTY	2015-10-02	3
INSP0001	INSPEC-SOL INC.	FAIRMOUNT	2014-09-09	10+
INTE0003	INTERDEV TECHNOLOGIES INC.	FPS	2016-11-21	10+
INTE0006	INTERFLEET INC.	FPS	2012-09-17	8
INTE0004	INTERNATIONAL COAT OF ARMS INC.	COUNTY	2016-11-01	10+
INTE0005		COUNTY	2014-06-18	7
INVE0004	INVERARY SEPTIC PUMPING	COUNTY	2015-08-21	6
IPAC0001	IPAC - EASTERN ONTARIO	COUNTY	2016-04-13	4
IPAC0001	IPAC CANADA	DEFAULT	2017-08-04	1
IRON0001	IRONCLAD GRAPHICS	DEFAULT	2017-12-04	1
ISOL0001	ISOLARA SOLAR POWER	COUNTY	2014-04-28	6
JCON0001	J CONSULTING GROUP	FAIRMOUNT	2017-12-18	1
JHAR0001	J. HARRISON EXCAVATING & PIPELINE	FPS	2015-04-27	4
JSTR0001	J. STRUPAT TECHNOLOGIES LTD.	DEFAULT	2017-08-22	3
JWAT0001	J. WATKINS AND ASSOCIATES (INC.)	FPS	2017-10-16	4
JJEX0002	J.J. EXPRESS	FPS	2016-12-05	10+
JLRI0001	J.L. RICHARDS & ASSOCIATES LIMITED	FAIRMOUNT	2015-02-23	7
JACK0003	JACK KNOX WELL DRILLING LTD.	FAIRMOUNT	2013-06-03	6
JACO0001	JACOBS BUSINESS SOFTWARE INC.	COUNTY	2017-06-28	6
JANA0001	JANAM PUBLICATIONS INC.	COUNTY	2013-04-29	5
JAYN0001	JAYNES PLUMBING & HEATING	DEFAULT	2013-06-28	6
JEMS0001	JEMS	FPS	2013-11-22	5
JESS0001	JESSUP FOOD & HERITAGE LTD.	FPS	2016-10-18	5
JETS0001	JET SIGNS	COUNTY	2013-03-07	6
JIFF0001	JIFFY AUTO SERVICE	FPS	2017-01-20	10

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JIMT0001	JIM THOMPSON CHRYSLER	FAIRMOUNT	2016-10-17	5
CURT0001	JOHN CURTIS LAWYER, MEDIATOR, OLYMPAIN	FPS	2014-08-26	5
JOHN0009	JOHN STREET BISTRO	DEFAULT	2017-03-29	1
JONA0001	JON ALLISON DESIGN	COUNTY	2017-12-14	2
JOSE0001	JOSEPH POWER VACUUM SERVICE	FPS	2015-08-25	5
JP2G0001	JP2G CONSULTANTS INC.	COUNTY	2016-11-01	3
JUBI0001	JUBILATE SINGERS (Entertainer)	FAIRMOUNT	2017-11-21	6
JULI0001	JULIA'S WINDOW FASHIONS	FPS	2014-07-04	8
JUST0002	JUST JUNK	FAIRMOUNT	2017-10-17	1
K3CC0001	K3C COMMUNITY COUNSELLING CENTRES	COUNTY	2017-08-21	6
KAAA0001	KAAAV	FAIRMOUNT	2016-06-16	2
KALT0001	KAL TIRE (CALTRAC ENTERPRISES LTD)	FPS	2015-05-19	3
KAPS0001	KAPS KINGSTN AREA PATIENT SHUTTLE	FAIRMOUNT	2017-06-26	9
KEPL0001	KEPLER BELL	FPS	2013-01-29	4
KILP0002	KILPATRICK, KATHERINE	FAIRMOUNT	2017-12-22	2
KING0028	KINGS TOWN CLEANERS	FPS	2013-02-25	6
KING0002	KINGSTON & DISTRICT AGRICULTURAL SOCIETY	COUNTY	2017-10-31	1
KING0019	KINGSTON ACCESS BUS	FAIRMOUNT	2017-12-22	10
KING0016	KINGSTON HOME HEATING	FAIRMOUNT	2017-05-01	6
KING0047	KINGSTON INJURY MANAGEMENT CENTRE	FPS	2017-03-06	10+
KING0043	KINGSTON MONUMENTS	FAIRMOUNT	2013-01-29	10
KING0008	KINGSTON ONLINE SERVICES	FPS	2017-11-25	10+
KING0029	KINGSTON OXYGEN	FAIRMOUNT	2017-12-11	10+
KING0049	KINGSTON PLATE & WINDOW GLASS	DEFAULT	2017-11-06	1
KING0051	KINGSTON POPPY TRUST FUND	FPS	2017-11-28	3
KING0009	KINGSTON REGIONAL HOSPITAL LAUNDRY	FPS	2016-12-30	9
KING0034	KINGSTON SELF STORAGE SYSTEMS	FPS	2012-11-30	6
KING0037	KINGSTON SOUND WORKS - HO	COUNTY	2015-08-21	3
KING0011	KINGSTON THIS WEEK	FPS	2013-06-03	9

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Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
KING0024	KINGSTON TOYOTA	FPS	2016-09-13	7
DACO0001	KINGSTOWN INVESTMENTS INC	FPS	2017-01-02	10+
KING0040	KINGSWAY TRANSPORT	FPS	2013-09-23	8
KNOW0001	KNOWLES LEADERSHIP GROUP	COUNTY	2017-12-04	3
KOST0001	KOSTER CONSULTING & ASSOCIATES	FAIRMOUNT	2016-01-12	7
KPMG0002	CENTRE	COUNTY	2014-01-27	10+
KRAC0001	KRACKLES THE PARTY PEOPLE	COUNTY	2015-08-21	3
KREC0001	KRECKLO MUNICIPAL CONSULTANTS INC.	DEFAULT	2015-05-11	3
KROC0001	K-ROCK CENTRE	DEFAULT	2017-10-31	1
KROW0001	KROWN BODY MAINTENANCE	FPS	2017-11-20	9
VISA	KS SIRENS	FPS		2
LABO0001	L.A. BOB'S SMOKEHOUSE RESTAURANT	COUNTY	2015-06-29	6
LABO0002	LABOUR RELATIONS SERVICES	DEFAULT	2015-05-19	3
LADY0001	LADY PAINTERS	COUNTY	2014-01-13	5
LAER0001	LAERDAL MEDICAL CANADA LTD.	FPS	2017-01-16	10
LANC0001	LANCASTER HOUSE	COUNTY	2015-05-19	5
LAND0002	LAND O' LAKES TOURIST ASSOCIATION	COUNTY	2016-02-25	10+
LARR0001	LARRY STEINBERG DISPUTE RESOLUTION	FPS	2017-05-29	10+
LCMS0001	LCM SECURITY	COUNTY	2017-07-04	8
LEAR0001	LEARNING BRICK	FPS	2015-12-03	3
VISA	LEATHERSMITH DESIGNS	FPS		2
LENS0001	LEN'S CONTROLS LTD	COUNTY	2016-03-21	9
LEON0001	LEONARD FUELS LTD.	FPS	2017-08-28	10+
LEON0003	LEONARD, PHIL	COUNTY	2017-11-20	12
LEON0004	LEON'S	FPS	2016-08-23	5
LEVA0004	LEVAC PROPANE - COUNTY	COUNTY	2017-11-27	10+
LEVA0001	LEVAC SUPPLY LTD	FAIRMOUNT	2015-08-10	6
LEVI0001	LEVITT SAFETY	FPS	2016-03-21	7
LEXI001	LEXIS NEXIS CANADA INC.	DEFAULT	2017-03-29	2
MDSL0001	LIFELABS LP	FAIRMOUNT	2017-12-11	9
LIGH0001	LIGHTING...FX INC	FAIRMOUNT	2017-11-27	1
LIME0001	LIMESTONE HEALTH CONSULTANTS INC.	FPS	2013-01-21	6

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WATS0001	LINDA SILVER "SUNSHINE SOULS"	FAIRMOUNT	2017-11-21	6
BOCC0001	LINDE CANADA	FPS	2016-12-19	10+
LITT0003	LITTLE RAY'S REPTILE ZOO	DEFAULT	2016-05-16	2
LLOY0001	LLOYD, STEVEN (Entertainer)	FAIRMOUNT	2017-11-21	5
LOCA0001	LOCAL AUTHORITY SERVICES LTD.	COUNTY	2017-10-16	1
LOND0002	LONDROY ALARMS	COUNTY	2017-12-18	10+
LOUI0001	LOUISA DAVIE ARBITRATIONS	DEFAULT	2017-03-10	10+
LOYA0003	LOYALIST GOLF AND COUNTRY CLUB	DEFAULT	2017-09-11	1
LOYA0002	LOYALIST TRAINING & KNOWLEDGE CENTRE	COUNTY	2016-06-06	3
LTS0001	LTS CONSULTING	FAIRMOUNT	2017-12-22	6
LUNM0001	LUNMAN, ALF	COUNTY	2016-12-29	2
LYNC0001	LYNCH, MICHAEL	FAIRMOUNT	2017-06-13	1
MCHE0001	M.C. HEALTHCARE PRODUCTS	FAIRMOUNT	2016-12-30	6
MACL0002	MACLELLAN WATER TECHNOLOGY LTD	FAIRMOUNT	2017-10-16	10+
MAGL0001	MAGLIN SITE FURNITURE INC.	DEFAULT	2017-09-26	1
MAGN0002	MAGNACHARGE	FPS	2017-12-18	10+
MAGN0001	MAGNUS	FAIRMOUNT	2017-12-18	3
MAKE0001	MAKE HAY MEDIA	COUNTY	2017-08-04	1
MALL0002	MALLORY'S FIRE SYSTEMS LTD	FPS	2015-01-05	10+
MALR0001	MALROZ	COUNTY	2017-12-04	7
MALV0001	MALVERN CONTRACT INTERIORS LIMITED	FAIRMOUNT	2017-01-10	6
MANN0001	MANNING, JOHN (Entertainer)	FPS	2017-08-22	5
MANP0001	MANPOWER	FPS	2016-05-09	6
MANR0001	MANREX LTD. MEDICATION	FAIRMOUNT	2014-06-02	10+
MAPL0001	MAPLE LANE FARMS	FAIRMOUNT	2014-07-04	9
MARC0002	MARCHANT MARKING DEVICES	FAIRMOUNT	2016-10-03	6
VEPS0001	MARI VEPSALAINEN (Entertainer)	FAIRMOUNT	2015-12-03	6
MARI0002	MARIA STEBELSKY & ASSOCIATES	FAIRMOUNT	2012-03-29	8
MARI0001	MARILYN'S CLEANING SERVICES	FPS	2016-12-23	10+
MARK0002	MARK'S COMMERCIAL	FPS	2017-11-28	6
MARK0001	MARKS, LAURENCE (Entertainer)	FAIRMOUNT	2017-09-26	10
MART0001	MARTIN & LEVESQUE INC.	FPS	2014-06-16	6

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MAUN0001	MAUNCO	FAIRMOUNT	2017-11-27	10+
MCIM0001	MC IMAGING TECHNOLOGIES LIMITED	COUNTY	2014-01-27	6
MCAR0001	MCARTHUR MEDICAL SALES INC.	FPS	2016-05-09	5
MCCL0001	MCCLEMENT ELECTRIC LTD.	FAIRMOUNT	2014-05-06	5
MCKE0001	MCKENNA'S LOCK & KEY	COUNTY	2017-11-06	7
MCKE0003	MCKEOWN & WOOD FUELS	FAIRMOUNT	2017-08-28	7
MCLU0001	MCLURG, JON	COUNTY	2017-11-21	1
MCNE003	MCNEELY, MURRAY (Entertainer)	FAIRMOUNT	2017-10-31	2
MCNE0002	MCNEIL, BILLIE (Entertainer)	FAIRMOUNT	2015-02-12	7
MDBI0001	MDB INSIGHT INC.	COUNTY	2017-08-04	10+
MEDE0002	MED E-CARE HEALTH CARE SOLUTIONS INC.	FAIRMOUNT	2016-12-05	4
MEDI0003	MEDICAL ARTS PHARMACY	FAIRMOUNT	2017-04-25	7
MEDI0001	MEDICAL MART	FAIRMOUNT	2016-12-12	10+
MEDI0006	MEDIGAS - DIV OF PRAXAIR CANADA INC.	FAIRMOUNT	2017-12-22	10+
MEDT0003	MEDTECH TECHNOLOGY INC.	FPS	2014-05-23	6
MEDT0001	MEDTRONIC OF CANADA LTD.	FPS	2012-03-08	7
MELO0001	MELODY MAGIC	FAIRMOUNT	2015-08-18	6
MEMO0001	MEMORY LANE FLOWERS	COUNTY	2013-06-03	6
MENT0001	MENTAL HEALTH COMMISSION OF CANADA	FPS	2017-08-04	2
METR0002	METROLAND MEDIA	COUNTY	2017-11-06	3
MICH0002	MICHAEL RIDDELL & ASSOCIATES	COUNTY	2015-05-19	6
MICH0005	MICHELLE MACKENZIE CONSULTING INC.	DEFAULT	2017-11-13	10+
MICR0002	MICRO MARKET BUSINESS CENTRE	COUNTY	2013-11-22	7
MICR0001	MICROAGE KINGSTON	COUNTY	2017-11-20	9
MILL0004	MILLS, JACKIE	FAIRMOUNT	2017-06-20	1
MINI0018	MINISTRY OF NATURAL RESOURCES AND FORESTRY	COUNTY	2015-03-13	3
MINO0001	MINOS VILLAGE LIMITED	COUNTY	2013-12-04	7
MEDI0008	MIP INC.	FAIRMOUNT	2017-12-11	3
MMMG0001	MMM GROUP	COUNTY	2017-04-03	4
MOBI0001	MOBILITY CARE CO.	FAIRMOUNT	2016-12-29	6
MODE0003	MODERN CITY TAXI	FAIRMOUNT	2017-12-11	2
VISA	MOORES CLOTHING FOR MEN	FPS		2

