Frontenac County Council Meeting
Wednesday, January 16, 2019 – 9:00 a.m.
Kingston Frontenac Rotary Auditorium,
2069 Battersea Road, Glenburnie
Council will resolve into Closed Meeting
and will reconvene as regular Council at 9:30 a.m.

AGENDA

Page

Call to Order

Closed Session

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

1. Adoption of Closed Minutes of Meetings held November 21, 2018;
2. Labour relations or employee negotiations - as it relates to negotiations with OPSEU Local 462;
3. A proposed or pending acquisition or disposition of land by the municipality or local board - as it relates to future property acquisitions for Paramedic Stations;
4. Labour relations or employee negotiations - as it relates to negotiation updates with CUPE Local 2290.

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

Public Meeting

11 - 17 a) **Ms. Louise Moody** and **Ms. Gail Young,** Frontenac Transportation Services will address County Council regarding funding request for the Frontenac Transportation Services.

18 - 24 b) **Ms. Janet Gutowski,**Chair, Central Frontenac Housing Corporation will address County Council regarding funding request to

Approval of Addendum

a) **Resolved That** the addendum for the January 16, 2019 meeting of the Council of the County of Frontenac be approved.

Disclosure of Pecuniary Interest and General Nature Thereof

Adoption of Minutes

25 - 33 a) Minutes of Meeting held November 21, 2018

Resolved That the minutes of the regular Council meeting held November 21, 2018 be adopted.

34 - 43 b) Minutes of Inaugural Meeting held December 19, 2018

Resolved That the minutes of the Inaugural Council meeting held December 19, 2018 be adopted.

Deputations and/or Presentations

a) **Dr. Kieran Moore**, Medical Officer of Health and **Dr. Linna, Li**, Kingston Frontenac Lennox & Addington Board of Health will provide County Council with an overview of the Board of Health and its services to County residents.

b) **Ms. Patricia Enright** and **Ms. Christina Ridgley**, Kingston Frontenac Public Library will provide County Council with an overview of the Library Board and its services to County residents

44 - 53 c) **Ms. Anne Prichard,** Frontenac Community Futures Development Corporation will provide County Council with an overview of the CFDC and its services to County businesses

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

54 - 61 a) **Mr. Kelly Pender**, Chief Administrative Officer, will provide Council with his monthly CAO briefing.

Unfinished Business

Recommend Reports from the Chief Administrative Officer

62 - 127 a) **Consultant Briefing:** Mr. Jon Alison, Backcountry Branding, will brief the Committee of the Whole with respect to Frontenac Paramedic Services – Brand Identity.

[See Recommend Reports from the Chief Administrative Officer, clause b)]

128 - 129 b) **2019-002**
Emergency and Transportation Services

Frontenac Paramedic Services – Brand Identity

Recommendation:

Whereas the County of Frontenac brand identity was approved in 2016 and Frontenac Paramedic Services requires a branding strategy to establish its own unique identity;

Resolved That the Council of the County of Frontenac accept the Emergency and Transportation Services, Frontenac Paramedic Services Brand Identity report;

And Further That Council direct staff to implement the Frontenac Paramedic Services brand identity and design in the operations of the paramedic service.

130 - 133 c) **2019-003**
Emergency and Transportation Services
Future Paramedic Station Locations in the West End of Kingston

Recommendation:

Resolved That the Council of the County of Frontenac accept the Emergency and Transportation Services – Frontenac Paramedic Services – Station Locations in the West of Kingston report for information;

And Further That the Council of the County of Frontenac directs staff to negotiate with the City of Kingston for a lease agreement at the location of the Woodbine Road Fire Station at 905 Woodbine Road, Kingston, ON

And Further That the Council of the County of Frontenac directs staff to work with local commercial real estate agents to identify options for development of a new station in the designated area.

134 - 135 d) **2019-004**
Fairmount Home
Request for Proposal 2018-016
Management of Dietary and Support Services at Fairmount Home – Contract Award

Recommendation:

Resolved That the Council of the County of Frontenac receive the report for the Request for Proposal 2018-016 Management of Dietary and Support Services at Fairmount Home – Contract Award;

And FurtherThat Council pass a by-law authorizing the Warden and Clerk to execute an agreement with Sodexo Canada for the management of dietary and support services at Fairmount Home for a three-year term with an option to renew for up to three-years.

136 - 137 e) **2019-009**
Corporate Services
2018 Fairmount Home Accounts Receivables Write-Offs

Recommendation:

Resolved That the Council of the County of Frontenac receive this Corporate Services – 2018 Fairmount Home Accounts Receivable Write-Offs report;

And Further That Council authorize the Treasurer to write off accounts totalling $20,365.90.

138 - 139 f) **2019-008**
Corporate Services
2018 Federal Gas Tax Allocation

Recommendation:

Resolved That the Council of the County of Frontenac accept the Corporate Services – 2018 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 for 2018.

Information Reports from the Chief Administrative Officer

140 - 141 a) **2019-001**
Fairmount Home
Quarterly Update Activity Report

Reports from Council Liaison Appointees

a) Emergency and Transportation Services - Councillor
b) Long Term Care (Fairmount Home) - Councillor
c) Corporate Services - Councillor
d) Planning and Economic Development - Councillor

Reports from External Boards and Committees

a) Kingston Frontenac Library Board Update - Councillor Revill

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

c) RULAC, LSR and other Updates

d) Housing and Homelessness Committee Update - Deputy Warden Smith

e) Food Policy Council of Kingston, Frontenac, Lennox and Addington - Councillor Higgs

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

a) **2019-2022 Warden and Deputy Warden Appointments**

Moved by Warden Higgins
Seconded by Councillor Doyle

Whereas it is desirous and prudent to plan for succession, workload and geographical location of the Warden and Deputy Wardens in each year of the Council term;

And Whereas the *Municipal Act*, 2001 S. 218 (4) permits the Council of an Upper Tier municipality to establish a term for its head of Council;

And Whereas Frontenac County By-law No. 2013-0020 (as amended), being a by-law to govern the proceedings of the Council and its Committee, the Conduct of Members and the Calling of Meetings (hereafter the Procedural By-law) stipulates that the term for the head of Council (Warden) be established as one year, with the election of Warden taking place in December of each year;

And Whereas the By-law stipulates that the Warden be selected from the four (4) members of Council elected as mayor of their respective municipalities;

And Whereas Council, in accordance with terms of the Procedural By-lawhas already passed a By-law appointing the Warden and Deputy

Warden for 2019;

Now Therefore Be It Resolved That Council, by this resolution, hereby states its intention to consider the following appointments for the balance of their term:

	2020	2021	2022
Warden	Councillor Frances Smith	Councillor Ron Vandewal	Councillor Denis Doyle
Deputy Warden	Councillor Ron Vandewal	Councillor Denis Doyle	Councillor Ron Higgins

b) **Request by North Frontenac for consideration of Sewage Disposal Treatment Opportunities; and 24 hour Ambulance Services for the Township of North Frontenac**

Moved by: Warden Higgins
Seconded by: Councillor Martin

Whereas the Council of the Township of North Frontenac at its meeting held January 7, 2019 passed resolution #04-19 requesting County Council to include on its agenda for discussion Sewage Disposal Treatment Opportunities and 24 hour Ambulance Services for the Township of North Frontenac;

Therefore Be It Resolved That the Council of the County of Frontenac direct staff to assess and prepare reports on Sewage Disposal Treatment Opportunities and 24 hour Ambulance Services for the Township of North Frontenac for inclusion at the February 6, 7 and 13, 2019 budget deliberations.

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 Kingston Frontenac Public Library Board regarding Minutes of Regular Meeting #2018-08.
[Distributed to Members of County Council December 7, 2018]

b) From Randy Hiller, MPP Lanark-Frontenac-Kingston Invite to Annual Christmas Party.
[Distributed to Members of County Council December 7, 2018]

c) From the ROMA Board of Directors Calling for Nominations to the

Board.
[Distributed to Members of County Council December 7, 2018]

d) From the Ministry of Municipal Affairs and Housing regarding Municipal Reporting Burden.
[Distributed to Members of County Council December 7, 2018]

e) From Frank Cowan regarding Inspection report for Fairmount Home.
[Distributed to Members of County Council December 7, 2018]

f) From the Township of North Frontenac regarding the Mayors Opening Remarks Inaugural December, 3, 2018.
[Distributed to Members of County Council December 7, 2018]

g) From the Municipality of Northern Bruce Peninsula regarding the Support Letter for the Town of Kearney.
[Distributed to Members of County Council December 7, 2018]

h) From the Honourable Elizabeth Dowdeswell regarding invitation to the Lieutenant Governor's 2019 New Year's Levee.
[Distributed to Members of County Council December 7, 2018]

i) From the Lennox & Addington Ridge Runners Snowmobile Club regarding a Thank you letter and an invite to an Appreciation Dinner.
[Distributed to Members of County Council December 7, 2018]

j) From Stephen Sorensen requesting Council reconsider its decision regarding the lift in of restrictions on the Howe Island Ferry.
[Distributed to Members of County Council December 7, 2018]

k) From the Ministry of Finance regarding the Ontario Cannabis Legalization Implementation Fund (OCLIF) Funding.
[Distributed to Members of County Council December 7, 2018]

l) From the Office of the Prime Minister regarding Motion #171-18, NAFTA Dairy Supply Management Program.
[Distributed to Members of County Council December 14, 2018]

m) From the Ontario Ministry of Natural Resources, Forestry regarding Council meeting at South Frontenac about Johnston Point.
[Distributed to Members of County Council December 14, 2018]

n) From the Association of Municipalities of Ontario providing information for Councils on developing a Municipal Cannabis Policy Statement
[Distributed to Members of County Council December 21, 2018]

o) From the Ontario Building Officials Association thanking the County of Frontenac for its recent gift donation
[Distributed to Members of County Council December 21, 2018]

p) From the Association of Municipalities of Ontario (AMO) in regards to Cannabis supply in stores.
[Distributed to Members of County Council December 21, 2018]

q) From the Eastern Ontario's Leadership Council regarding the Communications Update Fall-Winter 2018.
[Distributed to Members of County Council December 21, 2018]

r) From the Patersons Wishing County Council a Merry Christmas
[Distributed to Members of County Council December 21, 2018]

s) From the Doug Ford family Wishing Happy Holidays to all.
[Distributed to Members of County Council December 21, 2018]

t) From Southern Frontenac Community Services with the January 2019 Happenings.
[Distributed to Members of County Council January 4, 2019]

u) From the City of Hamilton in regards to Maintaining the Voters List for Municipal Elections.
[Distributed to Members of County Council January 4, 2019]

v) From Huron County regarding its resolution Supporting the Voters List for Municipal Elections.
[Distributed to Members of County Council January 11, 2019]

w) From Allan and Partners LLP providing its Audit Planning Letter for the Year Ending December 31, 2018.
[Distributed to Members of County Council January 11, 2019]

x) From the Municipality of Mattice-Valcote regarding request to amend Councillor Oath of Office.
[Distributed to Members of County Council January 11, 2019]

y) From the Township of North Frontenac regarding request to County Council on Sewage Disposal and 24 Hour Ambulance Service.
[Distributed to Members of County Council January 11, 2019]

Other Business

a) **Consideration of applications submitted for appointments to the following committees:**
[Applications distributed separately from the agenda.]

1. Community Development Advisory Committee (CDAC)
One (1) member of County Council; and
Six (6) Community Representatives

2. Planning Advisory Committee (PAC)
Three (3) Community Representatives;

3. Joint Frontenac Accessibility Advisory Committee (JAAC)
One (1) member of County Council; and
Four (4) members of the Community who are persons with disabilities (one from each

Township); and
One (1) member of the Community at large

4. Seniors Housing Task Force
One (1) Additional Member of County Council

5. Administrative Building Design Task Force
Three (3) Members of County Council

THAT Council make the following appointments to Frontenac County Advisory Committees for the term of council:

Advisory Committee	**Appointees**
Community Development Advisory Committee	1 Member of County Council: • **Councillor** 6 Members from the Community:
Planning Advisory Committee	3 Members from the Community:
Frontenac Joint Accessibility Advisory Committee	1 Member from County Council: • **Councillor** 4 members of the Community (one from e Township); • **– South Frontenac** • **– North Frontenac** • **– Central Frontenac** • **– Frontenac Islands** 1 member of the Community at large
Seniors Housing Task Force	1 Additional Member from County Council • **Councillor**
Administrative Building Design Task Force	3 Members from County Council: • **Councillor** • **Councillor** • **Councillor**

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

142

a) To authorize the execution of an Agreement with the Canadian Union of Public Employees, Local 2290 in accordance with the Arbitration Award.
[Proposed By-law No. 2019-0001]

143 - 144

b) To authorize the Corporation of the County of Frontenac to distribute the Federal Gas Tax among its four lower-tier municipalities.
[Proposed By-law No. 2019-0002]

145

c) To authorize the execution of an agreement with Sodexo Canada for the management of dietary and support services at Fairmount Home.
[Proposed By-law No. 2019-0003]

146 - 147

d) To appoint Members of Council and Members of the Community to Frontenac County Advisory Committees for the Term of Council
[Proposed By-law No. 2019-0004]

148 - 149

e) To Confirm the Proceedings of Council
[Proposed By-law No. 2019-0005]

Adjournment

Frontenac Transportation Services

FTS connects people of all ages to a wide variety of services empowering them to live rural life to its fullest.

Frontenac Transportation Services

We are here today to request funding for 2019 to support our County Wide transportation service.

We provide a user pay volunteer transportation service to any resident 7 days a week throughout the county since 2010.

In 2018 we have provided 3247 rides (6494 one way rides) for seniors/children/low income families (priority given to senior medical appointments) and 2541 rides (5082 one way rides) for Third Party Billing which provides revenue to our model (this includes ODSP, OW, Triboard, Veterans Affairs etc…)

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Frontenac Transportation Services

- **In 2019 our goal is:**
- To provide 11,500 one way rides
- To drive 600,000 km
- For 350 residents in the county who do not have access to private transportation
- To maintain a volunteer roster of 45 volunteers

Frontenac Transportation Services

2018 Budget

Last year we received $96,000 for subsidy and operations.

North/Central subsidy	$25,640
South subsidy	$25,640

The remaining $44,720 covered 42% of staffing costs. 58% of staffing and all other operation expenses were covered by third party revenue.

In the past there has been a deficit. In response, we increased the charge for third party rides. We have conducted a review of our business model to ensure we maintain a balanced budget. 2019 Business Plan available upon request.

Frontenac Transportation Services

2019 Budget request $96,000

North/Central subsidy	$25,640
South subsidy	$25,640*

*If another service provider provides rides in South Frontenac the subsidy will be shared to ensure that all residents in Frontenac County can access to transportation.

Operations/Staffing

Office/phones/internet	$10,000
Staffing	$34,720

*staffing includes two part time staff. A Program Administrator and Dispatcher. More details available upon request.