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MOTI0001	MOTION SPECIALTIES	FAIRMOUNT	2016-12-30	10
MOUN0001	MOUNTAIN EQUIPMENT CO-OP	FPS	2016-04-13	3
MRRE0001	MR REFILL	FPS	2015-12-03	3
MULT0002	MULTIDEAS INC.	COUNTY	2015-08-10	7
MULT0001	MULTIGEN HEALTHCARE	FAIRMOUNT	2016-10-05	7
MUNI0006	MUNICIPAL EMPLOYER PENSION CENTRE OF ONTARIO	COUNTY	2017-01-16	10+
MUNI0001	MUNICIPAL FINANCE OFFICER'S ASSOCIATION	COUNTY	2016-01-12	7
MUNI0005	MUNICIPAL INFORMATION SYSTEMS ASSOCIATION	COUNTY	2017-01-16	6
MUNI0002	MUNICIPAL PROPERTY ASSESSMENT CORPORATION	COUNTY	2017-10-23	10+
MUNI0003	MUNICIPAL WORLD INC	COUNTY	2016-07-18	6
MUSI0001	MUSIC CARE	FAIRMOUNT	2012-11-01	6
MYER0001	MYERS, MIKE	FAIRMOUNT	2013-01-29	6
NATI0003	NATIONAL SYSTEMS COMPANY	FAIRMOUNT	2012-12-18	6
NATU0001	NATURAL CAPITAL RESOURCES	COUNTY	2017-05-01	3
NEBS0001	NEBS BUSINESS FORMS LTD	COUNTY	2014-06-06	10+
NEDC0003	NEDCO KINGSTON	FPS	2017-08-14	9
NEIL0001	NEIL'S FLOWERS	FAIRMOUNT	2017-12-11	10+
NELS0002	NELSCO MAILBOXES INC.	FPS	2014-05-23	4
NEOP0001	NEOPOST CANADA	COUNTY	2017-12-04	6
NESB0001	NESBITT ENGINEERING	COUNTY	2017-03-06	10+
NEWL0001	NEW LEAF LINK	COUNTY	2014-12-29	4
NEXU0001	NEXUS ACTUARIAL CONSULTANTS LTD.	COUNTY	2017-03-20	9
NINE0001	NINE ONE ONE OUTERWEAR	FPS	2012-06-25	10+
NIXO0001	NIXON, JUNE	DEFAULT	2017-11-28	1
NORM0001	NORMAN, DON (Entertainer)	FAIRMOUNT	2017-11-21	8
NORT0005	NORTH FRONTENAC FOOD BANK	COUNTY	2016-11-16	2
NORT0004	NORTH FRONTENAC TELEPHONE CO. LTD.	COUNTY	2017-11-25	9
NORT0008	NORTHWAY HARDWARE	FAIRMOUNT	2014-07-04	10
NOVA0001	NOVACK'S UNIFORM GROUP	FPS	2015-03-30	10+
OACA0001	OACA	COUNTY	2017-05-01	10+
OCCU0001	OCCUPATIONAL SAFETY GROUP INC.	FAIRMOUNT	2017-06-20	10+
OFFI0001	OFFICE CART INC. (FPS)	FPS	2017-02-17	3

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Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
GRAN0002	OFFICE MAX GRAND & TOY	COUNTY	2017-01-16	10+
OLIV0001	OKR CONSULTING ARBORIST- ECOLOGIST	FAIRMOUNT	2013-10-24	6
ONLI0001	ONLINE LEARNING ENTERPRISES	COUNTY	2015-05-19	3
ONLI0002	ONLINE PAVEMENT MARKINGS & MAINTENANCE	FAIRMOUNT	2017-06-20	3
ONTA0019	ONTARIO ASSOCIATION OF RESIDENTS COUNCIL	FAIRMOUNT	2016-07-11	3
ONTA0001	ONTARIO EAST ECONOMIC DEVELOPMENT	COUNTY	2017-12-18	2
ONTA0030	ONTARIO HERITAGE TRUST	COUNTY	2014-12-18	3
ONTA0031	ONTARIO HOSE SPECIALTIES KINGSTON	FPS	2017-09-18	2
ONTA0007	ONTARIO LAUNDRY SYSTEMS INC.	FAIRMOUNT	2017-12-22	6
ONTA0017	ONTARIO MEDICAL SUPPLY INC	DEFAULT	2017-07-17	3
ONTA0027	ONTARIO MUNICIPAL ADMINISTRATORS ASSOCIATION	COUNTY	2017-04-03	3
ONTA0023	ONTARIO MUNICIPAL H.R. ASSOCIATION	COUNTY	2017-02-06	8
ONTA0006	ONTARIO MUNICIPAL HEALTH AND SAFETY REPRESENTATIVES ASSOC.	COUNTY	2015-01-28	3
ONTA0010	ONTARIO MUNICIPAL MANAGEMENT INSTITUTE	COUNTY	2017-02-17	1
ONTA0005	ONTARIO PROFESSIONAL PLANNERS INSTITUTE	COUNTY	2015-11-02	3
ONTA0012	ONTARIO TRAILS COUNCIL	COUNTY	2016-12-22	3
OOME0001	OOMEN'S GLASS LTD.	FAIRMOUNT	2017-02-13	1
ORMS0001	ORMSBEE'S MERCANTILE	FPS	2017-11-20	6
OSSO0001	OSSO ELECTRIC SUPPLIES INC.	FAIRMOUNT	2014-01-14	9
OTTA0001	OTTAWA BUSINESS INTERIORS	COUNTY	2016-12-19	7
OTWO0001	O-TWO MEDICAL TECHNOLOGIES INC	FPS	2017-11-06	7
P&DS0001	P & D SEALING AND LINES	FAIRMOUNT	2015-07-28	5
PARA0002	PARACHUTE	COUNTY	2013-06-03	6
PARM0001	PARMAR ARBITRATION & MEDIATION SERVICES INC.	FPS	2015-03-10	3
PATR0001	PAT ROGERS TOWING SERVICE	FPS	2017-12-04	10+

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Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
PATT0001	PATTERSON MEDICAL	FAIRMOUNT	2017-03-22	2
PAUL0002	PAULA KNOPF ARBITRATIONS LTD.	FPS	2017-09-11	2
PAUL0005	PAUL'S SIGN SERVICE LIMITED	FAIRMOUNT	2016-09-06	6
PENT0001	PENTNEY, JANET	FAIRMOUNT	2017-12-05	1
PERC0001	PERCY SNIDER	COUNTY	2016-08-23	6
PERF0002	PERFORMANCE CONCEPTS CONSULTING INC.	FPS	2014-07-14	6
EDWA0001	PETRIE FORD (KINGSTON)	FPS	2017-04-03	10+
PETR0001	PETRO CANADA	FPS	2017-12-08	10+
PLCO0001	PHIL LEONARD - 1684504 ONTARIO INC	FPS	2017-05-08	7
PHYS0001	PHYSIO-CONTROL CANADA SALES LTD	FPS	2016-11-07	6
PHYS0002	PHYSIOTHERAPY KINGSTON & SPINAL REHAB CENTRE	FPS	2015-06-05	5
PICK0001	PICKET FENCES (Entertainer)	FAIRMOUNT	2017-11-21	7
PINC0001	PINCHIN ENVIRONMENTAL	DEFAULT	2014-02-24	6
PLEA0001	PLEASANT VIEW, 8113238 CANADA INC	FAIRMOUNT	2016-12-22	2
POSI0001	POSITIVE PROMOTIONS	FAIRMOUNT	2012-05-24	7
POST0002	POSTAGE SOLUTIONS INC.	COUNTY	2014-03-28	5
POST0003	POSTMEDIA NETWORK INC.	COUNTY	2016-12-30	2
PREM0001	PREMERGENCY INC.	FPS	2015-12-30	4
PREM0002	PREMIER TECH AQUA	FPS	2016-02-18	2
PRIC0001	PRICE, RON	DEFAULT	2017-10-31	2
PRIN0001	PRINCESS AUTO	FAIRMOUNT	2017-11-27	6
PRIN0002	PRINTERS PLUS (+)	COUNTY	2017-11-06	3
GRAP0001	PRINTFUSION INC.	FPS	2016-12-12	6
PROF0002	PROFORMA URBAN PEDDLER PROMOTIONS	COUNTY	2016-12-22	6
PROG0002	PROGRESSIVE WASTE SOLUTIONS	FAIRMOUNT	2017-06-05	2
PROV0004	PROVIDENCE CARE	FAIRMOUNT	2017-04-03	5
PUBL0002	PUBLIC SERVICES HEALTH & SAFETY ASSOC.	FPS	2015-03-10	3
PURO0001	PUROLATOR COURIER LTD.	FPS	2017-12-18	10+
PVBR0001	PVB ROOFING CONSULTANTS INC	COUNTY	2013-11-18	9

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PYKE0001	PYKE FARMS LANDSCAPING PRODUCTS	FAIRMOUNT	2015-07-14	3
QUAL0003	QUALITY CARE HEALTH SERVICES LTD	FAIRMOUNT	2012-02-28	7
QUAL0001	QUALITY LIFE SERVICES INC.	FAIRMOUNT	2016-11-07	9
QUAL0002	QUALITY PATIENT TRANSFER SERVICE	FAIRMOUNT	2016-09-26	10
QUAL0004	QUALITY WINDOW CLEANING	FAIRMOUNT	2017-06-20	1
QUIC0001	QUICK SEW	FPS	2017-01-23	7
QUIN0006	QUINN'S OF TWEED	DEFAULT	2017-04-28	1
QUIN0002	QUINTE CRANE RENTALS INCORPORATED	FPS	2016-12-01	3
QUIN0005	QUINTE DOOR SYSTEMS	FAIRMOUNT	2017-08-22	2
RNIC0001	R. NICHOLLS DISTRIBUTORS INC.	FPS	2014-04-07	6
RHER0001	R.HERMAN ARBITRATION/MEDIATION INC.	COUNTY	2013-07-29	10
RACK0001	RACKAIR INC.	FPS	2017-10-16	9
RAIN0001	RAINBOW AWNINGS & CANVAS	FAIRMOUNT	2017-05-01	9
RAME0001	RAMEKINS FOOD SERVICES	COUNTY	2017-11-28	2
RAND0001	RANDY THE MENTALIST (Entertainer)	FAIRMOUNT	2015-03-13	3
RANG0001	RANGER SUPPLY-OPS	FPS	2016-08-01	9
RAVE0001	RAVENHILL GROUP INC.	COUNTY	2014-09-08	5
RAYM0002	RAYMOND DISPUTE RESOLUTION INC.	FPS	2015-09-15	7
RECO0002	RECOVERY ABATEMENT & INSULATION LIMITED	FAIRMOUNT	2014-01-13	5
UNIO0002	RELIANCE HOME COMFORT	FPS	2017-11-17	10+
RENA0001	RENAISSANCE MUSIC LTD	FAIRMOUNT	2012-12-18	6
RENT0001	RENTOKIL PEST CONTROL	FPS	2015-01-05	10
RESI0001	RESIDENCE INN BY MARIOTT KINGSTON WATER'S EDGE	FPS	2017-10-10	2
RESO0001	RESOLVE COUNSELLING SERVICES	FAIRMOUNT	2017-12-05	1
REVE0001	REVELL FORD LINCOLN	FPS	2017-09-18	9
RIGN0001	RIGNEY BUILDING SUPPLIES LTD.	FPS	2017-06-05	6
RISE0001	RISE TO THE OCCASION TENT AND PARTY	COUNTY	2015-12-22	3