Frontenac Transportation Service

At request of County Council FTS worked with Queen's University Freshsight to develop a business plan for FTS. They have provided 11 recommendations that are being considered, to be implemented in 2019.

A copy is available upon request.

Frontenac Transportation Service

Thank you for considering our request.

We understand that South Frontenac Community Services Corporation is delivering transportation for their programs in South Frontenac. FTS has offered to and will continue to work together to provide a seamless transportation system to all residents of Frontenac County.

Central Frontenac Housing Corporation
1096-B Clement Rd. Unit 6
Sharbot Lake, Ontario K0A2P0

January 9, 2019.

Dear Warden and Council,

The Central Frontenac Housing Corporation is seeking assistance to improve accessibility and safety of the **Seniors Housing Complex** at 1096-B Clement Rd., Sharbot Lake in the Township of Central Frontenac.

Background:

The Central Frontenac Housing Corporation is a **not for profit** corporation formed in 2009. The corporation was formed to meet requirements of the Province of Ontario in order to receive funding under a program called DOORS (Delivering Opportunities to Ontario Renters). An agreement with the province was signed by the officers of the corporation of the day. The agreement stipulates the building is to provide **affordable housing for seniors (ages 60 +) of low to moderate income.** The designation "affordable" housing and the agreement sets rent at or below 80% of market rent for comparable accommodation. The province **does not provide ongoing financial support** for this housing project. The grant from the province was a one-time infusion of cash. A copy of the agreement is available for review should council or staff require more details.

Sharbot Lake Seniors Complex:

The funding provided allowed for the construction of a 5 unit, single floor apartment complex suitable for seniors. Each unit has a private entrance, one bedroom, a bathroom, open concept kitchen/living room, and a small private rear yard. The corporation provides each unit with a washer, dryer, refrigerator, and stove. Heat, hydro and water are included with the rent as are services such as grass cutting, snow removal and septic maintenance.

In addition to the residential units the building includes office space for administration and a common room which can be used by the seniors and other small groups in order to provide the seniors with more opportunity for social engagement.

Financial Challenges:

A number of issues had to be addressed before the project could start. Due to the complexity of these issues the project start was delayed for well over a year. Construction costs increased due to the delay. There was also some vandalism which occurred during construction. As a result of the increased cost the DOORS funding fell short to complete the project. The corporation had to secure a **mortgage** which has increased operating costs.

The construction of seniors building included utilizing some newer technologies of the day in an effort to achieve a high standard of energy efficiency and a designation of a "green" building. This resulted in the complex being honoured with a number of awards with respect to its building techniques and the efficiencies which it achieved. The corporation is mostly satisfied with the technologies utilized during construction however from time to time we have incurred some **unanticipated operating expenses.**

Here are some examples:

The **in-floor heating** and **water treatment systems** have been problematic from time to time. Technicians qualified to work on these systems must travel to Sharbot Lake from outside the area. There are usually at least two service calls. The first is usually to diagnose the problem. If parts are required there is a waiting period and a second visit.

We have also recently **replaced all of the bathroom faucets** as we have learned from our tenants that the motion sensor activated taps which were originally installed are not suitable for their needs.

The challenges presented over the years has resulted in a capital replacement reserve which is currently underfunded. Although we are slowly rebuilding our reserve we are not in a position to undertake new projects without additional capital. We have annual financial statements available to support our claims and we will be happy to share them with staff and council.

That is why we are asking for your help.

Proposed Project:

Due to the shortfall of funds, when the building was constructed in 2011 the parking area and entrance to the building were not completed at that time. Over the years minor improvements have been made but an assessment of the parking area and building entrances leaves a lot to be desired in terms of accessibility and safety. The project we hope to undertake is outlined below.

1) **Remove a large roc**k in the parking area. The rock presents issues with snow clearing, and safety, and limits the parking area available. Its presence restricts access to parking close to the building. This makes it difficult for the seniors to access the sidewalk especially in winter. All of our tenants are seniors, some have mobility issues.
2) **Increase the size of the parking area.** The current parking area serves to provide parking for our 5 tenant units and there are two or three additional spaces .. in summer. These additional spaces are not necessarily there in in winter. Visitors such as family members, guests, health care and support workers, the property manager, tenants from NFNPHC paying rent and/or doing business at the office, contractors and service technicians, board members, visitors to meetings/activities held in the common room struggle to park and access the building safely especially in winter. The laneway from Clement Rd. to the Seniors Complex is narrow an cannot be used safely. Parking further down

the lane interferes with tenant parking at 1096-A Clement Rd which is a fourplex owned/operated by North Frontenac Non Profit Housing. The poor parking situation has at times has made it difficult for Frontenac Paramedics to transport clients from the building to the ambulance. Increasing the size of the parking area will improve safe access to the building for the seniors and others and allow for increased opportunity to utilize the Seniors Common Room as intended to promote social interaction for the seniors.

3) **Construct an additional sidewalk from the parking lot to the building.** There is currently one sidewalk providing access from the parking area to the building. This sidewalk directs people to the residential side of the complex which is less than ideal. It impacts on the privacy of the seniors and makes Property Managers office and the Seniors Common room more difficult to access. The Property Managers office is at the back of the building on the east side. North Frontenac Non Profit Housing shares the office space and property manager. This means tenants from the 18 NFNPHC units come to the senior's complex to pay rent and do business with the Property manager as well as contractors and service technicians from time to time.
4) **Add 2 Accessible Door buttons** There are currently none in place. Given the common room should senior friendly and accessible to all, and the office is commercial space, there should be power door buttons at the Seniors Common Room and the Property Managers office. Again, I emphasize that some of our tenants have mobility issues. Also, some of the tenants from the NFNPHC who visit the office to do business also have disabilities and/or may have small children with them. In recent months even one of our board members had a health problem which required the use of a wheelchair. The addition of accessible door buttons will allow the seniors and others to access the common room and property manager's office with greater ease and encourage independence.

Why now:

Given the complex was built in 2011, there has been time to ensure the Sharbot Lake Seniors Affordable Housing Complex is successfully up and running and we have had time to assess our needs. There is also some new energy on the board with the addition of some new members. We are encouraged by Frontenac County and the townships within the county's ongoing efforts to become an Age Friendly Community. Having reviewed the Age Friendly Action Plan which was approved by County council in Feb 2018, we are encouraged by the actions listed and we are confident this project is one which meets the intentions and objectives outlined in the plan. We are also striving to be compliant with the AODA (Accessibility Ontario Disability Act) and ensure our built environment is accessible.

The Ask:

CFHC is in the process of soliciting estimates for all aspects of the work to be undertaken. Initial quotes estimate the value of the total project to be in the range of $20,000 - $25,000 which is well beyond our means. For that reason, we have broken

the down the project and we plan to proceed as funds becomes available. It is our intention to conduct some fundraising activities work with other partners to reach our goals. We have already investigated grant opportunities from other sources however it appears our project does not fit the criteria of existing federal or CMHC programs at this time. We are in the process of preparing an application to the Ontario Trillium Fund however with such a small number of units in the building and recent cuts announced, we are not very optimistic about our chances for success. For this reason, we are hopeful that the county may consider funding items #3 and #4 the cost of the project, the installation of the accessible door buttons and additional sidewalk. Preliminary estimates for this part of the work are $10,000, with further investigation we hope we can reduce this number. Due to the time of year we do not anticipate starting this work until spring at the earliest.

In summary at this time we are asking Frontenac County Council to consider setting aside up to $10,000 in the 2019 budget to assist the Central Frontenac Housing Corporation with improvements for accessibility and safety.

Sincerely,

Janet Gutowski

Chair, Central Frontenac Housing Corporation

CENTRAL FRONTENAC HOUSING CORPORATION and
NORTH FRONTENAC NON PROFIT HOUSING CORPORATION
BOARD OF DIRECTORS as of September 6, 2018

Janet Gutowski, Chair
1242 Forty Foot Rd.,
Godfrey, On, K0H 1T0
Phone: 613-329-2397
Email: j.gutowski@sympatico.ca

Kathi Zarfas, Vice Chair
4263 Elphin Maberly Rd.
P.O. Box 1016,
Snow Road Station On. K0H2R0 Phone: 613-278-2381
Email: kzarfas@gmail.com

Colleen Allison, Treasurer
11781 Road 509
Sharbot Lake, On K0H 2P0 Phone: 613-279-2546
Email: tcallison509@gmail.com

Linda Chappel
15136 Road 509
P.O. Box 1524,
Mississippi Station, ON KOH 2CO Phone: 613-279-2784
Email: lchappel279@hotmail.com

Barb Neill
P.O. Box 256
1039 Garrett St.,
Sharbot Lake On K0H2P0 Phone: 613-279-3180
Email: baneill1@outlook.com

Dennis Larocque
1008 Keanne Ln
Sharbot Lake On K0H2P0 Phone:613-985-0660
Email: larocquemasonry@gmail.com

Rev Karen Hincke
14170 Road 38
Box 12, Sharbot Lake On K0H2P0 Phone: 613-279-2679
Email: revhincke@gmail.com

Peggy Hurley, past chair
13371 Road 38,
Sharbot Lake, On K0H 2P0 Phone: 613-279-2894
Email: hurleyp@limestone.on.ca

Tennant rep: Dave Motton

1096B Clement Rd Unit 1 Sharbot Lake On. K0H2P0 Phone: 289-395-0691
Email:david.motton@gmail.com

FRONTENAC

Minutes of the Regular Meeting of Council
November 21, 2018

A regular meeting of the Council of the County of Frontenac was held in the Kingston Frontenac Rotary Auditorium of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, November 21, 2018 and was called to order at 9:00 a.m. Regular business commenced at 9:30 a.m.

There was a "Closed Meeting" of the Committee of the Whole from 9:00 a.m. to 9:18 a.m.

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

Also Present: **County:**
Kelly Pender, Chief Administrative Officer
Paul Charbonneau, Chief/Director of Emergency & Transportation Services
Susan Brant, Director of Corporate Services/Treasurer
Lisa Hirvi, Administrator-Fairmount Home
Jannette Amini, Manager of Legislative Services/Clerk
Richard Allen, Manager of Economic Development
Marco Smits, Communications Officer

Closed Session

Motion #: 191-18 Moved By: Deputy Warden Doyle
Seconded By: Councillor Smith

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

1. Adoption of Closed Minutes of Meetings held October 17, 2018
2. Labour relations or employee negotiations - as it relates to contract negotiations with CUPE Local 109
3. A proposed or pending acquisition or disposition of land by the municipality or local board - as it relates to future property acquisitions for Paramedic Stations

Carried

Motion #: 192-18 Moved By: Councillor Nossal
Seconded By: Councillor Dewey

That Council rise from the Committee of the Whole "Closed Meeting", that the rules of By-Law Number 2013-0020 be waived and the Warden report.

Carried

Motion #: 193-18 Moved By: Councillor McDougall
Seconded By: Councillor Inglis

Resolved That the Council of the County of Frontenac accept the Corporate Services – Ratification of the Collective Agreement between The Canadian Union of Public Employees and its LOCAL 109 – Marine Services Crew and The Corporation of the County of Frontenac report;

And Further That the Warden and Clerk be authorized to execute a three year collective agreement, effective January 1, 2018 through December 31, 2020, with Local 109 of The Canadian Union of Public Employees, which represents the County's Marine Services Crew;

Carried

Approval of Addendum

Disclosure of Pecuniary Interest and General Nature Thereof

There were none.

Adoption of Minutes

a) Minutes of Meeting held October 17, 2018

Motion #: 194-18 Moved By: Councillor Vandewal
Seconded By: Deputy Warden Doyle

Resolved That the minutes of the regular Council meeting held October 17, 2018 be adopted.

Carried

Deputations and/or Presentations

a) Presentation to Outgoing Members of Council

Warden Higgins presented gifts to Councillors John McDougall, Natalie Nossal, Tom Dewey and John Inglis who will not be returning for the next term of County Council and thanked them for their service to the citizens of Frontenac County.

Council recessed at 9:41 a.m.

Council reconvened at 9:57 a.m.

Proclamations

Move into Committee of the Whole

Motion #: 195-18 Moved By: Councillor Smith
Seconded By: Councillor Nossal

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

Carried

Briefings

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

Unfinished Business

Recommend Reports from the Chief Administrative Officer

a) **2018-132**
Corporate Services
Implementation of a Seniors Get a GRIP program

Motion #: 196-18 Moved By: Councillor Dewey
Seconded By: Councillor McDougall

Resolved That the Council of the County of Frontenac receive the Corporate Services – Implementation of a Seniors GRIP program report for information;

And Further That the County of Frontenac not implement a Seniors GRIP program at this time.

Carried

b) 2018-133
Fairmount Home
Long-Term Care Homes Accountability Planning Submission (LAPS) Report

Motion #: 197-18 Moved By: Councillor Inglis
Seconded By: Councillor Vandewal

Resolved That Council of the County of Frontenac receive the Fairmount Home – Long-Term Care Homes Accountability Planning Submission (LAPS) Report;

And Further That Council of the County of Frontenac approve the LAPS documents as appended to this report;

And Finally That the Council of the County of Frontenac authorize the Administrator to submit the approved LAPS documents to the South East Local Health Integration Network.

Carried

Information Reports from the Chief Administrative Officer

a) 2018-130
Corporate Services
Four Month Attendance Management Report Card

b) 2018-131
Corporate Services
2018 Third Quarter Financial Summary

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 and thanked staff for their support over her tenure as Liaison.

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

Councillor Inglis provided an overview of the Long Term Care (Fairmount Home) liaison activities since the last Council meeting and thanked staff for their support over his tenure as Liaison.

c) Corporate Services - Councillor Dewey

Councillor Dewey provided an overview of the Corporate Services liaison activities since the last Council meeting and thanked staff for their support over his tenure as Liaison.

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 and thanked staff for their support over his tenure as Liaison.

Reports from External Boards and Committees

a) Kingston Frontenac Library Board Update - Councillor Nossal

The minutes of the previous meeting of the Kingston Frontenac Library Board were distributed to members of Council.

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 Report.

d) Algonquin Land Claim Update - Councillor Inglis

No Report.

e) Housing and Homelessness Committee Update - Councillor McDougall

No Report.

f) Food Policy Council of Kingston, Frontenac, Lennox and Addington - Deputy Warden Doyle

No Report.

Reports from Advisory Committees of County Council

a) Report of the Chief Administrative Officer Performance Appraisal Review Panel

Motion #: 198-18 Moved By: Warden Higgins
Seconded By: Councillor Smith

That the Report received from the Chief Administrative Officer Performance Appraisal Review Panel be received and adopted**.**

Report of the Chief Administrative Officer Performance Appraisal Review Panel

The Chief Administrative Officer Performance Appraisal Review Panel reports and recommends as follows:

1. **Review of Proposals for 2019-2022 Council Strategic Plan**

   That 8020 Info Inc. be retained to lead the 2019-2022 Council Strategic Plan;

   And Further That the Chief Administrative Officer Performance Appraisal Review Panel be responsible for providing direction and feedback to the consultants during the 2019-2022 development process.

Carried

Return to Council

Motion #: 199-18 Moved By: Councillor Nossal
Seconded By: Councillor Dewey

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

Carried

Adoption of the Report of the Committee of the Whole Council

Motion #: 200-18 Moved By: Councillor McDougall
Seconded By: Councillor Inglis

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

Carried

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 Township of Amaranth an Resolution Licencing Process to Take Water for Commercial Water Bottling Facilities
[Distributed to Members of County Council October 19;2018]

b) You and your family are invited to the launch of the 2018 Tree of Hope Holiday Appeal with Tree lighting November 11.
[Distributed to Members of County Council October 19. 2018]

c) From the Ministry of Tourism, Culture and Sport regarding a nomination for the Ontario Medal for Good Citizenship
[Distributed to Members of County Council October 19,2018]

d) From the City of Kingston Housing and Social Services Department regarding Exhibit A - 2018 Rural Homelessness Enumeration Report.
[Distributed to Members of County Council October 19,2018]

e) From the Premier of Ontario regarding Council's resolution dealing with NAFTA
[Distributed to Members of County Council October 26, 2018]

f) From the Kingston & Frontenac Housing Corporation Agenda for 09-2018
[Distributed to Members of County Council October 26, 2018]

g) From the Kingston Frontenac Public Library regarding Minutes of Regular Meeting 2018-07
[Distributed to Members of County Council October 26, 2018]

h) From the Board of Health regarding General Minutes of Meeting September 26, 2018
[Distributed to Members of County Council November 2, 2018]

i) From the Office of the Fire Marshall advising the County's compliance in Emergency Management
[Distributed to Members of County Council November 9, 2018]

j) From the Association of Municipalities Ontario regarding an editorial published in the Toronto Star on the matter of Bill 31
[Distributed to Members of County Council November 16, 2018]

k) From the Ministry of Indigenous Affairs regarding a Settlement of Williams Treaties Land Claim
[Distributed to Members of County Council November 16, 2018]

l) From the Township of McKellar regarding the Resolution passed on October 1, 2018 at a Regular Council Meeting
[Distributed to Members of County Council November 16, 2018]

m) From the Township Prince regarding an Resolution 2018-317 - Gov't of Ontario & AMO - Governance Models
[Distributed to Members of County Council November 16, 2018]

Other Business

Public Question Period

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

a) First and Second Reading

Motion #: 201-18 Moved By: Councillor Vandewal
Seconded By: Deputy Warden Doyle

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

Carried

b) Third Reading

Motion #: 202-18 Moved By: Councillor Vandewal
Seconded By: Deputy Warden Doyle

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

Carried

By-Laws

a) To authorize the execution of an Agreement with the Canadian Union of Public Employees, Local 109 – Ferry Operators
[Proposed By-Law No. 2018-0036]

b) To authorize the Warden and Clerk to enter into an agreement with 8020 Info Inc. for the development of the 2019-2022 County Strategic Plan. [Proposed By-Law No. 2018-0037]

c) To confirm all actions and proceedings of County Council on November 21st, 2018.
[Proposed By-Law No. 2018-0038]

Adjournment

Motion #: 203-18 Moved By: Councillor Dewey
Seconded By: Councillor Nossal

That the meeting hereby adjourn at 10:45 a.m.

Carried

Ron Higgins, Warden

Jannette Amini, Clerk

FRONTENAC

Minutes of the Inaugural Meeting of Council
December 19, 2018

The Inaugural meeting of the Council of the County of Frontenac was held in the Fairmount Home Kingston Frontenac Rotary Auditorium of the County Administrative Office, 2069 Battersea Road, Glenburnie on Wednesday, December 19, 2018 at 9:30 AM

Present: Warden Ron Higgins, Deputy Warden Fran Smith, Councillors Ron Vandewal, Denis Doyle, Bruce Higgs, Bill MacDonald, Gerry Martin and Alan Revill

Also Present: **County:**
Kelly Pender, Chief Administrative Officer
Gale Chevalier, Acting Chief/Director of Emergency & Transportation Services
Susan Brant, Director of Corporate Services/Treasurer
Lisa Hirvi, Administrator-Fairmount Home
Jannette Amini, Manager of Legislative Services/Clerk
Megan Rueckwald, Manager of Community Planning
Richard Allen, Manager of Economic Development
Kevin Farrell, Manager of Continuous Improvement/GIS
Marco Smits, Communications Officer
Alison Vandervelde, Community Development Officer

Declaration of Office to Councillors

The Honourable Madam Justice Anne Trousdale administered the Declaration of Office to County Councillors in unison.

2. Election of Warden

The Clerk called for nominations for the Office of Warden

Motion #: 1-12 Moved By: Councillor Doyle
Seconded By: Councillor Martin

Resolved That Councillor Ron Higgins be nominated for the position of Warden for the County of Frontenac for the term ending December 31, 2019.

Carried

Motion #: 2-12 Moved By: Councillor Smith
Seconded By: Councillor MacDonald

Resolved That nominations for the Warden of the County of Frontenac are hereby closed.

Carried

Councillor Higgins accepted the nomination and was confirmed as Warden for 2019.

3. Election of Deputy Warden

The Clerk called for nominations for the Office of Deputy Warden

Motion #: 3-12 Moved By: Councillor Doyle
Seconded By: Councillor Vandewal

Resolved That Councillor Frances Smith be nominated for the position of Deputy Warden for the County of Frontenac for the term ending December 31, 2019.

Carried

Motion #: 4-12 Moved By: Councillor Higgins
Seconded By: Councillor Doyle

Resolved That nominations for the Deputy Warden of the County of Frontenac are hereby closed

Carried

Councillor Smith accepted the nomination and was confirmed as Deputy Warden for 2019.

4. Declaration of Office to Warden and Deputy Warden

The Honourable Madam Justice Anne Trousdale administered the Declaration of Office to the Warden and Deputy Warden.

5. Dressing of Chain of Office

The Honourable Madam Justice Anne Trousdale placed the Chain of Office on the Warden.

6. Warden's Inaugural Address

Good Morning Council, staff and distinguished guests. Today marks the end of our last four-year term and the beginning of our next four-year term of Frontenac County Council. I would like to thank the last term of Council for working together effectively,

efficiently and collaboratively to accomplish our many successes over the last four years.

I would like to welcome to Council the three returning Mayors to County Council, Mayor Smith, Mayor Doyle and Mayor Vandewal and I congratulate you on your acclamations and your successful campaigns. I also want to congratulate and welcome our new County of Frontenac Council members, Councillor MacDonald from Central, Councillor Higgs from the Islands, Councillor Revill from South and Councillor Martin from North.

The County

The County of Frontenac was established in 1865 and has over 150 years of history providing high quality services to the residents of Frontenac County.

The County is focused on continuous improvement and is consistently seeking better ways of conducting business and sharing services to ensure value to the ratepayer. Under the guidance of Kevin Farrell, our Manager of Continuous Improvement, the County utilizes the LEAN Six Sigma methodology to accomplish this. LEAN is used to assess and improve organizational processes and to identify efficiencies and reduce costs in support of our corporate priority projects.

We currently have 20 employees on our Lean Implementation Frontenac Team (LIFT). Of that we have 2 that are close to achieving their black belt, we have 8 green belts and 10 yellow belts with 82 employees taking part in at least one LEAN project. Through these efforts we have realized significant time and operational cost savings of which we expect to see the numbers early in the New Year.

The County of Frontenac is also a member of the Eastern Ontario Wardens' Caucus (EOWC) which is a group of Wardens from eleven Eastern Ontario Counties and two single-tier Municipalities who work diligently with our Provincial and Federal Governments in addressing pressing issues and promoting our region.

The Caucus works to improve the wellbeing of the Eastern Ontario Region by engaging with our local politicians and residents and fostering cooperation at all levels of government. The EOWC is a highly respected Caucus by both the Federal and Provincial Governments.

The services Frontenac County provide include:

- Fairmount Home, an accredited 128 bed long term care facility;
- Frontenac Paramedic Services providing land ambulance service to over 150,000 residents within the County of Frontenac and the City of Kingston;
- Marine Services provides a County run ferry service from the mainland to Howe Island and runs 24/7/365;
- Planning Services, responsible for leading and encouraging land use planning that benefits the entire County and maintains our pristine environment;
- Economic development services to assist with responsible and sustainable economic development and promotion in areas such as Trails, Recreation, Agriculture, Food and Beverage;

- The County liaises with the City of Kingston who is the Consolidated Service Manager for Social Services, Child Care, Social Housing and Homelessness to ensure that County residents have equal and fair access to these services.
- We also liaise with Kingston for the Kingston Frontenac Public Library (KFPL) of which we have 11 library branches in Frontenac.

County Staff:

Our staffing includes the Frontenac Paramedic Services, Long Term Care, Financial, Information Services including IT and GIS, Human Resources, Legislative Services and Administrative. Our staff provides excellent delivery of services on behalf of the County and provides support to the Townships as requested and within the County mandate.

Accomplishments

Some key accomplishments to hi-lite from the last four years include:

1. Fairmount Home marked its 50th anniversary this year;
2. Fairmount Home also worked together with staff, volunteers and residents in developing a new brand which was launched this fall;
3. The County Official Plan was approved by the Ministry of Municipal Affairs and Housing in January 2016 which also granted the County to be the approval authority for Township Official Plans;
4. Implemented a Planning Advisory Committee to assist the County and Townships with solid planning processes and methodologies;
5. Accessibility Services program in place;
    a. Providing accessible customer service to persons with disabilities;
    b. Removing barriers for people with disabilities;
    c. Ensuring that no new barriers are created.
6. We have in place a Sustainability Action Plan, called Directions for Our Future. It includes four pillars of sustainability and are the focus throughout the planning process. The four pillars include social, cultural, economic and environmental.
7. We completed a Private Roads Study in 2016 which conducted a County-wide assessment of the existing private lanes system to;
    a. Recommend a planning framework that can be used to best manage these lanes;
    b. Promote private lane improvements;
    c. Provide planning policies for township Official Plans to act as a guide for future development on private lanes.
8. Developed a Frontenac County Trails Master Plan and nearing completion of the K&P trail from Kingston to Sharbot Lake;
9. Developed an Economic Development Charter for the Frontenac's which saw us:
    a. Implement the very successful Brand Ambassador Program to stimulate economic development;
    b. Develop a new County brand;
    c. Organize many highly attended events aimed at promoting the Frontenac's;
10. Between Kingston and the County, we have a 10-Year Municipal Housing & Homelessness Plan in place;

11. We have an Age-Friendly Community Action Plan in place;
12. Developed a highly successful social media program;
13. Currently implementing a senior's housing program across all four Townships with the Islands recently completing theirs,

Challenges

We are in the process of completing a strategic planning exercise to identify our Strengths, Weaknesses, Opportunities and Threats which will help us identify our key goals for our upcoming term of office. From my own personal view, I see the following challenges and a need to continue the following projects.

a. Through the EOWC we need to finalize the very important cell gap and broadband project which is shovel ready and we would love to start this project in 2019. This is the one key item that will address most of our economic and safety concerns in Eastern Ontario and especially in the remote sections of Renfrew, Addington, Hastings, Lanark and Frontenac counties;
b. In the spring we will complete the last short stretches of the K&P trail from Kingston to Sharbot Lake;
c. We will need to develop a plan to provide the last link in the K&P trail from Sharbot Lake through North Frontenac to Calabogie the final link to the Trans-Canada trails system;
d. Over the next term we hope to complete the senior's housing project for the four Townships;
e. Continue to identify a solution for a new administration building;
f. We need to somehow address the high rate of absenteeism for FPS, Fairmont and Marine Services unionized workers. There have been some small gains here, but this one issue alone is costing the County close to ¾ of a million dollars over budget year over year and prevents us from keeping our costs at or below the annual rate of inflation. As of our last Council meeting in November, for FPS and Fairmont Home we have incurred an absenteeism cost of ~$544K over budget as of the end of August this year.

Possible Issues

I have identified several items that may or may not be an issue over the next four years, but they are ones we need to be cognizant of when we work on our strategic directions for the next four years:

a. As I said in my North Frontenac Mayor's inaugural address, the recent restructuring of Toronto Council is an item that I personally believe will expand to all municipalities across the Province and if it happens it would need to be in place before the next provincial election. Nothing has been communicated to me that this may happen, but to me it is obvious that the last amalgamation is not working the way it was intended and does not reflect the needs of some municipalities today. I believe we should be thinking about this challenge now to ensure we are proactive and ready in the event the Province mandates a restructuring;

b. Recruitment and retention of staff may be an issue that could have a negative impact on sustainability. In a recent draft report by the Eastern Ontario Leadership Council it states that in Eastern Ontario, excluding cities, for every worker that entered the workforce 135 have left. From the Provincial aspect for every worker who entered the workforce, 1.5 have left. The point being the workforce is being depleted and it is only going to get worse as the retirement of baby boomers kicks into high gear which is starting now, or we get into an economic boom which will further put demand on a shrinking workforce. To acquire skilled staff going forward is going to be a costly venture if we get skilled staff at all. To avoid additional costs, and a gap in skilled resources, we need to ensure we have a strong succession plan in place to be able to continue to invest in our current staff and increase their skill level, to ensure employee retention and to ensure smooth succession as our employees leave. To me this is the best option to ensure ongoing sustainability, provide a positive work environment for staff and to provide ongoing high-quality service delivery to our community.

Other key items this Council will need to consider include;

- The rationalization of Paramedic stations with a view towards optimizing service delivery and physical foot print;
- Looking at the future of long-term care in the County:
  - Expansion at current site;
  - Facilities in the north portions of the County;
  - Or do nothing;
- Continue the focus on the future of the Economic Development Charter:
  - Increasing tourism services;
  - Trails management;
  - Active transportation;
- Continue to identify shared service opportunities;
- Develop a robust transportation services solution for seniors and those in need;
- Include Green Energy policies for future planning;
- Strengthen our Regional Community Improvement Plan(s);
- Put a renewed focus on rural healthcare.

Thank You

As I mentioned in my opening comments I wish to express a very sincere thank you to the past Council. The last Council worked hard over the last four years and have implemented solid long-term plans which this Council can build from.

A very special thanks to all staff who have worked hard at providing services to the public, shared services to the Townships and worked hard at implementing the policy directions of Council.

For me personally I would like to give special thanks to our CAO Kelly Pender who works tirelessly to find solutions, develop innovative ways to work together and misses many a night's sleep working on major issues as they arise. Kelly always provides Council with detailed analysis, factual data and options for Council to consider. His

attention to detail provides our Council with the information we need in order to make an informed and educated decision.

I also want to give special thanks to our Clerk Jannette Amini who has provided myself and other Council members with expert guidance and support which allows us to focus on our role at the Council table. Jannette recently asked me if there is anything that could be done to improve the Council proceedings heading into this term. I had to think long and hard on that one and had to resort to the fact that her processes are perfect the way they are. Apparently, from what I hear Jannette has been trying to tell Kelly that for several years now.