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Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
RIVE0001	RIVETT ARCHITECTURAL HARDWARE LTD	FAIRMOUNT	2017-12-18	9
RIVI0001	RIVINGTON ASSOCIATES COMMERCIAL DIVISION INC.	COUNTY	2016-12-23	2
RIVI0001	RIVINGTON COMMERCIAL APPRAISERS INC.	COUNTY	2017-12-18	1
RNAW0001	RNA WIRELESS TECHNOLOGY INC	FAIRMOUNT	2017-12-22	9
ROBM0001	ROB MOOY	COUNTY	2017-03-29	1
ROBI0002	ROBINSON EXCAVATING	COUNTY	2015-10-22	3
ROGE0002	ROGERS MEDIA INC.	COUNTY	2015-10-02	3
RONA0001	RONA HOME & GARDEN	FAIRMOUNT	2017-11-20	10+
RICA0001	ROOF & BUILDING SERVICE INTERNATIONAL	COUNTY	2017-09-11	5
ROSE0003	ROSEN FUELS	FPS	2014-12-12	10+
ROWA0001	ROWAN, DAVE	FAIRMOUNT	2017-06-20	7
ROWL0002	ROWLAND EMERGENCY VEHICLE PRODUCTS	FPS	2016-11-21	8
RUBI0001	RUBINO & CHAPLIN	FPS	2013-05-14	6
HEND0002	RUSSELL HENDRIX FOODSERVICE EQUIPMENT	FAIRMOUNT	2017-11-06	10+
SING0002	S. INGO MEDICINE PROFESSIONAL CORPORATION	DEFAULT	2014-08-26	4
SAFE0001	SAFE STEP BUILDING TREATMENTS	DEFAULT	2014-08-26	4
SAFE0002	SAFEDESIGN APPAREL LTD.	FPS	2016-07-04	9
SAFE0003	SAFETY MEDIA INC.	FAIRMOUNT	2015-02-12	3
SAIN0002	SAINT ELIZABETH HEALTHCARE	FAIRMOUNT	2017-12-22	6
SAIN0001	SAINT JAMES MAJOR PARISH	COUNTY	2016-11-01	2
SAMC0001	SAM CHEMICAL SPECIALITIES	FAIRMOUNT	2017-12-22	7
SAMM0001	SAMMONS PRESTON ROLYAN CANADA	FAIRMOUNT	2016-04-26	9
SAND0001	SANDS CANADA INC/ANGUS	FPS	2017-07-10	9
SCHM0001	SCHMIDT DISPUTE RESOLUTION	FPS	2017-06-28	2
SCOT0004	SCOTT, WAYNE (Entertainer)	FAIRMOUNT	2017-10-24	2
SCOT0002	SCOTT'S TRUCKING & EXCAVATION INC.	FPS	2016-11-14	10+
SECO0001	SECOND NATURE	FAIRMOUNT	2017-11-21	1

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SEED0001	SEED TO SAUSAGE CORPORATION	COUNTY	2013-03-07	5
SELE0001	SELECT DOOR AND FRAME	FAIRMOUNT	2014-03-03	10+
SEPT0001	SEPTO-CLEAN LIMITED	FAIRMOUNT	2017-02-24	1
SERV0002	SERVANTS HEART CATERING CO.	COUNTY	2016-03-15	2
SERV0001	SERVE PRO - KINGSTON	FPS	2016-12-23	6
RGHE0001	SERVICE IN MOTION KINGSTON LTD.	FAIRMOUNT	2016-08-23	9
SETO0001	SETON	FAIRMOUNT	2017-06-13	1
COLL0003	SG COLLABORATIVE SOLUTIONS LLC	FPS	2017-10-05	3
SHAD0001	SHADES OF RHYTHM TRIO	FAIRMOUNT	2015-12-22	3
SHAR0005	SHARBOT LAKE COUNTRY INN	DEFAULT	2017-04-25	1
SHAR0001	SHARBOT LAKE LAWN SERVICE	FPS	2017-11-06	9
STAR0001	SHAW DIRECT	COUNTY	2017-11-02	10
SHEA0001	SHEA CONSTRUCTION	FAIRMOUNT	2013-04-29	6
SHEB0001	SHEBA'S HAVEN RESCUE	DEFAULT	2017-10-10	2
SHEE0001	SHEEHAN ARBITRATION MEDIATION SERVICES	COUNTY	2017-11-20	6
SHEL0001	SHELDON'S PROPERTY MAINTENANCE	FPS	2014-12-18	6
SHER0002	SHERBERT, KIRK	FAIRMOUNT	2017-05-29	1
	SHERRI PRICE ARBITRATOR	COUNTY		1
SHOP0002	SHOPPERS DRUG MART	FAIRMOUNT	2017-12-22	10+
SHOP0001	SHOPPERS HOME HEALTH CARE	FAIRMOUNT	2016-04-25	2
SHRE0001	SHRED-IT INTERNATIONAL ULC	COUNTY	2016-11-16	3
SHSC0001	SHS CONSULTING	COUNTY	2017-05-15	8
SIEM0001	SIEMENS CANADA LTD.	FAIRMOUNT	2017-11-28	10+
SILK0001	SILKWOOD LAWN AND GARDEN	FPS	2017-10-31	10+
SILV0002	SILVER MERIDIAN	FAIRMOUNT	2013-10-24	6
SILV0003	SILVERT'S STORE	FAIRMOUNT	2017-08-14	9
SIMO0001	SIM ONE	FPS	2012-04-10	6
SIMP0001	SIMPLEX GRINNELL	FAIRMOUNT	2012-07-25	7
	SKILLCHECK	COUNTY		1
SKIL0001	SKILLPATH SEMINARS	COUNTY	2014-10-27	5
SMIT0002	SMITH'S SEPTIC TANK SERVICE	DEFAULT	2017-12-18	2
SODE0001	SODEXO SERVICES CANADA	FAIRMOUNT	2017-11-27	10+
SONN0001	SONNY'S AUTOMOTIVE CENTRE	FAIRMOUNT	2016-07-04	9

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SONO0001	SONOPTIC MEDIA & COMMUNICATIONS	COUNTY	2017-04-03	2
SOUL0001	SOUL SURVIVORS	COUNTY	2015-08-21	3
SOUT0006	SOUTH EAST LHIN	FAIRMOUNT	2017-12-18	1
SOUT0005	SOUTH FRONTENAC COMMUNITY SERVICES	COUNTY	2017-07-24	1
SPAC0001	SPACE AGE SHELVING	FPS	2015-05-19	7
SPAD0001	SPADA TILE (BELLEVILLE) LIMITED	FAIRMOUNT	2017-12-18	7
SPAN0001	SPAN MEDICAL PRODUCTS CANADA	FAIRMOUNT	2017-10-23	2
SPEC0002	SPECIALTY FURNITURE	FAIRMOUNT	2014-07-04	4
TROP0002	SPECIALTY TROPHIES	FPS	2017-12-18	9
SPEC0001	SPECTRUM NASCO	FPS	2017-08-22	10+
SPEE0001	SPEEDY GLASS	FPS	2014-01-13	5
VISA	SPOT GPS	COUNTY		5
STLA0002	ST LAWRENCE POOLS	FAIRMOUNT	2015-07-28	6
STJO0001	ST. JOHN AMBULANCE	FPS	2016-11-21	5
STAF0001	STAFFSTAT INC.	FAIRMOUNT	2017-10-23	2
STAP0001	STAPLES	COUNTY	2016-12-29	10+
STEA0005	STEAMATIC OF KINGSTON LTD.	FPS	2017-08-14	9
STER0001	STERICYCLE INC.	FPS	2016-12-29	9
STEW0001	STEWART, HELEN	FAIRMOUNT	2017-08-22	9
STOK0001	STOKES INTERNATIONAL	COUNTY	2016-07-22	3
STOR0001	STORRING SEPTIC SERVICE LTD.	FPS	2016-06-16	2
STOR0002	STORRINGTON LIONS HALL	FAIRMOUNT	2013-11-22	5
STOU0001	STOUT DISPUTE RESOLUTION INC.	COUNTY	2012-01-26	7
STRA0001	STRADWICK CARPET ONE	FAIRMOUNT	2012-03-29	7
STRA0002	STRATHROY SENIOR'S HYMN BOOK COMMITTEE	FAIRMOUNT	2016-09-06	4
STRY0001	STRYKER CA LP	FPS	2014-11-14	4
CONN0001	SUGAR WOODS FARM (HANK CONNELL)	COUNTY	2015-06-05	3
SUNL0001	SUN LIFE ASSURANCE COMPANY OF CANADA	COUNTY	2017-03-13	10+
SUNM0001	SUN MEDIA CORPORATION	COUNTY	2016-08-29	10+
SUNC0003	SUNCOR ENERGY INC.	DEFAULT	2017-09-18	1
SUNH0001	SUNHARVEST GREENHOUSES	FAIRMOUNT	2017-08-04	7
SUNN0001	SUNNYFIELD SUPPLIES INC.	FAIRMOUNT	2017-09-18	1

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Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
SUPE0004	SUPERIOR VENDING MACHINE	FAIRMOUNT	2012-02-14	9
SURG0002	SURGE LEARNING	FAIRMOUNT	2017-10-23	2
SURG0001	SURGO SURGICAL SUPPLY	FAIRMOUNT	2016-05-16	2
SUZY0001	SUZY LAMONT PHOTOGRAPHY	DEFAULT	2017-12-04	1
SWIS0001	SWISH MAINTENANCE LTD	COUNTY	2017-12-18	10+
SWIT0001	SWITCH	COUNTY	2014-06-02	5
SWYR0001	SWYRICH CORPORATION INTERNATIONAL CODE OF ARMS	COUNTY	2017-04-24	10
SYDE0002	SYDENHAM HIGH SCHOOL	FAIRMOUNT	2017-11-21	1
SYDE0003	SYDENHAM LANDSCAPE PRODUCTS	FAIRMOUNT	2013-07-23	6
SYDE0001	SYDENHAM LEGION	COUNTY	2012-04-10	7
SYDE0004	SYDENHAM LIONS CLUB	COUNTY	2015-08-21	3
TASC0001	T.A.S.COMMUNICATIONS	COUNTY	2015-01-28	10
TRMA0001	T.R. MACMUNN & SONS	COUNTY	2016-12-22	2
TWBE0001	T.W. BEDFORD CONSULTING	FPS	2012-11-21	7
TACK0001	TACKABERRY HEATING & REFRIGERATION SUPPLIES	FAIRMOUNT	2014-06-02	6
TAND0001	TANDET EASTERN	FPS	2017-11-06	1
TAYL0001	TAYLOR CHEVROLET CADILLAC	FPS	2017-04-03	6
TAYL0002	TAYLOR STUDIOS	COUNTY	2016-08-23	6
VISA	TEDDY BEARS PERSONALIZED	FPS		3
TELE0001	TELEFLEX MEDICAL CANADA INC.	DEFAULT	2017-11-20	5
TEMP0002	TEMPLEMAN MENNINGA LLP	COUNTY	2017-08-21	2
TENN0001	TENNANT SALES AND SERVICE COMPANY	FAIRMOUNT	2017-12-18	1
TERA0001	TERANET ENTERPRISES INC.	COUNTY	2017-05-29	6
TEXT0001	TEXT HELP SYSTEMS	COUNTY	2017-05-29	7
THEC0008	THE CANADIAN MENTAL HEALTH ASSOCIATION	COUNTY	2016-11-01	2
THEC011	THE COUNTY OF LANARK	COUNTY	2017-03-10	1
THEC0009	THE CREEKSIDE BAR & GRILL	COUNTY	2016-12-29	2
THEF0004	THE FLAG SHOP	FPS	2017-11-28	6
THEF0001	THE FRONTENAC NEWS	COUNTY	2014-11-28	9
THEG0002	THE GREER GALLOWAY GROUP INC.	COUNTY	2017-11-20	7
THEI0002	THE INFORMATION PROFESSIONALS	COUNTY	2017-07-24	4
THEK0004	THE KINGSTON WHIG	COUNTY	2016-12-23	10+

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Vendor ID	Vendor Name	Vendor Class ID	Last Cheque Date	Years Associated with County of Frontenac
THEM0002	THE MAPLES PIZZA & SUBS	COUNTY	Visa	7
THEM0005	THE MEDIATION CENTRE OF SOUTHEASTERN ONTARIO	COUNTY	2016-10-05	2
THEP0002	THE PUBLIC SECTOR DIGEST INC.	COUNTY	2017-11-06	6
THES0004	THE SCOTT WENTWORTH LANDSCAPE GROUP LTD.	COUNTY	2016-10-17	7
THET0002	THE TEMA CONTER MEMORIAL TRUST	FPS	2015-12-03	7
THEY0001	THE YOUNG COMPANY - THOUSAND ISLANDS PLAYHOUSE	FAIRMOUNT	2015-06-30	3
THER0001	THERMOPATCH (CANADA) INC.	FAIRMOUNT	2017-12-22	10+
THIN0001	THINKDOX INC.	COUNTY	2016-12-30	2
THOM0005	LTD	FAIRMOUNT	2017-11-06	7
THOM0007	THOMAS TOWING & RECOVERY	FPS	2015-04-13	6
THOM0002	MANAGEMENT SERVICES	COUNTY	2017-05-08	10+
THOM0006	THOMPSON ELECTRIC	FPS	2017-11-27	10+
THOM0001	THOMSON REUTERS	COUNTY	2017-11-13	1
THYE0001	THYSSEN KRUPP ELEVATOR	FAIRMOUNT	2017-12-04	10+
TILL0001	TILLEY ENDURABLES	FPS	2016-12-06	9
TIMB0001	ONTARIO LTD	FAIRMOUNT	2017-11-13	6
TOML0001	SERVICES LTD.	FAIRMOUNT	2017-11-06	2
TOWN0007	TOWNFOLIO INC.	DEFAULT	2017-10-10	10
JARV0001	TRACEY JARVIS-CRAIG	DEFAULT	2017-10-17	1
TRANS000	TRANSPORT CANADA	FPS	2017-09-18	10
TREV0001	TREVOR OWEN LTD.	FPS	2013-10-28	10
TRIT0001	TRI TONES	FAIRMOUNT	2016-12-22	4
TRIM0001	TRIM-LINE OF SOUTH EASTERN ONTARIO	FPS	2016-12-19	10+
TROP0001	TROPHY HOUSE	COUNTY	2016-12-29	10
TROU0001	TROUSDALE HOME HARDWARE	FPS	2017-11-06	7
TROY0001	TROY LIFE & FIRE SAFETY LTD.	FPS	2016-12-23	3
TRUE0002	TRUE COMFORT HEATING & COOLING LTD.	COUNTY	2015-07-13	9
TSSA0001	TSSA - TECHNICAL STANDARDS SAFETY AUTHORITY	FAIRMOUNT	2017-12-22	9
TURR0001	TURRIS COMMUNICATRIONS LTD.	FPS	2017-11-06	2
TWOM0001	TWO MEN AND A TRUCK	FAIRMOUNT	2013-12-04	5
ULIN0001	ULINE	COUNTY	2017-12-04	9
UNIO0001	UNION GAS	FPS	2017-11-28	10+

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UNIS0001	UNISYNC GROUP LTD	FPS	2016-01-12	2
UNIV0001	UNIVERSITY HOSPITALS KINGSTON FOUNDATION	COUNTY	2017-11-28	10+
UPPE0002	UPPER CANADA FUELS	FAIRMOUNT	2017-11-13	1
UPPE0001	UPPER CANADA OFFICE SYSTEMS	COUNTY	2017-09-25	6
UTIL0001	UTILITIES KINGSTON	FPS	2017-12-01	10+
V2IN0001	V2INNOVATIONS LTD	FAIRMOUNT	2017-11-27	1
VAND0003	VANDERLAAND THE BARNYARD ZOO	COUNTY	2015-08-21	3
VAND0002	VANDERVOORT HOLDINGS LTD.	DEFAULT	2017-12-18	6
VANS0001	VAN'S MOBILE WASH	FAIRMOUNT	2017-07-10	10
VANZ0001	VANZUYLEN ALIGNMENT SERVICE LTD	FPS	2015-09-21	6
VENT0001	VENTREX	FAIRMOUNT	2017-06-20	6
VERA0001	VERATHON MEDICAL	FAIRMOUNT	2014-08-11	4
VERO0001	VERONA LIONS CLUB	COUNTY	2016-04-13	7
VERS0001	VERSUS BUSINESS FORMS AND LABELS	FPS	2017-11-20	7
VESE0001	VESEY'S BULBS	FAIRMOUNT	2013-04-29	5
VIDA0001	VIDACARE	FPS	2014-10-06	8
VIVA0001	VIVA PRODUCTIONS	FPS	2012-08-08	7
WMUR0001	W. MURRAY COTTON	COUNTY	2013-12-12	7
WIVI0001	W.I. VILLAGER LTD.	FPS	2017-08-14	7
WRBR0001	W.R. BRIGHTMAN & SON LTD	FPS	2017-12-04	9
WAGA0001	WAGAR BALANCING CO.	FAIRMOUNT	2014-03-03	3
WALK0001	WALKERTON CLEAN WATER CENTER	FAIRMOUNT	2015-04-27	10+
WALL0001	WALLACK'S ART SUPPLY	FAIRMOUNT	2014-11-10	6
WALM0001	WALMART CREDIT DEPT.	FAIRMOUNT	2017-12-05	9
WAST0001	WASTE CONNECTIONS OF CANADA INC.	FAIRMOUNT	2017-12-22	1
CANA0037	WASTE MANAGEMENT	FAIRMOUNT	2016-12-23	9
WATS0002	WATSON & ASSOCIATES ECONOMISTS LTD.	COUNTY	2015-05-11	9
WATS0004	WATSON BAIN SIGNS & DESIGNS	COUNTY	2016-12-22	3
WECA0001	WE CARE HEALTH SERVICES INC.	FAIRMOUNT	2013-12-27	9
WEDD0001	WEDDEN, JESSICA	COUNTY	2017-11-21	1

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WEMP0001	WEMP & SMITH CONSTRUCTION LTD.	COUNTY	2012-11-16	8
WEST0006	WEST CONNECTIONS	COUNTY	2016-07-11	4
WEST0004	WEST WINDS RANCH	FAIRMOUNT	2016-07-11	7
WEST0002	WESTBURNE/RUDDY ELECTRIC	FAIRMOUNT	2017-11-27	9
WEST0005	WESTENDORP DEMOLITION	FAIRMOUNT	2013-03-26	6
WEST0009	WESTENDORP DISPOSAL SERVICE	FPS	2016-12-22	3
WEST0008	WESTERN CUT PRODUCTIONS	FPS	2016-06-16	3
WEST0007	WESTERN LANDSCAPE SERVICES	FAIRMOUNT	2017-07-25	3
REDT0001	WHITEROCK REID INC (OPERATING AS REDTRAIN)	COUNTY	2016-08-08	2
WILF0001	WILF HALL & SONS WELL DRILLING	FPS	2013-06-24	6
WILK0002	WILKINSON CHUTES CANADA	FAIRMOUNT	2014-04-23	10
WINM0001	WINMAR	COUNTY	2015-03-10	3
WINT0001	WINTERGREEN STUDIOS	COUNTY	2015-06-05	7
WLYK0001	WLYK-FM ROGERS MEDIA INC.	COUNTY	2015-10-02	3
WOLS0001	WOLSELEY MECHANICAL GROUP	FAIRMOUNT	2016-03-21	9
VISA	WORKOPOLIS	COUNTY		2
WORK0003	WORKPLACE SAFETY & PREVENTION SERVICES	FPS	2017-09-26	2
CBCI0001	WORLDLYNX WIRELESS	COUNTY	2017-05-08	10
VISA	WOWJOBS	COUNTY		2
WSPC0001	WSP CANADA INC.	FAIRMOUNT	2017-10-31	3
WTCC0001	WTC COMMUNICATIONS	COUNTY	2017-11-15	9
XPER0001	XPERA RISK MITIGATION & INVESTIGATION	FPS	2017-05-29	3
YOUN0001	YOUNG SIGNS	FPS	2014-07-30	9



Report 2018-003

Recommend Report to Council

To: Warden and Members of County Council
From: Kelly Pender, Chief Administrative Officer
Prepared by: Jannette Amini, Manager of Legislative Services/Clerk
Date of meeting: January 17, 2018

Re: Corporate Services – Amendments Procedural By-law 2013-0020 resulting from Bill 68

Recommendation

Resolved That the Council of the County of Frontenac receive the Corporate Services – Amendments Procedural By-law 2013-0020 resulting from Bill 68 report;

And Further That Procedural By-law 2013-0020 as amended be further amended as follows:

1. **That** Section 1 – Interpretation, 1.3 Definitions (v) be amended by deleting:

“Meeting” means a majority of the Members of Council or Committee that comes together for the purpose of exercising the power or authority of the Council or Committee or for the purpose of doing the groundwork necessary to exercise that power or authority.

And replacing with:

“Meeting” means a quorum of the Members of Council or Committee that are present and discuss issues in a way that materially advances the business or decision making of Council or Committee.
2. **That** a Section 4 – Membership on Council, 4.3 deleted in its entirety and replaced with:
 - (1) Pursuant to Section 267 of the Municipal Act, 2001 and amendments thereto, if a Member of County Council is unable to act as a Member of County Council for a period exceeding one month, the local municipal council may appoint one of its Members as an Alternate Member of County Council to act in place of the Member until the Member is able to resume acting as a Member of County Council.

- (2) Pursuant to Section 268 of the *Municipal Act, 2001* and amendments thereto, the council of a local municipality may appoint one of its members as an alternate member of County council, to act in place of a person who is a member of County Council, when the person is unable to attend a meeting of County Council for any reason.

Subsection (2) does not authorize:

- (a) the appointment of more than one alternate member during the term of council;
- (b) the appointment of an alternate member to act in place of an alternate member appointed under subsection 267 (1) or (2); or
- (c) the appointment of an alternate head of council of the County of Frontenac.

Despite clause (2)(a), if the seat of the member who has been appointed as an alternate member under subsection (1) becomes vacant, the council of a local municipality may appoint another of its members as an alternate member for the remainder of the council term.”

- 3. That** Section 4 – Membership on Council, be amended by adding a new 4.4, Alternate Members of County Council, as follows:

An Alternate Member shall not take his seat on County Council until the Clerk of the County has received a certified copy of the appointment by-law passed by the lower tier municipality naming the alternate.

An alternate appointed under Section 267 of the *Municipal Act* shall be limited to representing the municipality at a meeting of County Council with the exception of the annual Inaugural Meeting, and Council Liaison meetings, should the alternate be appointed to represent a second member Councillor but not at a meeting of an advisory or special committee, board or agency to which the member of Council has been appointed.

An alternate appointed under Section 268 of the *Municipal Act* shall be limited to representing the municipality at a meeting of County Council with the exception of the annual Inaugural Meeting, and not at a meeting of an advisory or special committee, board or agency to which the member of Council has been appointed.

If appointed under Section 268 of the *Municipal Act*, it is the responsibility of the Member of Council upon whose behalf an alternate will be serving to ensure that a copy of the meeting agenda is provided to the alternate in advance of the meeting.

The remuneration and/or reimbursement of appropriate costs incurred by an alternate while serving in this capacity shall be the responsibility of the constituent municipality. An alternate shall not be eligible to attend a convention or seminar on behalf of the County.

An alternate attending a meeting of County Council as an observer only, shall leave the meeting room when the meeting is closed to the public.

- 4. That** Section 6 – Meetings of Council, 6.6 Closed Meetings be amended by adding the following:
- i) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
 - j) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
 - k) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
 - l) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.
- 5. That** Section 6 – Meetings of Council, 6.10 Closed Meeting Investigations be amended by adding an additional paragraph as follows:

Should the County receive a report from the County's Closed Meeting Investigator reporting his or her opinion, and the reasons for it, that a meeting or part of a meeting that was the subject-matter of an investigation appears to have been closed to the public contrary to section 239 of the *Municipal Act* or to the County's procedure by-law under subsection 238 (2), the County of Frontenac, shall pass a resolution stating how it intends to address the report.

Background

On November 16, 2016, the Honourable Bill Mauro, Minister of Municipal Affairs introduced Bill 68, Modernizing Ontario's Municipal Legislation Act, 2017 (MOMLA), which was introduced in response to the Province's review of the *Municipal Act* and *Municipal Conflict of Interest Act*. On May 30, 2017 Bill 68 received Royal Assent.

The changes made through Bill 68 will come into force in phases. While some sections of the Bill came into force on Royal Assent, many of the sections will come into force on dates to be proclaimed. A phased approach to proclamation has been confirmed, which would bring certain amendments into force on January 1, 2018 and March 1, 2019, as follows:

Phase 1: January 1, 2018

Changes to council composition (including temporary replacement of a member of upper tier council)

New definition of a meeting

New closed meeting exceptions

Electronic participation in council meetings

Small business programs

Comment

Recommendation 1 speaks to the amendments made to the *Municipal Act* which brings a clearer definition of “meeting” under the open meeting provisions. The new definition requires there be (1) a quorum of council members; and (2) that those present discuss issues in a way that “materially advances” the business or decision making of council, for it to be formally considered a “meeting” that should be open to the public.

Recommendation 2 speaks to a lower-tier council now being able to temporarily appoint an alternate in situations where the permanent member cannot attend an upper-tier council meeting. The changes also impose several limitations to the replacement of a member of upper-tier council, including:

- Not appointing more than one alternate member during the term of council (unless the seat of the member appointed as the alternate becomes vacant);
- Not appointing an alternate member to act in place of an alternate member appointed under section 267 (alternate in the case of a temporary vacancy of a member for more than one month);
- Not appointing an alternate head of council of the upper tier municipality.

Recommendation 3 is a new section which sets out the roles and responsibilities of alternate members of Council and members of Council when they are unable to attend a meeting and request that the alternate attend on their behalf. The recommendation clarifies that alternate members appointed under the new section 268 are only able to attend County Council meetings on behalf of the member of Council and that it is the member of Council’s responsibility to ensure that the alternate receives the agenda package, and that any remuneration for the alternate is the responsibility of the lower tier. Municipalities are often requested by external boards and committees to send representation from their council to represent the municipality on the said board or committee. The County of Frontenac appoints members of council to numerous external boards such as the KFL&A Public Health, the Kingston Frontenac Library Board or the City of Kingston Housing and Homelessness Advisory Committee. Although this request comes from the external agency, any remuneration paid to the councillor is covered by the councillor’s municipality. In addition to this the current Council remuneration is based on a number of things, only one of which is attendance at Council meetings and does not contain a provision for deducting a member’s remuneration with respect to absence from a meeting.

Staff will be reviewing the Council Remuneration By-law later in the year which may also include criteria around remuneration of alternates should they be called upon to act on behalf of member of Council under Section 267 where they are required to act as a member of County Council for a period exceeding one month.

Recommendation 4 speaks to the expanded number of discretionary exemptions where council can meet in closed session. The new exemptions include discussions about:

- information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency or any of them;

- a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value;
- a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Recommendation 5 speaks to if a municipality or local board now receives a report that a meeting or part of a meeting that was the subject matter of an investigation appears to have been closed to the public contrary to the statute or to a procedure by-law, the municipality or local board must pass a public resolution stating how it intends to address the report.

These amendments represent all changes made through Bill 68 that came into force January 1, 2018 except for the new provision to participating in meetings electronically. Given that participation in meetings electronically is discretionary, staff will be working with its municipal counterparts to determine best practices as well as the full cost implications before bringing any recommendations to Council. Staff will also continue to monitor the proposed schedule for Proclamation and any further communications or potential Regulations that may be released by the Ministry.

Sustainability Implications

Good governance is critical to the sustainability of a community. A Procedure By-law that provides the necessary framework to guide members of council fairly and courteously through meetings of council and committees aids good decision-making.

Financial Implications

There are no financial implications directly associated with the adoption of a revised procedure by-law.