Deputy Warden Doyle, I want to thank you for supporting me in my role as Warden when I could not attend some functions over the last year and for always offering your support where you could.

And thank you to all Managers and your staff for providing great services to our community, for the great reports at our meetings and for gathering information as requested by Council.

We have many volunteers in the County and I would like to extend my sincere appreciation and thanks for the huge commitment our volunteers make to our community at large.

For members of the Public we all thank you all for your input and hope to continue forging strong and collaborative relationships going forward.

And for all our Stakeholders we work with we appreciate your collaboration and look forward to a continued effective working relationship. Some key stakeholders include our Provincial and Federal governments, City of Kingston, Community Services, Community Futures Development Corporation, members of the EOWC, our Four Townships, and Conservation Authorities.

I would also like to thank the families of the members of Council. Many times, we have had to attend a meeting or function that may impact our family obligations at night or on weekends. We thank you for taking calls and messages when we are not there. Without your understanding and support we would not be able to perform our jobs as effectively, and for this we say thanks.

With that, I want to say thanks again to everyone for the last four years and thank Council for electing me to the position of Warden this year. I will continue to work hard at making our County a destination of choice community, and one that we can continue to be proud of to work, to live and to play in.

Greetings from the Honourable Steve Clark, Minister of Municipal Affairs and Housing

MPP Randy Hillier read a messaged from the Honourable Steve Clark who was unable to attend the meeting given the emergency recall of the Legislative Assembly this week.

Greetings from Local Dignitaries

The following local dignitaries offered greetings to the new County Council:

1. Mark Gerretsen, MP, Kingston and the Islands
2. Scott Reid, MP, Lanark-Frontenac-Kingston
3. Randy Hillier, MPP, Lanark-Frontenac-Kingston
4. Bryan Paterson, Mayor, City of Kingston

9. Appointments to External Boards and Committees

a) Consideration of appointments to the following External Boards and Committees:

Motion #: 5-12 Moved By: Deputy Warden Smith
Seconded By: Councillor MacDonald

That Council make the following appointments to external boards and committees for the term of council:

Board/Committee	**Number of Appointees**
Kingston Frontenac Public Library Board	1 Member of County Council: • **Councillor Alan Revill** 2 Members from the Community: • **Natalie Nossal and Louise Moody**
KFL&A Public Health Board	1 Member from County Council: • **Councillor Denis Doyle**
Housing and Homelessness Advisory Committee	1 Member from County Council: • **Councillor Frances Smith**
Food Policy Council of Kingston, Frontenac, Lennox and Addington	1 Member from County Council: • **Councillor Bruce Higgs**

Carried

10. Time Sensitive Business

a) 2018-137
Corporate Services
Interim Approval of 2019 Expenditures

Motion #: 6-12 Moved By: Councillor Doyle
Seconded By: Councillor Higgs

Resolved That the Council of the County of Frontenac receive the *Corporate Services – Interim Approval of 2019 Expenditures* report;

And Further That Council direct the Treasurer to continue to pay 2019 accounts and payroll in accordance with the amounts approved for the 2018 budget until such time as the 2019 budget has been adopted.

Carried

11. Warden's Closing Remarks

Warden Higgins thanked all those who participated in this Inaugural County Council Meeting. He invited all to remain after the meeting to join the new County Council in light refreshments and take the opportunity to meet individually with members.

12. By-Laws – General By-laws and Confirmatory By-law

a) First and Second Reading

Motion #: 7-12 Moved By: Councillor Martin
Seconded By: Councillor Revill

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

Carried

b) Third Reading

Motion #: 8-12 Moved By: Councillor Revill
Seconded By: Councillor Martin

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

Carried

12.1. By-Laws

a) To Appoint the Warden and the Deputy Warden
[Proposed No. No. 2018-0039]
b) To appoint Members of Council and Members of the Community to External Boards and Committees for the Term of Council
[Proposed No. No. 2018-0040]
c) By-law to Confirm the Proceedings of Council
[Proposed No. No. 2018-0041]

13. Adjournment

Motion #: 9-12 Moved By: Councillor Vandewal
Seconded By: Councillor Doyle

That the meeting hereby adjourn at 10:29 a.m.

Carried

Ron Higgins, Warden

Jannette Amini, Clerk

Frontenac Community Futures Development Corporation

Presentation to County Council

January 2019

What is Frontenac CFDC asking of council and staff?

- Thank you for your past support
- Continue to actively refer individuals and businesses who may benefit from our services and programs

Mandate of Community Futures Program

- Funded by Federal Development of Southern Ontario (FedDev) (37 CFs)
- FedDev mandate - help southern Ontario communities and businesses diversity and strengthen their local economies by helping them become more competitive, innovative and productive

Frontenac CFDC's Services

- Not-for-profit corporation governed by volunteer board of directors
- Mission – stimulate community and economic development throughout the Frontenacs
- "building businesses….growing communities"

We can help your constituents

- Advice, counselling and support to new and existing businesses (includes workshops)
- Financing for start-up, growth, expansion and maintenance of small businesses
- Support for strategic community planning and development

Financing

- Flexible commercial financing up to $150,000
- Exceptional basis up to $250,000
- When financing from traditional lenders not available or not adequate
- Partner with banks and BDC

Eastern Ontario Development Program

- Last intake August 2018
- Renewal is unknown at this time
- Examples of Frontenac businesses – Mobile Kitchen Canada, Cardinal Café, Port William Sound, Seed to Sausage, Haymaker's Coffee, Mariclaro, Limestone Organic Creamery

Frontenac CFDC Strategic Plan

- FCFDC board id “pivotal” areas of focus
- Awareness of services and programs
- Promoting businesses
- Tourism
- Innovative Opportunities
- Food and Beverage (FAB) Region
- Currently revising our plan

Info on our services

- www.frontenaccfdc.com
- Facebook.com/frontenaccfdc
- Twitter.com/frontenaccfdc
- YouTube.com/frontenaccfdc
- Linkedin
- Email notifications
- Frontenac CFDC newsletter

Contact

- Sue Theriault, Office Manager and EODP Coordinator sue@frontenaccfdc.com
- Anne Prichard, Executive Director anne@frontenaccfdc.com
- 613-372-1414 or 1-888-372-9962
- 5062 Rd 38, Harrowsmith

Mr. Kelly Pender , Chief Administrative Officer, will provide Council wi...
Page 5 of 140

Administrative Report

January 2019
Report 2019-1

FRONTENAC

AGENDA ITEM #a)

Mr. Kelly Pender , Chief Administrative Officer, will provide Council wi...

CAO Schedule

- County Council Inaugural, December 19, 2018, County of Frontenac
- EOWC CAO's Meeting with StrategyCorp. January 4, 2019 County of Frontenac
- Eastern Ontario Warden's Caucus Inaugural Meeting January 10 and 11, 2019 Kingston
- County Council January 16, 2019
- Council Orientation and Strategic Planning January 17, 2019, County of Frontenac
- Rural Ontario Municipal Association (ROMA) Conference Toronto, January 27-29, 2019
- City of Kingston Budget Presentation, January 29, 2019 City of Kingston

FRONTENAC

Mr. Kelly Pender , Chief Administrative Officer, will provide Council wi...

EOWC and EOLC Updates

- Annual General Meeting held January 10/11, 2019
  - Election of Officers:
    - EOWC Chair: Mayor Andy Letham (City of Kawartha Lakes)
    - EOCE Vice Chair: Warden Jennifer Murphy (County of Renfrew)
    - EOLC Co-Chair: Warden Ron Higgins (County of Frontenac)
  - First priority continues to be funding for the Eastern Ontario Cell Gap Project
  - Multi-Minister Meeting scheduled for January 22/19 at the ROMA Conference in Toronto

FRONTENAC

Mr. Kelly Pender , Chief Administrative Officer, will provide Council wi...

AMO - Provincial Matters

The Ontario Ministry of Agriculture, Food and Rural Affairs released a series of new videos on ways to prevent barn fires. The videos are part of an ongoing effort with farmers and industry to develop different ways to reduce the potential loss of human and animal lives, injury and property damage from barn fires. Visit Ontario.ca\preventfarmfires to learn more about preventing barn fires and to view other resources.

Mr. Kelly Pender , Chief Building Official, will provide Council wi...
Page 58 of 140

AMCTO Update re Cannabis

The maximum 25 Retail Store Authorizations will be allocated in accordance with Ontario Regulation 468/18, which provides for the maximum number of stores in the following Regions:

- a. **East** (Stormont, Dundas and Glengarry, Prescott and Russell, Ottawa, Leeds and Grenville, Lanark, **Frontenac**, Lennox and Addington, Hastings, Prince Edward, Northumberland, Peterborough, Kawartha Lakes, Simcoe, Muskoka, Haliburton, Renfrew): five (5) stores
- b. **GTA** (Durham, York, Peel and Halton): six (6) stores
- c. **North** (Nipissing, Parry Sound, Sudbury, Greater Sudbury, Timiskaming, Cochrane, Algoma, Thunder Bay, Rainy River, Kenora): two (2) stores
- d. **Toronto:** five (5) stores
- e. **West** (Dufferin-Wellington, Hamilton, Niagara, Haldimand-Norfolk, Brant, Waterloo, Perth, Oxford, Elgin, Chatham-Kent, Essex, Lambton, Middlesex, Huron, Bruce, Grey, Manitoulin): seven (7) stores

FRONTENAC

AGENDA ITEM #a)

Mr. Kelly Pender , Chief Administrative Officer, will provide Council wi...

Staff Updates

Fairmount Home

- **Congratulations to Lori Woodcox, new Receptionist starting on January 7, 2019.**

Frontenac PARAMEDIC SERVICES

- **Congratulations to Jennifer Perry, new Administrative Assistant starting January 2, 2019.**

AGENDA ITEM #a)

Mr. Kelly Pender , Chief Building Official, will provide Council wi...
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FRONTENAC
ECONOMIC DEVELOPMENT

- County staff are participating in the formation of a SkillsNet Ontario local working group to find innovative ways to address tourism employment gaps in the region.

- The County is working with partners from across the Ontario's Highlands Tourism Region to develop a Snowmobile program similar to the "Ride the Highlands" motorcycle program.

- **Save the Date:** Tourism Summit to take place May 1, 2019 in Central Frontenac. Planning for this event is being led by the Sharbot Lake Business Group.

AGENDA ITEM #a)

Mr. Kelly Pender , Chief Administrative Officer, will provide Council wi...

Communications Update

Highlights

- Recruitment: job posting for Administrative Clerk reached 3,821 people on Facebook, had 2,001 impressions on Twitter and had 193 impressions on LinkedIn
- FPS Twitter account reached **4,000 followers** benchmark on December 24. Now ranked ninth in Ontario among paramedic services Twitter accounts
- Posted full video of the inaugural Council meeting on YouTube

Website traffic December

www.frontenaccounty.ca	14,406 page views	Average time on page 1:37
www.infrontenac.ca	2,213 page views	Average time on page 2:17
www.frontenacmaps.ca	5,729 page views	Average time on page 2:02

Social media audience December 31

County Facebook	3,278
County Twitter	2,245
County Instagram	612
FPS Twitter	4,012
Fairmount Home Facebook	456
Howe Island Ferry Twitter	837
	+11,440
Increase since Nov. 1	435 followers

FRONTENAC

AGENDA ITEM #a)

Consultant Briefing - Page 62 of 143
Backcountry Branding, will brief t...

FRONTENAC PARAMEDICS

Brand Identity Presentation
January 2019

Backcountry Branding
Avenue Strategy

AGENDA ITEM #a)

Consultant Briefing - Regular Council - 2021-06-14 - Backcountry Branding, will brief t...

Strategy

Brand Identity by Backcountry Branding // Strategy by Avenue Strategy

backcountrybranding.ca

Consultant Briefing - Page 64 of 143
Backcountry Branding, will brief t...

Objectives

The Frontenac Paramedic Services rebrand must:

- Be memorable and appealing to all audiences
- Facilitate recognition, recall and trust among the public and community partners
- Identify the unique attributes of the paramedic service including compassionate patient care and demonstrate its role in:
  - » Actively engaging allied services
  - » Promoting public awareness of health risks and injury prevention
  - » Being leaders in staff growth, recognition and development
- Be complementary to County regional branding

AGENDA ITEM #a)

Consultant Briefing - Page 6 of 14 - Backcountry Branding will brief t...

Discovery Phase Methodology

NOV 2017–JAN 2018

Ten one-on-one interviews conducted among:

- » FPS paramedics (6)
- » Frontenac County staff and council (4)

One paired interview with Kingston Central Ambulance Communication Centre

Four strategic planning sessions with a total of 29 FPS paramedics and 5 staff.

APRIL 2018

12 brand development sessions with all FPS coinciding with CMEs.

MAY 2018

Four brand presentations.

NOV–DEC 2018

14 visual identity sessions with all FPS coinciding with CMEs.

AGENDA ITEM #a)

Consultant Briefing - Regular Council - 13 Jun 2023 - Backcountry Branding, will brief t...

Summary—Insights

A primary goal of brand building and communication efforts should be shifting the current perception of “ambulance driver” to “paramedic”. This shift in perception would educate the public in terms of using paramedic services more appropriately and build affinity.

The strategic plan mission/vision and the brand idea should be patient-focused. Currently it is too focused on quantifiable measures like “meets and exceeds objective and measurable standards”. This language perpetuates the limited perception of paramedics’ role.

The factor that distinguishes paramedics from all other first responders is they only respond to calls involving people.

AGENDA ITEM #a)

Brand Idea

- A statement that articulates the underlying idea for the brand.
- Inspires everyone who engages with your brand.
- Provides focus and is foundational for all brand experiences.
- Serves as a positioning not a tagline or ad.

Consultant Briefing - Page 6 of 14 - Backcountry Branding, will brief t...

Brand Idea

It takes a certain type of person to do what we do. It is tough work, physically and emotionally. We see things no one should see. We do what we do because it matters, and we chose this profession to help people. To help people through some of their worst days.

Drawing on our medical skills and progressive training, we make critical decisions and solve problems, working against time and under pressure. We listen, observe and advocate for those in need.

Teamed with our trusted partner and colleagues we are out there, every day and every night, taking care of the people in our community.

We are Frontenac Paramedics and we are here to help people and make a difference.

AGENDA ITEM #a)

Consultant Briefing - Page 6 of 14 - Backcountry Branding, will brief t...

Core Purpose

To help people.

Vision

To be a team of highly-skilled paramedics delivering professional and progressive patient-focused care.

Mission

We bring outstanding medical care to help people in our community and make a difference in their lives.

AGENDA ITEM #a)

Consultant Briefing - Regular Meeting - Agenda - Tuesday, July 16, 2019 - 1:45 PM
Backcountry Branding, will brief t...

Our Story

Brand Identity by Backcountry Branding // Strategy by Avenue Strategy

backcountrybranding.ca

AGENDA ITEM #a)

Consultant Briefing - Regular Meeting - Agenda - Tuesday, April 16, 2024 - 10:00 AM
Backcountry Branding, will brief t...