Organizations, Departments and Individuals Consulted and/or Affected

Member Municipalities



Report 2018-004

Recommend Report to Council

To: Warden and Members of County Council
From: Kelly J. Pender, Chief Administrative Officer
Prepared by: Jannette Amini, Manager of Legislative Services/Clerk
Date of meeting: January 17, 2018
Re: **Corporate Services – Consideration of Applications for Appointment to the Planning Advisory Committee and the Community Development Advisory Committee**

Recommendation

Resolved That _____ be appointed to the Community Development Advisory Committee whose term shall expire November 30, 2018;

And Further That _____ be appointed to the Planning Advisory Committee whose term shall expire November 30, 2018;

And Further That By-law 2013-0020, Schedules B-3 and B-4 be amended accordingly to reflect these appointments.

Background

Procedural By-law 2013-0020, Schedule B establishes Advisory Committees of County Council which includes each committees Mandate and Terms of Reference, including committee composition.

Due to the resignation of a community member from the Community Development Advisory Committee and the Planning Advisory Committee, a vacancy exists on both of these committees.

Comment

Policy A09-ADM-001, Citizen Appointments to Boards and Committees, sets out the procedure for filling vacancies on a committee where a vacancy occurs as a result of resignation or for other reasons. The policy also sets out the appointment process for considering applications as well as criteria that must be met with respect to applicants. The policy was created in order for the County of Frontenac to ensure it is being open and transparent to all citizens of the County by having a formal nominations process that would

ensure all citizens have an opportunity to participate on County Committees as citizen appointees. For Councils reference, a copy of the Citizen Appointments to Boards and Committees Policy is attached to this report as Appendix A. As per the policy, staff can confirm that all applicants meet the criteria to serve on a Board or Committee and that all previous unsuccessful candidates were notified to determine whether they wish to let their name be reconsidered for appointment for this vacancy.

Advertisements for these vacancies were placed in the local newspapers and were advertised on the County website, Township websites and the County's social media outlets from December 1, 2017 until January 1, 2018 when applications were due.

Consideration of applications submitted for committee appointment

[Applications distributed separately from the report]

1. Community Development Advisory Committee – 3 applications received (1 Appointment)
2. Planning Advisory Committee – 7 applications received (1 Appointment)

Sustainability Implications

As noted in *Directions for our Future*, providing an equal and equitable level of service across the County is a priority and that government decision-making processes are clear, transparent, forward thinking and focused on the longer term.

Financial Implications

There are no financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected

Susan Brant, Director of Corporate Services/Treasurer
Joe Gallivan, Director of Planning and Economic Development
Richard Allen, Manager of Economic Development
Member Municipalities



Corporate Policy & Procedure Manual

Revision Date: September 18, 2013

**Subject: Citizen Appointments to Boards and Committees
Of County Council**

**Index Number A09-ADM-001
Page 1 of 4**

Approved: September 18, 2013

Effective Date: November 30, 2013

Policy: The County shall ensure that appointment of citizen members to all County of Frontenac Boards and Committees is open to all citizens and is done in way that holds the County of Frontenac accountable and transparent to the public.

Objective: To ensure that all County of Frontenac citizen appointments are done on the basis of public advertisement inviting applications by persons for the appointments and submitted to County Council for consideration and approval.

Procedure: Criteria to serve on a Board or Committee:
Every member of a Committee must be either a member of County Council or a person eligible to be elected as a member of County Council, in accordance with the *Municipal Elections Act*. All appointments to Committees are made at the pleasure of County Council.

Municipal Employees for the County of Frontenac, the Townships of South, Central and North Frontenac and Frontenac Islands cannot be appointed to any Committee as a member.

Application:
The Clerk's Office shall arrange for a public notice to be placed in the local newspaper, on the County of Frontenac website and on the websites of the Townships of South, Central and North Frontenac and Frontenac Islands in September of a Municipal Election year, or as necessary, advising eligible citizens of the various Committee appointee positions available.

All applicants must complete an application on the standard form (A900-C1200-1 – Application Form) and submit to the Clerk's Office.

Applications from persons who were not appointed during the regular appointment process will be kept on file in the Clerk's Office. If a vacancy occurs on a Committee within its term of appointment, the applicant will be contacted and asked if they are still interested in serving. Names of those



Corporate Policy & Procedure Manual

Revision Date: September 18, 2013

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Effective Date: November 30, 2013

who continue to have an interest to serve on the Board or Committee shall be submitted to County Council for consideration to fill the vacancy. The Clerk's Office will also re-advertise the vacancy in the newspaper.

Appointment:

Applications shall be considered at a meeting of the Committee of the Whole. Staff will provide members of the Committee with each application and recommendations as required.

Committee of the Whole shall consider the applications and provide direction to staff as to the appointments to be made by resolution to be presented in Open session at the next regular meeting of County Council.

The term of appointments shall be determined by the mandate of the committee in accordance with Schedule B to By-law 2013-0020. Committee members will continue to serve on a committee past the expiration of their term until they are replaced.

Renewed membership on a committee is not automatic; any member of the public who wishes to serve for an additional term must submit the approved application form to be considered for re-appointment;

Notifications:

The Clerk's Office will notify all applicants, in writing, of County Council's decision.

Vacancies:

Where a vacancy occurs as a result of resignation or other reasons, the Clerk shall notify the previous unsuccessful candidates to determine whether they wish to let their name be reconsidered for appointment, and arranges for a public notice and advertisement of vacancies and descriptions of roles and responsibilities of Committee members appointed. The **Appointment** process noted above is then followed.



Corporate Policy & Procedure Manual

Revision Date: September 18, 2013

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Effective Date: November 30, 2013



Application Form

Appointments to Committees

Please complete this application form in its entirety. Should this application form not be fully completed, the County of Frontenac reserves the right to reject the application. In addition, the provision of any false or misleading information on this application form will be sufficient reason for the County of Frontenac to reject the application or to terminate an appointment.

Please provide the following information:

Name: _____ Address: _____
 City: _____ Postal Code: _____
 Occupation: _____ Date: _____
 Phone (Bus) _____ (Res) _____
 Email address: _____

Mailing Address (if different than above) _____

Requirements:	Yes	No
Please ✓		
Canadian Citizen		
Minimum 18 Years of Age		
Eligible Municipal Elector in the County of Frontenac		

Please note that most appointments are for four (4) years in accordance with the term of County Council.

Name of Committee to which you are seeking appointment:
 (if more than one, please list in order of preference)

- 1 _____
- 2 _____
- 3 _____



Corporate Policy & Procedure Manual

Revision Date: September 18, 2013

**Subject: Citizen Appointments to Boards and Committees
Of County Council**

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Effective Date: November 30, 2013

Please provide a brief summary of those elements of your education, employment history, experiences and interests which you feel should be considered in support of you application:

NOTICE OF COLLECTION/YOUR SIGNATURE

Personal information, as defined in the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), is collected under the authority of the *Municipal Act, 2001*, and in accordance with MFIPPA. Personal information collected on this application form will be used to assist in selecting appointees for the various civic bodies and may form part of the publicly available meeting agendas and minutes. If appointed to a civic body, your personal information may also be used by County staff to conduct committee and County business. Questions regarding the collection, use, and disclosure of this personal information may be directed to Jannette Amini, Manager of Legislative Services/Clerk, 613-548-9400 ext. 302 or jamini@frontenacounty.ca.

Date	Signature

Please submit your application to:

Ms. Jannette Amini, Manager of Legislative Services/Clerk
County of Frontenac
2069 Battersea Road
Glenburnie, ON
K0H 1S0

Fax to: 613-548-0839

E-mail to: jamini@frontenacounty.ca



Memo

To: County Council

From: Jannette Amini, Manager of Legislative Services/Clerk

cc: Kelly Pender, Chief Administrative Officer

Date: January 16, 2018

Re: Report 2018-004 – Consideration of Appointments to the Planning Advisory Committee and the Community Development Advisory Committee

Thank you for your questions and comments regarding the citizen appointments process.

Although the Citizen Appointments to Boards and Committees Policy does not stipulate a nominations process, past practice has been that all applicants are listed and each member of Council is entitled to one vote per vacancy for their choice of applicant. The Clerk will ask each member of Council how they vote and after each member has voted, the applicant with the most votes is appointed. Should there be a tie, this is done a second time between those 2 applicants. This process outlined follows the nomination process for Warden and Deputy Warden in our procedural by-law as follows:

<i>Nominations</i>	5.5	Nominations shall be received until Council by Motion closes the nominations.
<i>Candidates Stand for Election</i>	5.6	Once nominations have been closed, the Clerk shall determine the willingness of each candidate nominated to stand for election.
<i>Nominators to Speak</i>	5.7	Each mover and seconder of those candidates who stand for election shall be entitled to speak once in support of their candidate for a maximum of five minutes.

<i>Candidates to Speak</i>	5.8	Each candidate who stands for election may make a presentation to Council, not to exceed five minutes in duration.
<i>Secret Ballot</i>	5.9	The election of the Warden shall be by secret ballot under the authority and the direction of the Clerk.
<i>Number of Votes</i>	5.10	Pursuant to Section 233 of the <i>Municipal Act, 2001 and amendments thereto</i> , for the purposes of election of Warden, each Member of County Council shall have one vote.
<i>Tie for Lowest Member of Votes</i>	5.11	If no candidate for Warden receives a majority of the votes cast, the candidate receiving the fewest votes shall be eliminated from the next secret ballot. In the case of a tie for the fewest votes, there will be a second vote of the candidates that tied to determine which candidate will be eliminated from the ballot.

It should be noted that the *Municipal Act* only permits secret ballot voting for the Head of Council or the Presiding Officer at Council as noted under Sections 233 (5), 238 (4) and (5) and 244 which state:

Secret ballot

233(5) The head of council may be appointed by secret ballot. 2001

Presiding officer

238(4) The procedure by-law may, with the consent of the head of council, designate a member of council, other than the head of council, to preside at meetings of council. 2006, c. 32, Sched. A, s. 102 (4).

Secret ballot

238(5) A presiding officer may be designated by secret ballot. 2006, c. 32, Sched. A, s. 102 (4)

Open voting

244 – Except as provided in sections 233 and 238, no vote shall be taken by ballot or by any other method of secret voting, and every vote so taken is of no effect. 2001, c. 25, s. 244; 2006, c. 32, Sched. A, s. 106.

Should Council wish to change this process by including an interview stage, it should be consistent for all Committees of Council, with all applicants for all committees going through the same process. The requirement of an interview should also be noted in any advertising that the County conducts regarding requests for applications to Boards and Committees.

In the interest of transparency, the discussion regarding process should take place in open session rather than closed session or by email. Having said that, Council may wish to move into closed session to discuss any identifiable individual. A motion from the floor, either at the beginning of the meeting during adoption of the agenda, or at the point of discussing the nominations would be appropriate.

Should you have questions or concerns, please do not hesitate to contact me.

Regards,

Jannette Amini
Manager of Legislative Services/Clerk



Report 2018-005

Recommend Report to Council

To: Warden and Members of County Council
From: Kelly J. Pender, Chief Administrative Officer
Prepared by: Jannette Amini, Manager of Legislative Services/Clerk
Date of meeting: January 17, 2018

Re: Corporate Services – Finance - 2018 Temporary Borrowing Bylaw

Recommendation

Resolved That Council of the County of Frontenac accept the Corporate Services - 2018 Temporary Borrowing By-law report;

And Further That the Clerk be directed to introduce a by-law later in the meeting to authorize current borrowings from time to time during 2018.

Background

On an annual basis, the *Municipal Act, Chapter 25 of the Statutes of Ontario 2001*, permits a council to pass a by-law authorizing the head and treasurer to borrow, from time to time by way of promissory note or banker's acceptance, such sums as the council considers necessary to meet current expenditures during the year. These provisions read as:

407(2) Except with the approval of the Ontario Municipal Board, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed,

(a) from January 1 to September 30 in the year, 50 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and

(b) from October 1 to December 31 in the year, 25 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year.

407(3) Until the budget is adopted in a year, the limits upon borrowing under subsection (2) shall temporarily be calculated using the estimated revenues of the municipality set out in the budget adopted for the previous year.

Comment

Based on our 2018 estimates, unpaid temporary borrowings should not exceed \$20,412,195 for the first three-quarters of the year and \$10,206,098 for the final quarter of 2018.

Sustainability Implications

Governance – appropriate stewardship of County resources

Financial Implications

There are no financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected



Report 2018-007

Recommend Report to Council

To: Warden and Members of County Council
From: Kelly Pender, Chief Administrative Officer
Prepared by: Jannette Amini, Manager of Legislative Services/Clerk
Date of meeting: January 17, 2018

**Re: Office of the Chief Administrative Officer - Council Strategic Priorities
Status Report**

Recommendation

This report is for information purposes only.

Background

At the June 18, 2014 meeting of County Council a motion was approved to adopt a strategic plan. The plan was facilitated by Performance Concepts Consulting Inc., and included public consultation and meetings with each member Council. The approved Strategic Plan included three specific goals that centred on the following:

- **Seniors and the Aging Tsunami**
- **The Future of Waste Management**
- **Long Range Financial Planning and Economic Development**

Council developed a long term, 50 year vision of the County in its Directions for Our Future in 2009. The Strategic Plan was later re-affirmed by the current council at its meeting held May 18, 2016. The Fairmount Home Strategic Plan was endorsed in 2012. Since June 2014 Council has further refined its long term strategy for the County through the adoption of the Official Plan and the endorsement of Economic Development Charter in 2015. These plans all envision longer term outcomes for a sustainable County of Frontenac.

The purpose of any strategic plan is to establish priorities, focus efforts, allocate scarce resources, provide a tool for Council to use to evaluate new opportunities and ultimately measure progress towards its longer term outcomes.