Helping people.

To give or provide what is necessary to accomplish a task or satisfy a need; contribute strength or means to; render assistance to; cooperate effectively with; aid; assist.

AGENDA ITEM #a)

Consultant Briefing - Report 2 (06.14.22) - Backcountry Branding, will brief t...

When people are in distress they don’t shout for an ambulance, a doctor or even a paramedic.

They shout for help.

HELP!!!!!!!!!!

AGENDA ITEM #a)

Consultant Briefing - Report 2 of 6 - 13 Backcountry Branding, will brief t...

When people are in distress they don’t shout for an ambulance, a doctor or even a paramedic.

They shout for help.

Go get help!

AGENDA ITEM #a)

Consultant Briefing - Report Item 7 Appx 1 - Backcountry Branding, will brief t...

When people are in distress they don’t shout for an ambulance, a doctor or even a paramedic.

They shout for help.

Help is on the way

AGENDA ITEM #a)

Consultant Briefing - Region 7 Sept 14, Backcountry Branding, will brief t...

People don’t really know what they need.
They just know they need help.

I’m here to help

AGENDA ITEM #a)

We're NOT here to hurry.

Brand Identity by Backcountry Branding // Strategy by Avenue Strategy

backcountrybranding.ca

Consultant Briefing - Regular Meeting - Agenda - Tuesday, May 14, 2024 - 9:00 AM
Backcountry Branding, will brief t...

We're NOT here to be a hero.

Brand Identity by Backcountry Branding // Strategy by Avenue Strategy

backcountrybranding.ca

AGENDA ITEM #a)

Consultant Briefing - Regular Meeting - Agenda Item #a) - Backcountry Branding, will brief t...

We're here to help.

Brand Identity by Backcountry Branding // Strategy by Avenue Strategy

backcountrybranding.ca

AGENDA ITEM #a)

Consultant Briefing - Regular Council - 2021-11-23
Backcountry Branding, will brief t...

We help by

- Providing advanced medical treatment
- Making critical decisions under pressure
- Responding to a call regardless of the conditions
- Advocating for those in need
- Taking care of the people in our community

AGENDA ITEM #a)

Consultant Briefing - Page 69 of 143
Backcountry Branding, will brief t...

On your worst day, when no one else can...

Brand Identity by Backcountry Branding // Strategy by Avenue Strategy

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AGENDA ITEM #a)

we'll be there, ready to help.

Brand Identity by Backcountry Branding // Strategy by Avenue Strategy

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Being able to help people on their worst day takes special training and courage.

Backcountry Branding, will brief t...

Our Identity

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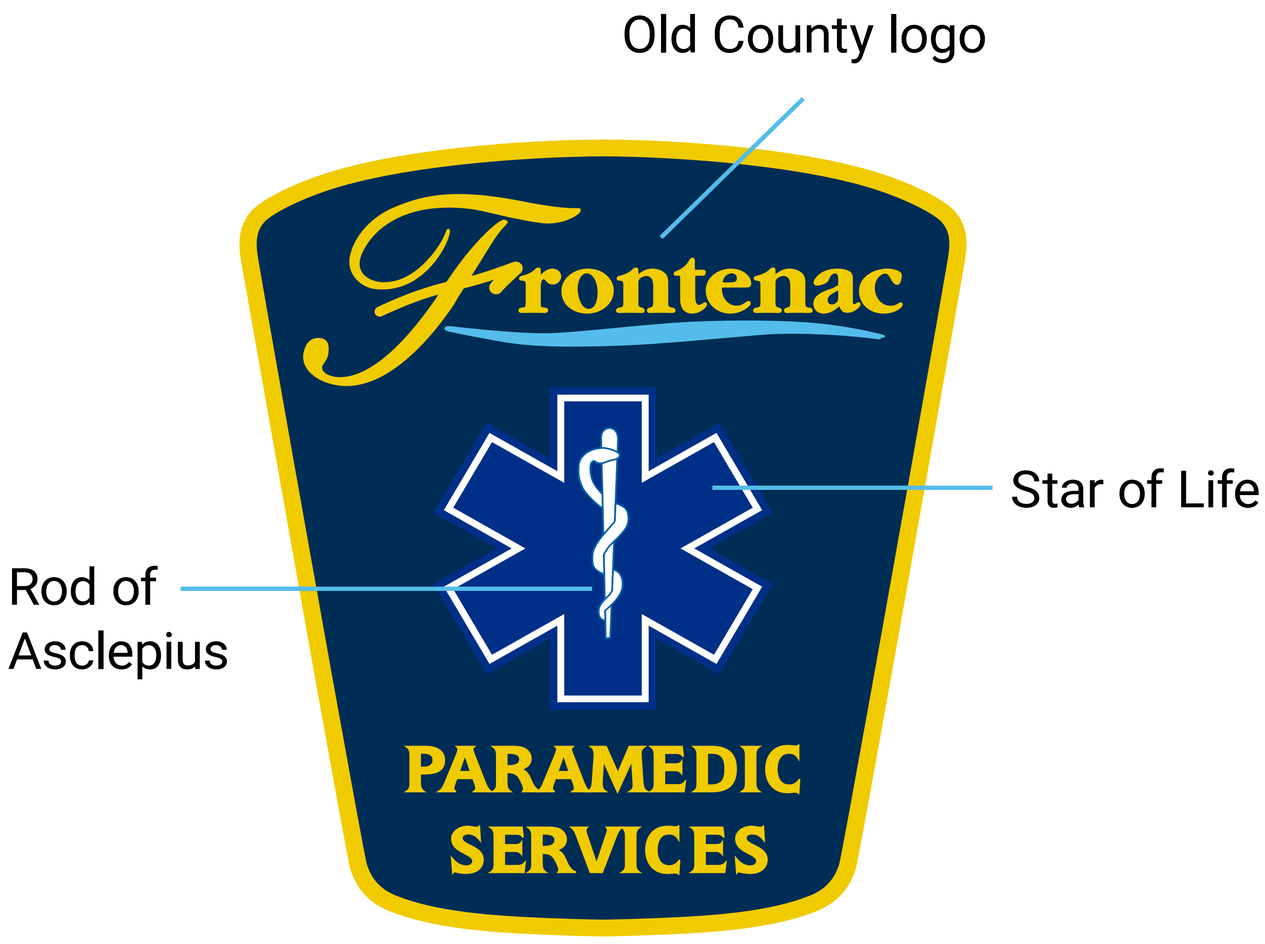

Old County logo
Frontenac
Star of Life
Rod of
Asclepius
PARAMEDIC
SERVICES

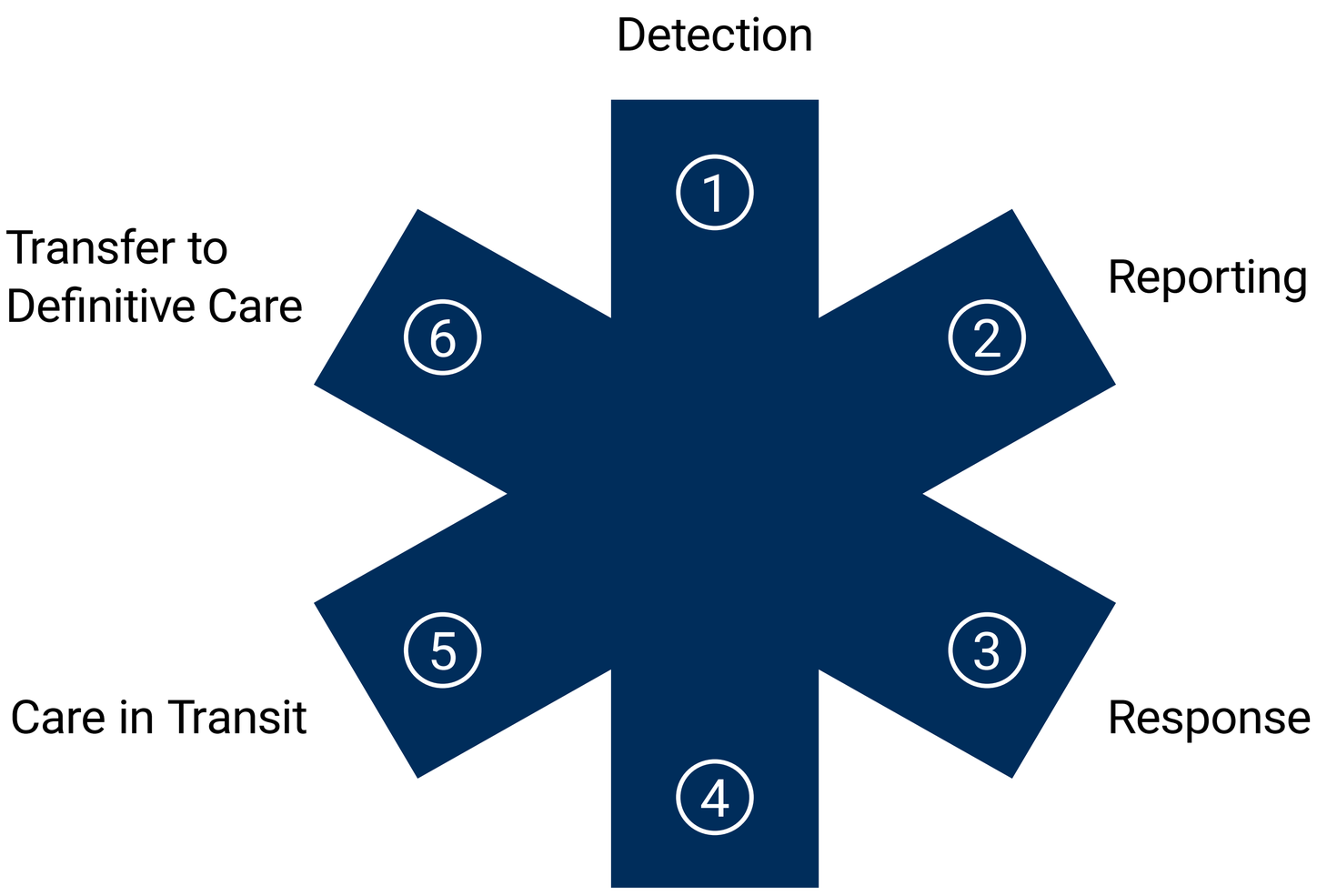
Backcountry Branding, will brief t...

Brand Identity by Backcountry Branding // Strategy by Avenue Strategy

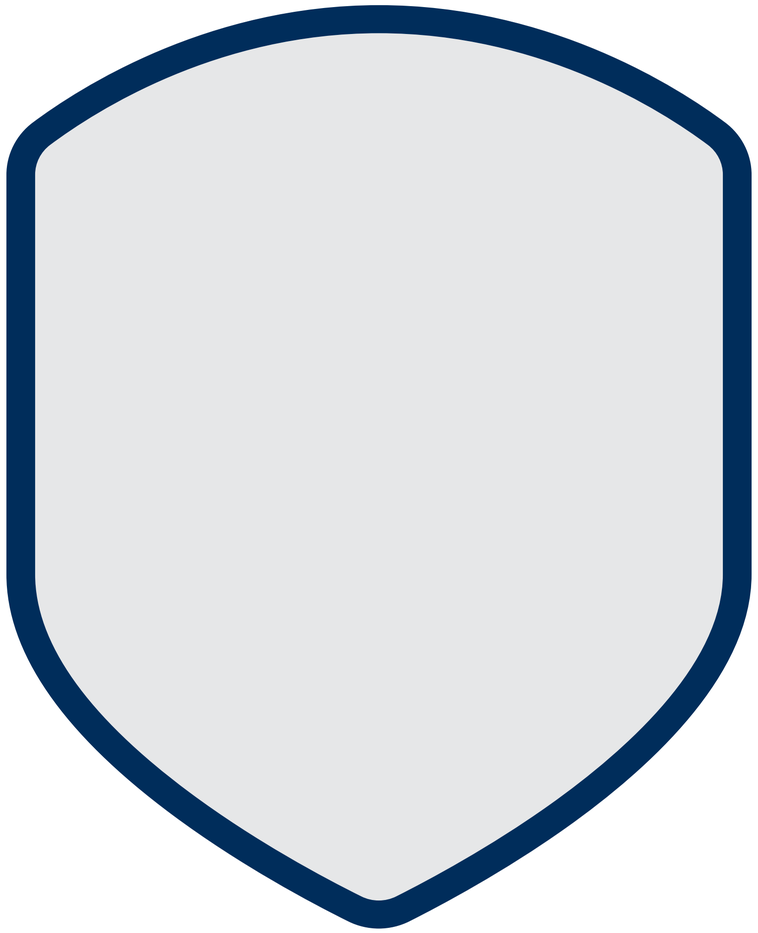
backcountrybranding.ca

Consultant Briefing - Regular Council - 2024-06-11 - Backcountry Branding, will brief t...

The Star of Life



AGENDA ITEM #a)



Frontenac Crest

Strength, trust, integrity, professionalism

Consultant Briefing - Page 68 of 142 - Backcountry Branding, will brief t...

Frontenac Typeface

Simplified name

AGENDA ITEM #a)

Star of Life

Emergency medical services

Consultant Briefing - Page 59 of 143
Backcountry Branding, will brief t...

Star of Life

1. Detection
2. Reporting
3. Response
4. On-Scene Care
5. Care in Transit
6. Transfer to Definitive Care

AGENDA ITEM #a)

Rod of Asclepius

Medical professionals

Consultant Briefing - Page 62 of 142 - Backcountry Branding, will brief t...

Proudly Canadian

AGENDA ITEM #a)

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Consultant Briefing - Page 66 of 143
Backcountry Branding, will brief t...

FRONTENAC PARAMEDICS

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Marketplace Comparison

Application

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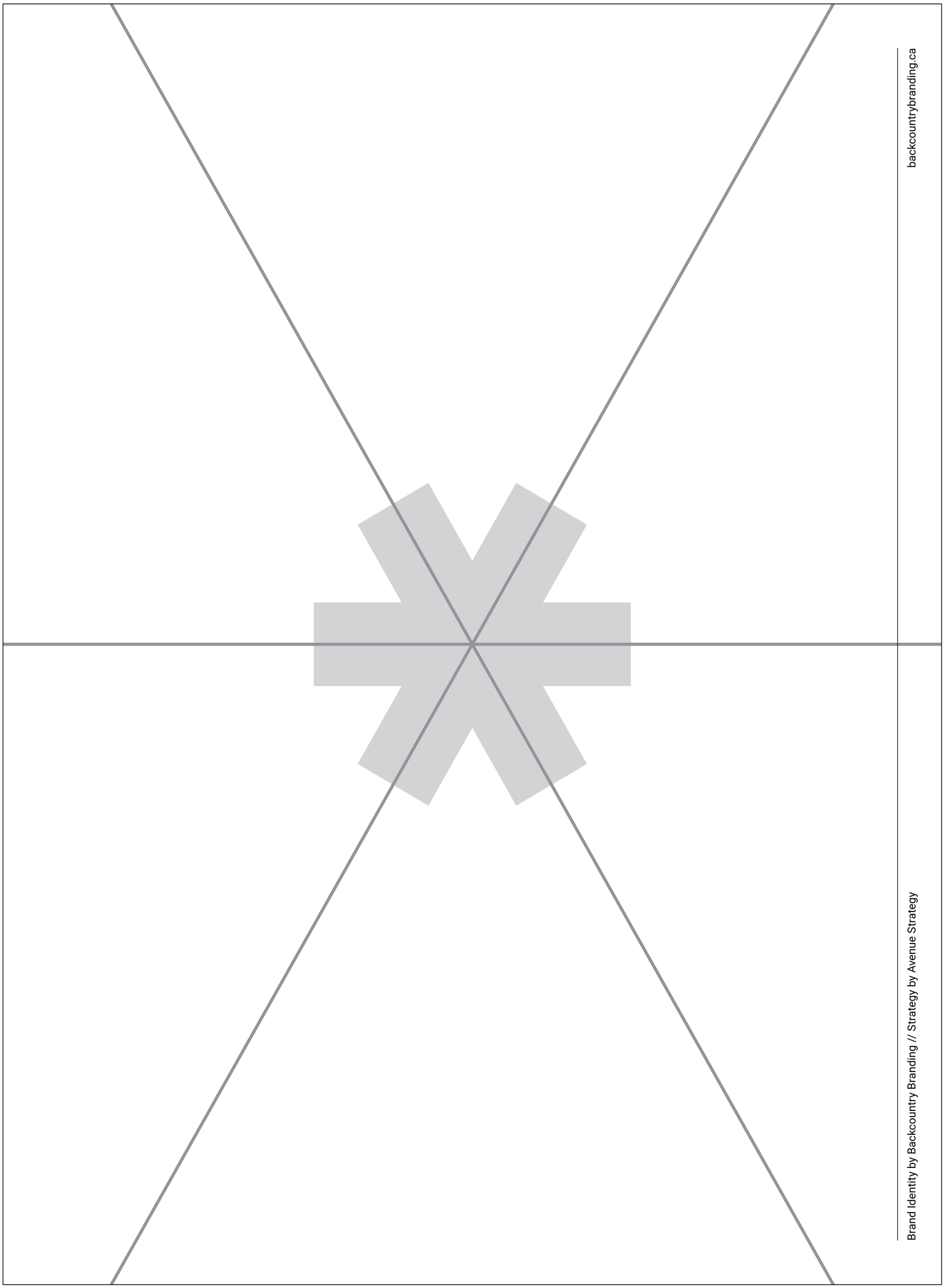
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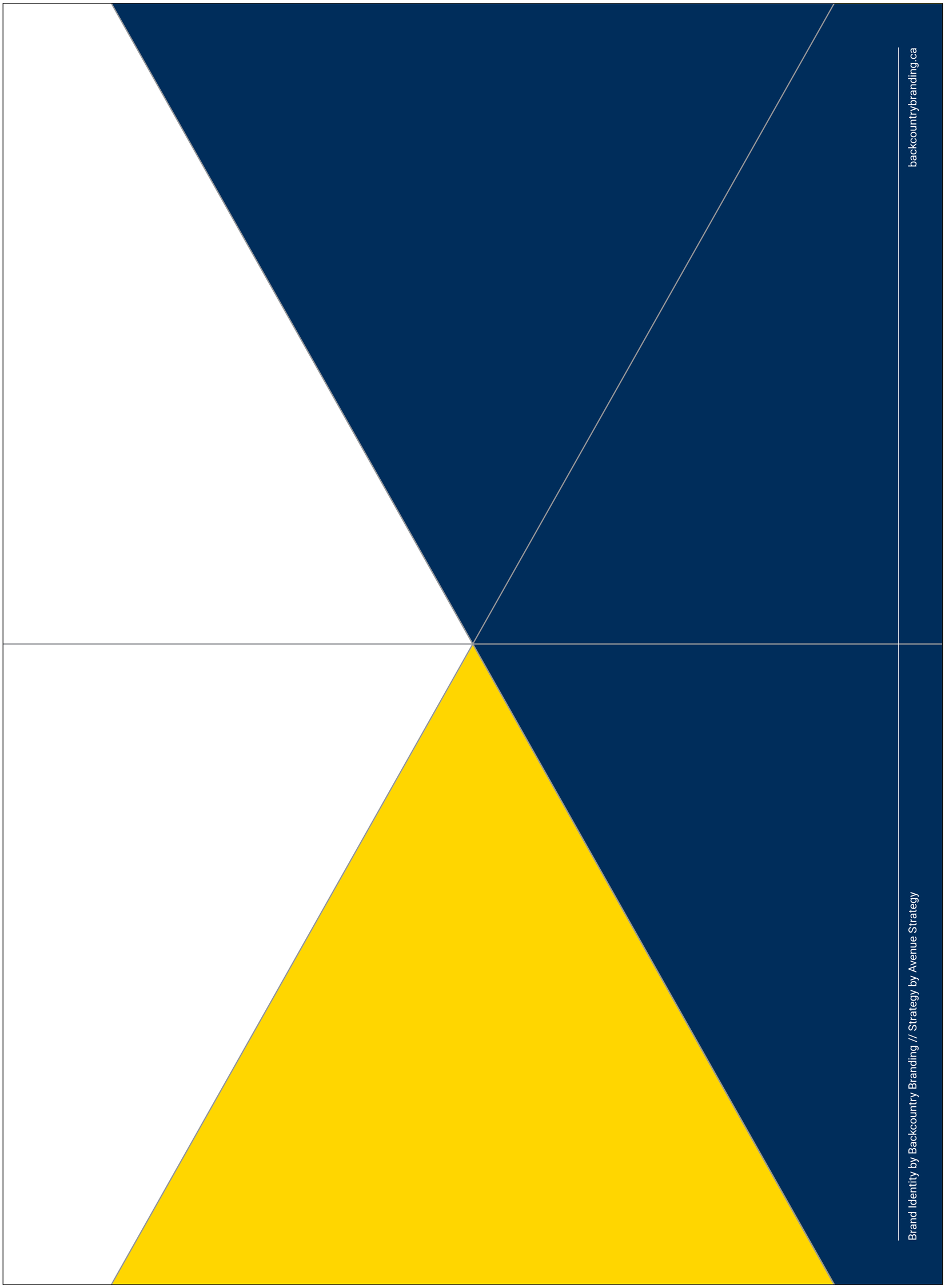
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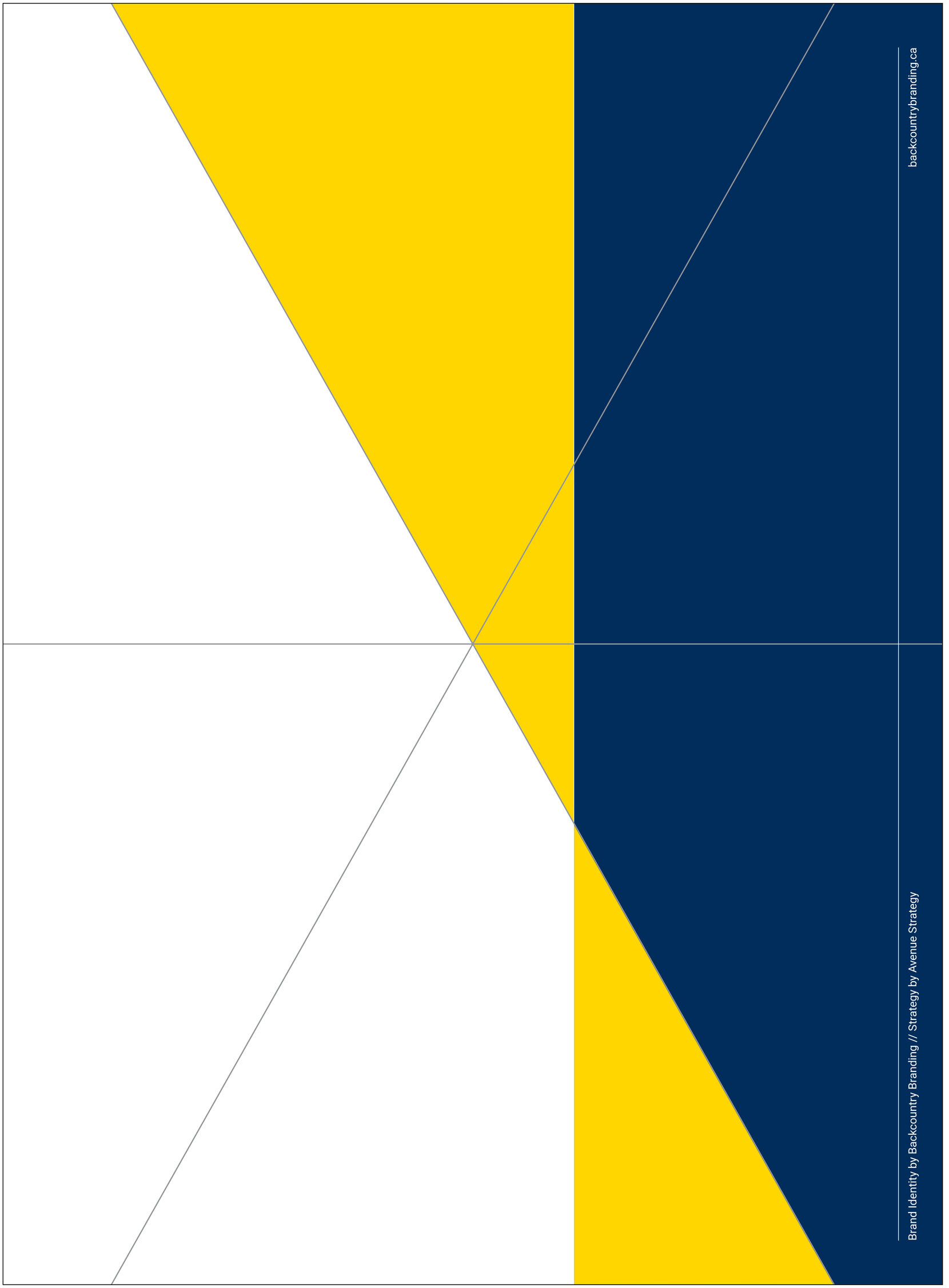
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Brand Identity by Backcountry Branding // Strategy by Avenue Strategy

Colour Scheme

Consultant Briefing - Page 108 of 140
Backcountry Branding, will brief t...

Hi-Vis
Colour Scheme

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AGENDA ITEM #a)

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Frontenac Paramedics
2069 Battersea Rd.
Glenburnie, ON K0H 1S0
Tel: 613.548.9400 x401
Fax: 613.548.0839
FrontenacCounty.ca

FRONTENAC PARAMEDICS
2069 Battersea Road, Glenburnie, ON K0H 1S0
613.548.9400 x401 | FrontenacCounty.ca

Paul Charbonneau
Chief Paramedic / Director
Emergency & Transportation Services
2069 Battersea Road
Glenburnie, ON K0H 1S0
Office: 613.548.9400 x400
Fax: 613.548.0839
Cell: 000.000.0000
pcharbonneau@frontenaccounty.ca
FrontenacCounty.ca

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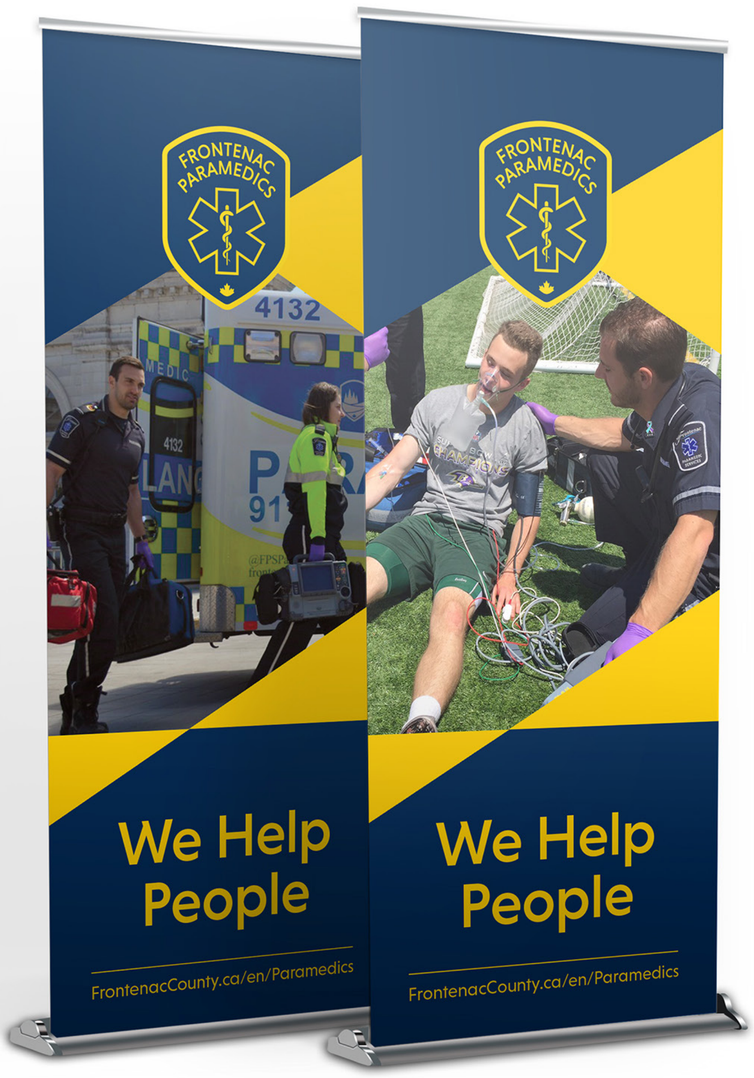