The purpose of this report is to provide Council with a summary of work completed on Council's priorities to the end of 2017, as well as an opportunity to discuss the strategic plan and direction, as the current Council is in the last year of its term.

Comment**Goal #1: Meeting the Aging Tsunami Challenge for Frontenac Seniors by:**

- ✓ **Addressing the existing gap in Seniors Transportation by ensuring 100% of Seniors receive a timely, affordable ride to scheduled medical appointments – to be accomplished by the end of the 2015-18 term of Council.**

A total of \$1,500,000 was reserved in 2014 for Seniors Issue in accordance with the County's strategic plan. The breakdown was discussed as being \$100,000 for Seniors Transportation which was formalized by Council at its meeting held September 21, 2016 through report 2016-104. Transportation services in the County of Frontenac is provided by the Frontenac Transportation Services (FTS). FTS provides rides for adults, seniors and children living in North, Central and South Frontenac and Frontenac Islands and works with the County to fulfil the County's strategic goal of addressing the existing gap in senior's transportation. In 2016-2017, it provided 6881 rides for seniors (medical appointments, shopping and social activities including day away). The County of Frontenac provides an annual contribution to the FTS of just over \$96,000.

The trends that FTS is seeing is that senior rides are increasing; however revenue generated by these rides is 18 cents less than that from third party billing, resulting in an experience shortfall in revenues for FTS. As a result of this revenue shortfall, the County of Frontenac provided an additional one-time contribution of \$20,000 for 2018, to be funded from the Seniors Transportation Reserve. The contribution is to be monitored for success with the expectation that FTS provide the County with a Business Plan prior to the 2019 Budget, including a sustainability plan moving forward.

Discussions with FTS indicate that although a shortfall exists and mitigation strategies are being considered, all requests by seniors for a ride to a scheduled medical appointment are being met. However not all seniors are aware of the service or do not utilize the service due to costs and subsidies are limited should the demand increase.

FTS has also advised that the service has limitations, those being:

1. FTS requires a sufficient number of volunteer drivers throughout the county. Although current demands are being met, the existing volunteer drivers would be challenged to accommodate an increase in demand for the service.
2. It can be challenging to find drivers willing to travel longer distances to more remote rural areas to pick and deliver clients to medical appointments. The LHIN will only subsidizes rides for medical appointments when the client is in the car and as such, FTS requires subsidies to pay the volunteers when traveling to a client's home.
3. Subsidies are required to assist those who cannot afford the service. The determination of the required subsidies would be based on need, which FTS predicts will increase as the seniors population grows.

- ✓ **Addressing the existing gap in Seniors Affordable Housing stock by leveraging and/or funding the construction of a project in each of the four Frontenac townships – to be accomplished by the end of the 2015-18 term of Council. The Future of Waste Management**

As noted above, a total of \$1,500,000 was reserved in 2014 for Seniors Issues in accordance with the County's strategic plan. The breakdown was discussed as being \$1,400,000 for Senior Housing which was formalized by Council at its meeting held September 21, 2016 through report 2016-104. All member municipalities have commenced their planning and the following update is provided for Councils reference:

Township of Frontenac Islands

The Township of Frontenac Islands was the first member municipality to commence the Seniors Housing Task Force and develop a Business Plan for seniors housing. The Task Force first met on March 26, 2014. The RFP for the development of a Business Plan was awarded to SHS and Re/fact Consulting with the Business Plan being approved by the Task Force March 30, 2015. It was subsequently approved by Township Council and construction of a 5 unit Seniors Housing complex began in the spring of 2017. The official grand opening took place on November 25, 2017. Currently 4 units are rented and the remaining unit is anticipated to be rented within the month of January.

Township of South Frontenac

The Township of South Frontenac was the second member municipality to commence the Seniors Housing Task Force and develop a Business Plan for seniors housing. The Task Force first met on February 16, 2016. SHS and Re/fact Consulting worked with the Task Force to develop a Business Plan for South Frontenac which was approved on March 8, 2017 and was subsequently approved by Township Council.

At its meeting held November 27, 2017, Township Council has committed to pursuing a Seniors Housing Project which includes a municipal investment and has directed staff to explore a partnership with the Kingston Frontenac Housing Corporation as well as explore potential sites. Township staff have advertised for land and are presently working with KFHC.

Township of Central Frontenac

The Township of Central Frontenac was the third member municipality to commence the Seniors Housing Task Force and develop a Business Plan for seniors housing. The Task Force first met on February 7, 2017. SHS and Re/fact Consulting have been working with the Task Force as well as the Townships Seniors Housing Committee. The consultants have reviewed in detail the consultation strategy, survey, etc. and will be making some final adjustments, expanding the contact list, confirming focus group tables and key informant interviewees. Consultations have been delayed as a result of the holiday season, seniors heading south, and many cottagers gone for the season as there was concern about getting meaningful input. An approach now being considered is staging consultations in to the New Year to try and capture as board a constituency as possible.

Township of North Frontenac

Staff attended the Township of North Frontenac Council meeting on July 22, 2016 to provide Council with a presentation on the Seniors Housing Project. As a result of that meeting, staff were requested to set up an initial meeting with the Seniors Housing Task Force for North Frontenac. Unfortunately due to staff absences, the Seniors Housing Task Force for North Frontenac was unable to meet in 2016.

In June of 2017, the Chief Administrative Officer provided a presentation to the Township Council on the Seniors Housing Community Pilot Project which resulted in Mayor Higgins and Councillor Hermer of the North Frontenac Council to meet with the local community to determine how to study the local needs.

It has been noted that currently North Frontenac is investigating how best to move seniors housing forward in that municipality along with what is actually required in the township. As a result, the Consultants for the Seniors Housing projects offered to come and speak with the SHTF for North Frontenac so that the committee is able to best determine what is required in North Frontenac. This meeting took place on January 9th, 2018.

Goal #2: Meet the emerging “post landfill” Solid Waste Management challenge for Frontenac residents:

- ✓ **Coordinate the establishment of a “Made in Frontenac” position and financial plan to be executed by the end of the current Council term, to inform the Eastern Ontario Wardens caucus on solid waste management solutions, including energy-from-waste.**
- ✓ **Frontenac’s position will be supported by technical data and financial planning in collaboration with local municipalities.**

At its meeting held February 15, 2017, Council directed staff to investigate options to assist Council to make progress with the Frontenac County Waste Strategic Goal and report back their findings, including considering such programs as recently approved by the Ministry of the Environment and Climate Change to divert all organic material to a local Anaerobic Bio-digester on Wolfe Island and current energy-from-waste technologies for non-organic waste. Public Works Managers and Cambium determined the best course of action would be to complete the recommended study in order to take full advantage of the changes coming under Bill 151, *Waste Free Ontario Act*, which addresses the options to assist Council with progress towards the Frontenac County Waste Strategic Goal. A grant submission to the Continuous Improvement Fund (CIF) to fund a study that identifies opportunities to develop a regional approach to optimize waste diversion in Frontenac County resulted in the County receiving a grant. The grant will provide our member municipalities with a complete understanding of both their blue box program and waste stream which will allow them to make decisions regarding optimization and/or negotiations with producers regarding recyclables. A final work plan and cost estimate will be developed by the Public Works Group for consideration by County and Township Councils in 2018.

Goal #3: Respect for the taxpayer and focused economic development:

- ✓ **Recognizing that there is only one ratepayer that bears the burden of property taxes and further that ongoing spending control is a priority, Council will develop a long term financial plan that is sustainable.**

At its regular meeting held September 17, 2014, County Council developed a Long Range Financial Plan and Capital Asset Planning and determined the following variables:

Variable	Council Direction
Levy Inflation	2.00%
% of Levy dedicated to Capital	0.65%
Transfer from Reserve	\$2,900,000.00
Vehicle Borrowing (%)	0%
Building Borrowing (%)	50%
Mechanical & Equipment Borrowing <10 years (%)	0%
Mechanical & Equipment Borrowing >10 years (%)	0%
Land Improvements Borrowing (%)	50%
Interest on Debt	5%
Term for Debt	20
2024 Predicted Assessment (% FPS Allocated to City of Kingston)	77%
 Anticipated Surplus/Deficit	 \$0.00

This direction and variables can be found in the Budget Policy By-law 2015-0026 approved by Council at its meeting held June 17, 2015 which will guide Council in its annual budget deliberations. In addition, staff report annually to Council on the update of the County's long term financial sustainability

- ✓ **Council agrees to prioritize support to the economic development objective of employment/revenue generation; and to support continued efforts to rationalize costs across the Townships and County.**

A [Charter for Economic Development in the Frontenacs](#) was created on March 5, 2015 and as a follow up, at its meeting held September 23, 2015 Council endorsed the 2016-2018 Economic Development Implementation Plan highlighting five priorities. This plan became the basis for a successful funding application to the Rural Economic Development Program (RED).

The chart below demonstrates the progress made on each priority.

Priority	Target	Progress
Branding Exercise and Related Signage	Increased awareness of the Frontenacs leading to increased year-round tourism	<ul style="list-style-type: none"> - Brand package complete and presented to Council in July of 2016 - 115 Frontenac Brand Ambassadors making use of logo, tagline, hashtag in various ways - www.infrontenac.ca taken online in February of 2017 and is continuously being improved as a tool for investor, visitor or resident attraction. - Uniform Signage Strategy under development
Accommodation Facilities – Attraction and Retention	100 new beds across Frontenac County	<ul style="list-style-type: none"> - Accommodation Review and Strategy completed in July of 2017 - Attendance at Ontario East Investor event in November of 2017 - 4 leads generated for new B&B's, Eco Retreats, and glamping opportunities and support being provided to 3 additional businesses
Food and Beverage Retention and Expansion	Three new food and beverage businesses	<ul style="list-style-type: none"> - Five or more new food and beverage businesses have begun in Frontenac since 2015. - County role in creation of businesses not clear, but County has assisted in the promotion and development of several businesses once established.
Develop a Recreation Infrastructure Plan	More kilometres of trail and related recreation opportunities, facilities and businesses.	<ul style="list-style-type: none"> - County to undertake Active Transportation Master Plan and Trails Master Plan update in cooperation with township Public Works departments in 2018

		<ul style="list-style-type: none"> - County completed 8.5 km of 12.5 km construction of K&P Trail between Tichborne and Sharbot Lake during 2017 - Verona Trailhead property purchased by County in 2016 to be developed in 2018.
Contract a Community Development Coordinator	Realization of the Economic Development Implementation Plan	<ul style="list-style-type: none"> - Community Development Officer hired during the summer of 2016. - Relationships and collaborative opportunities developed with local businesses located across Frontenac County. - Implementation of the Brand and Frontenac Ambassador program successful.

The RED program is focused on working collaboratively with the townships and community members on a variety of projects. In addition to the programs identified in the implementation plan above, the following initiatives were included at the request of our partners:

- Ferry by Foot Promotion Plan to encourage visitors to Wolfe Island to consider walking or cycling onto the Ferry to assist with congestion during peak times during the summer.
- Local Food Awareness Campaign to help local residents, businesses and tourists find the flavours and food unique to Frontenac.
- Uniform Trail and Wayfinding Signage to improve navigation on the Frontenac Trail network.

The Charter for Economic Development highlights several principles that balance the economy, environment, social and cultural interests of our communities, including working collaboratively, being accountable, communicating effectively, recognizing the rural lifestyle and being prepared - planning, balancing risk and taking advantage of opportunities.

Staff and County Council have recognized several opportunities that benefit our local economies and have pursued involvement or taken a leadership role in these. Two significant opportunities are outlined below.

Goat Dairy Development

In response to the development of a \$225 million dollar infant formula processing plant in the City of Kingston, Frontenac County has worked to understand the demand for 75 million litres of goat dairy and the potential opportunities for local farms to participate in the supply chain.

Tourism Development

The Charter for economic development recognizes the importance of visitors to the Frontenac region and the key role tourism plays for local businesses. In addition, early in the development of the Frontenac Ambassador program, several businesses highlighted a desire to attract four seasons of visitors to Frontenac.

Traditionally, tourism development was considered to be the responsibility of the Land O'Lakes Tourist Association. Over recent years, the association was not able to play a significant role alone in the promotion of the region due to a lack of resources. In December of 2017 the organization decided to cease operations, and will no longer be promoting the Land O'Lakes, effective immediately.

Over the course of 2017, County staff have developed relationships associated with Tourism and Tourism Development to further assist local businesses in the promotion of our region. Activities associated with this work include attending the Tourism Kingston education session for front line hotel and restaurant staff, sponsoring the Wolfe Island Music Festival, providing information at the Day of the Pig festival in Sharbot Lake, and improving the relationship between Frontenac County and Regional Tourism Organizations (RTO).

County Council has budgeted for the development of a tourism event incentive program in 2018 to further assist in the development of this priority.

Sustainability Implications

The development of a strategic plan tied to a long range financial plan is a key element in ensuring that Council, citizen and staff objectives are aligned.

Financial Implications

There are no financial implications directly associated with the adoption of a revised procedure by-law.

Organizations, Departments and Individuals Consulted and/or Affected

Susan Brant, Director of Corporate Services/Treasurer
Joe Gallivan, Director of Planning and Economic Development
Richard Allen, Manager of Economic Development
Wayne Orr, Township of South Frontenac
Cheryl Robson, Township of North Frontenac
Cathy McMunn, Township of Central Frontenac
Darlene Plumley, Township of Frontenac Islands
Mark Segsworth, Township of South Frontenac
Louise Moody, Frontenac Transportation Services



Report 2018-008

Council Information Report

To: Warden and Council

From: Kelly Pender, Chief Administrative Officer

Prepared by: Paul J. Charbonneau, Chief Paramedic/Director
Mark Podgers, Community Emergency Management Coordinator

Date of meeting: January 17, 2018

Re: **Emergency and Transportation Services - Emergency Management Program Annual Report**

Recommendation

This report is for information purposes.