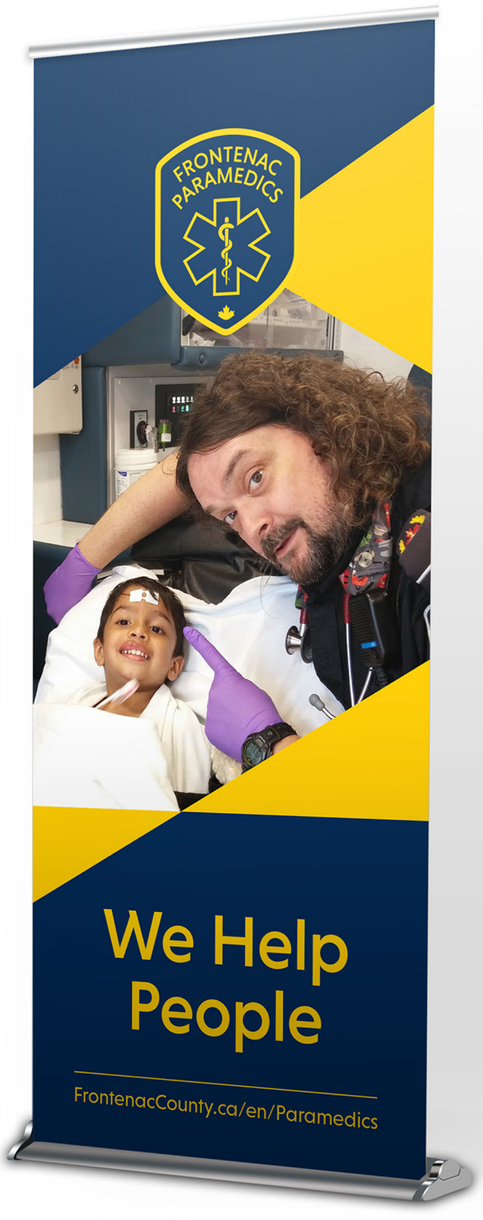

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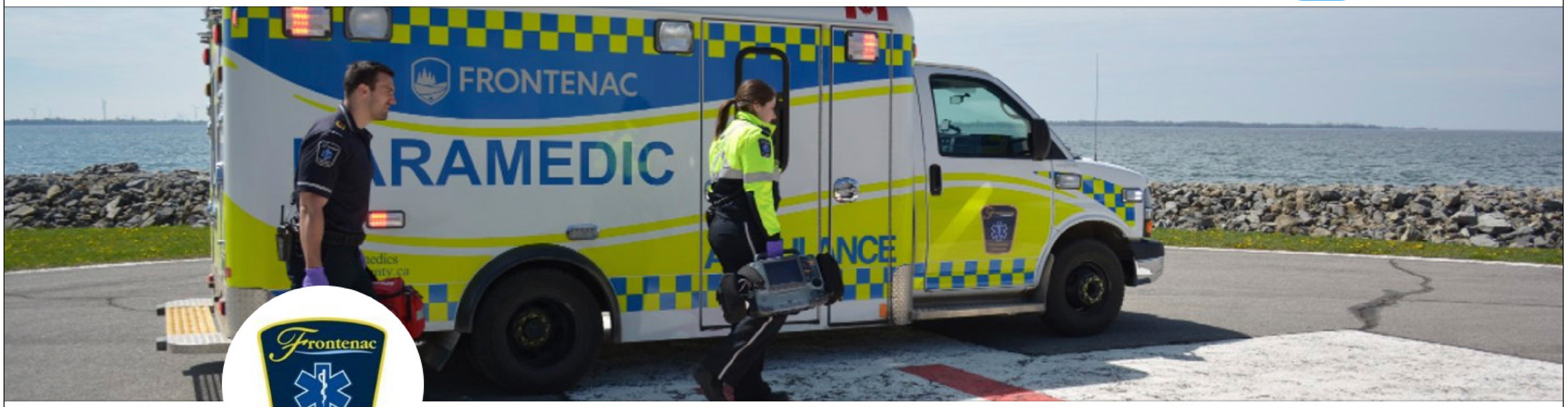
Home Moments Notifications Messages Search Twitter Tweet



Tweets 2,288 | Following 417 | Followers 3,576 | Likes 2,235 | Lists 6

Following

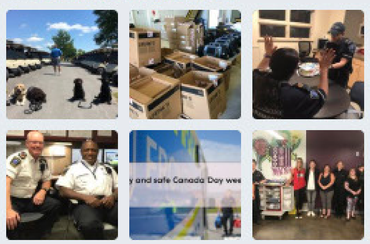
Frontenac Paramedics
@FPSParamedics

Frontenac Paramedic Services Official Twitter. Providing quality patient care in the Frontenacs & Kingston. Call 911 for emergencies. Acct not monitored 24/7.

Frontenac, Ontario
FrontenacCounty.ca
Joined May 2015

Tweet to Frontenac Paramedics

869 Photos and videos



Tweets | Tweets & replies | Media

Frontenac Paramedics Retweeted

Orlando D'Abreo @AbreoOrlando · 15h
@AbreoOrlando @FPSParamedics
Our son, Elijah, got a deep gash on his forehead when he slipped and hit his head on a bench at Lake Ontario Park this afternoon.
With Frontenac Paramedics, we are in safe hands...Thank you Shane and Travis for the excellent work.

1 6 30

Frontenac Paramedics @FPSParamedics · 22h
This is the most important piece of equipment we carry and today we are unwrapping 22 state of the art LIFEPAK 15 Defibrillator/Monitors. Excited to enter these into our day-to-day routine for vital sign evaluation and diagnosis of patients
frontenac.civicweb.net/FileStorage/94...

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Tweets 2,288 | Following 417 | Followers 3,576 | Likes 2,235 | Lists 6

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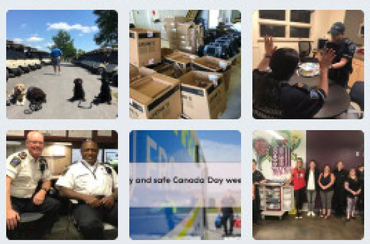

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frontenac.civicweb.net/FileStorage/94...

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COUNTY of
Frontenac
Entrance
Fairmount Home & Administration
Frontenac Paramedic Services Administration
County Administration
Country Pines
Apartments

Fairmount Home
FRONTENAC PARAMEDICS
Country Pines Apartments
FRONTENAC
ENTRANCE

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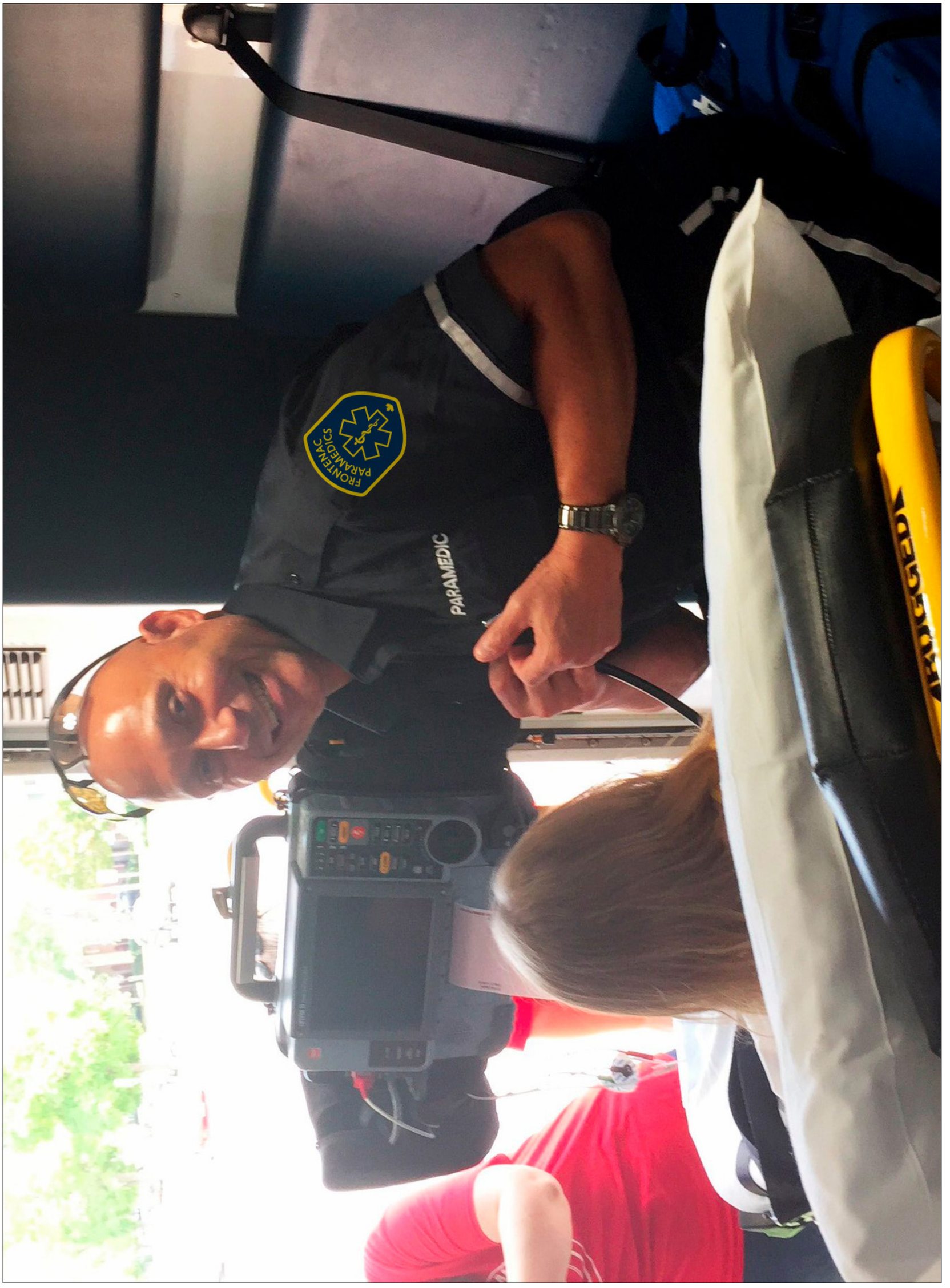
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Report 2019-002

Council Recommend Report

To:	Warden and Council
From:	Kelly Pender, Chief Administrative Officer
Prepared by:	Gale Chevalier, Acting Chief Paramedic/Director Emergency and Transportation Services
Date of meeting:	January 16, 2019
Re:	**Emergency and Transportation Services – Frontenac Paramedic Services – Brand Identity**

Recommendation

Whereas the County of Frontenac brand identity was approved in 2016 and Frontenac Paramedic Services requires a branding strategy to establish its own unique identity;

Resolved That the Council of the County of Frontenac accept the Emergency and Transportation Services, Frontenac Paramedic Services Brand Identity report;

And Further That Council direct staff to implement the Frontenac Paramedic Services brand identity and design in the operations of the paramedic service.

Background

The County of Frontenac's brand identity was established in 2016. It was determined that Fairmount Home (Fairmount) and Frontenac Paramedic Services (FPS) both require a rebranding strategy to establish their own unique identities in order to maximize recognition, recall and trust.

A request for proposals (RFP) for brand identity was issued on August 21, 2017. Jon Allison Design and Avenue Strategy were the successful consultants for the rebranding of both Fairmount and FPS.

Comment

In April and May 2018, Avenue Strategy (Kathleen Vollebregt) and Jon Allison Design (Jon Allison) presented the brand idea to paramedic staff during Continuing Medical

Education sessions. They returned in fall 2018 to present the logo design which was revised after feedback from paramedics. The revised logo was well received.

Attached is Frontenac Paramedic's brand identity presentation.

Sustainability Implications

Not applicable

Financial Implications

Not applicable

Organizations, Departments and Individuals Consulted and/or Affected

Jon Allison - Jon Allison Design
Kathleen Vollebregt - Avenue Strategy

FRONTENAC

Report 2019-003

Council Recommend Report

To:	Warden and Council
From:	Kelly Pender, Chief Administrative Officer
Prepared by:	Gale Chevalier, Acting Chief Paramedic/Director Emergency and Transportation Services
Date of meeting:	January 16, 2019
Re:	**Emergency and Transportation Services – Frontenac Paramedic Services – Station Locations in the West end of Kingston**

Recommendation

Resolved That the Council of the County of Frontenac accept the Emergency and Transportation Services – Frontenac Paramedic Services – Station Locations in the West of Kingston report for information;

And Further That the Council of the County of Frontenac directs staff to negotiate with the City of Kingston for a lease agreement at the location of the Woodbine Road Fire Station at 905 Woodbine Road, Kingston, ON

And Further That the Council of the County of Frontenac directs staff to work with local commercial real estate agents to identify options for development of a new station in the designated area.

Background

On October 9, 2018 we received notification from the new owner and landlord Kingston Progress & Innovation Inc. of the building we currently lease at 666 Justus Drive,

> "This letter is to formally confirm that your lease will not be renewed, and we expect you to vacate the Unit #2 of 666 Justus Drive, Kingston by December 31st 2019."

In September 2006 the IBI study "**Strategic Review of Ambulance Station Options in the City of Kingston**" recommended the following:

"In addition, based on the residential development information shown, the provision of additional ambulance coverage for the following area is likely to warrant consideration within about 5+ years: area between Princess Street (Highway 2) and Highway 401, from Sydenham Road to Collins Creek. In this regard it is recommended that FPS should annually review the future growth in ambulance call volumes originating within this area."

"Additional station (2,700 sq. ft.) to be constructed to serve the area bounded by Princess Street (Highway 2), Highway 401, Sydenham Road and Collins Creek".

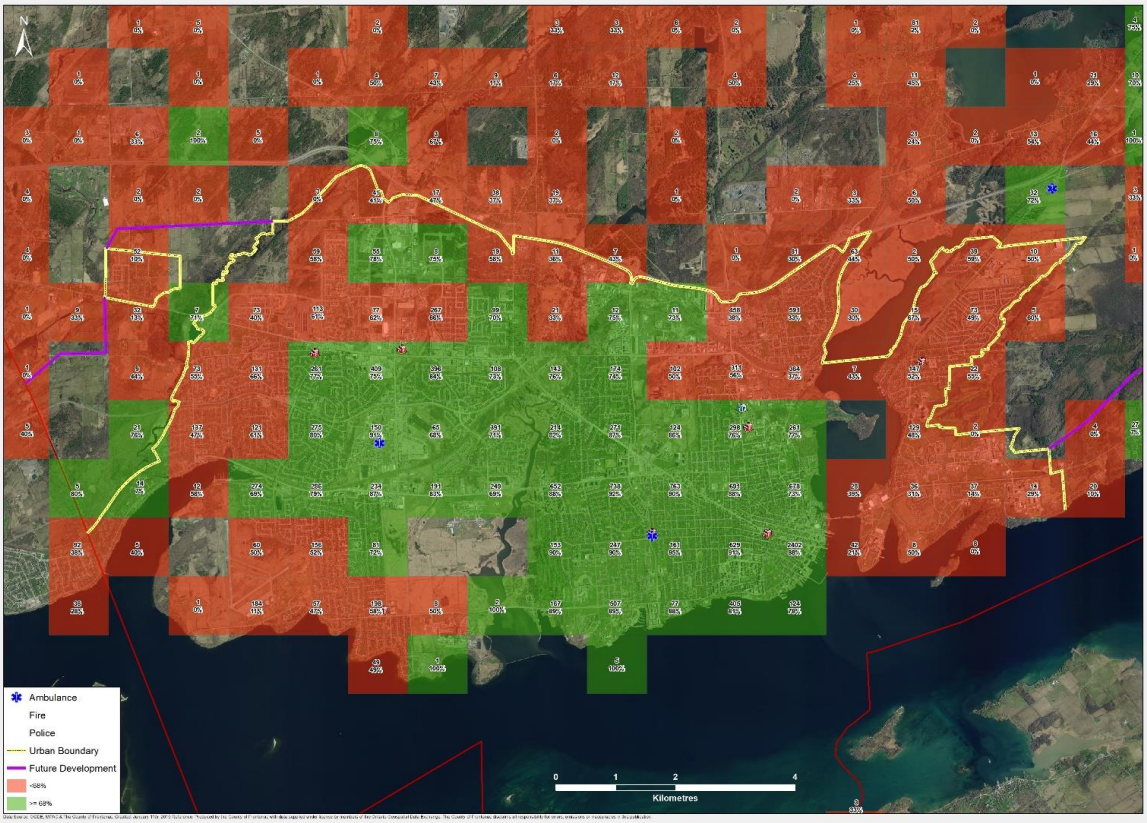
Comment

Prior to the notification to vacate 666 Justus Drive, County staff was working with City of Kingston Fire & Rescue Services staff for a possible co-location project at the fire hall located at Woodbine Avenue and Bayridge Drive as part of implementation of the 2006 IBI Study recommendations.