Background

The following outlines the municipal requirements as set out in the Emergency Management and Civil Protection Act and how the municipality has fulfilled these requirements for 2017.

For 2017, the Office of the Fire Marshall and Emergency Management provided CEMCs with an updated "Compliance Guide for Municipalities". This Guide sets out the Province's interpretation of the regulations and how they expect the regulations to be met for the purposes of Municipal Emergency Management Programs across the Province. The various sections of the regulations as noted in this report may reference the Compliance Guide expectations as an explanation.

Program Committee

The County has an Emergency Management Program Committee and the composition of the Committee was revised in 2017 by a resolution of Council. The CEMC and a senior municipal official must be part of the Committee. The County's Committee met on March 30th, May 2nd, June 26th and September 5th. The County's program was reviewed including the Hazard Identification and Risk Assessment, Emergency Response Plan, Training, Exercise, Public Awareness and Public Education.

Emergency Response Plan:

A report regarding proposed changes to the Emergency Response Plan was presented to Council for review and consideration at its regular meeting held December 20, 2017,

resulting in the passage of By-law 2017-0048 being a by-law to Adopt an Emergency Management Program and Emergency Response Plan and to Meet Other Requirements Under the Emergency Management and Civil Protection Act.

Training:

The following is a list of emergency management training conducted in 2017. All members of the County Emergency Control Group (MECG) as appointed by Council are required to complete a minimum of four hours of training per year.

- **May 8 & 9-** Crisis Communications Conference for Emergency Communicators and Partners - Ontario Association of Chiefs of Police
- **June 26, 2017** – Climate Change - Peter Kimbell, Environment Canada
- **June 26, 2017** – Public Health Inspection Lecture - Kingston Frontenac Lennox & Addington Public Health
- **July 24, 2017-** Social Media and Cyber Risk Management - Frank Cowan
- **July 24, 2017-** ESRI/Mapping Demonstration - Jeff Hughes, Kevin Farrell & Charlene Godfrey
- **December 12 & 13-** Incident Management System 200 - OFMEM & Mark Podgers

Annual Emergency Management Exercise

MECG members must participate in an annual exercise, which evaluates the municipal emergency plan and MECG procedures. The purpose of the annual exercise for 2017 was to test the Emergency Response Plan in a simulated widespread health incident. The exercise was held June 26th, and all CCG members were in attendance. In addition to the annual exercise there were two communications exercises conducted by our Emergency Management Communications colleagues in October as part of the Province's Simulated Emergency Test (SET) which involved communicating with the Provincial Emergency Operations Center (PEOC) in Toronto from the County's Emergency Operations Center location.

Public Education

A number of public education events were held this year including:

- Emergency Preparedness information and display was placed in the common area of Fairmount Home
- A Weather Radio raffle was made available to all staff members during the annual Emergency Preparedness Week in May.
- 6 week twitter campaign was run from April until the end of Emergency Preparedness Week
- A Question & Answer Twitter campaign was run in collaboration with the Limestone District School Board and the Algonquin and Lakeshore Catholic School Board during Emergency Preparedness Week
- Maintain current emergency management information on the Frontenac County website
- The Communications Officer provided social media messages on the County's Twitter feed throughout the year

- Information on the County Page regarding frozen services, power outages, flooding, well water safety, extreme heat, and winter driving.

Critical Infrastructure

The Critical Infrastructure throughout the County was reviewed and updated with the assistance of County and township staff.

Continuity of Operations:

The County of Frontenac has initiated the preliminary steps in formulating a Continuity of Operations. The business units within the County have identified their critical functions on the basis of maximum allowable downtime and maximum tolerable period of disruption.

Work will continue into 2018 to complete plans for all departments and finalize a County Continuity of Operations Plan that will enhance and compliment the County's Emergency Management Programme.

Sustainability Implications

This committee is responsible for upholding council's commitment to, and promotion of strong, resilient, diverse, rural communities through a comprehensive emergency management planning and education program.

Financial Implications

There are no financial implications associated with this report.

Organizations, Departments and Individuals Consulted and/or Affected



Report 2018-009

Council Information Report

To: Warden and Members of County Council
From: Kelly Pender, Chief Administrative Officer
Prepared by: Barb McCulloch, Manager of Human Resources
Date of meeting: January 17, 2018
Re: **Corporate Services – Non-Union Pay Equity Maintenance Plan**

Recommendation:

This report is for information only.

Background:

Employers have an obligation under the Pay Equity Act to ensure that the job rates of female job classes remain at least the same as the job rate of a male job class of equal or comparable value.

The County of Frontenac is committed to maintaining pay equity as established by the Amended Pay Equity Plan, effective October 1, 2015, ensuring that salary policies have been applied equitably across the non-union employee groups.

Comment:

Management of a fair compensation structure and consideration of internal equity have ensured that the County continues to respect its Pay Equity obligations. The County has completed the annual evaluation of pay equity maintenance for the non-union staff.

The following process was used to ensure pay equity maintenance of the Non-union Amended Pay Equity Plan:

- a) A review of the job classes to identify any new permanent non-union positions.
- b) A review of the job classes to identify any significant changes to jobs.
- c) A review of the male job classes to determine if a male job class has been created or eliminated that would be used as a comparator.
- d) A review of all job classes to determine any changes to gender dominance.

All of the identified female job classes are pay equity compliant with the compensation of each female job class at least as high as that of its male comparator, or the target rate as determined by the male wage line.

Therefore, pay equity maintenance is achieved effective December 20, 2017.

Sustainability Implications:

The pay equity plan will continue to be reviewed on an annual basis to ensure maintenance of the amended pay equity plan through monitoring of changes to job content and compensation.

Financial Implications:

There are no pay equity adjustments required for the non-union group for the 2017 year.

Organizations, Departments and Individuals Consulted and/or Affected:

Clarence Willms, C. Willms Consulting

By-Law No. 2018-0001

of

The Corporation of the County of Frontenac

being a by-law to amend By-law No. 2013-0010 (to impose user fees and charges for services)

Whereas Sections 391 (1) and (3) of the *Municipal Act, 2001 S.O. 2001, c. 25, as amended* authorize a municipality to impose fees or charges including costs incurred by the municipality related to administration, enforcement and the establishment, acquisition and replacement of capital assets, on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and
- (c) for the use of its property including property under its control.

And Whereas the Council of the County of Frontenac adopted By-law No. 2013-0010, being a by-law to impose user fees and charges for services, on March 20, 2013;

And Whereas the Council deems it expedient to amend By-law No. 2013-0010;

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

1. **That** By-law 2013-0010, as amended be further amended by deleting Schedules A through F in their entirety and replacing with Schedules A through F attached hereto; and
2. **That** this By-law shall come into force and take effect upon the date of final passing.

Read a First and Second Time this 17th day of January, 2018.

Read a Third Time, Signed, Sealed and Finally Passed this 17th day of January, 2018.

The Corporation of the County of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk

Schedule A

Fees for Services for County Administration and Geographic Information System (GIS) Mapping

Administration

Photocopying (per copy)	\$0.25
Faxing (per page)	\$1.00
Archival Material Search – Hourly Rate	\$35.00
Document Searches (pursuant to MFIPPA) ¹ per hour	\$30.00

Geographic Information System (GIS)

And Map-Related Products

Digital True Colour Ortho-Photography for 2008 and 2014 (1km x 1km tiles - MrSID, JPEG2000, GeoTIFF); \$50.00 per tile

Printed Map Products

County of Frontenac Street Atlas (printed and bound)	\$50.00 per copy
Individual Township Street Atlas (printed and bound)	\$15.00 per copy
Small Basic Map (8½” x 11”; no customization)	
Black and white	\$6.00
Colour	\$8.00
Medium Basic Map (11” x 17”; no customization)	
Black and white	\$10.00
Colour	\$12.00
Large Basic Map (no customization, exceeds 11” x 17” and up to 42” wide; requires the use of large scale GIS plotter)	\$30.00

Custom Map Products

Hourly Rate (includes mapping/ analysis/ consultation; does not include printed final product or shipping charges; minimum fee of 1 hour) \$50.00

Note: These fees are not applicable to services provided to the Townships within the County of Frontenac.

¹ – *Municipal Freedom of Information and Protection of Privacy Act*

Schedule B

Fees for Facility Rentals

Notes:

After hour charges are applicable outside of normal County hours of operation (8:30 am to 4:00 pm, Monday to Friday)

	The Bud Clayton Memorial Room	Frontenac Room	Kingston Frontenac Rotary Auditorium
County Use (includes member Townships) (Must have staff sponsor or assigned designate who will be present for the meeting and will be responsible for clean-up/close down procedures)	<ul style="list-style-type: none"> No Charge 	<ul style="list-style-type: none"> No Charge 	<ul style="list-style-type: none"> No Charge *Including Fairmount Home sponsored residents/family events*
County Affiliate or Not For Profit (Must have affiliate/association sponsor who will be present for the meeting and will be responsible for clean-up/close down procedures)	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) \$30/half day (4 hours) \$50/day (8 hours) After hours charge (\$40/hr.) Stand-by Tech Support charge is (\$40/hr.) Damage Deposit (\$250) 	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) \$60/half day (4 hours) \$100/day (8 hours) After hours charge (\$40/hr.) Stand-by Tech Support charge is (\$40/hr.) Damage Deposit (\$250) 	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) \$120/half day (4 hours) \$200/day (8 hours) After hours charge (\$40/hr.) Stand-by Tech Support charge is (\$40/hr.) Damage Deposit (\$250)
For Profit Company	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) Proof of insurance required \$45/half day (4 hours) \$75/day (8 hours) After hours charge (\$40/hr) Stand-by Tech Support charge is (\$40/hr.) Damage Deposit (\$250) 	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) Proof of insurance required \$90/half day (4 hours) \$150/day (8 hours) After hours charge (\$40/hr) Stand-by Tech Support charge is (\$40/hr) Damage Deposit (\$250) 	<ul style="list-style-type: none"> 50% Deposit Required (Non Refundable if cancelled within 48 hours) Proof of insurance required \$150/half day (4 hours) \$250/day (8 hours) After hours charge (\$40/hr) Stand-by Tech Support charge is (\$40/hr) Damage Deposit (\$250)

Multiple day rates may be discounted up to 30% depending upon availability and set up/break down requirements.

No onsite catering is available. A list of recommended local caterers is available upon request.

No charge to the City of Kingston for the Kingston Frontenac Rotary Auditorium.

Schedule C

Tariff of Fees for Land Use Planning

Subdivisions/Condominiums

Initial Application Fee

For any proposed plan of subdivision submitted to the County of Frontenac for approval:

Up to 20 developable lots/blocks/units	\$3,000
21 to 50 developable lots/blocks/units	\$4,500
More than 50 developable lots/blocks/units	\$6,000

Refund

Sixty per cent (60%) of the Initial Application Fee shall be returned if an application is rejected by the County of Frontenac as being deemed incomplete or is withdrawn prior to circulation

Major Plan Revision (re-circulation) \$1,250

Minor Revision \$500

For minor revisions to the draft plan and/or draft conditions, which do not require major re-circulation

Draft Approval Extension

For each one (1) year extension of draft approval beyond the usual three (3) years draft approval

\$500

Final Plans for Registration \$600

Condominiums Exemption

Application Fee \$1,000

For any plan of condominium submitted to the County of Frontenac for exemption under Section 50 of *The Condominium Act, R.S.O. 1990, C26, as amended.*

Part Lot Control

Final Approval \$300

Payable prior to the by-law being given final approval by the Council of the County of Frontenac.

Official Plan Amendment

County Official Plan Amendment \$1,000

County or Local Official Plan Amendment Initiated by Municipality No fee

Other Charges

The applicant shall provide the County of Frontenac, upon request, a deposit against which the County may, from time to time, charge any professional fees and expenses incurred related to peer review. If such fees and expenses exceed the deposit, the Applicant shall pay the difference upon being billed by the County with interest at a rate of 1.25% per month on accounts overdue more than thirty (30) days.

Municipal Planning Services Fees

Preparation of all planning reports associated with a private application.