To ensure we are optimizing the best station locations, we have engaged Operational Research in Health Limited (ORH) to do computer aided response mapping. ORH has done similar work for the County of Peterborough, County of Middlesex, County of Wellington and the Region of York. The purpose of this research was to confirm the best geographic locations for stations within the west end of Kingston based upon historical response data.

The recommendation for two stations in the west end is based on several factors:

- Increase in coverage area due to new residential construction
- Airport expansion and anticipated commercial development
- Increase in seniors housing in
- Increased call volumes in the west end



County staff is now exploring the following options:

1. County to purchase land and owner build;
2. County to purchase and have design build;
3. Enter into a 3PPP proposal with a long term lease.

Sustainability Implications

Goal #3 of the County's Strategic Plan is respect for the taxpayer. 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 paramedic station plan that is sustainable and to support continued efforts to rationalize costs across the Townships, City of Kingston and the County.

Financial Implications

Financial information regarding negotiations with the City of Kingston and the second location will be presented at the February 20, 2019 Council meeting.

Organizations, Departments and Individuals Consulted and/or Affected

Chief Shawn Armstrong, Kingston Fire & Rescue Services
Kevin Farrell, Manager of Continuous Improvement
Hannah Mayes, Consultant, ORH

FRONTENAC

Report 2019-004

Recommend Report to Council

To: Warden and Council Members of the County of Frontenac

From: Kelly J. Pender, Chief Administrative Officer

Prepared by: Lisa Hirvi, Administrator, Fairmount Home

Date of meeting: January 16, 2019

Re: Request for Proposal 2018-016 Management of Dietary and Support Services at Fairmount Home – Contract Award

Recommendation

Resolved That the Council of the County of Frontenac receive the report for the Request for Proposal 2018-016 Management of Dietary and Support Services at Fairmount Home – Contract Award;

And Further That Council pass a by-law authorizing the Warden and Clerk to execute an agreement with Sodexo Canada for the management of dietary and support services at Fairmount Home for a three-year term with an option to renew for up to three-years.

Background

Fairmount Home ("Fairmount") currently has an agreement with Sodexo Canada ("Sodexo") to provide the management of dietary and support services. An amending agreement was made January 1, 2016 to extend the services for a further three-year term to December 31, 2018. The parties agreed to continue the agreement in accordance with the management agreement pending the results of the request for proposal (RFP).

On November 12, 2018, Fairmount issued a RFP for the management of dietary and support services. The RFP closed on December 11, 2018.

Comment

Fairmount and County staff conducted the RFP process for the management of dietary and support services, which included a tour of Fairmount, review of the submissions, interviews and reference checks. There were three (3) submissions for the RFP.

The term of the agreement will be three (3) years with an option to renew for up to three years and include a termination clause.

Based on Fairmount's 2018 budget for the management of dietary and support services, Sodexo's budget included in the RFP proposal is reasonable. See the Financial Implications section for details.

Sustainability Implications

Governance – appropriate stewardship of County resources.

Financial Implications

Fairmount's 2018 budget includes $273,109 for the management of dietary and support services.

Sodexo's three-year budget for management of dietary and support services is $269,644, $276,946 and $284,447. In addition, Sodexo's proposal includes a $40,000 investment, which can be used towards strategic projects and initiatives or to reduce the annual management fee. Fairmount will be using the investment towards strategic projects and initiatives including civility in the workplace training.

Organizations, Departments and Individuals Consulted and/or Affected

County and Fairmount Staff

FRONTENAC

Report 2018-009

Recommend Report to Council

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 16, 2019

Re: Corporate Services – 2018 Fairmount Home Accounts Receivables Write-Offs

Recommendation

Resolved That the Council of the County of Frontenac receive this Corporate Services – 2018 Fairmount Home Accounts Receivable Write-Offs report;

And Further That Council authorize the Treasurer to write off accounts totalling $20,365.90.

Background

The Ministry of Health and Long Term Care provides funding to Long Term Care Homes and sets standard rates for resident payments. Residents are billed monthly for their share of the accommodation and any other miscellaneous expenditures that have occurred in that month. Overdue accounts are assessed regularly and payment notices forwarded to residents and responsible family members. When the overdue amount exceeds $5,000, legal action is taken to recoup funds.

Comment

One overdue account represents the unpaid Basic rent for 2018 (including December) in which collection efforts are ongoing. Another overdue account relates to a deceased resident in which collection is very unlikely.

Financial Implications

At this time, the Treasurer is requesting Council approval to write off those revenues deemed to be uncollectible in the total amount of $20,365.90.

Organizations, Departments and Individuals Consulted and/or Affected

Lisa Hirvi, Administrator, Fairmount Home

FRONTENAC

Report 2018-008

Council 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 16, 2019

Re: Corporate Services – 2018 Federal Gas Tax Allocation

Recommendation

Resolved That the Council of the County of Frontenac accept the Corporate Services – 2018 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 for 2018.

Background

The County is bound by the terms and conditions of the Federal Gas Tax Agreement with the Association of Municipalities of Ontario (AMO).

Comment

Through the 2018 budget process, the Federal Gas Tax received in 2018, $840,068.94 was to be distributed to the Townships by weighted assessment as follows:

Township	Weighted Assessment		Allocation
North Frontenac	15.98%	$	134,271.08
Central Frontenac	16.30%	$	136,939.30
South Frontenac	58.34%	$	490,098.61
Frontenac Islands	9.38%	$	78,759.95
Total	**100.00%**	**$**	**840,068.94**

In addition, other Federal Gas Tax funds are forwarded to the Townships for Community Improvement Plans, Eco-tourism projects and Smaller Scale sustainability projects. As the total amounts of those distributions are not known until later in the year the by-law must include those additional transfers.

The by-law includes the following additional transfers;

Frontenac Islands: $3,000.00– Community Improvement Plan

North Frontenac: $2,047.50 – Palmerston Lake Marina
$1,401.44 – West Palmerston Cottage

South Frontenac: $3,500.00 – Community Improvement Plan
$2,000.00 – Community Improvement Plan

Sustainability Implications

Governance – appropriate stewardship of County resources.

Financial Implications

A transfer from the Federal Gas Tax Reserve to the Townships as identified in the by-law is required.

Organizations, Departments and Individuals Consulted and/or Affected

Township Treasurers

FRONTENAC

Report 2019-001

Council Information Report

To: Warden and Council

From: Kelly Pender, Chief Administrative Officer

Prepared by: Lisa Hirvi, Administrator

Date of meeting: January 16, 2019

Re: **Fairmount Home – Quarterly Update Activity Report**

Recommendation

This report is for information purposes only.

Background

The following information is an update regarding the activities/challenges at Fairmount Home from July 1, 2018 to September 30, 2018 as well as significant updates in October 2018.

Comment

Ministry of Health and Long-Term Care

During the third quarter, there were no complaints logged with the Ministry of Health and Long-Term Care (MOHLTC) and no inspections were conducted.

Outbreaks

During the third quarter, there were two respiratory outbreaks declared. On August 9, 2018 a respiratory outbreak was declared, which ended on August 21. Five (5) residents and zero (0) staff were affected. The second respiratory outbreak was declared on September 1 and declared over on September 11. There were 13 residents and zero (0) staff affected. Thank you to the management and staff who were diligent in managing the outbreaks. The legislated reporting was completed to the required Ministries including the Ministry of Health & Long-Term Care (MOHLTC), Ministry of Labour (MOL) as well as Kingston, Frontenac, Lennox & Addington (KFL&A) Public Health.

Accreditation

In January 2015, Fairmount was accredited with exemplary standing by Accreditation Canada. The four-year accreditation is set to expire in 2019. Fairmount will be pursuing its accreditation through CARF Canada, which is a ministry-approved accreditor. The

management team has begun preparation for the on-site survey, which is expected in the fall 2019. Updates will be shared in the quarterly activity reports.

Recruitment

On June 20, 2018, Council approved the creation of a net new full-time equivalent position, Assistant Director of Care - Resident Services, effective October 1, 2018. Chelsea Cawker (Shogren) was the successful candidate for the new Assistant Director of Care – Resident Services. The position is well received by residents, families and staff. As previously communicated to Council, this position is funded with new funding from the MOHLTC's investment in staffing of Long Term Care homes.

Sustainability Implications

Not applicable

Financial Implications

For the lighting replacement, the financial implications are outstanding.

Organizations, Departments and Individuals Consulted and/or Affected

Fairmount Home Management Team
Fairmount Staff
Frontenac County Staff
Residents
Volunteers

By-Law No. 2019-0001

of

The Corporation of the County of Frontenac

being a by-law to authorize the execution of an Agreement with the Canadian Union of Public Employees, Local 2290 in accordance with the Arbitration Award

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Whereas the Canadian Union of Public Employees has been designated by the Labour Relations Board as the bargaining agent to represent the unionized Fairmount Home and County Administration staff; and,

Whereas the negotiating committees of the Union and the County of Frontenac attended interest arbitration on November 30th, 2018; and,

Whereas the Arbitration Board awarded its decision on January 8, 2019; 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:

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

1. **That** the Warden and Clerk are hereby authorized to execute a Collective Agreement with the Canadian Union of Public Employees, Local 2290 in accordance with the Arbitration Award dated January 8, 2019; and,

2. **That** the agreement shall be attached to and form part of this by-law.

3. **That** this By-law shall come into force and take effect as of the final passing thereof.

Read a first and second time this 16th day of January, 2019.

Read a third time and finally passed this 16th day of January, 2019.

The Corporation of the County of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk

By-Law No. 2018-0002

Of

The Corporation of the County of Frontenac

being a by-law to authorize the Corporation of the County of Frontenac to distribute the Federal Gas Tax amongst its four lower-tier municipalities

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Whereas the Corporation of the County of Frontenac (the Recipient) adopted By-law 2010-0015 which authorized the Warden and Clerk to execute an agreement with AMO regarding the Federal Gas Tax since the execution of that agreement is mandatory if the County of Frontenac wanted to participate in the transfer of federal gas tax revenue;

And Whereas the Corporation of the County of Frontenac (the Recipient) adopted By-law 2014-0027 to execute an amended agreement with AMO regarding Federal Gas Tax;

And Whereas Section 6.2 of the Agreement permits the Recipient to allocate funds to another Eligible Municipality;

And Whereas Council wishes to authorize the distribution of Federal Gas Tax Funds amongst the County's four lower tier municipalities for 2018;

Now Therefore Be It Resolved That the Council of the Corporation of the County of Frontenac hereby orders and enacts:

1. **That** the County of Frontenac distribute Federal Gas Tax as per the 2018 Schedule attached to this by-law;

2. **That** this By-law shall come into force and have effect upon the final passing thereof.

Read a First and Second Time this 16th day of January, 2019.

Read a Third Time and Finally Passed, Signed and Sealed this 16th day of January, 2019.

The Corporation of the County of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk

County Of Frontenac Distribution of Federal Gas Tax to Eligible Municipalities
For 2018

Municipality	Weighted Assessment %	Distribution based on Weighted Assessment	Additional Distributions	Federal Gas Tax Total Distribution
Township of Frontenac Islands	9.38%	$78,759.95	$3,000.00	$81,759.95
Township of South Frontenac	58.34%	$490,098.61	$5,500.00	$495,598.61
Township of Central Frontenac	16.30%	$136,939.30	$0	$136,939.30
Township of North Frontenac	15.98%	$134,271.08	$3,448.94	$137,720.02
Total Federal Gas Tax Distribution from the County				**$852,017.88**

By-Law Number 2019-0003

of

The Corporation of the County of Frontenac

being a by-law to Authorize Warden and Clerk to Execute Agreement with Sodexo Canada for the management of dietary and support services at Fairmount Home

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

Whereas the County of Frontenac conducted an RFP process for the management of dietary and support services for Fairmount Home; and,

Whereas the County of Frontenac wishes to enter into an Agreement with Sodexo Canada for the management of dietary and support services at Fairmount Home for a term of three (3) years with an option to renew for up to three years:

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

1. **That** the Warden and Clerk are authorized to execute an agreement with Sodexo Canada for the management of dietary and support services at Fairmount Home for a term of three (3) years with an option to renew for up to three years, attached as Schedule A;

2. **That** *Schedule "A"* shall form part of this by-law.

3. **That** this By-law shall come into force and take effect upon the date of final passing.

Read a First and Second Time this 16th day of January, 2019.

Read a Third Time, Signed, Sealed and Finally Passed this 16th day of January, 2019.

The Corporation of the County of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk

By-Law No. 2019-0004

of

The Corporation of the County of Frontenac

being a by-law to appoint Members of Council and Members of the Community to Frontenac County Advisory Committees for the Term of Council

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

Whereas the Council of the Corporation of the County of Frontenac deems it expedient to appoint Members of Council and Members of the Community to Frontenac County Advisory Committees for the term of council;

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

1. **THAT** Council make the following appointments to Frontenac County Advisory Committees for the term of council:

Advisory Committee	**Appointees**
Community Development Advisory Committee	1 Member of County Council: • **Councillor** 6 Members from the Community: • • • • • •
Planning Advisory Committee	3 Members from the Community: • • •

Frontenac Joint Accessibility Advisory Committee	1 Member from County Council: • **Councillor** 4 members of the Community (one from each Township); • **– South Frontenac** • **– North Frontenac** • **– Central Frontenac** • **– Frontenac Islands** 1 member of the Community at large •
Seniors Housing Task Force	1 Additional Member from County Council: • **Councillor**
Administrative Building Design Task Force	3 Members from County Council: • **Councillor** • **Councillor** • **Councillor**

2. **That** by-law 2013-0020 be amended accordingly to reflect these appointments.

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

Read a first and second time this 16th day of January, 2019.

Read a third time and finally passed this 16th day of January, 2019.

The Corporation of the County of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk

By-Law No. 2019-0005

of

The Corporation of the County OF Frontenac

being a by-law to confirm all actions and proceedings of County Council on January 16, 2019

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 16, 2019 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 16, 2019 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 16, 2019 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 16th day of January 2019.

Read a Third Time and Finally Passed, Signed and Sealed this 16th day of January, 2019.

The Corporation of the County Of Frontenac

Ron Higgins, Warden

Jannette Amini, Clerk