Director of Planning and Economic Development \$87.00/hour

Community Planner \$50.00/hour

Schedule D

Fees for Services for Fairmount Home

Other Charges

Satellite Television for Residents \$5.00/month

Telephone for Residents \$7.00/month plus long distance charges

WiFi for Residents \$12.00/month

\$5.00 one-time set up fee

External Catering

See attached External Catering Form

ITEMS REQUESTED		Serving	Unit Cost	ITEMS REQUESTED		Servings	Unit Cost
Beverages				Buffet Trays			
Coffee, sma Serves 8		\$ 8.00	\$ -	Caesar, Garden, Greek			
Percolator/L 30-40		35.00	-	Salad, small	10	0	
Thermal container, lrg		70.00	0	Salad, medium	15	0	
Coffee, decaffeinated		0.65	-	Salad, large	25	0	
Tea bag and hot water		1.00	-	Cheese, fruit and crackers, sm	30	0	
Juice, bottle		1.85	-	Cheese, fruit and crackers, med	52	0	
Pop, can		1.00	-	Cheese, fruit and crackers, lrg	70	0	
Punch bowl, 35-40		8.00	-	Fruit tray, small	15	0	
Punch bowl, 50		12.00	-	Fruit tray, medium	30	0	
Bottled water, 330 ML		1.50	-	Fruit tray, large	45	0	
Milk, 250 ML 2%		1.00	-	sandwiches, tea cut, each	2.95	0	
Subtotal Beverages		\$ -		sandwiches, gourmet, each	3.25	0	
Bakeshop				Subtotal Buffet Trays	0		
Muffins		1.20	0	Paper Products*			
Baked cookies		0.60	0	Paper Products*			0
Croissants		1.00	0	Plates, small, 6"	0.10	0	
Squares, 2 Each		0.80	0	Plates, large, 9"	0.05	0	
Cake, slab 60-80		44.00	0	Knives	0.03	0	
Cake, 1/2 slab		22.00	0	Forks	0.03	0	
Pie, fruit Serves 8		12.00	0	Spoons	0.03	0	
Pie, cream.. Serves 8		10.00	0	Napkins	-	0	
Subtotal Bakeshop				Styrofoam cups	0.02	0	
Yogurt		1	-	Straws	0.02	0	
Pickle bowl		2.95	-				
Soup of the day, bowl		1.5	-				
Fruit, each		0.5	-	Subtotal Paper Products			0
				Combined subtotals.....			-
				Applicable Labour	23.93	0	
				Goods and Services Tax	8%	-	
				Provincial Sales Tax	7%	-	
				GRAND TOTAL.....			-

**** Indicate special requirements**

By-law No. 2013-0001 – To Amend By-law No. 2013-0010 (To impose User Fees and Charges for Services)
January 17, 2018 Page 7 of 9

Schedule E

Fees for Services for Frontenac Paramedic Services

Special Events

Attendance of one (1) Ambulance and Paramedic crew at Special Events

Basic Charge:

4 hours coverage minimum charge \$760.00

Additional Charges:

For each hour or portion thereof \$190.00

The deposit amount is due prior to the event and any adjustment/refund will be resolved after the special event.

Retrieving an Ambulance Call Report

Per report \$35.00

Physical Fitness Test

Per Test \$155.00

Schedule F

Fees for Citizen Land Use on County Owned Property

Certificate of Permission

Application and Inspection Fee \$250*

(Based upon 4 to 8 hours for pre and post inspection and administration)

License of Occupation

Application and Inspection Fee \$250*

for the duration of the agreement + \$100/year

(Based upon 4 to 8 hours for pre and post inspection and administration)

Encroachment Agreement

Application Fee..... \$250*

(Based upon 4 to 8 hours for pre and post inspection and administration)

Right of Way (RoW)

Application Fee..... \$250*

(Based upon 4 to 8 hours for pre and post inspection and administration)

Sale

Application Fee..... \$250*

(Based upon 4 to 8 hours for pre and post inspection and administration)

All sales in must be in accordance with the County's Sale of Real Property By-law.

* Plus related disbursements.

By-Law Number 2018-0002

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) resulting from Bill 68

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 Bill 68, Modernizing Ontario's Municipal Legislation Act, 2017 (MOMLA), which makes certain amendments to the *Municipal Act*, received Royal Assent on May 30, 2017 where certain amendments come into force on January 1, 2018

And Whereas The Corporation of County of Frontenac deems it expedient to amend By-law No. 2013-0020 as it relates to certain amendments resulting from the Proclamation of Bill 68;

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

And Further That Procedural By-law 2013-0020 as amended be further amended as follows:

1. **That** Section 1 – Interpretation, 1.3 Definitions (v) be amended by deleting:

“Meeting” means a majority of the Members of Council or Committee that comes together for the purpose of exercising the power or authority of the Council or Committee or for the purpose of doing the groundwork necessary to exercise that power or authority.

And replacing with:

“Meeting” means a quorum of the Members of Council or Committee that are present and discuss issues in a way that materially advances the business or decision making of Council or Committee.

- 2. That** a Section 4 – Membership on Council, 4.3 deleted in its entirety and replaced with:
- (1) Pursuant to Section 267 of the Municipal Act, 2001 and amendments thereto, if a Member of County Council is unable to act as a Member of County Council for a period exceeding one month, the local municipal council may appoint one of its Members as an Alternate Member of County Council to act in place of the Member until the Member is able to resume acting as a Member of County Council.
 - (2) Pursuant to Section 268 of the *Municipal Act, 2001* and amendments thereto, the council of a local municipality may appoint one of its members as an alternate member of County council, to act in place of a person who is a member of County Council, when the person is unable to attend a meeting of County Council for any reason.

Subsection (2) does not authorize:

- (a) the appointment of more than one alternate member during the term of council;
- (b) the appointment of an alternate member to act in place of an alternate member appointed under subsection 267 (1) or (2); or
- (c) the appointment of an alternate head of council of the County of Frontenac.

Despite clause (2)(a), if the seat of the member who has been appointed as an alternate member under subsection (1) becomes vacant, the council of a local municipality may appoint another of its members as an alternate member for the remainder of the council term.”

- 3. That** Section 4 – Membership on Council, be amended by adding a new 4.4, Alternate Members of County Council, as follows:
- An Alternate Member shall not take his seat on County Council until the Clerk of the County has received a certified copy of the appointment by-law passed by the lower tier municipality naming the alternate.
- An alternate appointed under Section 267 of the *Municipal Act* shall be limited to representing the municipality at a meeting of County Council with the exception of the annual Inaugural Meeting, and Council Liaison meetings, should the alternate be appointed to represent a second member Councillor but not at a meeting of an advisory or special committee, board or agency to which the member of Council has been appointed.
- An alternate appointed under Section 268 of the *Municipal Act* shall be limited to representing the municipality at a meeting of County Council with the exception of the annual Inaugural Meeting, and not at a meeting of an advisory or special committee, board or agency to which the member of Council has been appointed.

If appointed under Section 268 of the *Municipal Act*, it is the responsibility of the Member of Council upon whose behalf an alternate will be serving to ensure that a copy of the meeting agenda is provided to the alternate in advance of the meeting.

The remuneration and/or reimbursement of appropriate costs incurred by an alternate while serving in this capacity shall be the responsibility of the constituent municipality. An alternate shall not be eligible to attend a convention or seminar on behalf of the County.

An alternate attending a meeting of County Council as an observer only, shall leave the meeting room when the meeting is closed to the public.

4. **That** Section 6 – Meetings of Council, 6.6 Closed Meetings be amended by adding the following:
- i) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
 - j) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
 - k) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
 - l) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

5. **That** Section 6 – Meetings of Council, 6.10 Closed Meeting Investigations be amended by adding an additional paragraph as follows:

Should the County receive a report from the County's Closed Meeting Investigator reporting his or her opinion, and the reasons for it, that a meeting or part of a meeting that was the subject-matter of an investigation appears to have been closed to the public contrary to section 239 of the *Municipal Act* or to the County's procedure by-law under subsection 238 (2), the County of Frontenac, shall pass a resolution stating how it intends to address the report..

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 17th day of January, 2018.

Read a Third Time, Signed, Sealed and Finally Passed this 17th day of January, 2018.

The Corporation of the County of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk

Appendix A to By-law 2018-0028

SCHEDULE B-5 – ADVISORY COMMITTEE TO COUNTY COUNCIL

COMMITTEE NAME: Administrative Building Design Task Force

ESTABLISHMENT OF THE COMMITTEE

- (i) The County of Frontenac Administrative Building Design Task Force shall be comprised of three (3) members of County Council appointed by County Council
- (ii) The members of the County of Frontenac Administrative Building Design Task Force shall hold office from the date of their appointment, at the pleasure of Council, up to the end of the term of Council and who shall be named in this Schedule;
- (iii) The Administrative Building Design Task Force shall meet as required.
- (iv) The County of Frontenac Administrative Building Design Task Force 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/Mission

The mission of the County of Frontenac stated in its Mission Statement is *the effective, efficient and sustainable delivery of service to its citizens*. Within the context of the Values and Principles detailed, the Administrative Building Design Task Force will be guided by the Mission Statement:

- (ii) Mandate

- a) To carry out a space review and analysis of the County of Frontenac Administrative Building
- b) To review and consider options for the Administrative Building and make recommendations to Council
- c) If necessary, to review any proposals and recommend to Council a design team for any refurbishing of the Administrative Building
- d) If necessary, to work with the architect to bring back design options/costing for Council consideration
- e) If necessary, to periodically receive updates and provide input on the final details of the refurbishing/construction phase of the Administrative Building

COMPOSITION OF THE COMMITTEE

The Council of the County of Frontenac hereby appoints the following members of Council to the County of Frontenac Administrative Building Design Task Force:

Council Liaison to Corporate Services

Councillor Tom Dewey

Three (3) Members of County Council:

- Councillor Natalie Nossal
- Councillor John Inglis
- Councillor Ron Vandewal

By-Law No. 2018-0003

of

The Corporation of the County of Frontenac

being a by-law to amend By-law No. 2013-0020 (Appointments to the Planning Advisory Committee and the Community Development Advisory Committee)

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 appointments to the Planning Advisory Committee and the Community Development Advisory Committee:

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

1. **That** Schedule B-3, Community Development Advisory Committee be amended to add _____ as a Community Representative, whose terms shall expire November 30, 2018;
2. **That** Schedule B-4, Planning Advisory Committee be amended to add _____ as a Representative from the Community, whose term shall expire November 30, 2018;
3. **That** this amending by-law shall come into force and take effect on the date of final passing.

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

Read a first and second time this 17th day of January, 2018.

Read a third time and finally passed this 17th day of January, 2018.

The Corporation of the County of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk

By-Law No. 2018-0004

of

The Corporation of the County of Frontenac

being a by-law to authorize temporary borrowing for current expenditures for the year 2018

Whereas per Section 407(1) of the *Municipal Act, 2001, S.O. 2001, c. 25 as amended* ("the Act"), at any time during a fiscal year, a municipality may authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amounts that the municipality considers necessary to meet the current expenditures of the municipality for the year;

And Whereas the Corporation of the County of Frontenac ("the County") deems it necessary to borrow from time to time until other revenues are collected;

And Whereas per Section 407(2) of the *Act*, except with the approval of the Ontario Municipal Board, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed:

- (a) from January 1 to September 30 in the year, 50 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and,
- (b) from October 1 to December 31 in the year, 25 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year.

And Whereas per Section 407(4) of the *Act* estimated revenues of the County as set forth in the estimates adopted for the year 2018 is \$40,824,390, which does not include revenues derivable or derived from:

- (a) arrears of taxes, fees or charges; or
- (b) a payment from a reserve fund of the municipality, whether or not the payment is for a capital purpose.

Now Therefore the Corporation of the County of Frontenac enacts as follows:

1. **That** the Warden and Treasurer are hereby authorized, on behalf of the County, to borrow from time to time, by way of promissory note or banker's

acceptance, from the TD Canada Trust (the "Bank"), any municipality or school board, a sum or sums not to exceed the aggregate of \$20,412,195 from January 1, 2018 to September 30, 2018 and \$10,206,098 from October 1, 2018 to December 31, 2018 less the amount of similar borrowings which are still unpaid to meet, until the taxes are collected, the current expenditures of the County for the year 2018, including the amounts required for the purposes mentioned in Sub-section (1) of the said Section 407 and to give, on behalf of the County, to the said Bank, a promissory note(s) or banker's acceptance(s), sealed with the corporate seal and signed by the Warden and Treasurer for the monies so borrowed with interest, in the case of borrowing from the Bank at the Bank's prime interest rate less one-quarter per cent which shall be as notified by the Bank to the Treasurer from time to time, or in the case of borrowing from a municipality or school board at a rate to be negotiated with the municipality or school board but not to exceed the Bank's prime lending rate at the time of borrowing.

2. **That** all sums borrowed pursuant to the authority of this by-law as well as all other sums borrowed in this year and in previous years from the said Bank, municipality or school board for any or all of the purposes mentioned in the said Section 407 of the *Act* shall, with interest thereon, be a charge upon the whole of the revenues of the County for the current year and for all preceding years, as and when such revenues are received.
3. **That** the Treasurer is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all of the monies hereafter collected or received either on account or realized in respect of the taxes levied for the current year and preceding years, or from any other source, which may lawfully be applied for such purposes.
4. **That** this by-law shall come into force and effect on the final passing thereof.

Read a First and Second Time this 17th day of January, 2018.

Read a Third Time and Finally Passed, Signed and Sealed this 17th day of January, 2018.

The Corporation of the County of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk

By-Law No. 2018-0005

of

The Corporation of the County OF Frontenac

being a by-law to confirm all actions and proceedings of County Council on
January 17, 2018

Whereas Section 8 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the *Municipal Act* or any other *Act*; and;

Whereas Subsection 2 of Section 11 of the *Municipal Act, S.O. 2001, c.25* and amendments thereto provides that a lower-tier municipality and an upper-tier municipality may pass by-laws respecting matters within the spheres of jurisdiction described in the Table to Subsection 2 subject to certain provisions, and;

Whereas Section 5 of the *Municipal Act, S.O. 2001, c. 25* and amendments thereto provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 shall be exercised by its council and by by-law unless the municipality is specifically authorized to do otherwise; and;

Whereas the Council of the County of Frontenac deems it expedient to confirm its actions and proceedings;

Now Therefore 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 January 17, 2018 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 January 17, 2018 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 January 17, 2018 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 17th day of January 2018.

Read a Third Time and Finally Passed, Signed and Sealed this 17th day of January 2018.

The Corporation of the County Of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk